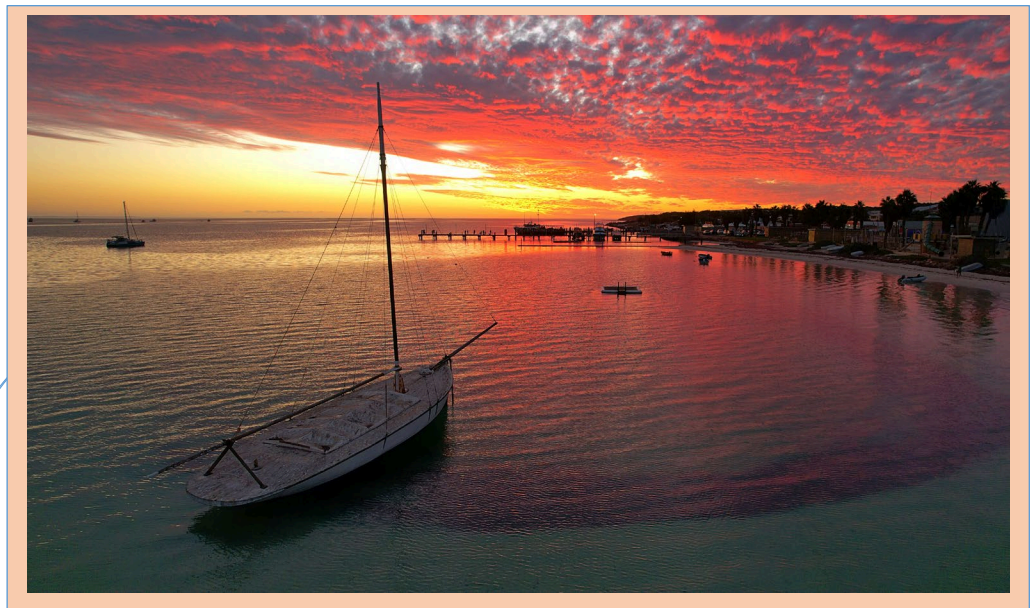


SHIRE OF SHARK BAY UNCONFIRMED MINUTES

27 September 2023



SHARK BAY SUNSET

Photo Credit: **FINN Films**



27 SEPTEMBER 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.

27 SEPTEMBER 2023

The unconfirmed 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 27 September 20223 commencing at 10.25 am.

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
7.0	Petitions	7
8.0	Confirmation Of Minutes	7
8.1	Confirmation of the Minutes of the Ordinary Council meeting held on 30 August 2023	7
8.2	Confirmation of the Minutes of the Special Council meeting held on 13 September 2023	7
9.0	Announcements By The Chair	7
10.0	Finance Report	8
10.1	Schedule of Accounts Paid to be Received	8
10.2	Financial Reports To 31 July 2023	20
10.3	Financial Reports To 31 August 2023	44
10.4	Five (5) Year Road Capital Plan 2023/2024 – 2027/2028	68
11.0	Town Planning Report	72
11.1	Application Seeking New Planning Approval For An Eiting Dwelling Unit Used For Short Stay Accommodation – Lot 150, Unit 1/15 Sunter Place, Denham	72
11.2	Holiday Accommodation / Two Grouped Dwellings – Lot 115 (129) Knight Terrace, Denham	80
11.3	Proposed Outbuilding – Lot 203 (131) Knight Terrace, Denham	102
11.4	Dirk Hartog Island Recreation and Tourism Opportunities Analysis (July 2023)	115
12.0	Motions of Which Previous Notice Has Been Given	135
13.0	Questions by Members of Which Due Notice Has Been Given	135
14.0	Urgent Business Approved By The Person Presiding Or By Decision	135
15.0	Matters Behind Closed Doors	135
16.0	Date And Time Of Next Meeting	135
17.0	Closure of Meeting	135

27 SEPTEMBER 2023

1.0 DECLARATION OF OPENING

The President declared the September 2023 Ordinary Council meeting open at 10.25 am.

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 M Vankova	Deputy President
Cr L Bellottie	
Cr E Fenny	
Cr P Stubberfield	

Mr D Chapman	Chief Executive Officer
Ms J Green	Supervisor, Finance and Administration
Mrs D Wilkes	Executive Manager Community Development
Mrs R Mettam	Executive Assistant

APOLOGIES

Cr G Ridgley	Leave granted at the Ordinary Council meeting held on the 30 August 223 Item 6.1
Cr M Smith	Leave of Absence granted Item 6.1 of these minutes

VISITORS

There were no visitors in the gallery.

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There were no previous public questions on notice.

5.0 PUBLIC QUESTION TIME

The President opened public question time at 10.26 am and as there were no visitors in the gallery closed public question time at 10.26 am.

27 SEPTEMBER 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 Stubberfield

Seconded Cr Bellottie

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 27 September 2023.

5/0 CARRIED

Background

Councillor Smith has applied for leave of absence from the ordinary meeting of Council scheduled for Wednesday 27 September 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 27 September 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.

27 SEPTEMBER 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 26 September 2023

27 SEPTEMBER 2023

7.0 PETITIONS

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

8.0 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 30 AUGUST 2023

Moved Cr Fenny
Seconded Cr Vankova

Council Resolution

That the minutes of the Ordinary Council meeting held on 30 August 2023, as circulated to all Councillors, be confirmed as a true and accurate record.

5/0 CARRIED

8.2 CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 13 SEPTEMBER 2023

Moved Cr Fenny
Seconded Cr Vankova

Council Resolution

That the minutes of the Special Council meeting held on 13 September 2023, as circulated to all Councillors, be confirmed as a true and accurate record.

5/0 CARRIED

9.0 ANNOUNCEMENTS BY THE CHAIR

The Minister for Regional Development, Disability Services, Fisheries, Seniors and Ageing and Volunteering, the Honourable Don Punch BPsych BSocwk MBA MLA will visit the Shire of Shark Bay on Wednesday 27 September 2023.

27 SEPTEMBER 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 Vankova

Seconded

Cr Fenny

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$735,176.31 be accepted.

5/0 CARRIED

Comment

The schedules of accounts for payment covering -

Municipal fund credit card direct debits for the month of August 2023 totalling \$7,958.31

No Municipal fund account cheques issued for August 2023 totalling \$0.00

Municipal fund direct debits to Council for the month of August 2023 totalling \$41,631.04

Municipal fund account electronic payment numbers MUNI 31350 to 31448 totalling \$536,974.96

Municipal fund account for August 2023 payroll totalling \$132,878.00

Municipal fund Police Licensing for August 2023 transaction number 222320 totalling \$15,734.00 and

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

The schedule of accounts submitted to each member of Council on 22 September 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 on a monthly basis.

27 SEPTEMBER 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

Chief Executive Officer

D Chapman

Date of Report

4 September 2023

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY – CREDIT CARD

PERIOD – AUGUST 2023

TOTAL \$7,958.31

EMCD

DATE	NAME	DESCRIPTION	AMOUNT
14/07/2023	BIG W ONLINE	CREDIT FOR 2x MULTIPURPOSE WIPES 120PACK	-\$ 24.00
4/08/2023	O'BRIEN GLASS INDUSTRIES	WINDSCREEN REPAIR - EMCD VEHICLE (P213)	\$ 350.10
9/08/2023	ALOFT PERTH FDI	GRANT WRITING TRAINING CDO - ACCOMMODATION	\$ 773.00
12/08/2023	ALOFT PERTH FDI	GRANT WRITING TRAINING CDO - MEALS	\$ 211.12
		TOTAL	\$1,310.22

EMFA

DATE	NAME	DESCRIPTION	AMOUNT
24/07/2023	SHIRE OF SHARK BAY	TOYOTA HILUX, GARDENER VEHICLE - REGISTRATION 24/08/2023 TO 30/06/2024 (P207)	\$ 361.95
27/07/2023	PRINTZONE	BROTHER MONO LASER PRINTER FOR EMFA, HP DESIGN JET MULTIFUNCTION PRINTER FOR RECORDS ROOM INCLUDING FREIGHT	\$ 3,363.00
27/07/2023	STARLINK AUSTRALIA PTY	STARLINK INTERNET - TAMALA CAMP	\$ 139.00
27/07/2023	STARLINK AUSTRALIA PTY	STARLINK INTERNET - REFUSE SITE	\$ 139.00
27/07/2023	STARLINK AUSTRALIA PTY	STARLINK INTERNET - MOBILE UNIT - BFB	\$ 174.00
2/08/2023	SHARK BAY CAFÉ	COFFEES - ADMINISTRATION OFFICE STAFF MEETING	\$ 23.40
4/08/2023	BELONG	SHARK BAY RECREATION CENTRE DOOR ENTRY INTERNET COMMUNICATIONS	\$ 15.00

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

4/08/2023	BELONG	TOWN HALL DOOR ENTRY INTERNET COMMUNICATIONS	\$ 15.00
14/08/2023	UNITED KEWDALE	FUEL - EMFA VEHICLE (P211)	\$ 110.46
14/08/2023	COLES EXPRESS 2033	FUEL - EMFA VEHICLE (P211)	\$ 81.06
		TOTAL	\$4,421.87

CEO

DATE	NAME	DESCRIPTION	AMOUNT
18/07/2023	SHIRE OF SHARK BAY	CATERPILLAR 938K-IT LOADER REGISTRATION 28/07/2023 TO 30/06/2024 (P204) - PART PAYMENT	\$ 99.00
18/07/2023	SHIRE OF SHARK BAY	CATERPILLAR 938K-IT LOADER REGISTRATION 28/07/2023 TO 30/06/2024 (P204) - PART PAYMENT	\$ 99.00
18/07/2023	SHIRE OF SHARK BAY	CATERPILLAR 938K-IT LOADER REGISTRATION 28/07/2023 TO 30/06/2024 (P204) - FINAL PAYMENT	\$ 58.05
21/07/2023	REX AIRLINES	REX FLIGHTS FOR CR VANKOVA MONKEY MIA TO PERTH RETURN - WALGA CONFERENCE 17-20 SEPTEMBER 2023	\$ 517.16
21/07/2023	REX AIRLINES	REX FLIGHTS FOR CR COWELL MONKEY MIA TO PERTH RETURN - WALGA CONFERENCE 17-20 SEPTEMBER 2023	\$ 517.16
26/07/2023	HARVEY NORMAN ONLINE	CANON CAMERA AND SANDISK MEMORY CARD INCLUDING FREIGHT - ADMINISTRATION OFFICE	\$ 751.95
1/08/2023	DARK STAR WINDOW TINT	WINDOW TINT INCLUDING FREIGHT - FRONT OFFICE WINDOW, ADMINISTRATION OFFICE	\$ 165.00
4/08/2023	SHIRE OF SHARK BAY	CHANGE OF PLATES - CEO VEHICLE (P203)	\$ 18.90
		TOTAL	\$2,226.22

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

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

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD17349.1	07/08/2023	URL NETWORKS PTY LTD	SHIRE OFFICES TELEPHONE CHARGES - JULY 2023	-203.70
DD17351.1	21/08/2023	VIVA ENERGY AUSTRALIA	MONTHLY FUEL CARD ACCOUNT - JULY 2023	-275.60
DD17358.1	16/08/2023	WATER CORPORATION - OSBORNE PARK	PENSIONER UNITS - WATER USAGE AND SERVICE CHARGES	-3045.91
DD17358.2	21/08/2023	WATER CORPORATION - OSBORNE PARK	FISH CLEANING FACILITY - WATER USAGE AND SERVICE CHARGES	-1246.89
DD17358.3	22/08/2023	WATER CORPORATION - OSBORNE PARK	PIONEER PARK - WATER USAGE	-1374.20
DD17358.4	23/08/2023	WATER CORPORATION - OSBORNE PARK	DISCOVERY CENTRE - WATER USAGE AND SERVICE CHARGES	-3388.31
DD17358.5	24/08/2023	WATER CORPORATION - OSBORNE PARK	DEPOT - WATER USAGE	-429.31
DD17358.6	28/08/2023	WATER CORPORATION - OSBORNE PARK	COMMUNITY STANDPIPE - WATER USAGE	-103.49
DD17358.7	17/08/2023	WATER CORPORATION - OSBORNE PARK	51 DURLACHER STREET - WATER USAGE AND SERVICE CHARGES	-1883.46
DD17360.1	13/08/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-3229.23
DD17360.2	13/08/2023	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-259.97
DD17360.3	13/08/2023	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-884.62
DD17360.4	13/08/2023	AUSTRALIAN RETIREMENT TRUST	PAYROLL DEDUCTIONS	-487.50
DD17360.5	13/08/2023	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-313.11
DD17360.6	13/08/2023	AMP SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-265.35
DD17360.7	13/08/2023	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-304.67
DD17360.8	13/08/2023	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-497.02
DD17360.9	13/08/2023	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-513.47
DD17385.1	27/08/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-3179.12
DD17385.2	27/08/2023	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-315.67

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD17385.3	27/08/2023	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-722.41
DD17385.4	27/08/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	-487.50
DD17385.5	27/08/2023	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-299.22
DD17385.6	27/08/2023	AMP SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-265.36
DD17385.7	27/08/2023	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-265.36
DD17385.8	27/08/2023	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-264.58
DD17385.9	27/08/2023	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-497.02
DD17387.1	28/08/2023	EXETEL PTY LTD	SHIRE PROPERTIES INTERNET CHARGES - SEPTEMBER 2023	-382.35
DD17360.10	13/08/2023	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-4027.68
DD17360.11	13/08/2023	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-452.64
DD17360.12	13/08/2023	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-888.97
DD17360.13	13/08/2023	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	-85.50
DD17360.14	13/08/2023	UNISUPER	SUPERANNUATION CONTRIBUTIONS	-319.26
DD17360.15	13/08/2023	ASGARD ELEMENTS SUPER ACCOUNT	SUPERANNUATION CONTRIBUTIONS	-275.00
DD17385.10	27/08/2023	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-482.71
DD17385.11	27/08/2023	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-302.10
DD17385.12	27/08/2023	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-4027.67
DD17385.13	27/08/2023	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-730.77
DD17385.14	27/08/2023	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	-65.05
DD17385.15	27/08/2023	UNISUPER	SUPERANNUATION CONTRIBUTIONS	-183.63
DD17385.16	27/08/2023	ASGARD ELEMENTS SUPER ACCOUNT	SUPERANNUATION CONTRIBUTIONS	-380.77
			TOTAL	\$41,631.04

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

**SHIRE OF SHARK BAY – MUNI EFT
AUGUST 2023
EFT 31350 - 31448**

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT31350	07/08/2023	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	-252.00
EFT31372	09/08/2023	ASM ECLIPSE PTY LTD	SBDC MERCHANDISE - KEYRINGS AND BOOKMARKS INCLUDING FREIGHT	-738.65
EFT31373	09/08/2023	AUSTRALIA POST	MONTHLY POSTAL SERVICE - JULY 2023	-243.72
EFT31374	09/08/2023	BLACKBOX CONTROL PTY LTD	VEHICLE TRACKER - 12 MONTH TRACKING FEE FOR INCONTROL PLAN 28 JUNE 2023 TO 27 JUNE 2024	-396.00
EFT31375	09/08/2023	BRIAN CHILD	INVESTIGATION OF LEAK AND REMOVAL OF LEAKING PIPE UNDER SBDC BUILDING - INSURANCE WORKS	-2130.00
EFT31376	09/08/2023	BOC LIMITED	MONTHLY CONTAINER RENTAL	-177.48
EFT31377	09/08/2023	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-165.00
EFT31378	09/08/2023	BEAVIS & SMITH CLEANING & CHEMICALS	MONTHLY CLEANING ACCOUNT - JULY 2023	-21116.25
EFT31379	09/08/2023	CELLARBRATIONS DENHAM	STAFF DRINKS FOR GOING AWAY FUNCTION - FINANCE OFFICER REVENUE	-56.99
EFT31380	09/08/2023	ROBERT CROWHURST FAMILY TRUST	CROSSOVER REIMBURSEMENT FOR 18 SPAVEN WAY	-1213.75
EFT31381	09/08/2023	DEBORAH ANN WILKES	REIMBURSEMENT FOR FUEL PAID WITH PERSONAL CREDIT CARD - EMCD VEHICLE	-109.68
EFT31382	09/08/2023	FREEDOM FAIRIES PTY LTD	ENTERTAINMENT FOR 2023 WINTER FESTIVAL, INCLUDING TRAVEL AND ACCOMMODATION	-2849.00
EFT31383	09/08/2023	FAR WEST ELECTRICAL	ADDITIONAL CABLING TO GYM DOOR FOR KEYLESS ACCESS OUTSIDE OF ORIGINAL QUOTE	-1737.78
EFT31384	09/08/2023	HORIZON POWER	STREET LIGHTING - JULY 2023	-4612.43
EFT31385	09/08/2023	DENHAM WA PTY LTD	SUPERMARKET ACCOUNT - JULY 2023	-921.55

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT31386	09/08/2023	TEAM GLOBAL EXPRESS PTY LTD (PREVIOUSLY IPEC, TOLL)	MONTHLY FREIGHT ACCOUNT	-237.30
EFT31387	09/08/2023	WG & L FOWLIE	CROSSOVER REIMBURSEMENT FOR 44A HARTOG CRES	-931.50
EFT31388	09/08/2023	THE SECRETARY LOCAL HEALTH AUTH ANALYTICAL COMM	ANALYTICAL SERVICES 2023/2024	-509.30
EFT31389	09/08/2023	MARKET FORCE PTY LTD	ADVERTISEMENT OF SPECIAL COUNCIL MEETING 15 JUNE 2023	-380.48
EFT31390	09/08/2023	MITCHELL & BROWN RETRAVISION	NEW FRENCH DOOR REFRIGERATOR - TAMALA BUSH CAMP (P118)	-1998.00
EFT31391	09/08/2023	MIDWEST COURIERS	FREIGHT FOR FRENCH DOOR FRIDGE FROM MITCHELL & BROWN RETRAVISION FOR TAMALA CAMP (PP118)	-153.78
EFT31392	09/08/2023	MICHELLE FANALI	REIMBURSEMENT OF EXPENSES CDO TO ATTEND PROJECT MANAGEMENT TRAINING	-905.74
EFT31393	09/08/2023	MESSY MOMENTS	ENTERTAINMENT FOR 2023 WINTER FESTIVAL, INCLUDING TRAVEL AND ACCOMMODATION	-1400.00
EFT31394	09/08/2023	OFFICEWORKS LTD	STATIONERY ORDER FOR ADMINISTRATION OFFICE, DEPOT AND SBDC - JULY 2023	-793.03
EFT31395	09/08/2023	PUMPS AUSTRALIA PTY LTD	PARTS FOR WATER PUMP ON SLIDE ON FIRE UNIT (PP040), BATTERY KIT AND PARTS FOR WATER PUMP AT TAMALA CAMP (P143)	-10422.50
EFT31396	09/08/2023	PURCHER INTERNATIONAL PTY LTD	KIT SEAL - FREIGHTLINER PRIME MOVER (P174)	-93.97
EFT31397	09/08/2023	XL2	MONTHLY WORKSTATION MONITORING AND SUPPORT, WEBROOT ENDPOINT PROTECTION, BACKUP SERVICES, MANAGEMENT FEE FOR VOIP PHONE SYSTEM AND COMPUTER LICENCES - JULY 2023	-2852.99
EFT31398	09/08/2023	PR POWER	AIR, FUEL & OIL FILTERS FOR 20KVA GENERATOR (PP190)	-346.74
EFT31399	09/08/2023	R & L COURIERS	MONTHLY FREIGHT ACCOUNT	-309.38
EFT31400	09/08/2023	SHARK BAY STATE EMERGENCY SERVICE UNIT INC	2021/2022 FINANCIAL YEAR LGGS OVERSPEND	-1884.30
EFT31401	09/08/2023	SHARK BAY COMMUNITY RESOURCE CENTRE	RECREATION CENTRE MANAGEMENT - APRIL 2023	-20307.29

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT31402	09/08/2023	SHARK BAY MECHANICAL & TOWING SERVICES	FEMALE AND MALE TRAILER PLUG FOR HPORTR SEMI TRAILER (P151), MALE TRAILER PLUG FOR COASTMAC SINGLE AXLE, CAGE AND RAMP BOX TRAILER (P183), FEMALE TRAILER LIGHT SOCKET FOR TRI AXLE LOW LOADER (P133), TRAILER CONNECTOR AND SUNRASOR RIM FOR POLMAC TRAILER (P154), ONE TYRE FOR CSTMAC BOXTOP TRAILER (P182) AND PENRITE 5W/30 ENGINE OIL FOR WORKS MANAGER VEHICLE (P209)	-452.50
EFT31403	09/08/2023	SALTWATER CREATIONS	SBDC MERCHANDISE - SCARVES INCLUDING FREIGHT	-1300.00
EFT31404	09/08/2023	SOFIE ALICE HAYES (SOFIE SEYAH ILLUSTRATION)	SBDC MERCHANDISE - PUFFER QUILTS	-528.00
EFT31405	09/08/2023	MOORE AUSTRALIA	INTEGRATED PLANNING AND REPORTING SERVICES - FINAL PAYMENT	-10450.00
EFT31406	09/08/2023	SALTWATER BAY PTY LTD	SBDC MERCHANDISE - BATH SALTS	-60.50
EFT31407	09/08/2023	TOWN PLANNING INNOVATIONS	PLANNING CONSULTANT FEES - JULY 2023	-1980.00
EFT31408	09/08/2023	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	WALGA ASSOCIATE MEMBERSHIP, TAX SERVICES, COUNCIL CONNECT WEBSITE, EMPLOYEE RELATIONS, LOCAL LAW SERVICES AND GOVERNANCE SERVICES 2023/2024	-32941.07
EFT31409	09/08/2023	WESTRAC EQUIPMENT PTY LTD	TRAVEL COSTS FOR WARRANTY REPAIRS FOR P210 CATERPILLAR GRADER AWD (P210)	-2229.17
EFT31410	09/08/2023	WESTERN IRRIGATION PTY LTD	DESIGN AND INSTALL UPGRADED IRRIGATION AT TOWN OVAL	-159500.00
EFT31411	09/08/2023	WA HOLIDAY GUIDE PTY LTD	WA HOLIDAY GUIDE BOOKING MARKETING FEE - JULY 2023	-272.03
EFT31412	10/08/2023	PAIGE ELISE TRANTHAM	50% DEPOSIT PAYMENT - DUO PERFORMANCE FOR BEATS IN THE BAY 2023, INCLUDING TRAVEL AND ACCOMMODATION	-3750.00
EFT31413	10/08/2023	65THIRTY PTY LTD	50% DEPOSIT PAYMENT - STAGING, LIGHT, SOUND AND VISUAL FOR BEATS IN THE BAY 2023, INCLUDING TRAVEL AND LABOUR	-8232.40

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT31414	10/08/2023	SELECT MUSIC AGENCY PTY LTD	50% DEPOSIT PAYMENT - NOAH DILLON LIVE PERFORMANCE FOR BEATS IN THE BAY 2023, INCLUDING TRAVEL AND ACCOMMODATION	-6250.00
EFT31415	21/08/2023	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT FOR JULY 2023	-32841.00
EFT31416	16/08/2023	HORIZON POWER	EMERGENCY SERVICES BUILDING - ELECTRICITY CHARGES	-689.51
EFT31417	16/08/2023	XL2	MONTHLY WORKSTATION MONITORING AND SUPPORT, WEBROOT ENDPOINT PROTECTION, BACKUP SERVICES, MANAGEMENT FOR VOIP PHONE SYSTEM AND COMPUTER LICENCES - AUGUST 2023	-2540.01
EFT31418	22/08/2023	ALPERSTEIN DESIGNS PTY LTD	SBDC MERCHANDISE - VARIOUS BAGS AND BACKPACKS INCLUDING FREIGHT	-3809.58
EFT31419	22/08/2023	BOOEASY AUSTRALIA PTY LTD	BOOEASY BOOKING FEE - JULY 2023	-1431.25
EFT31420	22/08/2023	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-453.75
EFT31421	22/08/2023	BEAVIS & SMITH CLEANING & CHEMICALS	VARIOUS CLEANING CONSUMABLES - JULY 2023	-632.00
EFT31422	22/08/2023	CDH ELECTRICAL	REPLACEMENT OF TENNIS COURT LIGHTING CONTROL PANEL INCLUDING LABOUR	-1219.04
EFT31423	22/08/2023	SHARK BAY FUEL FISHING AND CAMPING CENTRE	MONTHLY ACCOUNT - JULY 2023	-56.00
EFT31424	22/08/2023	SHARK BAY SUPERMARKET	SUPERMARKET ACCOUNT - JULY 2023	-1977.99
EFT31425	22/08/2023	ATOM-GERALDTON INDUSTRIAL SUPPLIES	36 PAIRS OF NITRILE PVC GLOVES, 3 SIZES	-193.25
EFT31426	22/08/2023	HILLE THOMPSON DELFOS	CARRY OUT 2KM UAV SURVEY FOR DENHAM FORESHORE AND PREPARE PLAN	-6050.00
EFT31427	22/08/2023	GRAYT MAINTENANCE SOLUTIONS	MONTHLY RUBBISH TRUCK HIRE - JULY 2023 (PO RUBTRK)	-4799.99
EFT31428	22/08/2023	KICK SOLUTIONS	SBDC - PROMOTIONAL SHARK BAY MAPS, BUSINESS CARDS AND STAFF NAME BADGES	-2836.00
EFT31429	22/08/2023	MICHELLE FANALI	REIMBURSEMENT FOR FUEL PAID WITH PERSONAL CREDIT CARD - EMCD VEHICLE (P213)	-105.68

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT31430	22/08/2023	SHARK BAY MARINE AND HARDWARE	MONTHLY HARDWARE ACCOUNT - JULY 2023	-1611.27
EFT31431	22/08/2023	MONKEYMIA WILDSIGHTS	ACCOMMODATION FOR GRAHAM LITTLE, AUSTRALIAN ELECTORAL COMMISSION - 30 AUGUST TO 8 SEPTEMBER 2023 (9 NIGHTS)	-1791.00
EFT31432	22/08/2023	OUTBACK COAST AUTOMOTIVES AND RADIATORS	15,000KM SERVICE AS PER SERVICE SCHEDULE - EMCD VEHICLE (P213)	-443.85
EFT31433	22/08/2023	OCEANFRONT HOTEL PTY LTD T/A SHARK BAY HOTEL	CATERING FOR RECEPTIONIST AND EMFA FAREWELL FUNCTION 3 AUGUST 2023	-200.00
EFT31434	22/08/2023	OFFICEWORKS LTD	COPY PAPER AND INK CARTRIDGES FOR ADMINISTRATION OFFICE, COPY PAPER FOR DEPOT AND DISCOVERY CENTRE	-1111.45
EFT31435	22/08/2023	PATRICIA POPE	SBDC MERCHANDISE - 2 WOVEN BASKETS	-90.00
EFT31436	22/08/2023	PEST-A-KILL	PEST CONTROL AND MONITORING FOR ALL SHIRE BUILDINGS	-737.00
EFT31437	22/08/2023	XL2	SETUP OUTLOOK TO PICKUP NEW 365 MAILBOX ON COUNCIL CHAMBER COMPUTER AND UPDATE OF DISPLAY NAME ON RECEPTION ACCOUNT TO NEW RECEPTIONIST'S NAME	-123.75
EFT31438	22/08/2023	R & L COURIERS	MONTHLY FREIGHT ACCOUNT - JULY 2023	-268.13
EFT31439	22/08/2023	LYONS ENTERPRISES-SHARK BAY CAR HIRE	CAR HIRE FOR VISITING MEDICAL STAFF INCLUDING FUEL - JULY 2023	-1232.00
EFT31440	22/08/2023	SHARK BAY SKIPS PTY LTD	MONTHLY SKIP BIN LIFTS USELESS LOOP / SHARK BAY ROADS JULY 2023, INCLUDES FUEL LEVY - ONCHARGEABLE TO DBCA AND MAINROADS	-5715.60
EFT31441	22/08/2023	NICHOLAS JAMES ELLIOT SMALL	CROSSOVER REIMBURSEMENT - 15 SUNTER PACE	-1075.25
EFT31442	22/08/2023	STATROLLS (SCRIBAL GROUP P/L)	SBDC - STATROLLS FOR POINT-OF-SALE TILL INCLUDING FREIGHT	-973.50
EFT31443	22/08/2023	TELSTRA LIMITED	BUSH FIRE BRIGADE SATELLITE PHONES - 14 AUGUST TO 13 SEPTEMBER 2023	-90.00

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT31444	22/08/2023	VALENTINES PAINTING SERVICE	SUPPLY OF 2x PR 250 KITS AND 1x 4L THINNERS FOR ROODBERG HBC38 HYDRAULIC BOAT TRAILER, JINKER (P175)	-302.50
EFT31445	22/08/2023	WCP CIVIL	SUPPLY AND INSTALL OF ASPHALT - DURLACHER STREET	-149266.44
EFT31446	22/08/2023	WOODLANDS DISTRIBUTORS AND AGENCIES PTY LTD	2 CARTONS OF COMPOSTABLE DOG WASTE BAGS	-386.32
EFT31447	22/08/2023	AFGRI EQUIPMENT	4 NEW WHEELS FOR JOHN DEERE SKID STEER (P161)	-1729.60
EFT31448	22/08/2023	MARIE ANNE GAMBLE	RENT SUBSIDY FOR DENHAM DAY CARE EDUCATOR - 30 JULY TO 26 AUGUST 2023 (4 WEEKS)	-2000.00
			TOTAL	\$536,974.96

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

DATE	NAME	DESCRIPTION	AMOUNT
14/08/2023	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 13 AUGUST 2023	\$67,545.00
29/08/2023	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 27 AUGUST 2023	\$65,333.00
		TOTAL	\$132,878.00

**SHIRE OF SHARK BAY
AUGUST 2023
POLICE LICENSING TRANSACTION #222320**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
222320	31/08/2023	COMMISSIONER OF POLICE	POLICE LICENSING AUGUST 2023	15,734.00
			TOTAL	\$15,734.00

27 SEPTEMBER 2023

10.2 FINANCIAL REPORTS TO 31 JULY 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 31 July 2023 as attached be received.

5/0 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 31 July 2023 are attached.

VARIANCE ANALYSIS

Actual Operating Revenue as at 31 July 2023 is \$145,888 less than budget. This is mainly attributable to actual Grants, Subsidies and Contributions being \$157,991 under the year-to-date budget due to the non-receipt of DFES/SES and Road Preservation Grants.

Actual Operating Expenditure as at 31 July 2023 is less than the year to date budget by \$471,440. This is substantially due to underspend in the areas of Employee Costs \$126,262, Materials and Contracts \$210,361 and Depreciation (yet to be finalised) \$159,809.

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.

27 SEPTEMBER 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

21 September 2023

27 SEPTEMBER 2023

SHIRE OF SHARK BAY

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 July 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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 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	0	0	0	0.00%	
Rates excluding general rates	113,772	0	0	0	0.00%	
Grants, subsidies and contributions	770,438	160,372	2,381	(157,991)	(98.52%)	▼
Fees and charges	1,717,150	96,646	93,989	(2,657)	(2.75%)	
Interest revenue	117,250	9,347	26,372	17,025	182.14%	▲
Other revenue	141,189	12,915	12,504	(411)	(3.18%)	
Profit on asset disposals	24,483	1,854	0	(1,854)	(100.00%)	▼
	4,372,737	281,134	135,246	(145,888)	(51.89%)	
Expenditure from operating activities						
Employee costs	(2,803,877)	(230,569)	(104,308)	126,261	54.76%	▲
Materials and contracts	(2,317,521)	(177,650)	32,711	210,361	118.41%	▲
Utility charges	(179,775)	(17,068)	(24)	17,044	99.86%	▲
Depreciation	(1,881,680)	(159,809)	0	159,809	100.00%	▲
Finance costs	(20,139)	(3,220)	0	3,220	100.00%	▲
Insurance	(242,362)	(85,291)	(140,782)	(55,491)	(65.06%)	▼
Other expenditure	(229,781)	(38,613)	(28,375)	10,238	26.51%	▲
Loss on asset disposals	(145,336)	0	0	0	0.00%	
	(7,820,471)	(712,220)	(240,778)	471,442	66.19%	
Non-cash amounts excluded from operating activities	2(b) 2,002,533	157,955	0	(157,955)	(100.00%)	▼
Amount attributable to operating activities	(1,445,201)	(273,131)	(105,532)	167,599	61.36%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	8,069,996	0	0	0	0.00%	
Proceeds from disposal of assets	327,000	54,545	54,545	0	0.00%	
	8,396,996	54,545	54,545	0	0.00%	
Outflows from investing activities						
Payments for property, plant and equipment	(5,245,985)	(65,525)	(53,030)	12,495	19.07%	▲
Payments for construction of infrastructure	(4,553,570)	0	(1,670)	(1,670)	0.00%	
	(9,799,555)	(65,525)	(54,700)	10,825	16.52%	
Amount attributable to investing activities	(1,402,559)	(10,980)	(155)	10,825	98.59%	
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)	0	0	0	0.00%	
Transfer to reserves	(1,115,884)	(17,937)	(17,937)	0	0.00%	
	(1,150,208)	(17,937)	(17,937)	0	0.00%	
Amount attributable to financing activities	39,132	(17,937)	(17,937)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2,808,628	2,808,628	3,007,736	199,108	7.09%	▲
Amount attributable to operating activities	(1,445,201)	(273,131)	(105,532)	167,599	61.36%	▲
Amount attributable to investing activities	(1,402,559)	(10,980)	(155)	10,825	98.59%	▲
Amount attributable to financing activities	39,132	(17,937)	(17,937)	0	0.00%	
Surplus or deficit after imposition of general rates	0	2,506,580	2,884,112	377,532	15.06%	▲

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

27 SEPTEMBER 2023

**SHIRE OF SHARK BAY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JULY 2023**

	Actual 30 June 2023	Actual as at 31 July 2023
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	11,663,685	11,207,286
Trade and other receivables	142,412	258,966
Inventories	140,182	140,182
Other assets	40,645	33,406
TOTAL CURRENT ASSETS	11,986,924	11,639,840
NON-CURRENT ASSETS		
Trade and other receivables	9,353	9,353
Other financial assets	38,902	38,902
Property, plant and equipment	25,013,207	25,011,692
Infrastructure	66,754,247	66,755,917
TOTAL NON-CURRENT ASSETS	91,815,709	91,815,864
TOTAL ASSETS	103,802,633	103,455,704
CURRENT LIABILITIES		
Trade and other payables	500,313	94,431
Other liabilities	3,384,911	3,550,109
Borrowings	69,278	69,278
Employee related provisions	282,731	282,731
TOTAL CURRENT LIABILITIES	4,237,233	3,996,549
NON-CURRENT LIABILITIES		
Borrowings	632,221	632,221
Employee related provisions	42,514	42,514
TOTAL NON-CURRENT LIABILITIES	674,735	674,735
TOTAL LIABILITIES	4,911,968	4,671,284
NET ASSETS	98,890,665	98,784,420
EQUITY		
Retained surplus	39,656,262	39,532,080
Reserve accounts	5,010,342	5,028,279
Revaluation surplus	54,224,061	54,224,061
TOTAL EQUITY	98,890,665	98,784,420

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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 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.
2. Balances as at 30 June 2023 have not been audited and may be subject to change.

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 15 September 2023

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 2023

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

		Adopted Budget Opening 1 July 2023	Actual as at 30 June 2023	Actual as at 31 July 2023
(a) Net current assets used in the Statement of Financial Activity		Note		
Current assets				
Cash and cash equivalents		\$ 11,663,686	\$ 11,663,685	\$ 11,207,286
Trade and other receivables		142,412	142,412	258,966
Inventories		140,182	140,182	140,182
Other assets		40,645	40,645	33,406
		11,986,925	11,986,924	11,639,840
Less: current liabilities				
Trade and other payables		(500,313)	(500,313)	(94,431)
Other liabilities		(3,384,911)	(3,384,911)	(3,550,109)
Borrowings		(34,324)	(69,278)	(69,278)
Employee related provisions		(282,731)	(282,731)	(282,731)
		(4,202,279)	(4,237,233)	(3,996,549)
Net current assets		7,784,646	7,749,691	7,643,291
Less: Total adjustments to net current assets		2(c) (4,976,018)	(4,741,955)	(4,759,179)
Closing funding surplus / (deficit)		2,808,628	3,007,736	2,884,112

(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*.

	Adopted Budget Estimates 30 June 2024	YTD Budget Estimates (a)	YTD Actual (b)
Non-cash amounts excluded from operating activities	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	(24,483)	(1,854)	0
Add: Loss on asset disposals	145,336	0	0
Add: Depreciation	1,881,680	159,809	0
Total non-cash amounts excluded from operating activities	2,002,533	157,955	0

(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.

	Adopted Budget Opening 1 July 2023	Actual as at 30 June 2023	Actual as at 31 July 2023
Adjustments to net current assets	\$	\$	\$
Less: Reserve accounts	(5,010,342)	(5,010,342)	(5,028,279)
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of borrowings	34,324	69,278	69,278
- Current portion of employee benefit provisions held in reserve	0	199,109	199,822
Total adjustments to net current assets	(4,976,018)	(4,741,955)	(4,759,179)

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.

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 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			
Grants, subsidies and contributions	(157,991)	(98.52%)	▼
DFES/SES grant, Road Preservation grant not yet received.			
Interest revenue	17,025	182.14%	▲
Interest earnings are higher than the YTD budget profiled at 1/12th of the annual budget.			
Profit on asset disposals	(1,854)	(100.00%)	▼
Disposal of vehicle to be processed in the asset register.			
Expenditure from operating activities			
Employee costs	126,261	54.76%	▲
Most YTD budgets are profiled as 1/12th of the annual budget. Useless Loop road maintenance.			
Materials and contracts	210,361	118.41%	▲
Most YTD budgets are profiled as 1/12th of the annual budget. Subscriptions, software licences, Planning & Strategy - Regional North Local Government, Useless Loop Road Maintenance, MRWA Shark Bay Rd			
Utility charges	17,044	99.86%	▲
No utility expenditure at YTD.			
Depreciation	159,809	100.00%	▲
Depreciation not processed as 2023 Annual Financial Report is not yet finalised.			
Finance costs	3,220	100.00%	▲
End of year accrual.			
Insurance	(55,491)	(65.06%)	▼
First instalment paid. Administration and workers compensation.			
Other expenditure	10,238	26.51%	▲
SES Denham. Community Gym.			
Non-cash amounts excluded from operating activities	(157,955)	(100.00%)	▼
Depreciation not processed as 2023 Annual Financial Report is not yet finalised. Proceeds on asset disposal.			
Outflows from investing activities			
Payments for property, plant and equipment	12,495	19.07%	▲
Capital Works Staff Housing Major Plant Items - Capital			
Surplus or deficit at the start of the financial year	199,108	7.09%	▲
Refer to note 2(a) for detail of differences.			
Surplus or deficit after imposition of general rates	377,532	15.06%	▲
Due to variances described above			

Please refer to the compilation report

| 6

27 SEPTEMBER 2023

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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JULY 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	\$3.01 M	\$0.20 M
Closing	\$0.00 M	\$2.51 M	\$2.88 M	\$0.38 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$11.21 M	% of total		\$0.09 M	% Outstanding		\$0.24 M	% Collected
Unrestricted Cash	\$6.18 M	55.1%	Trade Payables	\$0.01 M		Rates Receivable	\$0.02 M	47.7%
Restricted Cash	\$5.03 M	44.9%	0 to 30 Days		100.0%	Trade Receivable	\$0.24 M	% Outstanding
			Over 30 Days		0.0%	Over 30 Days		23.3%
			Over 90 Days		0.0%	Over 90 Days		2.2%

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)	(\$0.27 M)	(\$0.11 M)	\$0.17 M

Refer to Statement of Financial Activity

Rates Revenue			Grants and Contributions			Fees and Charges		
YTD Actual	\$0.00 M	% Variance	YTD Actual	\$0.00 M	% Variance	YTD Actual	\$0.09 M	% Variance
YTD Budget	\$0.00 M	0.0%	YTD Budget	\$0.16 M	(98.5%)	YTD Budget	\$0.10 M	(2.7%)

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)	(\$0.01 M)	(\$0.00 M)	\$0.01 M

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$0.05 M	%	YTD Actual	\$0.00 M	% Spent	YTD Actual	\$0.00 M	% Received
Adopted Budget	\$0.33 M	(83.3%)	Adopted Budget	\$4.55 M	(100.0%)	Adopted Budget	\$8.07 M	(100.0%)

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	(\$0.02 M)	(\$0.02 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings		Reserves	
Principal repayments	\$0.00 M	Reserves balance	\$5.03 M
Interest expense	\$0.00 M	Interest earned	\$0.02 M
Principal due	\$0.70 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

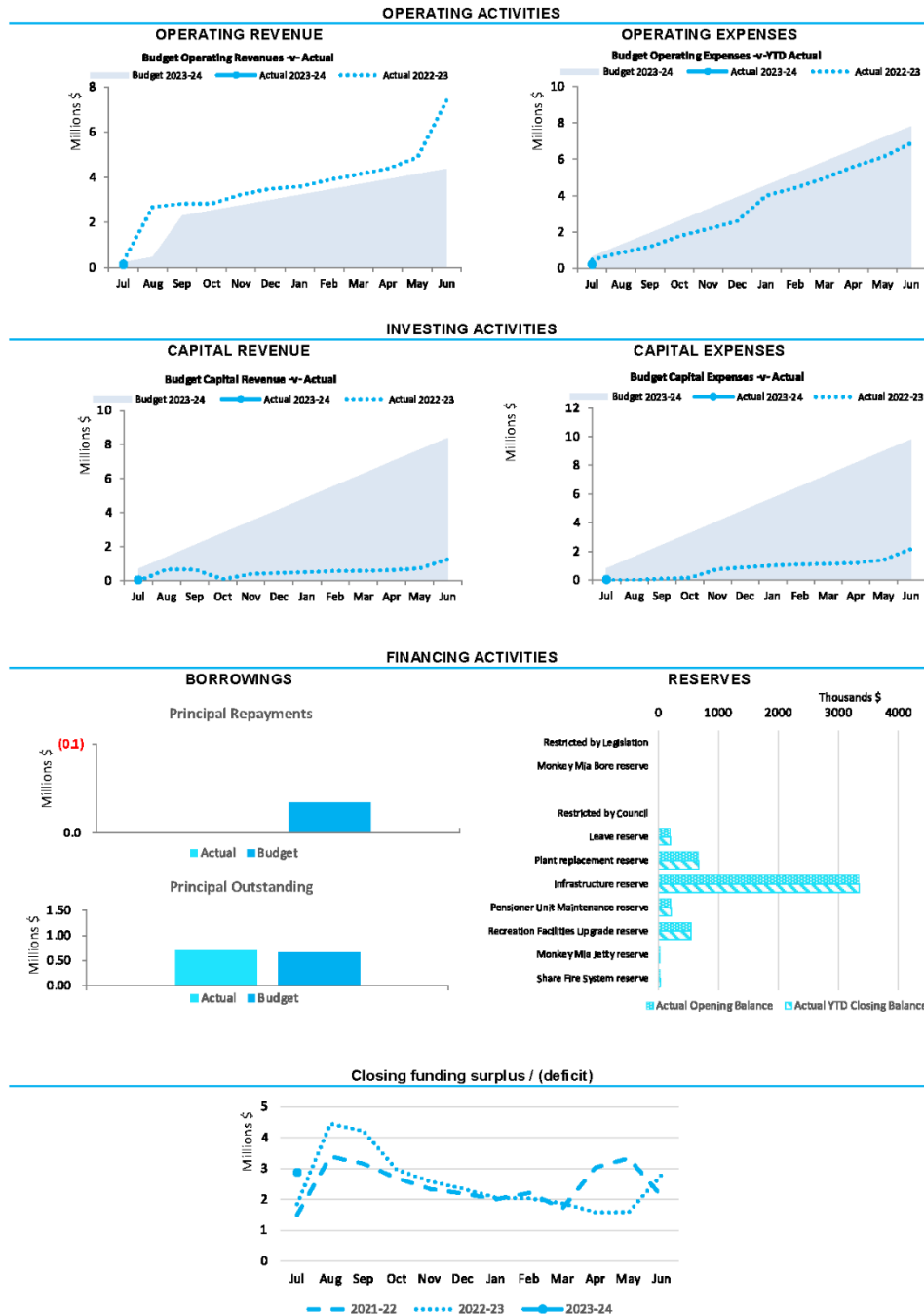
| 2

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JULY 2023

2 KEY INFORMATION - GRAPHICAL



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

Please refer to the compilation report

| 3

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JULY 2023

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Institution	Interest Rate
		\$	\$	\$		
Cash Float	Cash and cash equivalents	900	0	900	Not applicable	Not applicable
Municipal Fund Bank	Cash and cash equivalents	74,949	0	74,949	Bankwest	Variable
Municipal Telenet Saver Account	Cash and cash equivalents	2,344,154	0	2,344,154	Bankwest	Variable
SHERP Telenet Saver Account	Cash and cash equivalents	979	0	979	Not available	Not available
Municipal Term Deposit	Cash and cash equivalents	1,000,000	0	1,000,000	Not available	Not available
FESA Grant TD	Cash and cash equivalents	1,931,984	0	1,931,984	Not available	Not available
SHERP Grant TD	Cash and cash equivalents	826,041	0	826,041	Not available	Not available
Reserve Telenet Saver 0454	Cash and cash equivalents	0	2,028,099	2,028,099	Not available	Not available
Reserve Bank Account	Cash and cash equivalents	0	180	180	Bankwest	Variable
Reserve Term Deposit	Cash and cash equivalents	0	2,000,000	2,000,000	Not available	Not available
Reserve Term Deposit	Cash and cash equivalents	0	1,000,000	1,000,000	Not available	Not available
Total		6,179,007	5,028,279	11,207,286		
Comprising						
Cash and cash equivalents		6,179,007	5,028,279	11,207,286		
		6,179,007	5,028,279	11,207,286		

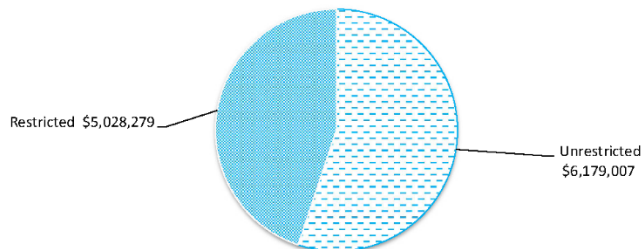
KEY INFORMATION

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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JULY 2023

4 RESERVE ACCOUNTS

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfer s Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Legislation										
Monkey Mia Bore reserve		0	0	15,200	0	15,200		0	0	0
Restricted by Council										
Leave reserve	199,109	0	3,300	0	202,409	199,109	713	0	0	199,822
Plant replacement reserve	671,374	0	392,000	(501,785)	561,589	671,374	2,404	0	0	673,778
Infrastructure reserve	3,336,123	0	643,534	(577,555)	3,402,102	3,336,123	11,943	0	0	3,348,066
Pensioner Unit Maintenance reserve	207,868	0	53,000	(60,000)	200,868	207,868	744	0	0	208,612
Recreation Facilities Upgrade reserve	543,114	0	8,000	(50,000)	501,114	543,114	1,944	0	0	545,058
Monkey Mia Jetty reserve	22,560	0	350	0	22,910	22,560	81	0	0	22,641
Share Fire System reserve	30,194	0	500	0	30,694	30,194	108	0	0	30,302
	5,010,342	0	1,115,884	(1,189,340)	4,936,886	5,010,342	17,937	0	0	5,028,279

Please refer to the compilation report

| 5

27 SEPTEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2023

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Capital acquisitions				
Buildings	4,360,200	4,332	0	(4,332)
Furniture & Office Equip.	30,000	0	0	0
Plant , Equip. & Vehicles	828,785	61,193	53,030	(8,163)
Heritage Assets	27,000	0	0	0
Acquisition of property, plant and equipment	5,245,985	65,525	53,030	(12,495)
Roads (Non Town)	528,117	0	0	0
Footpaths	163,120	0	0	0
Town Streets	597,350	0	1,670	1,670
Public Facilities	3,264,983	0	0	0
Acquisition of infrastructure	4,553,570	0	1,670	1,670
Total capital acquisitions	9,799,555	65,525	54,700	(10,825)
Capital Acquisitions Funded By:				
Capital grants and contributions	8,069,996	0	0	0
Other (disposals & C/Fwd)	327,000	54,545	54,545	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	10,980	155	(10,825)
Capital funding total	9,799,555	65,525	54,700	(10,825)

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.

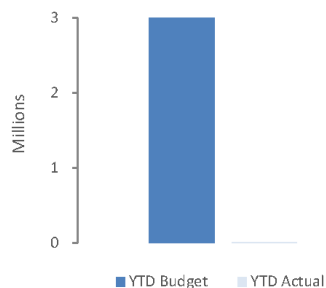
Initial recognition and measurement for assets held at cost

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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

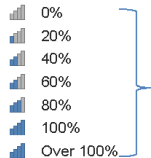
27 SEPTEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 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.

	Account Description	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	53,030	(8,163)
	45205346 Town Gardener's Ute	50,000	0	0	0
	45205475 Major Plant Items - Capital	20,000	0	0	0
	45205506 Prime Mover	250,000	0	0	0
	45205510 Dual Cab Truck 5T	105,000	0	0	0
	45205512 Multi Tyred Rubber Roller	180,000	0	0	0
	45205515 Rangers Vehicle	50,000	0	0	0
	45205516 Dual Cab Ute - Country	52,592	0	0	0
	45205518 Road Sweeper	60,000	0	0	0
	Plant , Equip. & Vehicles Total	828,785	61,193	53,030	(8,163)
	Buildings				
	09128000 Capital Works Staff Housing	52,000	4,332	0	(4,332)
	25104775 SHERP - Community Housing Project	4,118,200	0	0	0
	25104785 Pensioner Units Capital Works	60,000	0	0	0
	35104702 Denham Town Hall Capital Works	80,000	0	0	0
	35304736 Sport and Recreation Buildings Capital Works	50,000	0	0	0
	Buildings Total	4,360,200	4,332	0	(4,332)
	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	0	0
	35205540 CCTV Upgrades	50,000	0	0	0
	35205541 Seawall Upgrade - Capital Works	2,146,649	0	0	0
	35205542 Beach Emergency Numbers Signage - Capital Expenditure	11,230	0	0	0
	35302284 Little Lagoon Upgrades, Gazebo, Bollards and Signage	5,000	0	0	0
	35305511 Town Oval and Recreation Reticulation/Resurfacing	203,000	0	0	0
	35305512 Access Bicycle and Walking Paths - Recreation Precinct	30,000	0	0	0
	35305586 Parks & Gardens Capital Exp	12,000	0	0	0
	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	0	0	0
	Public Facilities Total	3,264,983	0	0	0
	Heritage Assets				
	35605182 Heritage Stables Refurbishment	27,000	0	0	0
	Heritage Assets Total	27,000	0	0	0
	Footpaths				
	45145250 Town Footpaths - Dual Use Path Construction	163,120	0	0	0
	Footpaths Total	163,120	0	0	0
	Town Streets				
	45156690 Roads To Recovery - R2R	597,350	0	1,670	1,670
	Town Streets Total	597,350	0	1,670	1,670
	Roads (Non Town)				
	45165670 Regional Roads Group - RRG	528,117	0	0	0
	Roads (Non Town) Total	528,117	0	0	0
	Grand Total	9,799,555	65,525	54,700	(10,825)

Please refer to the compilation report

17

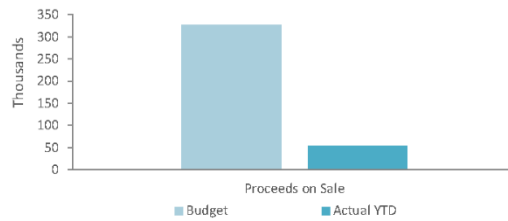
27 SEPTEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2023

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

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



Please refer to the compilation report

| 8

27 SEPTEMBER 2023

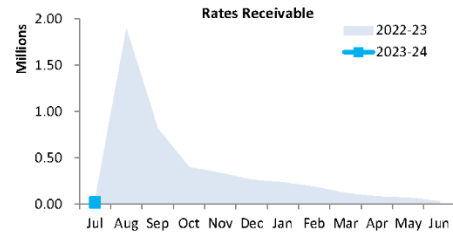
SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2023

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable

	30 Jun 2023	31 Jul 2023
	\$	\$
Opening arrears previous years	34,985	32,461
Levied this year	1,915,923	0
Less - collections to date	(1,918,447)	(15,480)
Gross rates collectable	32,461	16,981
Net rates collectable	32,461	16,981
% Collected	98.3%	47.7%



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,382)	181,411	29,968	19,501	5,204	234,702
Percentage	(0.6%)	77.3%	12.8%	8.3%	2.2%	
Balance per trial balance						
Trade receivables						234,702
Other receivables						6,951
GST receivable						332
Total receivables general outstanding						241,985

Amounts shown above include GST (where applicable)

KEY INFORMATION

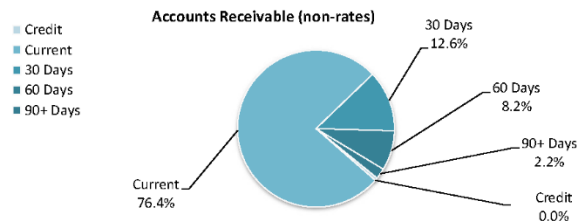
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods and services performed in the ordinary course of business.

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.



27 SEPTEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2023

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 31 July 2023
	\$	\$	\$	\$
Other current assets				
Inventory				
Stock on hand	140,182	0	0	140,182
Other assets				
Prepayments	6,067	0	(6,067)	0
Accrued income	34,578	0	(1,172)	33,406
Total other current assets	180,827	0	(7,239)	173,588
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.

27 SEPTEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2023

OPERATING ACTIVITIES

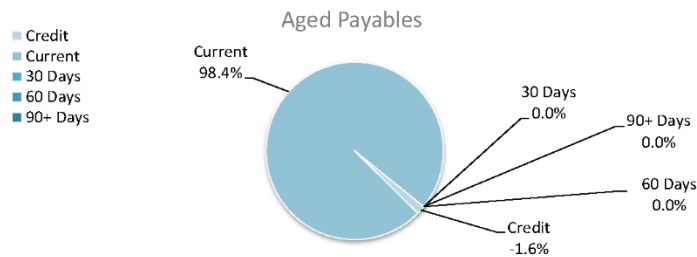
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	(243)	15,133	0	0	0	14,890
Percentage	-1.6%	101.6%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						14,890
Other payables						189
Esl Liability						236
Bond Liability						31,152
Prepaid Rates						47,964
Total payables general outstanding						94,431

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.



UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JULY 2023

OPERATING ACTIVITIES

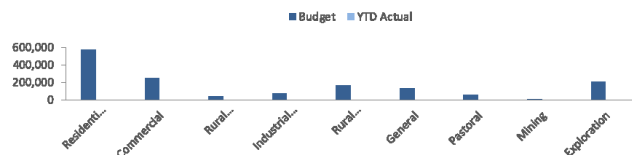
10 RATE REVENUE

General rate revenue

RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue \$	Budget Interim Rate Revenue \$	Total Revenue \$	Rate Revenue \$	YTD Actual Interim Rate Revenue \$	Total Revenue \$
Gross rental value									
Residential and Vacant	0.1022	394	5,575,693	570,056	0	570,056	0	0	0
Commercial	0.105067	41	233,198	245,141	0	245,141	0	0	0
Rural Commercial	0.106260	5	341,522	36,290	0	36,290	0	0	0
Industrial/Residential	0.113138	47	648,097	73,324	0	73,324	0	0	0
Rural Resort	0.112162	2	1,474,654	165,400	0	165,400	0	0	0
Unimproved value									
General	0.1455	7	922,203	134,180	0	134,180	0	0	0
Pastoral	0.099645	11	544,677	54,274	0	54,274	0	0	0
Mining	0.198451	1	9,350	1,856	0	1,856	0	0	0
Exploration	0.190811	13	1,089,739	207,934	0	207,934	0	0	0
Sub-Total		521	10,839,133	1,488,455	0	1,488,455	0	0	0
Minimum payment	Minimum Payment \$								
Gross rental value									
Residential and Vacant	866	92	295,702	79,672	0	79,672	0	0	0
Commercial	866	17	90,069	14,722	0	14,722	0	0	0
Industrial/Residential	866	3	20,036	2,598	0	2,598	0	0	0
Unimproved value									
General	659	6	9,863	3,954	0	3,954	0	0	0
Pastoral	910	1	769	910	0	910	0	0	0
Mining	910	2	5,839	1,820	0	1,820	0	0	0
Sub-total		121	422,278	103,676	0	103,676	0	0	0
Concession						(4,904)			
Total general rates						1,587,227			0
Specified area rates	Rate in \$ (cents)								
Monkey Mia Bore Replacement	0.010630		1,411,050	15,000	0	15,000	0	0	0
Total specified area rates			1,411,050	15,000	0	15,000	0	0	0
Total						1,602,227			0

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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2023

FINANCING ACTIVITIES

11 BORROWINGS

Repayments - borrowings

Information on borrowings

Particulars	Loan No.	1 July 2023	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Town Oval Bore	58	701,499	0	0	0	(34,324)	701,499	667,175	0	(20,139)
Total		701,499	0	0	0	(34,324)	701,499	667,175	0	(20,139)
Current borrowings		34,324					69,278			
Non-current borrowings		667,175					632,221			
		701,499					701,499			

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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JULY 2023

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2023 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 31 July 2023 \$
Other current liabilities						
Other liabilities						
Contract liabilities		193,019	0	154,663	(1,818)	193,019
Capital grant/contributions liabilities		3,191,892	0	12,353	0	3,357,090
Total other liabilities		3,384,911	0	167,016	(1,818)	3,550,109
Employee Related Provisions						
Provision for annual leave		147,458	0	0	0	147,458
Provision for long service leave		135,273	0	0	0	135,273
Total Provisions		282,731	0	0	0	282,731
Total other current liabilities		3,667,642	0	167,016	(1,818)	3,832,840

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.

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 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 31 Jul 2023	Current Liability 31 Jul 2023	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
FESA Grant - Operating Bush Fire Brigade	1,819	2,925	(1,818)	2,926	2,926	11,655	2,914	611
Grant FESA - SES	0	11,738	0	11,738	11,738	53,806	13,452	1,713
Planning & Strategy - Regional North LG	130,000	0	0	130,000	130,000	130,000	0	0
Coburn Resources Education Contribution	5,000	0	0	5,000	5,000	5,000	0	0
Road Preservation Grant	0	0	0	0	0	141,902	141,902	0
Useless Loop Road - Mtce	0	0	0	0	0	330,000	0	0
Community Development	0	0	0	0	0	1,000	0	0
DoC - Day Care Provider Accommodation Subsidy	24,000	0	0	24,000	24,000	25,000	2,083	0
Every Club - Gaming & Wagering Commission	7,200	0	0	7,200	7,200	7,200	0	0
Lotterywest - Beats in the Bay	20,000	0	0	20,000	20,000	20,000	0	0
Horizon - Beats in the Bay	5,000	0	0	5,000	5,000	5,000	0	0
RAC Monkey Mia Resort - Beats in the Bay	0	5,000	0	5,000	5,000	5,000	0	0
Strandline Resources - Beats in the Bay	0	5,000	0	5,000	5,000	5,000	0	0
High Grade Mechanical - Beats in the Bay	0	20,000	0	20,000	20,000	20,000	0	0
	193,019	44,663	(1,818)	235,864	235,864	760,563	160,351	2,324
Contributions								
Donations - HMAS Sydney Exhibit	0	0	0	0	0	250	21	57
Contribution to Road Maintenance - Pipeline	0	0	0	0	0	9,625	0	0
Caravan Park Leases Mun	0	110,000	0	110,000	110,000	0	0	0
	0	110,000	0	110,000	110,000	9,875	21	57
TOTALS	193,019	154,663	(1,818)	345,864	345,864	770,438	160,372	2,381

Please refer to the compilation report

| 15

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2023

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
	1 July 2023	Liability	Liability	31 Jul 2023	Liability	Budget	Budget	Revenue
	\$	\$	(As revenue)	\$	\$	\$	\$	\$
Capital grants and subsidies								
Grant - SHERP Community Housing Project	823,640	0	0	823,640	823,640	4,118,200	0	0
Grant - Seawall Revetment Capital Projects	1,931,984	0	0	1,931,984	1,931,984	2,146,649	0	0
Grant - Beach Emergency Numbers Signage	0	12,353	0	12,353	12,353	11,230	0	0
Roads To Recovery Grant - Cap	107,169	0	0	107,169	107,169	297,245	0	0
RRG Grants - Capital Projects	0	0	0	0	0	352,078	0	0
Local Road and Community Infrastructure Program Grant	329,099	0	0	329,099	329,099	830,191	0	0
Grant - Finger Jetty	0	0	0	0	0	314,403	0	0
	3,191,892	12,353	0	3,204,245	3,204,245	8,069,996	0	0

Please refer to the compilation report

| 16

27 SEPTEMBER 2023

10.3 FINANCIAL REPORTS TO 31 AUGUST 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 31 August 2023 as attached be received.

5/0 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 31 August 2023 are attached.

VARIANCE ANALYSIS

Actual Operating Revenue as at 31 August 2023 is \$86,391 higher than budget. This is mainly attributable to an increase in Fees and Charges \$322,639, specifically Caravan Park Leases and Discovery Centre Merchandise Sales, and Interest Earnings \$22,094.

Actual Operating Expenditure as at 31 August 2023 is less than the year to date budget by \$403,635. This is substantially due to overall underspend in year-to-date actual expenditure compared to budget, specifically Depreciation yet to be finalised \$319,618, Materials and Contracts \$99,488, and Employee Costs \$29,921.

Capital Revenue year to date actual is less than year to date budget by \$33,661 due to Regional Road Group Useless Loop Grant income.

Capital Expenditure actual is more than year to date budget by \$34,201, due to payments for property plant and infrastructure of \$53,193 relative to Town Oval Reticulation and Resurfacing.

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

27 SEPTEMBER 2023

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.

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

21 September 2023

27 SEPTEMBER 2023

SHIRE OF SHARK BAY

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 August 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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2023

Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	1,488,455	1,490,958	1,482,205	(8,753)	(0.59%)	▼
Rates excluding general rates	113,772	113,772	114,542	770	0.68%	▲
Grants, subsidies and contributions	770,438	294,476	31,952	(262,524)	(89.15%)	▼
Fees and charges	1,717,150	430,661	753,300	322,639	74.92%	▲
Interest revenue	117,250	18,694	40,788	22,094	118.19%	▲
Other revenue	141,189	24,422	38,441	14,019	57.40%	▲
Profit on asset disposals	24,483	1,854	0	(1,854)	(100.00%)	▼
	4,372,737	2,374,837	2,461,228	86,391	3.64%	
Expenditure from operating activities						
Employee costs	(2,803,877)	(428,564)	(398,643)	29,921	6.98%	▲
Materials and contracts	(2,317,521)	(274,659)	(175,171)	99,488	36.22%	▲
Utility charges	(179,775)	(30,012)	(21,192)	8,820	29.39%	▲
Depreciation	(1,881,680)	(319,618)	0	319,618	100.00%	▲
Finance costs	(20,139)	0	0	0	0.00%	▲
Insurance	(242,362)	(92,469)	(140,782)	(48,313)	(52.25%)	▼
Other expenditure	(229,781)	(44,180)	(50,079)	(5,899)	(13.35%)	▼
Loss on asset disposals	(145,336)	0	0	0	0.00%	▲
	(7,820,471)	(1,189,502)	(785,867)	403,635	33.93%	
Non-cash amounts excluded from operating activities	2(b) 2,002,533	317,764	0	(317,764)	(100.00%)	▼
Amount attributable to operating activities	(1,445,201)	1,503,099	1,675,361	172,262	11.46%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	8,069,996	140,831	107,170	(33,661)	(23.90%)	▼
Proceeds from disposal of assets	327,000	54,545	54,545	0	0.00%	▲
	8,396,996	195,376	161,715	(33,661)	(17.23%)	
Outflows from investing activities						
Payments for property, plant and equipment	(5,245,985)	(74,857)	(55,865)	18,992	25.37%	▲
Payments for construction of infrastructure	(4,553,570)	(237,350)	(290,543)	(53,193)	(22.41%)	▼
	(9,799,555)	(312,207)	(346,408)	(34,201)	(10.95%)	
Amount attributable to investing activities	(1,402,559)	(116,831)	(184,693)	(67,862)	(58.09%)	
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)	0	0	0	0.00%	▲
Transfer to reserves	(1,115,884)	(23,693)	(23,693)	0	0.00%	▲
	(1,150,208)	(23,693)	(23,693)	0	0.00%	
Amount attributable to financing activities	39,132	(23,693)	(23,693)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2,808,628	2,808,628	3,007,736	199,108	7.09%	▲
Amount attributable to operating activities	(1,445,201)	1,503,099	1,675,361	172,262	11.46%	▲
Amount attributable to investing activities	(1,402,559)	(116,831)	(184,693)	(67,862)	(58.09%)	▼
Amount attributable to financing activities	39,132	(23,693)	(23,693)	0	0.00%	▲
Surplus or deficit after imposition of general rates	0	4,171,203	4,474,711	303,508	7.28%	▲

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

27 SEPTEMBER 2023

**SHIRE OF SHARK BAY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 AUGUST 2023**

	Actual 30 June 2023	Actual as at 31 August 2023
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	11,663,685	10,824,445
Trade and other receivables	142,412	2,151,695
Inventories	140,182	140,182
Other assets	40,645	33,406
TOTAL CURRENT ASSETS	11,986,924	13,149,728
NON-CURRENT ASSETS		
Trade and other receivables	9,353	9,353
Other financial assets	38,902	38,902
Property, plant and equipment	25,013,207	25,014,527
Infrastructure	66,754,247	67,044,790
TOTAL NON-CURRENT ASSETS	91,815,709	92,107,572
TOTAL ASSETS	103,802,633	105,257,300
CURRENT LIABILITIES		
Trade and other payables	500,313	115,362
Other liabilities	3,384,911	3,442,939
Borrowings	69,278	69,278
Employee related provisions	282,731	282,731
TOTAL CURRENT LIABILITIES	4,237,233	3,910,310
NON-CURRENT LIABILITIES		
Borrowings	632,221	632,221
Employee related provisions	42,514	42,514
TOTAL NON-CURRENT LIABILITIES	674,735	674,735
TOTAL LIABILITIES	4,911,968	4,585,045
NET ASSETS	98,890,665	100,672,255
EQUITY		
Retained surplus	39,656,262	41,414,159
Reserve accounts	5,010,342	5,034,035
Revaluation surplus	54,224,061	54,224,061
TOTAL EQUITY	98,890,665	100,672,255

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

**SHIRE OF SHARK BAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 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.
2. Balances as at 30 June 2023 have not been audited and may be subject to change.

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 21 September 2023

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2023

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

		Adopted Budget Opening 1 July 2023	Actual as at 30 June 2023	Actual as at 31 August 2023
(a) Net current assets used in the Statement of Financial Activity	Note			
Current assets		\$	\$	\$
Cash and cash equivalents		11,663,686	11,663,685	10,824,445
Trade and other receivables		142,412	142,412	2,151,695
Inventories		140,182	140,182	140,182
Other assets		40,645	40,645	33,406
		11,986,925	11,986,924	13,149,728
Less: current liabilities				
Trade and other payables		(500,313)	(500,313)	(115,362)
Other liabilities		(3,384,911)	(3,384,911)	(3,442,939)
Borrowings		(34,324)	(69,278)	(69,278)
Employee related provisions		(282,731)	(282,731)	(282,731)
		(4,202,279)	(4,237,233)	(3,910,310)
Net current assets		7,784,646	7,749,691	9,239,418
Less: Total adjustments to net current assets	2(c)	(4,976,018)	(4,741,955)	(4,764,707)
Closing funding surplus / (deficit)		2,808,628	3,007,736	4,474,711

(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*.

	Adopted Budget Estimates 30 June 2024	YTD Budget Estimates (a)	YTD Actual (b)
Non-cash amounts excluded from operating activities	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	(24,483)	(1,854)	0
Add: Loss on asset disposals	145,336	0	0
Add: Depreciation	1,881,680	319,618	0
Total non-cash amounts excluded from operating activities	2,002,533	317,764	0

(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.

	Adopted Budget Opening 1 July 2023	Actual as at 30 June 2023	Actual as at 31 August 2023
Adjustments to net current assets	\$	\$	\$
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	69,278	69,278
- Current portion of employee benefit provisions held in reserve	0	199,109	200,050
Total adjustments to net current assets	(4,976,018)	(4,741,955)	(4,764,707)

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.

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 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	(8,753)	(0.59%)	▼
GRV Residential and UV General			
Grants, subsidies and contributions	(262,524)	(89.15%)	▼
DFES/SES grant, Road Preservation grant not yet received.			
Balance of grants commission funding received.			
Fees and charges	322,639	74.92%	▲
Heritage merchandise sale.			
Caravan park leases.			
Interest revenue	22,094	118.19%	▲
Interest earnings are higher than the YTD budget profiled at 2/12th of the annual budget.			
Other revenue	14,019	57.40%	▲
CDP Employer Incentive Funding			
Visitor Centre Booking Commission			
Profit on asset disposals	(1,854)	(100.00%)	▼
Disposal of vehicle to be processed in the asset register.			
Expenditure from operating activities			
Employee costs	29,921	6.98%	▲
Most YTD budgets are profiled as 2/12th of the annual budget.			
Useless Loop road maintenance.			
Materials and contracts	99,488	36.22%	▲
Most YTD budgets are profiled as 1/12th of the annual budget.			
Subscriptions, software licences, Planning & Strategy - Regional North Local Government, Useless Loop Road Maintenance, MRWA Shark Bay Rd			
Utility charges	8,820	29.39%	▲
YTD budgets are profiled as 2/12th of the annual budget.			
Depreciation	319,618	100.00%	▲
Depreciation not processed as 2023 Annual Financial Report is not yet finalised.			
Insurance	(48,313)	(52.25%)	▼
First instalment paid. Administration and workers compensation.			
Other expenditure	(5,899)	(13.35%)	▼
SES Denham. Community Gym. Council Assistance Program.			
Crossovers.			
Non-cash amounts excluded from operating activities	(317,764)	(100.00%)	▼
Depreciation not processed as 2023 Annual Financial Report is not yet finalised. Proceeds on asset disposal.			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(33,661)	(23.90%)	▼
RRG Grants - Capital Projects			
Outflows from investing activities			
Payments for property, plant and equipment	18,992	25.37%	▲
Capital Works Staff Housing			
Major Plant Items - Capital			
Payments for construction of infrastructure	(53,193)	(22.41%)	▼
Town Oval and Recreation Reticulation/Resurfacing			
Surplus or deficit at the start of the financial year	199,108	7.09%	▲
Refer to note 2(a) for detail of differences.			
Surplus or deficit after imposition of general rates	303,508	7.28%	▲
Due to variances described above			

Please refer to the compilation report

| 6

27 SEPTEMBER 2023

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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 AUGUST 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	\$3.01 M	\$0.20 M
Closing	\$0.00 M	\$4.17 M	\$4.47 M	\$0.30 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$	% of total		\$	% Outstanding		\$	% Collected
Unrestricted Cash	\$5.79 M	53.5%	Trade Payables	\$0.12 M		Rates Receivable	\$0.27 M	4.1%
Restricted Cash	\$5.03 M	46.5%	0 to 30 Days	\$0.00 M	100.0%	Trade Receivable	\$0.27 M	% Outstanding
			Over 30 Days		0.0%	Over 30 Days		20.6%
			Over 90 Days		0.0%	Over 90 Days		3.2%

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)	\$1.50 M	\$1.68 M	\$0.17 M

Refer to Statement of Financial Activity

Rates Revenue			Grants and Contributions			Fees and Charges		
YTD Actual	\$	% Variance	YTD Actual	\$	% Variance	YTD Actual	\$	% Variance
YTD Budget	\$1.49 M	(0.6%)	YTD Budget	\$0.29 M	(89.1%)	YTD Budget	\$0.43 M	74.9%

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)	(\$0.12 M)	(\$0.18 M)	(\$0.07 M)

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$	%	YTD Actual	\$	% Spent	YTD Actual	\$	% Received
Adopted Budget	\$0.33 M	(83.3%)	Adopted Budget	\$4.55 M	(93.6%)	Adopted Budget	\$8.07 M	(98.7%)

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	(\$0.02 M)	(\$0.02 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings			Reserves		
	\$			\$	
Principal repayments	\$0.00 M		Reserves balance	\$5.03 M	
Interest expense	\$0.00 M		Interest earned	\$0.02 M	
Principal due	\$0.70 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

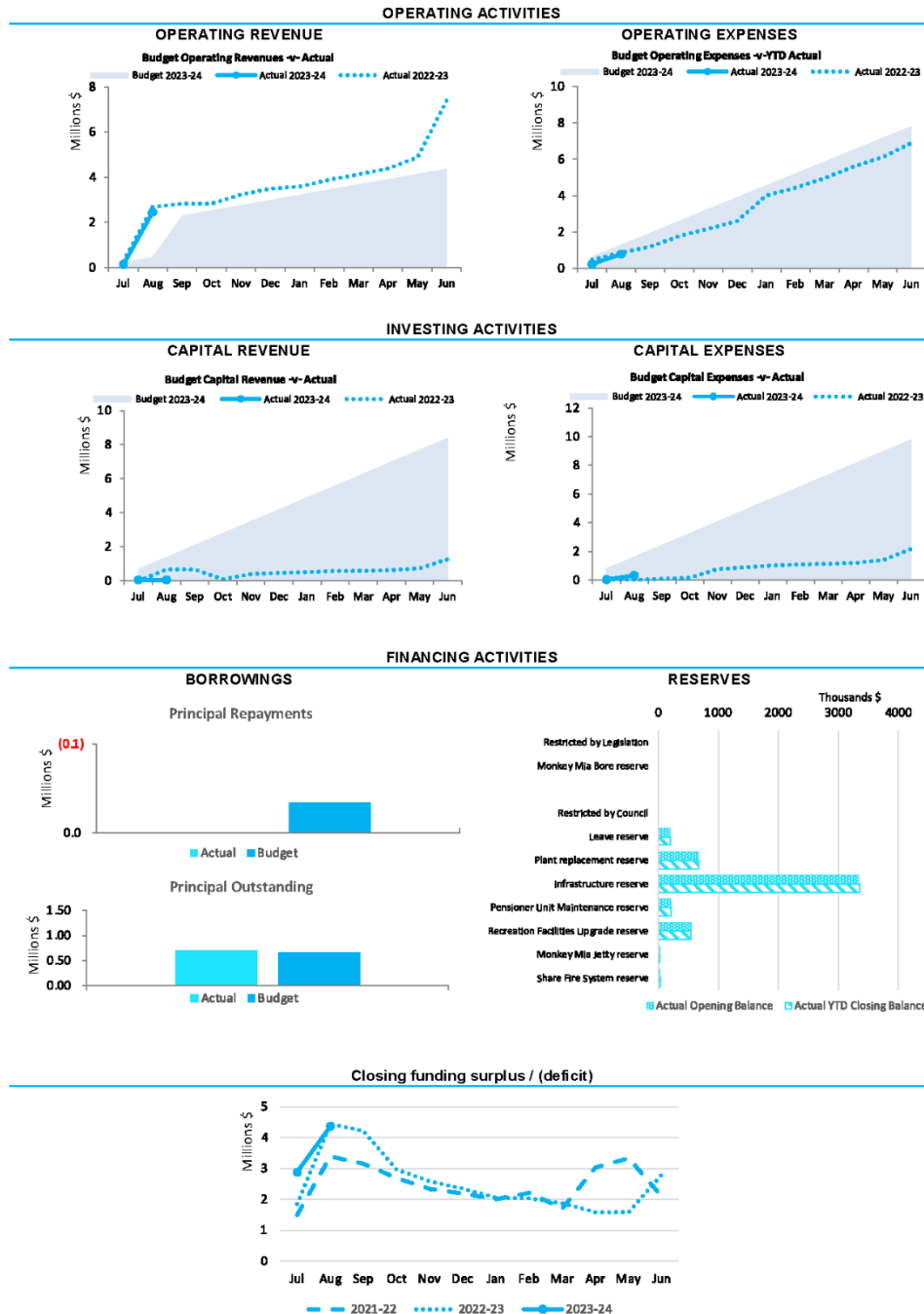
| 2

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 AUGUST 2023

2 KEY INFORMATION - GRAPHICAL



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

Please refer to the compilation report

13

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 AUGUST 2023

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	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	134,028	0	134,028	Bankwest	Variable	NA
Municipal Telenet Saver Account	Cash and cash equivalents	1,896,478	0	1,896,478	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
SHERP Grant TD	Cash and cash equivalents	826,041	0	826,041	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		5,790,410	5,034,035	10,824,445			
Comprising							
Cash and cash equivalents		5,790,410	5,034,035	10,824,445			
		5,790,410	5,034,035	10,824,445			

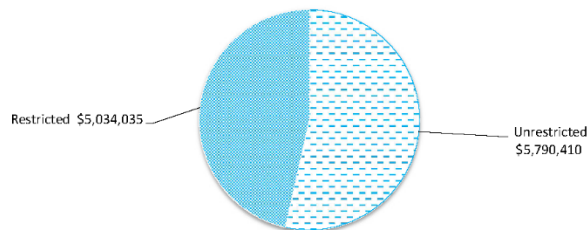
KEY INFORMATION

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.



UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 AUGUST 2023

4 RESERVE ACCOUNTS

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfer s Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 AUGUST 2023

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

	Adopted			
	Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Capital acquisitions				
Buildings	4,360,200	13,664	1,080	(12,584)
Furniture & Office Equip.	30,000	0	0	0
Plant , Equip. & Vehicles	828,785	61,193	53,245	(7,948)
Heritage Assets	27,000	0	1,540	1,540
Acquisition of property, plant and equipment	5,245,985	74,857	55,865	(18,992)
Roads (Non Town)	528,117	0	0	0
Footpaths	163,120	0	0	0
Town Streets	597,350	237,350	140,043	(97,307)
Public Facilities	3,264,983	0	150,500	150,500
Acquisition of infrastructure	4,553,570	237,350	290,543	53,193
Total capital acquisitions	9,799,555	312,207	346,408	34,201
Capital Acquisitions Funded By:				
Capital grants and contributions	8,069,996	140,831	107,170	(33,661)
Other (disposals & C/Fwd)	327,000	54,545	54,545	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	116,831	184,693	67,862
Capital funding total	9,799,555	312,207	346,408	34,201

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.

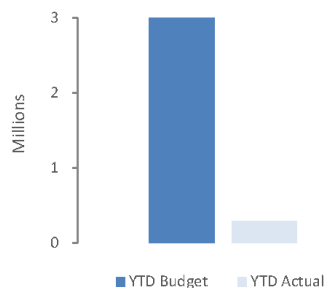
Initial recognition and measurement for assets held at cost

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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

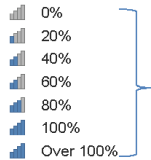
27 SEPTEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 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.

	Account Description	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	0	(7,947)	(7,947)
	45205506 Prime Mover	250,000	0	0	0
	45205510 Dual Cab Truck 5T	105,000	0	0	0
	45205512 Multi Tyred Rubber Roller	180,000	0	0	0
	45205515 Rangers Vehicle	50,000	0	0	0
	45205516 Dual Cab Ute - Country	52,592	0	0	0
	45205518 Road Sweeper	60,000	0	0	0
	Plant , Equip. & Vehicles Total	828,785	61,193	53,245	(7,948)
	Buildings				
	09128000 Capital Works Staff Housing	52,000	8,664	0	(8,664)
	25104775 SHERP - Community Housing Project	4,118,200	0	240	240
	25104785 Pensioner Units Capital Works	60,000	5,000	0	(5,000)
	35104702 Denham Town Hall Capital Works	80,000	0	0	0
	35304736 Sport and Recreation Buildings Capital Works	50,000	0	0	0
	35104710 Electronic Entry System for Town Hall and Recreation Centre	0	0	840	840
	Buildings Total	4,360,200	13,664	1,080	(12,584)
	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	0	0
	35205540 CCTV Upgrades	50,000	0	0	0
	35205541 Seawall Upgrade - Capital Works	2,146,649	0	5,500	5,500
	35205542 Beach Emergency Numbers Signage - Capital Expenditure	11,230	0	0	0
	35302284 Little Lagoon Upgrades, Gazebo, Bollards and Signage	5,000	0	0	0
	35305511 Town Oval and Recreation Reticulation/Resurfacing	203,000	0	145,000	145,000
	35305512 Access Bicycle and Walking Paths - Recreation Precinct	30,000	0	0	0
	35305586 Parks & Gardens Capital Exp	12,000	0	0	0
	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	0	0	0
	Public Facilities Total	3,264,983	0	150,500	150,500
	Heritage Assets				
	35605182 Heritage Stables Refurbishment	27,000	0	1,540	1,540
	Heritage Assets Total	27,000	0	1,540	1,540
	Footpaths				
	45145250 Town Footpaths - Dual Use Path Construction	163,120	0	0	0
	Footpaths Total	163,120	0	0	0
	Town Streets				
	45156690 Roads To Recovery - R2R	597,350	237,350	140,043	(97,307)
	Town Streets Total	597,350	237,350	140,043	(97,307)
	Roads (Non Town)				
	45165670 Regional Roads Group - RRG	528,117	0	0	0
	Roads (Non Town) Total	528,117	0	0	0

Please refer to the compilation report

| 7

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

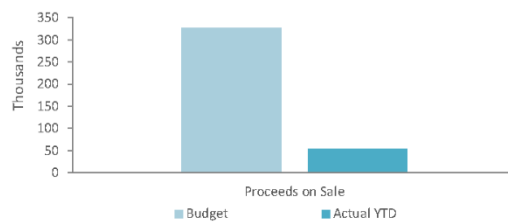
27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 AUGUST 2023

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

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



Please refer to the compilation report

| 8

27 SEPTEMBER 2023

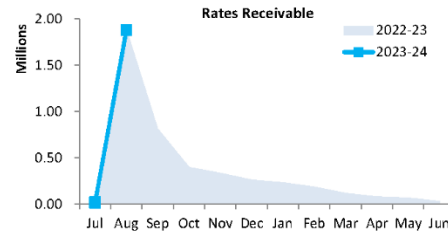
SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2023

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable

	30 Jun 2023	31 Aug 2023
	\$	\$
Opening arrears previous years	34,985	32,461
Levied this year	1,915,923	1,927,342
Less - collections to date	(1,918,447)	(80,863)
Gross rates collectable	32,461	1,878,940
Net rates collectable	32,461	1,878,940
% Collected	98.3%	4.1%



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(140)	211,172	31,355	14,991	8,426	265,804
Percentage	(0.1%)	79.4%	11.8%	5.6%	3.2%	
Balance per trial balance						
Trade receivables						265,804
Other receivables						6,951
Total receivables general outstanding						272,755

Amounts shown above include GST (where applicable)

KEY INFORMATION

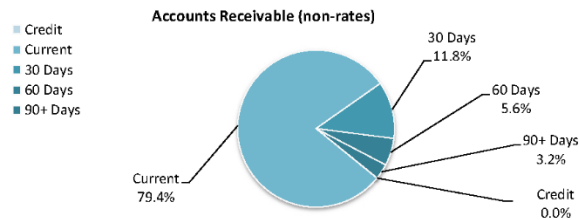
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods and services performed in the ordinary course of business.

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.



UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 AUGUST 2023

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 31 August 2023
	\$	\$	\$	\$
Other current assets				
Inventory				
Stock on hand	140,182	0	0	140,182
Other assets				
Prepayments	6,067	0	(6,067)	0
Accrued income	34,578	0	(1,172)	33,406
Total other current assets	180,827	0	(7,239)	173,588
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.

27 SEPTEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2023

OPERATING ACTIVITIES

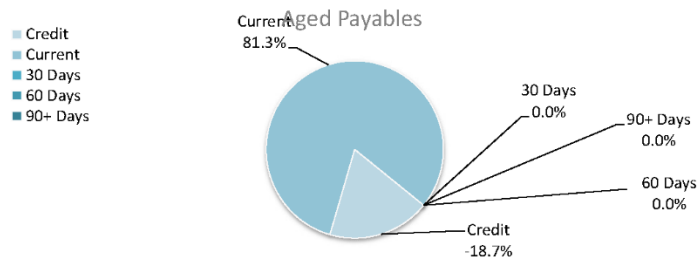
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	(202)	880	0	0	0	678
Percentage	-29.8%	129.8%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						678
ATO liabilities						2,110
Other payables						1,728
Esl Liability						73,173
Bond Liability						32,978
Prepaid Rates						4,695
Total payables general outstanding						115,362

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.



UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 AUGUST 2023

OPERATING ACTIVITIES

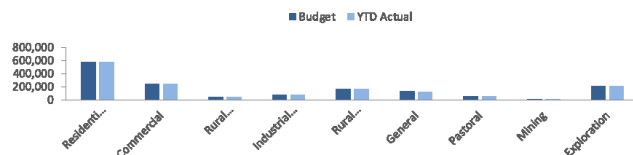
10 RATE REVENUE

General rate revenue

RATE TYPE	Rate in \$	Number of Properties	Rateable Value	Rate Revenue \$	Budget Interim Rate Revenue \$	Total Revenue \$	Rate Revenue \$	YTD Actual Interim Rate Revenue \$	Total Revenue \$
Gross rental value									
Residential and Vacant	0.1022	394	5,575,693	570,056	0	570,056	575,681	1,022	576,703
Commercial	0.105067	41	233,198	245,141	0	245,141	245,141	0	245,141
Rural Commercial	0.106260	5	341,522	36,290	0	36,290	36,290	0	36,290
Industrial/Residential	0.113138	47	648,097	73,324	0	73,324	74,795	0	74,795
Rural Resort	0.112162	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	0.099645	11	544,677	54,274	0	54,274	54,274	0	54,274
Mining	0.198451	1	9,350	1,856	0	1,856	2,024	0	2,024
Exploration	0.190811	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	1,481,183	1,022	1,482,205
Minimum payment	Minimum Payment \$								
Gross rental value									
Residential and Vacant	866	92	295,702	79,672	0	79,672	78,806	0	78,806
Commercial	866	17	90,069	14,722	0	14,722	14,722	0	14,722
Industrial/Residential	866	3	20,036	2,598	0	2,598	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	0	101,944
Concession						(4,904)			(2,401)
Total general rates						1,587,227			1,581,748
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			1,596,747

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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2023

FINANCING ACTIVITIES

11 BORROWINGS

Repayments - borrowings

Information on borrowings

Particulars	Loan No.	1 July 2023	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Town Oval Bore	58	701,499	0	0	0	(34,324)	701,499	667,175	0	(20,139)
Total		701,499	0	0	0	(34,324)	701,499	667,175	0	(20,139)
Current borrowings		34,324					69,278			
Non-current borrowings		667,175					632,221			
		701,499					701,499			

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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 AUGUST 2023

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2023 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 31 August 2023 \$
Other current liabilities						
Other liabilities						
Contract liabilities		193,019	0	154,663	(1,818)	193,019
Capital grant/contributions liabilities		3,191,892	0	12,353	(107,169)	3,249,921
Total other liabilities		3,384,911	0	167,016	(108,987)	3,442,940
Employee Related Provisions						
Provision for annual leave		147,458	0	0	0	147,458
Provision for long service leave		135,273	0	0	0	135,273
Total Provisions		282,731	0	0	0	282,731
Total other current liabilities		3,667,642	0	167,016	(108,987)	3,725,671

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.

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 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 31 Aug 2023	Current Liability 31 Aug 2023	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
FESA Grant - Operating Bush Fire Brigade	1,819	2,925	(1,818)	2,926	2,926	11,655	2,914	611
Grant FESA - SES	0	11,738	0	11,738	11,738	53,806	13,452	1,713
Planning & Strategy - Regional North LG	130,000	0	0	130,000	130,000	130,000	0	0
Coburn Resources Education Contribution	5,000	0	0	5,000	5,000	5,000	0	0
Road Preservation Grant	0	0	0	0	0	141,902	141,902	0
Useless Loop Road - Mtce	0	0	0	0	0	330,000	132,000	0
Community Development	0	0	0	0	0	1,000	0	0
DoC - Day Care Provider Accommodation Subsidy	24,000	0	0	24,000	24,000	25,000	4,166	0
Every Club - Gaming & Wagering Commission	7,200	0	0	7,200	7,200	7,200	0	0
Lotterywest - Beats in the Bay	20,000	0	0	20,000	20,000	20,000	0	0
Horizon - Beats in the Bay	5,000	0	0	5,000	5,000	5,000	0	0
RAC Monkey Mia Resort - Beats in the Bay	0	5,000	0	5,000	5,000	5,000	0	0
Strandline Resources - Beats in the Bay	0	5,000	0	5,000	5,000	5,000	0	0
High Grade Mechanical - Beats in the Bay	0	20,000	0	20,000	20,000	20,000	0	0
Grants Commission - General	0	0	0	0	0	0	0	17,928
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 Development Commission - Beats in the	0	0	0	0	0	0	0	1,000
	193,019	44,663	(1,818)	235,864	235,864	760,563	294,434	31,872
Contributions								
Donations - HMAS Sydney Exhibit	0	0	0	0	0	250	42	80
Contribution to Road Maintenance - Pipeline	0	0	0	0	0	9,625	0	0
Caravan Park Leases Mun	0	110,000	0	110,000	110,000	0	0	0
	0	110,000	0	110,000	110,000	9,875	42	80
TOTALS	193,019	154,663	(1,818)	345,864	345,864	770,438	294,476	31,952

Please refer to the compilation report

| 15

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 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)	31 Aug 2023	31 Aug 2023	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
Grant - SHERP Community Housing Project	823,640	0	0	823,640	823,640	4,118,200	0	0
Grant - Seawall Revetment Capital Projects	1,931,984	0	0	1,931,984	1,931,984	2,146,649	0	0
Grant - Beach Emergency Numbers Signage	0	12,353	0	12,353	12,353	11,230	0	0
Roads To Recovery Grant - Cap	107,169	0	(107,169)	0	0	297,245	0	107,170
RRG Grants - Capital Projects	0	0	0	0	0	352,078	140,831	0
Local Road and Community Infrastructure Program Grant	329,099	0	0	329,099	329,099	830,191	0	0
Grant - Finger Jetty	0	0	0	0	0	314,403	0	0
	3,191,892	12,353	(107,169)	3,097,076	3,097,076	8,069,996	140,831	107,170

Please refer to the compilation report

| 16

27 SEPTEMBER 2023

10.4 FIVE (5) YEAR ROAD CAPITAL PLAN 2023/2024 – 2027/2028

Author

Works Manager

Disclosure of Any Interest

Nil

Ms Wilkes left the Council Chamber at 10.30 am

Moved

Cr Vankova

Seconded

Cr Stubberfield

Council Resolution

That a recommended total of \$360,000 funded \$297,245 from Roads to Recovery allocations, and \$62,755 from Councils own source funding be apportioned to a Denham Road reseal program in place of the previous Durlacher Street program originally allocated for in the 2023/2024 budget.

That the modified Five (5) Year Road Capital Plan for the years 2023/2024 through to 2027/2028 within the Shire of Shark Bay be endorsed.

5/0 CARRIED

Background

During the Ordinary Council Meeting held on April 26, 2023, the Council adopted the following resolution:

Council Resolution

That the 2023/2024 review of the Five (5) Year Road Capital Plan as attached for the years 2023/2024 through to 2027/2028 within the Shire of Shark Bay be endorsed.

That a recommended total of \$427,245, funded \$297,245 from Roads to Recovery allocations, and \$130,000 from Councils own source funding, be apportioned to the Durlacher Street reseal program in the Draft 2023/2024 budget.

That Council note the Regional Road Group Pool associated with the Shire of Shark Bay's indicative figure of \$512,934, inclusive of Councils own source contribution of \$170,978 in the Draft 2023/2024 budget.

That an amount of \$512,934 funded \$328,091 from the Regional Road Group allocation, and \$170,978 from Councils own source funding be allocated to the Useless Loop Road re-sheet program to the amount of \$422,934 and the Eagle Bluff Road new seal program to the amount of \$90,000 in the Draft 2023/2024 budget.

7/0 CARRIED

27 SEPTEMBER 2023

Comment

Through the continuous evaluation of Denham's road network, it has come to our attention that Denham Road, traversing from Hughes Street up to and around the Roundabout on Knight Terrace, is deteriorating at a faster rate than previously anticipated.

Numerous potholes are emerging, accompanied by instances of crocodile cracking in certain areas.

The infiltration of water will be causing damage to the foundational structure within this road segment. Despite repeated patching efforts, a lasting solution to the existing problems has yet to be achieved.

To address this matter effectively, a proposed solution involves conducting an Asphalt reseal on Denham Road, from Hughes Street to the Roundabout on Knight Terrace.

An additional benefit of implementing this solution is the simultaneous enhancement of footpaths and kerbs as part of the project. This upgrade will mirror the improvements made to Brockman and Durlacher Streets.

Given that Denham Road serves as part of the entry gateway to Denham, this treatment would notably elevate the overall visual impression of the entrance to the town.

Roads to Recovery

2023/2024 represents the last year of the Roads to Recovery program, it is unknown if the program will continue beyond 2023/2024.

Administration is recommending that the Roads to Recovery project in 2023/2024 be changed from Durlacher Street to Denham Road.

The envisaged treatment would be the same as the previous Brockman Street and Durlacher Street programs.

The total 2023/2024 expenditure will be \$360,000 funded \$297,245 from Roads to Recovery funding, and Council own source contribution of \$62,755.

Legal Implications

There are no legal implications associated with this report.

Policy Implications

There are no policy implications associated with this report.

Financial Implications

The conditions for Roads to Recovery funding mandate that the Council must contribute additional funding from its own sources, beyond the reference amount that considers all combined roads grant funding.

These calculations undergo annual auditing as an integral component of the accountability process.

27 SEPTEMBER 2023

The total 2023/2024 spend for Roads to Recovery is budgeted to be \$360,000 funded \$297,245 from Roads to Recovery and \$62,755 from Councils own source contribution (reserves).

Strategic Implications

Outcome 1.1

1.1.7 Develop and maintain sustainable transport infrastructure.

Outcome 1.2

1.2.5 Allocate resources to deliver economic development and population growth.

RISK MANAGEMENT

There are no risks associated with this report.

Voting Requirements

Simple Majority Required

Signatures

Author

B Galvin

Chief Executive Officer

D Chapman

Date of Report

7 September 2023

Shire of Shark Bay 5 Year Road Program

Regional Road Group																								
Road	Year	Place		Amount	2023/24				2024/25				2025/26				2026/27				2027/28			
		From	To		Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost
Useless Loop	23/24	44.80	48.20	3.40	Resheet	April/24	Shire	\$ 169,174.00																
	23/24	78.80	85.50	6.70	Resheet	March/24	Shire	\$ 253,760.00																
	24/25	64.20	71.00	6.80					Resheet	March/25	Shire	\$ 253,760.00												
	24/25	74.00	78.10	4.10					Resheet	April/25		\$ 169,174.00												
	25/26	85.50	98.00	12.50									Resheet	Marcch/26	Shire	\$ 422,934.00								
	26/27	52.45	64.20	11.75													Resheet	March/27	Shire	\$ 422,934.00				
	27/28	23.00	33.00	10.00																	Resheet	March/28	Shire	\$ 422,934.00
Stella Rowley Drive	23/24	0.00	4.30	4.30	Shoulders	Nov/23	Shire	\$ 90,000.00																
Airport Road	25/26	0.00	0.88	0.88									Reseal	March 26	Contractors	\$ 90,000.00								
Goulet Bluff	24/25	0.00	1.56	1.56					Resheet	Nov/24	Shire	\$ 90,000.00												
Nanga	26/27	0.00	2.65	2.65													Reseal	March 27	Contractor	\$ 90,000.00				
	27/28	0.00	2.65	2.65																	Shoulders			\$ 45,000.00
Eagle Bluff	27/28	0.00	4.38	4.38																	Shoulders			\$ 45,000.00
Total RRG								\$ 512,934.00				\$ 512,934.00				\$ 512,934.00				\$ 512,934.00				\$ 512,934.00
RRG								\$ 341,956.00				\$ 341,956.00				\$ 341,956.00				\$ 341,956.00				\$ 341,956.00
Balance								-\$ 170,978.00				-\$ 170,978.00				-\$ 170,978.00				-\$ 170,978.00				-\$ 170,978.00
Roads to Recovery	23																							
Road	Year	Place		Amount	2023/24				2024/25				2025/26				2025/26				2025/26			
		From	To		Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost
Denahm Road	23/24	0.28	0.54	0.26	Reseal	March 24	Contractors	\$ 297,245.00																
Total R2R								\$ 297,245.00				\$ -				\$ -				\$ -				\$ -
Grand Total								\$ 810,179.00				\$ 512,934.00				\$ 512,934.00				\$ 512,934.00				\$ 512,934.00

27 SEPTEMBER 2023

11.0 TOWN PLANNING REPORT

11.1 APPLICATION SEEKING NEW PLANNING APPROVAL FOR AN EXISTING DWELLING UNIT USED FOR SHORT STAY ACCOMMODATION – LOT 150, UNIT 1/15 SUNTER PLACE, DENHAM P1385

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Fenny
Seconded Cr Stubberfield

Council Resolution

That Council:

- A. Determine that the ‘short stay strata dwelling’ use may be consistent with the objectives of the Residential zone and give notice under clause 64 of the deemed provisions before determining an application for development approval for the use of the land.**
- B. Note that the application relating to Lot 150, Unit 1/15 Sunter Place, Denham is being advertised for public comment until the 9 October 2023, and one submission of ‘no objection’ has been received.**
- 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 a ‘short stay strata dwelling’ on Lot 150 (Unit 1/ 15) Sunter Place, Denham.**

5/0 CARRIED BY ABSOLUTE MAJORITY

BACKGROUND

• ***Location***

Lot 150 has been developed with two grouped dwellings. This application only relates to Unit 1. Unit 2 is used as a long term rental and is currently occupied full time by a tenant.

A location plan is included overpage for ease of reference.

27 SEPTEMBER 2023



Location Plan

- **Relevant Council Decision**

Council resolved to approve an application for Lot 150, Unit 1/15 Sunter Place, Denham to be used as a short stay strata unit at the Ordinary Meeting held on the 29 June 2022.

The Determination Notice was issued on the 8 August 2022, and was valid for a one year period.

As the existing approval has expired, the owners have lodged a new application seeking a new approval.

COMMENT

- **Description of proposal**

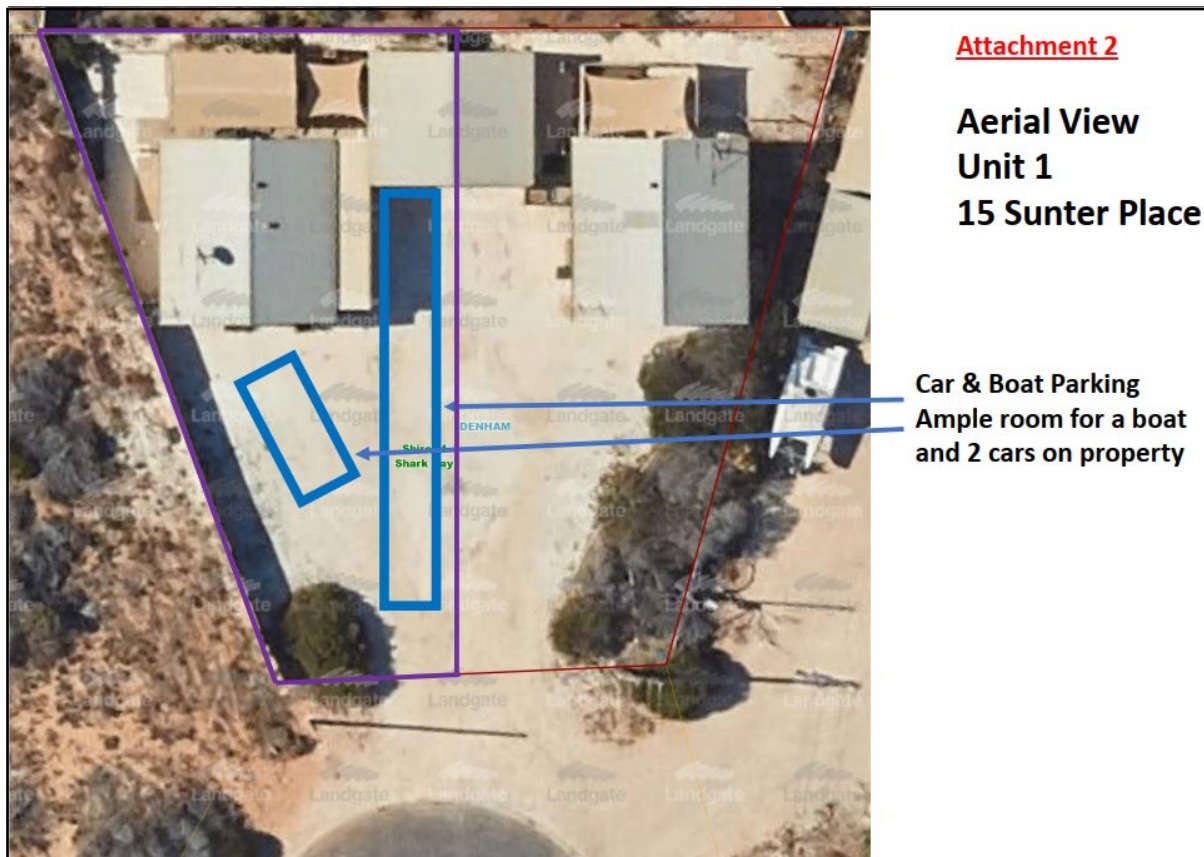
The application is summarised as follows:

- (i) Unit 1 has 2 bedrooms and can accommodate a maximum of 4 persons at any one time.

27 SEPTEMBER 2023

- (ii) The master bedroom has a queen bed, and the second bedroom has two single beds.
- (iii) The maximum length of stay for guests is typically two weeks.
- (iv) The owners intend to continue to use Ray White as the property manager. The property manager is responsible for all bookings, provision of information to guests, monitoring the property, ongoing maintenance, and dealing with any complaints.
- (v) Unit 1 has been used for short term accommodation for 7 years, and within this time Ray White has not received any complaints about the premises.
- (vi) The lot is connected to sewer.

The applicant has lodged a parking plan (below).



Site Plan showing car parking

- **Zoning and Proposed Land Use**

Lot 150 is zoned 'Residential' 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.

27 SEPTEMBER 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.

A dwelling on a strata lot is not construed as a 'single house' under the Residential Design Codes.

Accordingly the proposed land use is not construed as a 'holiday house' which is defined in the Scheme as *'means a single dwelling on one lot used to provide short-term accommodation but does not include a bed and breakfast'*.

- ***Use Not Listed***

The proposal is construed as a 'short stay grouped dwelling unit' which is not defined in the Scheme or listed in 'Table 1-Zoning Table' of the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

In accordance with Clause 18 (4) of the Scheme, as the use of the land for a 'short stay grouped dwelling unit' is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the interpretation of one of the other existing use land use definition categories the Council may:

- Option 1: Determine that the 'short stay grouped dwelling unit' use is consistent with the objectives of the Residential zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or
- Option 2: Determine that the 'short stay grouped dwelling unit' use may be consistent with the objectives of the Residential zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or
- Option 3: Determine that the 'short stay strata dwelling' use is not consistent with the objectives of the Residential zone and is therefore not permitted in the zone.

If Council pursues Option 1, it will set a precedent for other 'short stay grouped dwelling units' to be treated as a permitted land use in the Residential zone, which is considered undesirable. There may be cases where Council does not consider it appropriate for a grouped dwelling unit to be used for short stay.

It is recommended that Council pursue Option 2 and advertise the application for public comment.

The application is being advertised for public comment by Shire Administration. Advertising will close on the 9 October 2023. At the time of writing this report one submission of 'no objection' had been received.

27 SEPTEMBER 2023

- **Local Planning Policy No 1 : Holiday Houses**

The Local Planning Policy does not strictly apply to this application as the proposal is not considered to be a 'holiday house'. The Policy is being used as a general guide only for the planning assessment as follows:

A summary of the policy requirements and compliance is included below:

Policy Requirement	Comment
1. A site plan or good quality clear aerial showing the existing house, existing buildings, driveway, and guest parking areas. The location, number and dimensions of parking areas should be clearly marked on the plan.	The owners have given permission for the Shire to re-use their plans from last year. The house is well setback with a front driveway and parking area.
2. An internal floor plan showing the house layout, the use of each room, and number of double, single or bunk beds per room (including fold out couches).	The owners have lodged detailed floor plans showing all bedrooms and the number of beds per room. The house can accommodate 4 guests.
3. Carparking to be provided at a rate of 1 space every 3 guests.	One carparking bay is required and can be accommodated in the existing driveway.
4. A Management Plan that addresses how the land use will be managed on a day to day basis to maximise protection of residential amenity, including details of how noise issues will be addressed by the Manager (handling of complaints), and full contact details of the Manager or employee of the Manager.	The owners have given permission for the Shire to re-use their plans from last year. The Management Plan nominates Ray White as the local property manager.
5. A Fire and Emergency Response Plan that includes detailed fire escape route maps, provision of a fire extinguisher and emergency contact numbers.	The Shire approved a Fire Emergency Response Plan last year. The owners have lodged photos showing the fire plan on display, with a fire extinguisher and fire blanket.

- **Crossover**

Condition 14 of the 2022 approval required a new crossover to be constructed. The owners have installed a new crossover – refer photograph overpage.

27 SEPTEMBER 2023



Above: Photograph from 2022 (without crossover)



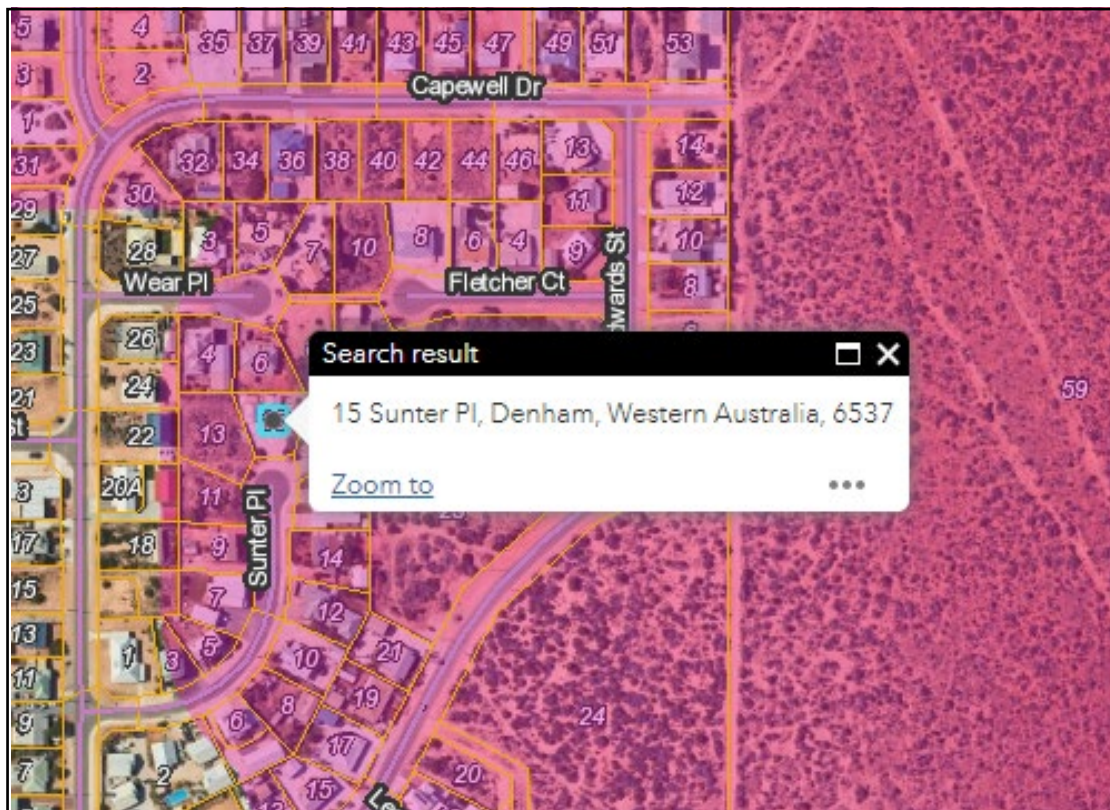
Above: Photograph showing new crossover

27 SEPTEMBER 2023

- **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'.

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website. Lot 150 is within the declared bushfire prone area (pink area).



Town Planning Innovations is of the view that bushfire management is not an impediment to the proposed land use as:

- (a) The dwelling unit has already been constructed and the bushfire risk will not be increased;
- (b) The current Western Australian Planning Commission 'Guidelines for Planning in Bushfire Prone Areas' allow a simple evacuation plan for holiday houses in built up areas.
- (c) The owner has increased fire safety by preparing a fire escape plan and provision of a fire extinguisher.
- (d) It is impractical to retrospectively apply current higher construction standards for an existing structure.

27 SEPTEMBER 2023

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 –

Clause 64 outlines advertising requirements for different applications. Any application for a 'use not listed' is considered a complex application and requires a longer 28 day advertising period.

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

Clause 16(2) of the Scheme outlines the following objectives of the Residential Zone:

- To provide for a range of housing and a choice of residential densities to meet the needs of the community.
- To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.
- To provide for a range of non-residential uses, which are compatible with and complementary to residential development.
- To provide for tourist development which is compatible with and complementary to residential development.

POLICY IMPLICATIONS

There are no Policy implications associated with this report.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no known strategic implications associated with the proposed development.

RISK MANAGEMENT

There are no known risks associated with the proposed development.

VOTING REQUIREMENTS

Absolute Majority Required

SIGNATURES

Author	<i>L Bushby</i>
Chief Executive Officer	<i>D Chapman</i>
Date of Report	19 September 2023

27 SEPTEMBER 2023

11.2 HOLIDAY ACCOMMODATION / TWO GROUPED DWELLINGS – LOT 115 (129) KNIGHT TERRACE, DENHAM
P1010

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Fenny

Nature of Interest: Proximity Interest as family member owns adjacent property.

Cr Fenny left the Council Chamber at 11.09 am.

Ms Green left the Council Chamber at 11.25 am

Ms Wilkes returned to the Council Chamber at 11.40 am.

Officer Recommendation

That Council:

- A. Note that the revised plans for holiday accommodation/ two dwellings on Lot 115 (129) Knight Terrace, Denham has been advertised to nearby and adjacent landowners for comment. Advertising has closed and one submission of support has been received.
- B. Approve the application for holiday accommodation/ grouped dwellings on Lot 115 (129) Knight Terrace Denham subject to the following conditions and footnotes:
 1. Prior to the issue of a Building Permit, a formal revised scaled site plan is to be lodged for separate written approval by the Chief Executive that includes an informal rear car/boat parking area and crossover access via Fry Court.
 2. All development shall generally be in accordance with the approved plans attached to this determination notice, unless otherwise approved in writing by the Chief Executive Officer. The approved plans shall include the revised site plan approved in writing by the Chief Executive Officer under Condition 1.
 3. Prior to Unit 1 and Unit 2 being used for occupation, the upper storey windows (dining/living/kitchen) on the west elevations shall be screened in accordance with the approved plans.
 4. Prior to Unit 1 and 2 being used for occupation, the owners shall install and construct two new crossovers and two formal hardstand driveways to Knight Terrace. The crossovers and driveways shall be constructed out of:
 - a. A 150 mm compacted and water bound road base, sealed with two coat of bitumen and topped with an approved aggregate; or
 - b. A minimum of 100 mm reinforced concrete over a compacted sub-base; or
 - c. A minimum of 50 mm thick brick pavers.
 5. An informal parking area to the rear of Unit 1 and 2 shall be designed and constructed in accordance with the revised plan approved under Condition 1. The parking area and a crossover to Fry Court must be constructed out of materials that are trafficable for cars and boats (compacted pea gravel/blue metal) or other materials approved separately in writing by the Chief Executive Officer within 12 months of

27 SEPTEMBER 2023

- the issue of a building licence or alternative time period approved by the Chief Executive Officer.
6. The parking areas at ground level under each dwelling must be constructed out of materials that are trafficable for cars (compacted pea gravel or blue metal) or other materials approved separately in writing by the Chief Executive Officer within 12 months of the issue of a building licence or alternative time period approved by the Chief Executive Officer.
 7. All guest or resident car parking and boat parking shall be accommodated within the boundary of Lot 115 with the exception that cars may also park on the formal Knight Terrace crossovers (excluding the footpath).
 8. All driveways, parking areas and crossovers shall be maintained to a trafficable standard at all times to the satisfaction of the Chief Executive Officer.
 9. No clothes drying devices shall be erected or clothes dried outside which are visible from Knight Terrace.
 10. Prior to commencement of use or occupation of Unit 1 and Unit 2, the owners shall lodge a revised Management Plan for separate written approval by the Chief Executive Officer. The Management Plan shall include the details of a Local Manager.
 11. Prior to commencement of use or occupation of Unit 1 and Unit 2, the owners shall demonstrate that a local property manager is available to manage the accommodation in accordance with the Management Plan approved under Condition 10.
If there is any periodical change of a local manager, then a revised Management Plan is to be lodged for separate written approval by the Chief Executive Officer with revised contact details for any new property manager.
 12. Where the dwellings are occupied for short stay accommodation (for periods totalling less than 3 months in any 12-month period), the owners shall:
 - a. Keep and maintain a working fire extinguisher on the premises of Unit 1 and 2 in accordance with the approved Fire Evacuation Plan attached to this Determination Notice; and
 - b. Display an A3 laminated copy of each Fire Evacuation Plan, approved as part of this application, in prominent places within Unit 1 and 2.
 13. The maximum number of persons to be accommodated at any one in each accommodation/dwelling unit shall be limited to 8 persons.
 14. If any sign is installed to advertise the accommodation as short stay it shall only be located within the lot boundary and the sign face shall not exceed an area of 0.2 square metres.
 15. 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 adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer.
 16. 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.

27 SEPTEMBER 2023

Footnotes:

- (i) A planning consent is not an approval to commence any works. A building permit must be obtained for all works.

Moved Cr Vankova
Seconded Cr Stubberfield

Council Resolution

That Council lay the item on the table, seeking further planning information, until the October 2023 Ordinary Council meeting.

4/0 CARRIED

BACKGROUND

• ***Location***

An aerial location plan is included over page for ease of reference. The lot is located on the corner of Knight Terrace and Fry Court.



Above: Location Plan

27 SEPTEMBER 2023

The Shire received 4 submissions raising concerns over;

- The number of people/ holiday makers that can be accommodated on site (and potential noise);
- Whether there is sufficient car parking available for guests and 4 wheel drives;
- Whether it is proposed to cater for guests with boats/caravans, and where those boats/caravans will park;
- Visual impact/ building bulk as a result of the reduced setback to the north lot boundary;
- Privacy and overlooking to the lot to the north and west.

The Shire wrote to the owners of Lot 115 on the 18 May 2023, advising them of the neighbours' concerns, and to encourage lodgement of revised plans.

The owners were provided with a detailed summary of the first round of submissions – Attachment 1.

The owners responded by advising that they wanted to establish a good relationship with neighbours and the community, so would proceed with revised plans.

Before the owners progressed revised the plans, they asked Town Planning Innovations to liaise with the neighbours for informal feedback as they expressed an intention to:

1. Reduce the number of dwelling units from three to two houses to eliminate the risk of limited space and possible over-crowding;
2. The two units would be at the front of the lot facing Knight Terrace with a central driveway;
3. There would be gate access to the rear, with the rear (north) part of the lot available for parking and boat parking.
4. They will engage Ray White as a property manager until such time as they can relocate to Denham, at which point they will take over the management and cleaning.

Informal feedback was received from 3 neighbours about the owners intention to pursue revised plans. The comments were generally supportive.

COMMENT

- ***Description of application***

The owners lodged revised plans reducing the number of dwellings to two – Attachment 2. The main living areas on the upper storey. The ground floor accommodates a laundry and storeroom.

The dwellings are proposed to be rented out for short stay accommodation, however the owners also seek flexibility to cater for longer rental stays.

- ***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').

27 SEPTEMBER 2023

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

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 two grouped dwellings. The R Codes defined grouped dwellings essentially as more than one dwelling on a lot.

The application is also construed as 'holiday accommodation' which is defined in the Scheme as *'means 2 or more dwellings on one lot used to provide short term accommodation for persons other than the owner of the lot'*.

Holiday Accommodation is listed as an 'A' 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
Holiday accommodation	A	D	A		X	X	

The 'A' symbol means *'means that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice in accordance with clause 64 of the deemed provisions'*.

• **Consultation**

The Shire advertised the revised plans (for two dwellings) for public comment.

One submission was received from the owners of 7a Fry Court in support of the application advising that:

- (i) We are much happier with the revised development application of 2 residences rather than 3 on the block, and also the setback of the buildings from our boundary fence.
- (ii) With 2 residences at the front of the block, while it obstructs our view, we do retain the majority of our privacy without having a residence overlooking our house which was one of our main concerns.
- (iii) While only 2 homes are to be built on this block it should help ease the overcrowding and parking situation.
- (iv) We do find it is an ongoing issue with the excess parking of cars, trailers and boats in our close proximity as there are so many holiday houses surrounding our residence.

27 SEPTEMBER 2023

- (v) As a permanent resident, we do constantly have issues with overcrowded street parking and are concerned about further congestion in the street.

- ***Residential Design Codes (Site Areas Per Dwelling)***

Under the Residential Design Codes there are specific 'Deemed to Comply' requirements for grouped dwellings (ie more than one dwelling on a lot). Although the dwellings are also proposed for 'holiday accommodation' an assessment against the R Codes has still been undertaken.

The R30 density code dictates the site requirements to be applied under the Residential Design Codes (the Codes).

Under Table 1 of the Codes a minimum site area of 260m² is required per dwelling, and an average of 300m² is required per dwelling.

As Lot 115 has an area of 1297m² it could potentially be developed with 4 dwelling units at the R30 code.

The proposed development complies with the R Codes as a minimum and average site area of 648.85m² is achieved per dwelling unit.

- ***Residential Design Codes (Driveways)***

The R Codes have specific provisions for driveways. The application complies with the exception that a variation is sought on the aggregate driveway width.

Clause C5.2 of the R Codes limits the aggregate width of multiple driveways to 9 metres for any one property. It is aimed at achieving fewer driveways, more useable verge space for street trees and verge parking, and to minimise conflict between vehicles and pedestrians.

The application entails a variation to the permitted aggregate driveway width as:

- (a) Two 7.46 metre wide driveways are proposed to Knight Terrace, equating to a 14.92 metre aggregate width;
- (b) A third informal driveway is proposed at the Fry Court frontage to service a rear car / boat parking area.

The driveway width variation is supported by Town Planning Innovations as:

- (a) It maximalises parking for guests on formal driveways which is considered better than parking on the verge;
- (b) Areas in the verge for street trees are not required;
- (c) It allows good access to the parking underneath each unit at ground level;
- (d) There are still good sightlines to the Fry Court intersection;
- (e) The footpath is on a quieter section of Knight Terrace so conflict with pedestrians is not considered to be substantial;
- (f) It maximises available parking for guests which was an issue raised by neighbours in the initial consultation.

27 SEPTEMBER 2023

- **Residential Design Codes (Privacy)**

Separate to building setbacks, there are also minimum privacy setbacks where the finished floor level is more than 0.5 metres above natural ground level. In this case the privacy setbacks of the upper storey windows for habitable rooms need to be considered.

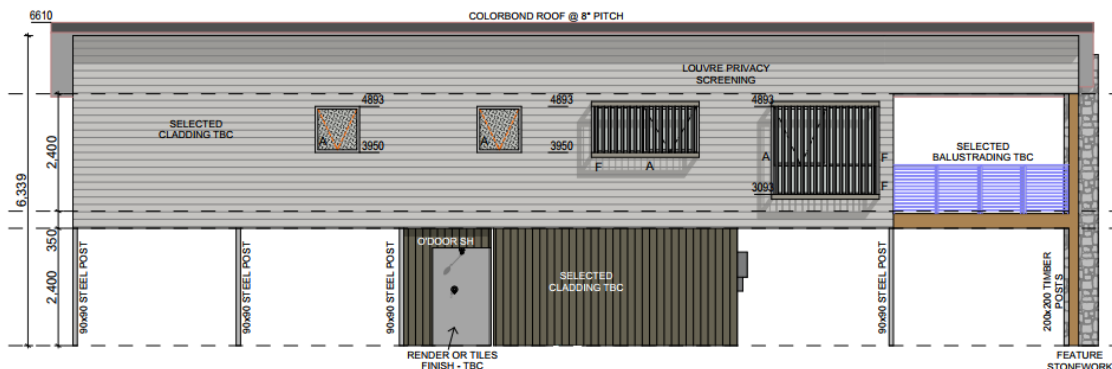
Privacy setbacks are measured using a 45 degree 'cone of vision'. The R Codes set out the following privacy setbacks based on the habitable room use:

- 4.5 metres in the case of bedrooms and studies;
- 6.0 metres in the case habitable rooms other than bedrooms and studies; and
- 7.5 metres in the case of unenclosed outdoor active habitable spaces (balconies, decks, verandahs and the like).

Alternatively windows can be screened to achieve compliance.

Both units are well setback from the rear lot boundary so the rear upper storey windows facing north are compliant, and overlooking to public spaces such as streets is encouraged.

The upper storey windows facing 127 Knight Terrace to the west are either to non-habitable rooms, or are proposed to be screened – refer elevation below.



There is a rear upper storey bedroom window to Unit 1, however it is more than 4.5 metres from the boundary shared with adjacent 127 Knight Terrace to the west, which complies.

The development complies with the 'deemed to comply' privacy setbacks under the R Codes. It should be noted that the R Codes aim to limit overlooking, but will not completely prevent overlooking.

- **Residential Design Codes (General)**

The development complies with all other aspects of the R Codes including building setbacks, site open space, car parking, building height, outdoor living areas, storerooms and site works.

27 SEPTEMBER 2023

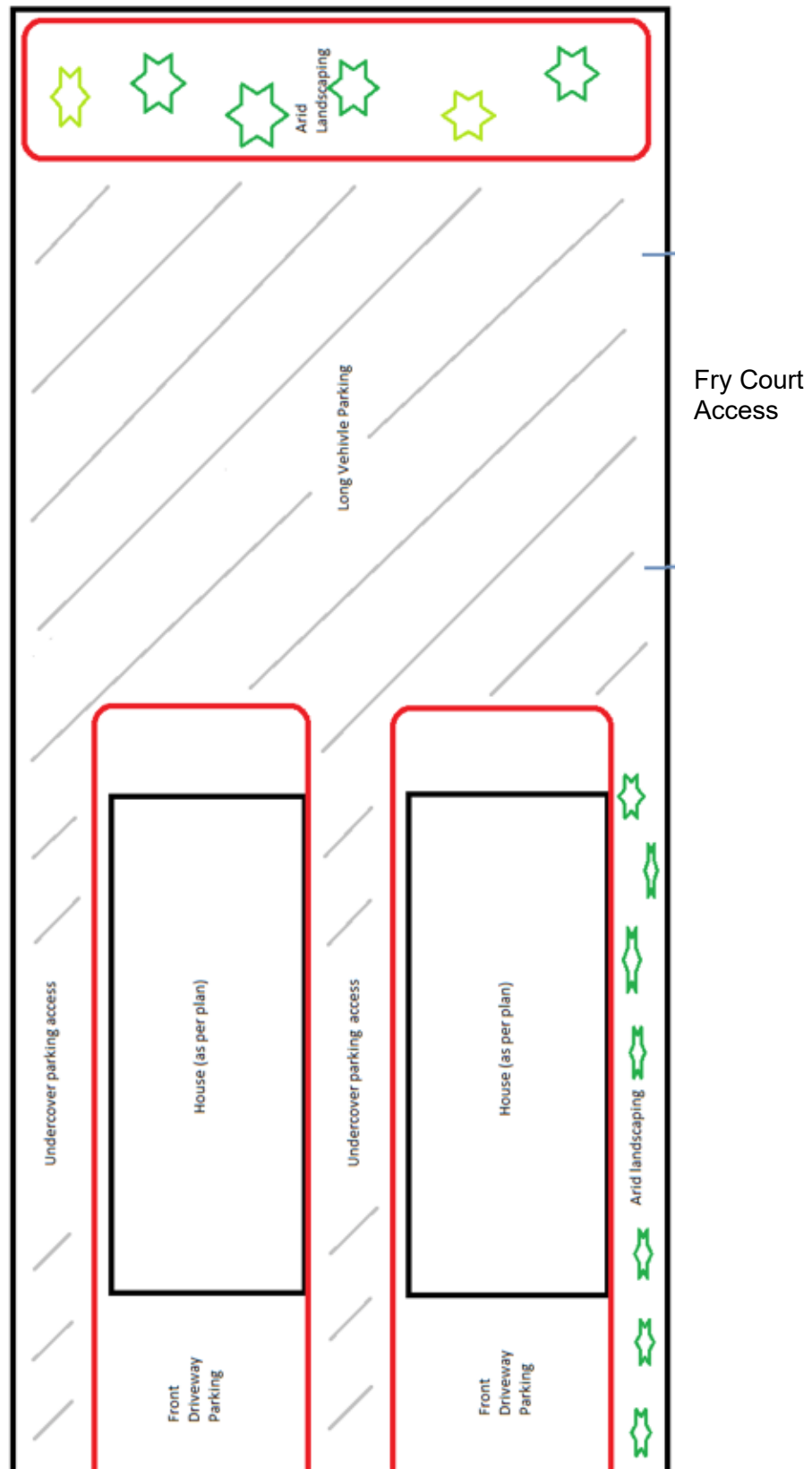
- **Parking for Cars and Boats**

Town Planning Innovations liaised with the owners seeking advice on the proposed rear parking area.

They have advised that *'compaction and surface treatment to prevent soft and dusty conditions are planned. Use of local materials such as shell grit or pea gravel will utilised depending on availability. Also an arid garden with landscaping is proposed to define parking areas and pathways.'*

They have lodged the following sketch plan showing access to a rear car parking area.
(over page)

27 SEPTEMBER 2023



The use of compacted pea gravel, blue metal or other appropriate trafficable material is supported for the rear carpark. Shell Grit is not supported for the carpark as it thins over time.

27 SEPTEMBER 2023

- **Crossover (Fry Court)**

Town Planning Innovations has recommended a condition be imposed to require two new crossovers to be constructed adjacent to Knight Terrace to service the 2 dwelling units.

A less formal crossover is recommended to the rear car parking area access via Fry Court for the following reasons:

1. Although the development is not for a holiday house, Council has made a number of decisions on crossovers for holiday houses and units being rented for short stay, which sets some precedent.

Consistent decision making provides a fair process for applicants.

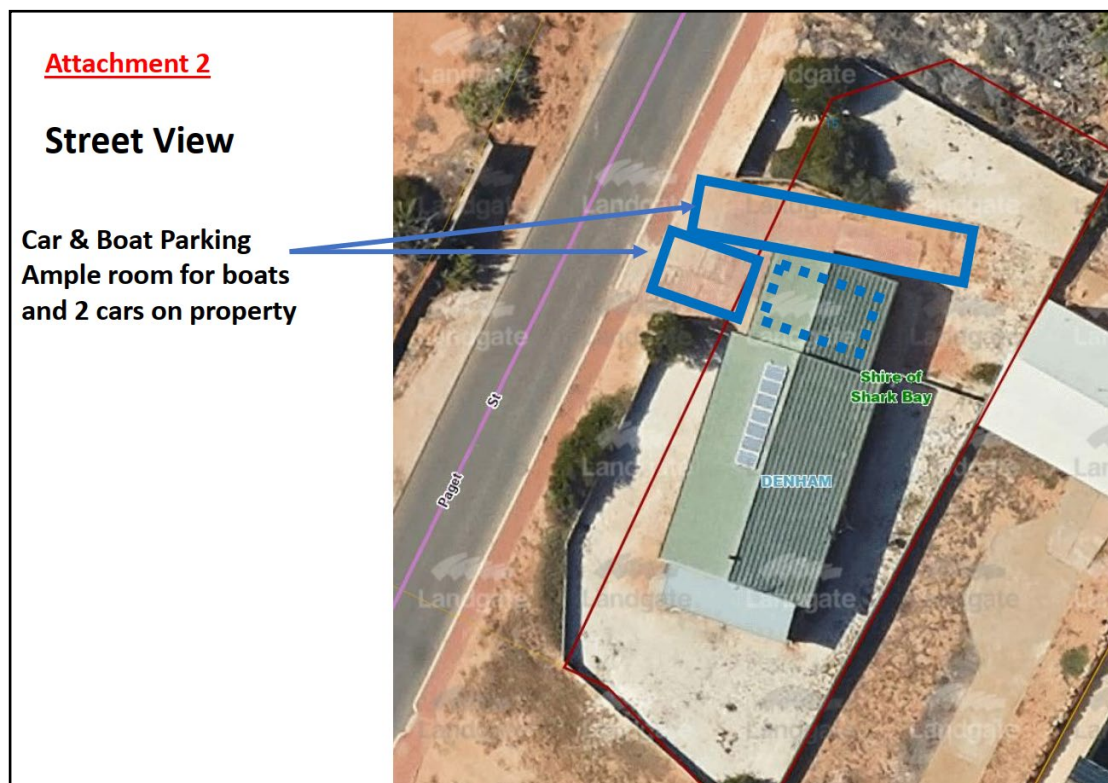
2. In March 2022, Council supported a second gravel crossover and boat parking area for short stay accommodation at 6a Fry Court, Denham. The unit had a separate formal crossover and brick paved driveway for car parking.



Above: View of second gravel crossover and driveway for boat parking at 6a Fry Court.

3. In May 2022, Council supported requiring a new crossover to be constructed to a driveway for carparking for a holiday house at 15 Knight Terrace. No formal crossover was required for a boat parking area adjacent to the driveway.

27 SEPTEMBER 2023

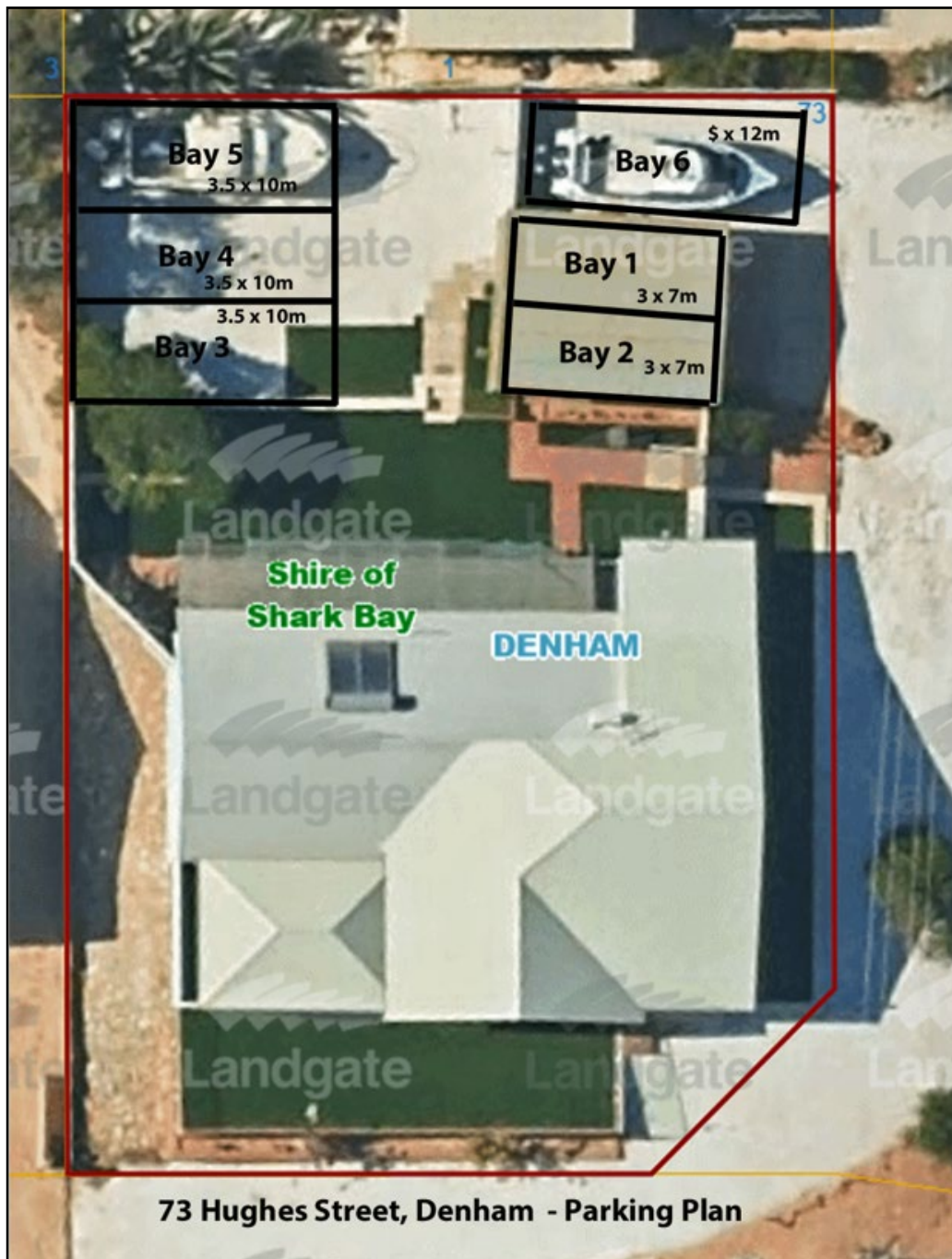


Above: Aerial of 15 Knight Terrace showing secondary boat parking without any formal crossover requirement

4. In May 2022, Council supported requiring a new crossover to be constructed to a driveway for carparking for a holiday house at 73 Hughes Street. No formal crossover was required for a boat parking area to the rear of the dwelling.

Refer to photograph of 73 Hughes Street overpage.

27 SEPTEMBER 2023



Above: Aerial of 73 Hughes Street showing secondary boat parking without any formal crossover requirement

Although it is not a planning consideration, Town Planning Innovation is also mindful that the owners have pursued a revised plan as a compromise to address neighbours' concerns.

The only difference between the three examples provided above and this application, is that past decisions have been made about a change of land use for existing development, whereas this application is for purpose built new holiday accommodation.

27 SEPTEMBER 2023

- ***Land Subject To Inundation***

The units have been designed so that the habitable rooms and main living areas achieve a Finished Floor Area of 4.5 metres Australian height Datum, to meet the Scheme requirements for 'land subject to inundation'.

- ***Management***

The owners submitted a Management Plan citing themselves as the property managers, as they intend to relocate from Carnarvon to Denham.

They have confirmed that they will engage Ray White as a property manager in the event that they have not relocated to Denham by the time the units have been constructed and are ready to be occupied.

- ***Fire Evacuation Plan***

The owner have lodged a fire evacuation plan, consistent with the format of other plans that the Shire has approved for holiday houses. Each dwelling will be provided with a fire blanket and fire extinguisher when rented out for short stay accommodation.

- ***Term of Approval***

Consistent with the approval granted by the Shire for holiday accommodation on the 4 May 2022 for 51 Hartog Crescent, Denham (known as Hartog Cottages), no limit on the term of approval is recommended.

The Scheme only has provisions to limit the term of approval for holiday houses.

LEGAL IMPLICATIONS

Planning and Development Act 2005 - If an applicant is aggrieved by a Council determination there is a right of review by the State Administrative Tribunal in accordance with Part 14. An application must be made within 28 days of the determination.

Planning and Development (Local Planning Schemes) Regulations 2015 -

Clause 64 outlines advertising requirements.

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.

Planning approval is required for all development on 'land subject to inundation' under Clause 32.1 (a).

27 SEPTEMBER 2023

Clause 32.1(b) requires any new development within an area as being vulnerable to coastal storm surge inundation to comply with a minimum finished floor level not less than RL 4.2 metres AHD.

Notwithstanding Clause 32.1(b), Council has discretion to consider a minimum finished floor level less than RL 4.2 metres AHD for minor non habitable development that is ancillary to existing tourist development in the Scheme Area. The ground level laundry and storeroom are constructed as ancillary to each dwelling unit.

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

16 September 2023

27 SEPTEMBER 2023

ATTACHMENT # 1

		SUBMISSION TABLE (PROVIDED TO APPLICANT) – SUBMISSIONS ON ORIGINAL PLANS FOR 3 DWELLINGS
6A Fry Court Denham		<p>I have some concerns regarding noise and parking from the proposed development.</p> <p>At maximum capacity there could be 24 persons occupying the three dwellings at the same time. Even at one car per two persons, this would mean 12 vehicles that require parking, and I am concerned vehicles could overflow onto my property causing parking issues for my tenants.</p> <p>Equally 24 persons occupying one block of land could lead to noise issues and consequent loss of amenity to adjacent neighbours including my tenants.</p>
141 Terrace Denham	Knight	<p>Each unit can accommodate 8 people. This suggests that it would most likely be 2 families per unit = concerns about the amount of land available for vehicle parking.</p> <p>*Cars I understand that there will be parking under the units. 2 cars per unit = 6 cars These cars all could be 4 -wheel drive with side and roof attachments; will the height under the units accommodate these cars and their attachments?</p> <p>*Boats + trailers. 2/3 could be anticipated is there sufficient land to accommodate them?</p> <p>*Caravan is this to accommodate more than the proposed 24 people?</p> <p>*Land for parking on the premises may not be sufficient for the proposed number and types of vehicles that will be using it.</p> <p>*How will the owners or their agent manage the parking?</p> <p>?Will each unit have their own rubbish container.</p>
127 Terrace Denham	Knight	<p>We strongly object to this proposed development.</p> <ul style="list-style-type: none"> • The proposed density is unrealistic in terms of splitting the block 3 ways, and having that many people on it is not fair for the neighbourhood. Even if it was a residential development, and not holiday rentals, it would be unreasonable due to the density and amount of people proposed on that block. • The proposal of the building at the back of the block will tower over our backyard and be a complete invasion of privacy. • The proposal seems to be of commercial scale, not typical of residential private owners renting their house as holiday letting. We rent ours out as an holiday house as well, and have a maximum of 10 people, same size block. • The quantity of people proposed will bring vehicles and boats on numbers that will be unmanageable, and will subsequently overflow out the front of our property, and onto the streets, as what happens quite often down the road at the villas. • Large numbers of people, vehicles and boats on a corner block from Knight Terrace into Fry court will increase the HSE risk to the public on the roads and pathways.

27 SEPTEMBER 2023

	<ul style="list-style-type: none"> No professional local property management rings alarm bells for us. The owner has started they will be in town? Maybe? I wouldn't think not a %100 all of the time, highly unlikely.
	<p>We have no issue at all about a house being built, but we do have two concerns with the proposal for 3 residences on one block.</p> <p>The amount of people that are allowed to stay in each house with 3 bedrooms?? If there are 8 people for instance there needs to be strict limits on cars and boats.</p> <p>24 people on one residential block would be a lot of noise for the neighbours to put up with. Even if it was 6 people per unit, 18 people seems a ridiculous number of people on one block. Where would they park their cars and boats?</p>
7a Fry Court Denham	<p>As a local resident we strongly object to this proposed unit development in its current form.</p> <p>We would like to formally raise our concerns regarding privacy. While we do not have any problems or concerns with development and always knew that one day someone would build a house on the vacant block in front of our property, we always thought it would be just a single dwelling built as per the new residence currently being built across the road (131 Knight Tce).</p> <p>We could understand maybe two smaller houses being built but to now see the proposal for three units to be built we are extremely concerned on how it will impact on our lifestyle and privacy. After checking the preliminary designs that have been sent we see the units are positioned with two across the front (facing Knight Terrace) and one horizontal with my fence line (facing Fry Court).</p> <p>The proposed building facing Fry Court is only 1.5mtrs from our boundary and the roof line is under a metre which extends the full length of our fenceline at a height of over 6mtrs high which is higher than our house with a lounge room window 1.200 x 2.400 right opposite our balcony and lounge room. Not to mention an alfresco area only meters from us. We find this will be very intrusive and can't believe we will have transient people in such close proximity. We will be overshadowed by such a large ugly wall overlooking us and only meters away.</p> <p>We will be totally closed in and blocked off and people will be able to look straight into our house, yard and bedroom windows with little to no effort.</p> <p>The other concern we have, as a resident of Denham who has moved and lives full time in town helping service it's needs, it's very frustrating to learn we are now going to have another three sets of transient holiday makers in these units with the possibility of 24 or more people rotating on a weekly basis. The noise, cars and boats are only going to compound the problem that we already have in Fry Court. We are surrounded by holiday homes – there are currently five in close proximity of our house (and at times the noise and parking issues are</p>

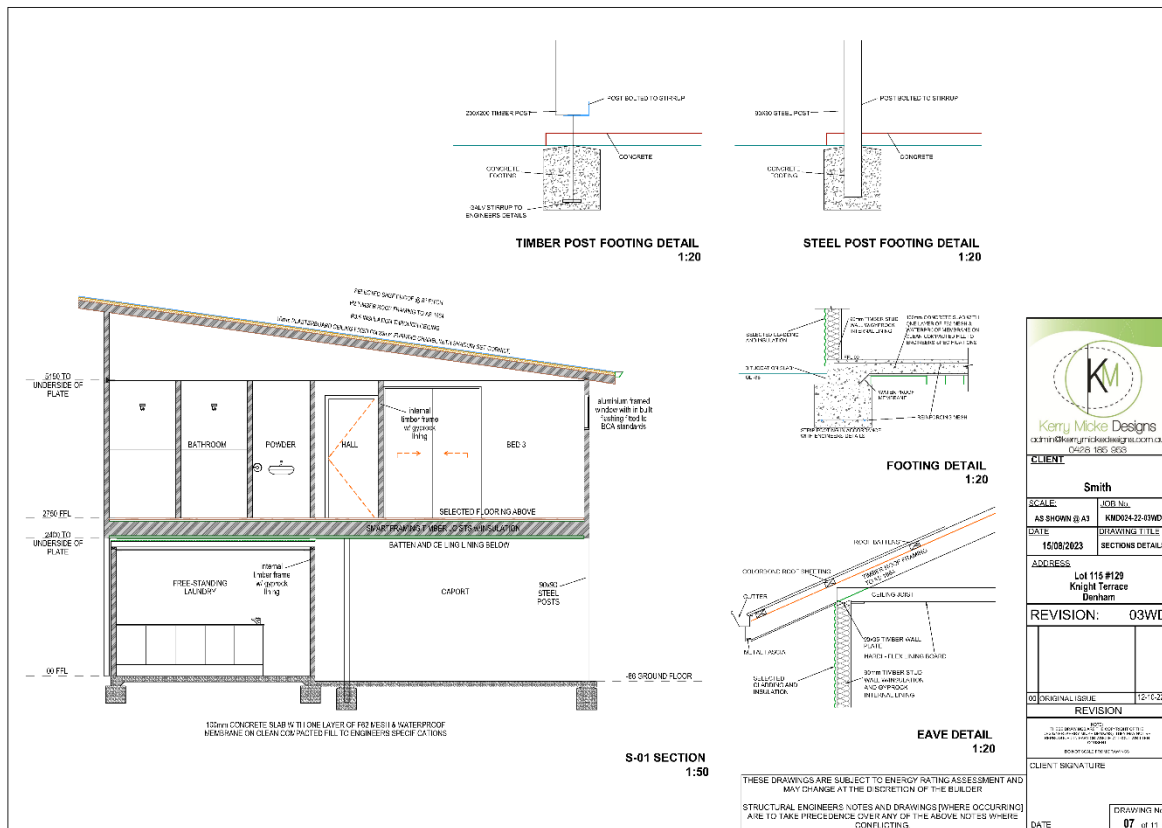
27 SEPTEMBER 2023

	<p>intolerable). On occasions we can't even get our own car into our driveway! An example is the incident that occurred this week where the house next door (11 Fry Crt) had 9 people staying and had 5 cars and 3 boats with nowhere to park their vehicles - they just put them anywhere with no consideration for anyone else. Please see the attached photo. We are sure if this occurred at their property in Perth they would be jumping up and down. Unfortunately, people are simply not concerned about the residents that live here as they are only here for 7 to 10 days on holidays and then leave. They simply don't care and at times run amuck, rules don't really apply to them as they are on holiday. Are we expected to simply put up with this?</p> <p>We understand that we live in a coastal tourist town and people come here for a holiday so that is part of the course, and don't get us wrong we are not against any of that, but it is starting to impact on us and other residents in this town, as yourselves and the Council are well aware, and honestly, we do like our privacy like anyone else which is getting harder and harder to get.</p> <p>We thought a house would be built on the vacant block not a unit complex which is purely being built for holiday accommodation and a profit-making exercise - almost like a commercial set up. We thought we lived in a residential part of Denham and all multi-dwelling places were further up Knight Terrace.</p> <p>We never thought we would be contemplating anything like this. We moved to Denham for some peace and tranquillity but now find our privacy is under threat due to the holiday accommodation overload destroying that peaceful reputation.</p> <p>We are aware of lots of complaints throughout the town in regard to holiday homes and accommodation, and yes, it is a big juggling act but when is enough, enough? If we wanted to live right on top of people we would have stayed in the city or moved into a villa complex where in some places it is taken as normal to live in such close proximity to your neighbours.</p> <p>As we have discussed we feel that there could be possible solutions, potentially only having two houses or a reconfiguration of the current proposal that could make a development plausible.</p> <p>Please put yourself in our shoes and take on board our thoughts and hopefully we don't have to live with people right on our doorstep which is something I'm sure nobody would like to have happening to themselves.</p>
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27 SEPTEMBER 2023



27 SEPTEMBER 2023



27 SEPTEMBER 2023

11.3 PROPOSED OUTBUILDING – LOT 203 (131) KNIGHT TERRACE, DENHAM
P1022

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Fenny

Nature of Interest: Proximity Interest as family member owns adjacent property

Moved Cr Stubberfield
Seconded Cr Vankova

Council Resolution

That Council:

- A. Note that the application for an outbuilding on Lot 203 (131) Knight Terrace, Denham has been advertised to nearby and adjacent landowners for comment. Advertising closed on the 3 July 2023, and no submissions have been received.**
- B. Note that the owner has advised that:**
- (i) The wall height and roof ridge height can be decreased by 200mm;**
 - (ii) The size and height of the outbuilding is proposed to accommodate an ex-Busselton Marine Rescue boat which is 3.7 metres high, and has a length of 7.2 metres (plus the motor);**
 - (iii) The top of the boat is being modified with all lights and the radar being removed to allow for the height reduction proposed for the outbuilding.**
- C. Approve the application for an outbuilding on Lot 203 (131) Knight Terrace Denham subject to the following conditions and footnotes:**
- 1. Prior to the issue of a Building Permit, the owner shall lodge revised plans for separate written approved by the Chief Executive Officer, that reduce the wall and ridge height by 200mm.**
 - 2. All development shall be in accordance with the revised plans approved separately in writing by the Chief Executive Officer in accordance with Condition 1.**
 - 3. 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 adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer.**

27 SEPTEMBER 2023

4. 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:

- (i) A planning consent is not an approval to commence any works. A building permit must be obtained for all works.
- (ii) The owner is advised that the proposed structure has been supported based on part of the structure being open sided (which has less visual impact than four solid walls), and a proposed reduction of the wall/ridge height.

4/0 CARRIED

BACKGROUND

• ***Zoning***

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

• ***Location***

An aerial location plan is included below for ease of reference. The lot is located on the corner of Knight Terrace and Fry Court.



27 SEPTEMBER 2023

- ***Existing Development***

An older retaining wall was constructed on the southern portion of the lot.

A single house on Lot 203 was approved at the Ordinary Meeting of Council held on the 27 July 2023.

Fencing and gates have been erected along the Fry Court frontage of Lot 203.



View of Lot 203 from Fry Court

- ***Relevant Council Decision***

A report on this application was referred to the Council meeting held on the 30 August 2023. The Officer Recommendation to approve the application was lost (by a vote) due to concerns over the wall and ridge height of the proposed outbuilding.

The Shire wrote to the owner and he has since advised that:

- (i) The wall height and roof ridge height can be decreased by 200mm;
- (ii) The size and height of the outbuilding is proposed to accommodate an ex-Busselton Marine Rescue boat which is 3.7 metres high, and has a length of 7.2 metres (plus the motor).

The boat specifications are included over page for ease of reference.

27 SEPTEMBER 2023

- (iii) The top of the boat is being modified with all lights and the radar being removed to allow for the height reduction proposed for the outbuilding.

Town Planning Innovations discussed this matter with the owner on the 20 September 2023. Revised plans had not been received at the time of writing this report, as the owner was leaving to travel overseas.

The owner confirmed the boat size and the reduced wall/ridge height verbally on the 20 September 2023.

WATER TESTS + PERFORMANCE BULLETINS

[Fisherman & Boatowner](#) 2700 Water Test
[Noosa Cat 3000 NSW Patrol vessels](#) powered by Yamaha 225hp
[The Boat Mag](#) 3000 Water Test
[Blue Water](#) 3000 Water Test
[Ausmarine](#) 3000 Patrol Vessel Review

[Yamaha](#) 150hp on NC2700 Short Cabin (leisure)
[Yamaha](#) 200hp on NC3000 Long Cabin (leisure)
[Yamaha](#) 225hp on NC3000 Long Cabin (leisure)
[Yamaha](#) 225hp on NC3000 Cuddy (leisure)



3000 SPECIFICATIONS

Model Configurations **Cuddy / Short Cabin / Long Cabin**
(Lock-up optional) / Walkabout
 Moulded Length of Hull **7.9m**
 Beam **2.50m**
 Hull Draft at Rest **0.40m**
 Base Displacement (dep. on Machinery) **2,800-3,973kg**
 Noosa Cat 3000 LDX triaxle trailer **715kg**
 Recommended Horsepower **2 x 150hp - 2 x 250hp**
 Fuel Tanks Standard (Approx.) **2 x 225 litres**
 Fuel Tanks Standard (Approx.) **2 x 300/340 litres**

** Vessel shown may include customer ordered options, weight of the vessel is subject to the configuration.*



The owner has endeavoured to address Council's concerns however cannot further reduce the heights due to the size of the boat.

COMMENT

• **Description of application**

An application has been lodged for an outbuilding to the rear of the existing house, on the north portion of Lot 203.

The north portion of Lot 203 has a lower ground level than where the house has been constructed, due to retaining walls.

The floor level of the outbuilding is proposed to be 2.8m Australian Height Datum (AHD), whereas the floor level of the dwelling is 4.25m AHD.

27 SEPTEMBER 2023

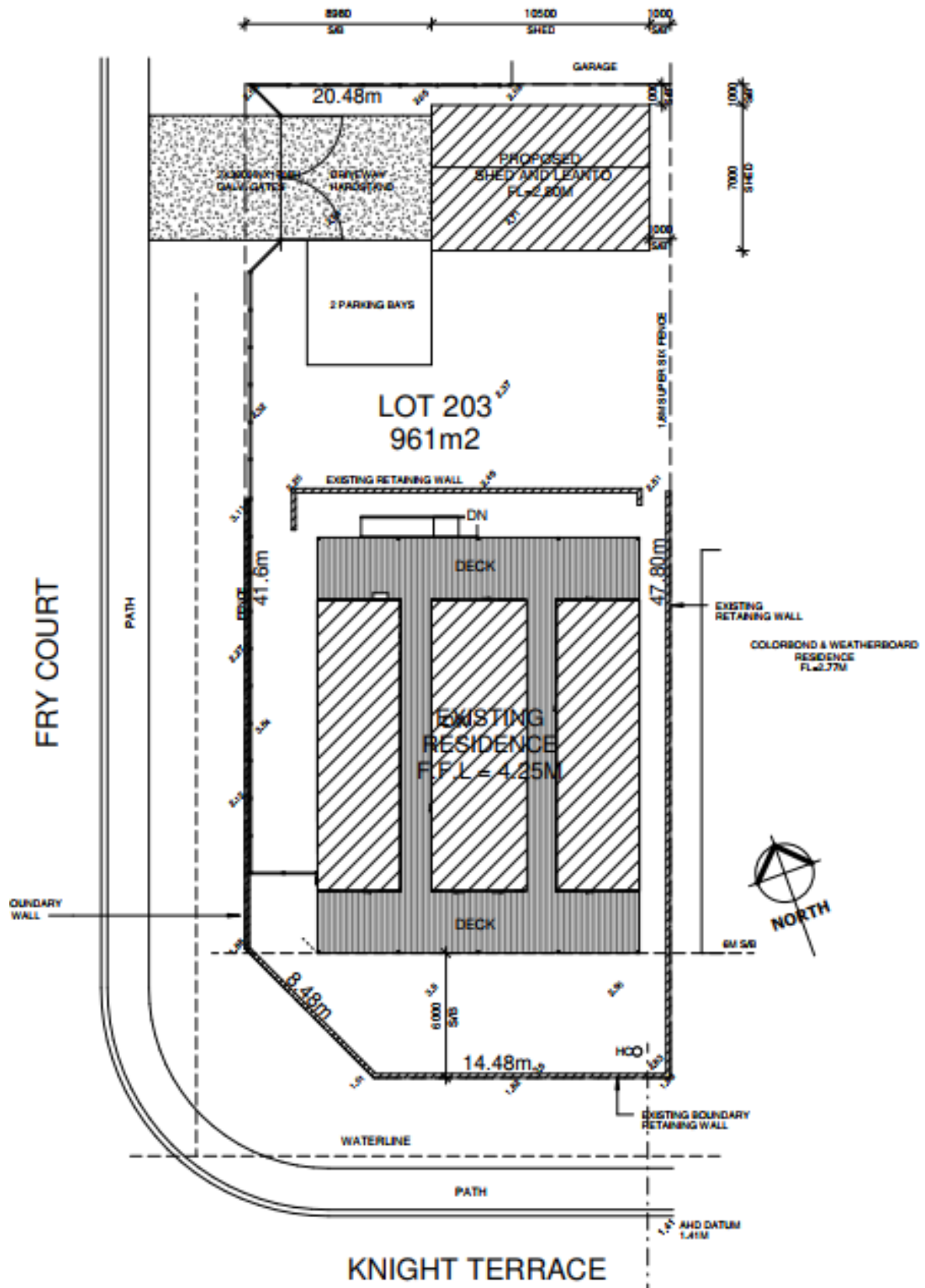
The outbuilding is proposed to be setback 8.9 metres from the Fry Court lot boundary, and 1 metre from the north and east lot boundary.

The owner has advised that they propose to park their boat in the outbuilding, and cars in the open sided lean-to.

The outbuilding will be grey to match the colours of the main house.

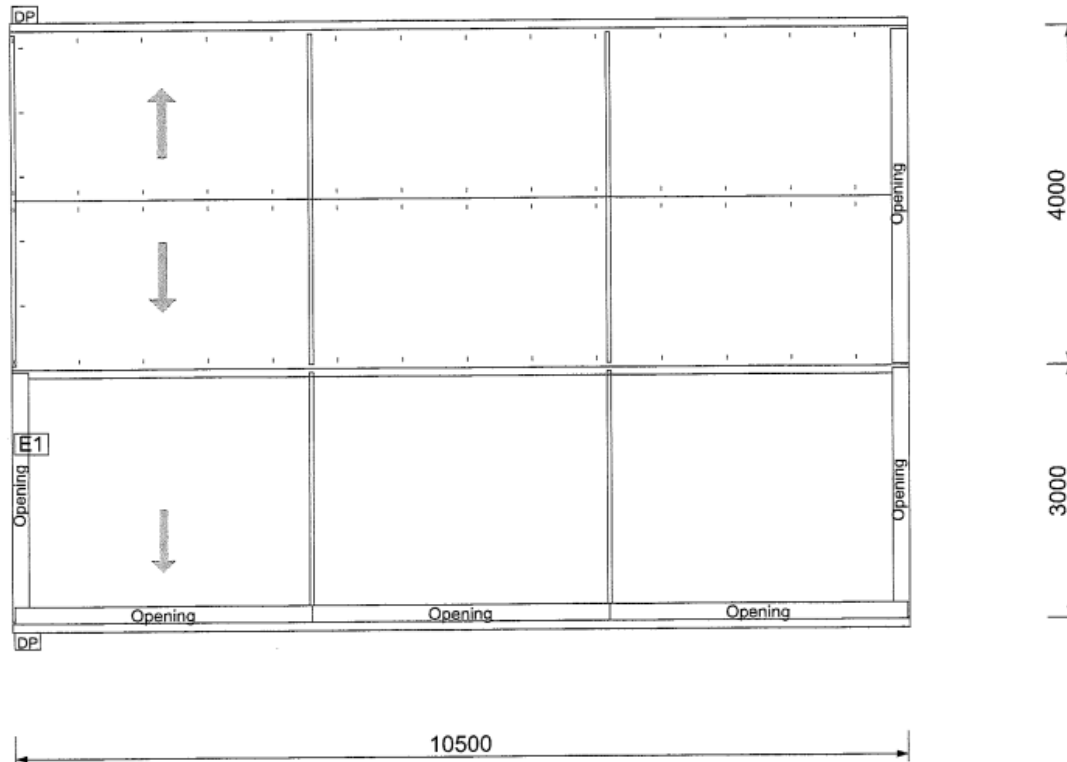
A site plan is included over page.

27 SEPTEMBER 2023



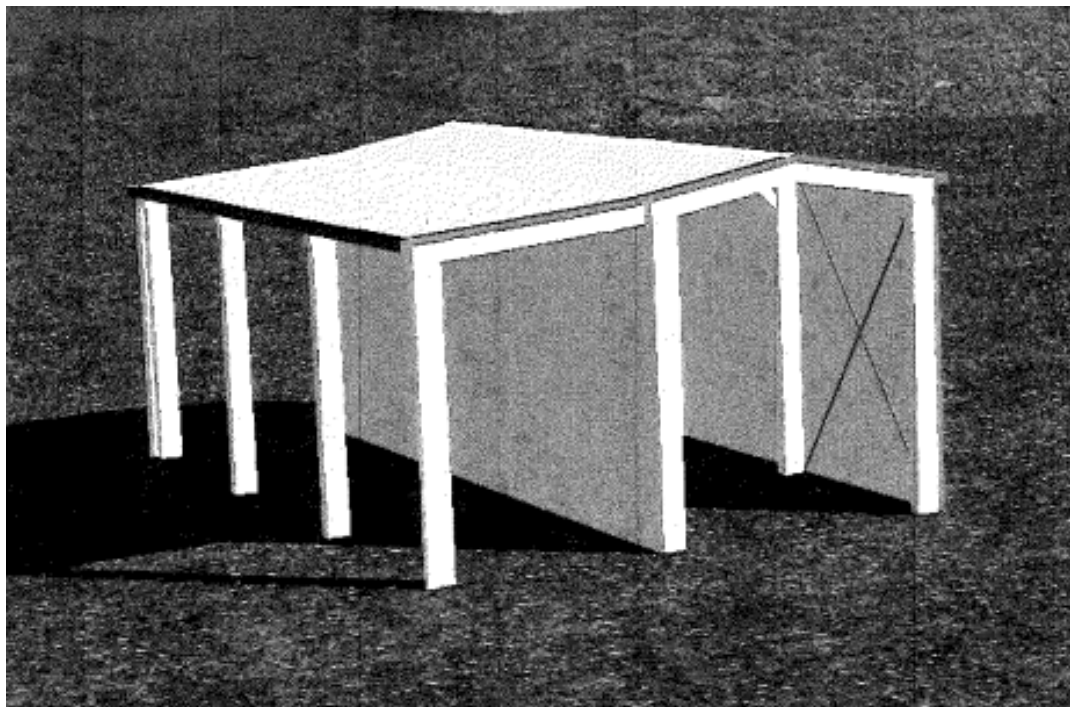
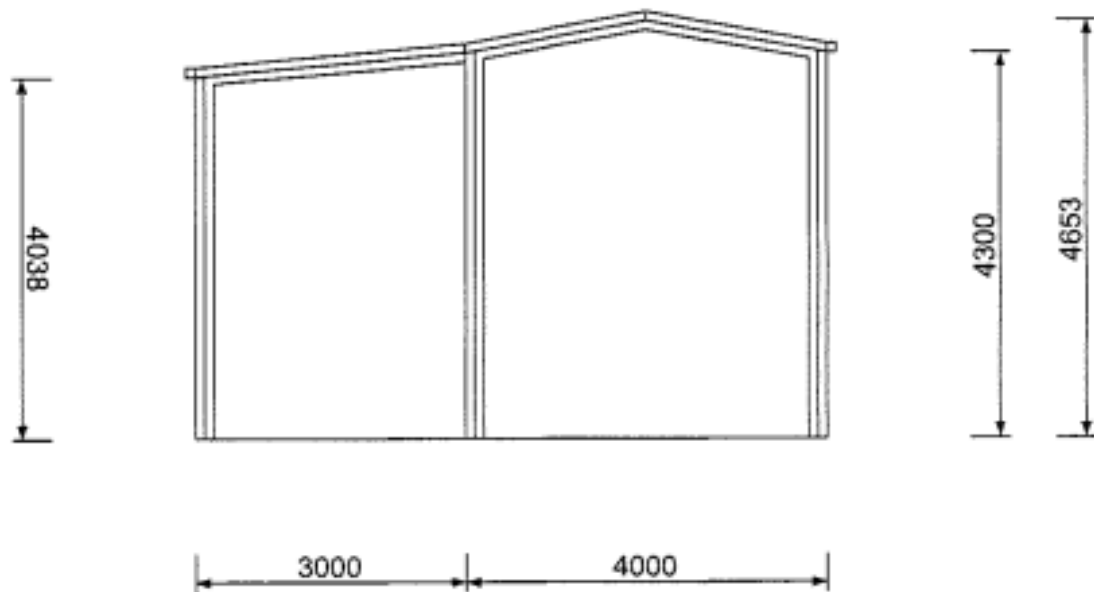
27 SEPTEMBER 2023

The outbuilding is proposed to have a total floor area of 73.5m², however the structure will be partially open sided - refer floor plan below. The open sided lean-to comprises 42% of the total floor area.



The original elevations are included over page. The wall height will be reduced from 4.3 metres to 4.1 metres. The ridge height will be reduced from 4.6 metres to 4.4 metres.

27 SEPTEMBER 2023



- ***Residential Design Codes***

The Residential Design Codes ('the Codes') have two separate options for the assessment of development including 'Deemed to Comply' criteria and 'Design Principles'.

27 SEPTEMBER 2023

Under the Residential Design Codes there are specific 'Deemed to Comply' requirements for outbuildings. The proposed outbuilding seeks 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 Innovation)
(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 73.5m ² is proposed. The area of the open sided lean-to is 31.5m ² , so the more enclosed part of the structure has a floor area of 42m ² .
(ii) setback in accordance with Table 2a.	Variation. A 1 metre setback to the north boundary is proposed in lieu of 1.5 metres. A 1 metre setback to the east boundary is proposed in lieu of 1.1 metres.
(iii) does not exceed a wall height of 2.4 metres	Variation. A wall height of 4.1 metres is proposed.
(iv) does not exceed a ridge height of 4.2 metres	Variation. A maximum ridge height of 4.4 metres is proposed.
(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".

- **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 roof pitch heights have been approved as highlighted in grey in the table.

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

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

				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
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 child care 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

27 SEPTEMBER 2023

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
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

The last outbuilding approved in Knight Terrace in 2020 had a comparable roof height to this proposed outbuilding (4.7 metres), but only had a 3 metre wall height.

The most recent relevant Council decision was refusal of an outbuilding for 1 Sunter Place, Denham in March 2022.

- **Assessment**

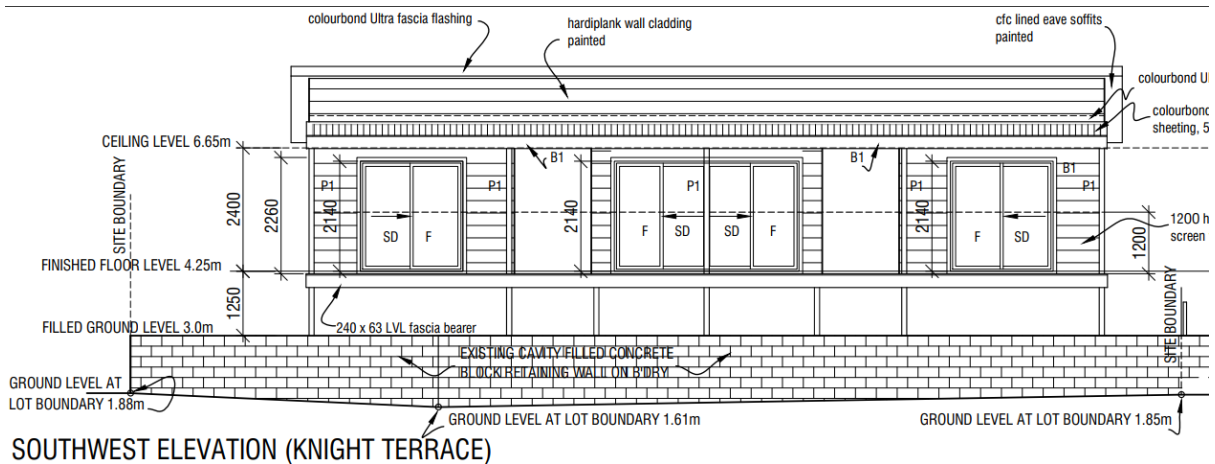
Clearly the structure will be high with a roof peak of 4.4 metres, however Town Planning Innovations is generally supportive of the application having regard for the following:

- (i) Although the size and height of the outbuilding on Lot 203 is similar to some applications that have already been refused by Council, the structure is not fully comparable, as it is open on at least two sides.

The openness of the structure means it is likely to have a lesser visual impact than typical outbuildings that have 3 solid walls and solid roller doors. The 'lean-to' is open on four sides so allows clear sightlines through it.

- (ii) The existing dwelling is on stilts and has been constructed above a retaining wall. The ceiling height of the dwelling is 6.65m AHD. The house will interrupt some of the sightlines to the outbuilding from Knight Terrace.

27 SEPTEMBER 2023



- (iii) Some precedent has been set as the approved outbuilding for 24 Fry Court has a wall height between 4.086 to 4.319 metres. The outbuilding for Lot 203 now proposes a 4.1 metre wall height.

The ridge height of the proposed outbuilding on Lot 203 is only 10 centimetres higher than the approved outbuilding at 24 Fry Court.

- (iv) The structure will be setback 8.9 metres from the Fry Court lot boundary. The location maximises the distance to the secondary street.
- (v) Although it is not a planning consideration, the owner has endeavoured to seek a compromise by agreeing to reduce the wall/ridge height by 200mm, and modifying his boat to fit.

• **Consultation**

The application has been referred to adjacent and nearby landowners for comment. Advertising closed on the 3 July 2023, and no submissions have been received.

LEGAL IMPLICATIONS

Planning and Development Act 2005 - If an applicant is aggrieved by a Council determination there is a right of review by the State Administrative Tribunal in accordance with Part 14. An application must be made within 28 days of the determination.

Planning and Development (Local Planning Schemes) Regulations 2015 -

Clause 61(1)(d) only exempts outbuildings from the need for planning approval where no variation to the 'deemed to comply' provisions of the Residential Design Codes are proposed.

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.

27 SEPTEMBER 2023

Shire of Shark Bay Local Planning Scheme No 4 – The subject lot is zoned Residential with an R30 density code.

POLICY IMPLICATIONS

The Residential Design Codes operate as State Planning Policy 7.3.

New Medium Density Housing Codes were to become operative on the 1 September 2023, however the State Government has deferred gazettal of the new Codes to keep the cost of delivering affordable housing down, due to continuing challenges in the housing construction market.

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

20 September 2023

27 SEPTEMBER 2023

11.4 DIRK HARTOG ISLAND RECREATION AND TOURISM OPPORTUNITIES ANALYSIS (JULY 2023)
P1346

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Vankova

Nature of Interest: Financial Interest as has a Tourism Business

Declaration of Interest: Cr Fenny

Nature of Interest: Financial Interest as own a Tourism Business on Dirk Hartog Island and have been approved to develop on Dirk Hartog Island

With the declaration of Interest from Cr Vankova and Cr Fenny, this leaves the Council without a quorum. The Item will lay on the Council Table until the next Council meeting scheduled to be held on the 25 October 2023.

Moved Cr
Seconded Cr

Officer Recommendation

That Council:

- A. Note the 'Dirk Hartog Island Recreation and Tourism Opportunities Analysis' report included as Attachment 1 under separate cover.
- B. Note that a Draft Submission on the report has been prepared – Attachment 2.
- C. Authorise the Chief Executive Officer to lodge a submission on the 'Dirk Hartog Island Recreation and Tourism Opportunities Analysis' report to the Department of Biodiversity, Conservation and Attractions.

BACKGROUND

The Department of Biodiversity, Conservation and Attractions has released a report titled 'Dirk Hartog Island Recreation and Tourism Opportunities Analysis' prepared by Peter Backshall from Marktrade.

The Department of Biodiversity, Conservation and Attractions has advised that Mr Backshall interviewed over 35 people from 20 organisations before formulating the document. An interview was held jointly with the Shire President, Chief Executive Officer and Liz Bushby of Town Planning Innovations.

The Department of Biodiversity, Conservation and Attractions is circulating the document to all the organisations involved in the interviews, and requested comments by the 1 November 2023.

A copy of the Draft report is included as Attachment 1 under separate cover.

COMMENT

The Department of Biodiversity, Conservation and Attractions has advised that:

- (a) The primary purpose of this report is to summarise background information and provide recommendations for consideration by Malgana and the Department of Biodiversity, Conservation and Attractions during the preparation of a proposed

27 SEPTEMBER 2023

joint management plan for the terrestrial reserves of Shark Bay, including Dirk Hartog Island National Park.

- (b) To assist Malgana and the Department of Biodiversity, Conservation and Attractions in considering the report's recommendations, stakeholders are invited to provide feedback and comments on the report.
- (c) Please note that the report's contents and recommendations represent the findings and opinions of the consultant based on his research and consultation with key stakeholders. The report does not necessarily represent the opinions of the Department of Biodiversity, Conservation and Attractions.

Town Planning Innovations has examined the document mainly from a town planning perspective, and has drafted comments in a submission table format provided by the Department of Biodiversity, Conservation and Attractions – Attachment 2.

The main concerns are summarised below.

- *Comments on future development on freehold lots*

There are restrictive covenants on the Certificate of Title(s) of Lots 303, 304 and 305. The covenant includes formulas outlining maximum tourist accommodation numbers as follows:

- (b) **the number of Visitor Accommodation Units that may be built or placed on the Land must not exceed the number (rounded down to the nearest whole number) that is three times the number of hectares in the Land (for example, if the Land is 17.3 hectares, the number of Visitor Accommodation Units may not be more than 51 – $17.3 \times 3 = 51.9$, rounded down to 51);**

The 'Dirk Hartog Island Recreation and Tourism Opportunities Analysis' (the Tourism Report') partly relies on the covenant calculations when it talks about potential development of the freehold lots.

It cites potential for up to 317 eco-accommodation units hosting over 60,000 visitors annually. It includes a table (page 17) which breaks the number of accommodation units per freehold lot as follows:

- (a) Lot 62 – 213 units
- (b) Lot 303 – 51 units
- (c) Lot 304 – 33 units

Whilst development has to comply with the maximum numbers permissible under the covenants, Town Planning Innovations has concerns over full reliance on those numbers as:

- (a) The covenants outline the maximum accommodation units, however also include a condition that it is subject to the necessary local government, state or federal approvals.

27 SEPTEMBER 2023

- (b) It is a simplistic approach and doesn't recognise the significant constraints to development on the Island. It may be unlikely that that level of accommodation numbers will be achieved due to factors such as bushfire management, reliance on on-site effluent disposal in a sensitive area, lack of services etc

Town Planning Innovations is concerned that the accommodation numbers cited in the Tourism Report may be an over estimation of what can realistically be achieved under the current planning framework, noting that planning legislation and state planning policies have significantly changed since the covenants were established.

The Tourism Report statement that the '*Shark Bay Town Planning Scheme allows for development up to 317 low impact eco-tourism accommodation units on Dirk Hartog Island, across five freehold / leasehold lots*' is incorrect and should be deleted. The Shires Scheme does not specify any accommodation numbers.

Council did not support the last application lodged for Lot 304 Sunday Island Bay as it did not address bushfire management requirements or the Shires Scheme.

Town Planning Innovations also has concerns over:

- (a) The photograph examples provided for future development on the freehold lots, as they are not of a particular high quality. Refer examples below and over page.
- (b) General commentary on the likely form of development, which will be subject to Shire approval.



27 SEPTEMBER 2023



If the Tourism Report is going to outline current landowners ambitions, such as 33 units on Lot 304, it should make it clear that it is a landowner aspiration.

Given that the document is to inform a joint management plan for the terrestrial reserves of Shark Bay, it is preferable that it focus on tourism in the Dirk Hartog Island National Park rather than providing extensive commentary on potential form and accommodation numbers of the freehold lots.

If specific tourist accommodation numbers for the freehold lots are outlined in the Tourism Report, it may create a false impression that Department of Biodiversity, Conservation and Attractions support that scale of accommodation for future development.

Any proposal on the freehold lots will be assessed on merit, in accordance with the Shires Scheme, and will depend on planning and environmental issues being addressed.

- *Consultation*

Consultation has occurred with:

1. Australis Coral Coast
2. Coral Coast Helicopters
3. Department of Biodiversity, Conservation and Attractions
4. Department of Planning, Lands and Heritage
5. Dirk Hartog Island Lodge
6. Dirk Hartog Island freehold landowners
7. Gascoyne Development Commission
8. Heyscape Tiny Cabins
9. Mulgana Aboriginal heritage Corporation
10. Monkey Mia Cruises
11. Ocean Park Aquarium

27 SEPTEMBER 2023

12. RAC, Monkey Mia Resport
13. Shark Bay Air Charter / Aviation
14. Shark Bay Discovery and Visitor Centre
15. Shark bay Tourism Association
16. Shark Bay World Heritage Advisory Committee
17. Shire of Shark Bay
18. Tourism WA
19. Walu Gura Nyinda Eco Adventures

When interviewed, Shire representatives expressed the importance of public consultation with the local community and businesses. There should be a key focus on seeking the community's aspirations, vision and objectives for the future management of Dirk Hartog Island.

Town Planning Innovations has raised the lack of public consultation as a major issue in the Draft Submission.

Inclusive, regular and meaningful consultation between Department of Biodiversity, Conservation and Attractions' consultant and local community stakeholders is essential for progression, implementation and accountability.

The local community is perhaps one of the most important stakeholders, and they haven't been given any opportunity to have input into the Tourism Report.

- *Bushfire*

Town Planning Innovations also has concerns the Tourism Report has commentary on bushfire, and seems to minimise the potential for bushfire risk.

The document states that '*DHI is a salt-intensive island, with salt-tolerant flora, of low flammability, and no history of extreme fires. The cost of complying with fire and emergency obligations may result in responses that go against aesthetics, low-impact and functionality, which are requirements of the planning scheme.*'

Bushfire management is an essential issue because overseas tourists may not speak English, the location is remote, evacuation options are limited, the weather does not always permit boat access, and private landowners will rely on staff to protect tourists in the event of any fire event.

Any private development in Western Australia is required to address the WA Planning Commission 'State Planning Policy 3.7 – Planning for Bushfire Protection'. State Planning Policy 3.7 is aimed at protecting peoples' lives and recognises that tourist accommodation is a vulnerable land use.

- *Recommendations*

The mapping in the Tourism Report is blurry and difficult to read, therefore Town Planning Innovations requested a separate pdf copy of the main map which outlines the report recommendations – Attachment 3.

27 SEPTEMBER 2023

The Tourism Report recommends:

1. Install pull over bays on roads
2. Establish self drive loops
3. Establish a Cape to Cape Hiking and Kayak Trail
4. Create a major heritage experience at Cape Inscription
5. Commence Master Planning a service hub at Herald Bay or nearby
6. Establish year round beach site at protected coves /bays, with wind shade shelters
7. Investigate installation of moorings or shore-based anchoring system for recreational boating
8. Establish short nature walks at National Park camp grounds
9. Investigate establishing a group camp site for tourist operators
10. Establish gateway entry nodes at Shelter Bay and Cape Ransonnet
11. Investigate potable water supply outside of Homestead precinct
12. Investigate upgrading all airstrips to night rated and flood resistant
13. Establish toilets at National Park campgrounds and major day use sites
14. Investigate establishing 3-4 secluded premium camp sites
15. Investigate establishing coastal lookouts to view marine life

Town Planning Innovations has no specific comments on the recommendations, however it is open to Councillors to add further comments to the Draft Submission. Department of Biodiversity, Conservation and Attractions will have to consider budget allocations for any infrastructure upgrades.

LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 4 – The Tourism Report has some incorrect statements about zoning and statutory requirements. This has been outlined in the Draft Submission.

POLICY IMPLICATIONS

There are no known policy implications.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

The Tourism Report does not discuss the implications of its recommendations on Denham townsite.

RISK MANAGEMENT

There is no known risk associated with this report.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

Date of Report

19 September 2023

27 SEPTEMBER 2023

ATTACHMENT # 2

Dirk Hartog Island Recreation and Tourism Opportunities Analysis Report
Stakeholder feedback and comments to be sent to managementplans@dbca.wa.gov.au
by 1 November 2023

To ensure your feedback is as effective as possible:

- note the page number and specific section or paragraph you are commenting on;
- say whether you agree or disagree with the report's recommendations and actions - clearly state your reasons, particularly if you disagree; and
- suggest alternatives for those aspects of the report with which you disagree.

Page number	Section title or paragraph number	Issue No	Comment
Cover Page		1.0	
(i)	1.	2.0	<p>The Executive Summary, paragraph 1, refers to potential for 300+ accommodation units on freehold lots.</p> <p>Reference to 300+ accommodation units should be deleted as:</p> <p>(a) Estimated accommodation numbers based solely on maximum visitor numbers using calculation ratios from the covenants on the freehold lot titles is a very simplistic approach that doesn't recognise the constraints of development on private lots on Dirk Hartog Island;</p> <p>(b) Accommodation numbers based on the covenant ratios may not be achievable and would likely entail significant clearing of native vegetation. The covenants set out maximum numbers, and there is no guarantee that those numbers would be supported by the Shire (or the Department of Biodiversity, Conservation and Attractions) for any planning proposals;</p> <p>(c) The ratios in the Covenants are only one aspect. The Covenants clearly state that any development must be in accordance with '<i>all relevant Government (local, State and Commonwealth) and statutory approvals.</i>'</p> <p>(d) The covenants have become less relevant to the number of accommodation units that can be achieved as they were established prior to current planning legislation. Since the covenants were established, there have been significant changes to planning legislation, the Planning Regulations (2015), Western Australian Planning Commission state planning policies, the government sewerage policy, and bushfire requirements (State Planning Policy 3.7).</p> <p>(e) The Shire has already refused a Local Development Plan for 304 Dirk Hartog Island as current planning requirements were not met. Department of Biodiversity, Conservation and Attractions lodged a submission on the</p>

27 SEPTEMBER 2023

			<p>Local Development Plan on the 13 July 2020 (Reference: PRS45588) objecting to the Local Development Plan. The Department of Biodiversity, Conservation and Attractions letter is included as Attachment 1 to this submission.</p> <p>This demonstrates that obtaining local government approval, and the Department of Biodiversity, Conservation and Attractions support, will have a higher influence on the realistic 'eco-tourism' accommodation numbers that can be achieved on freehold lots on Dirk Hartog Island. The covenants are meaningless unless current planning requirements can be addressed (such as bushfire).</p> <p>(f) There are significant constraints for development on freehold lots due to current bushfire requirements under Western Australian Planning Commission State Planning Policy 3.7, the lack of available access, lack of servicing, reliance on on-site effluent disposal in a sensitive area, isolation, relationship with the conservation reserve, extent of regenerated native vegetation, and World Heritage values.</p> <p>(g) There would likely need to be extensive clearing of native vegetation on freehold lots to achieve 300+ accommodation units and meet current bushfire requirements, which would take away the very natural 'eco-tourism' environment that the Shires Scheme aims to achieve. It isn't in the Shires interest or the Department of Biodiversity, Conservation and Attractions to provide landowners with lots on Dirk Hartog Island with unrealistic development expectations through reference to 300+ accommodation units.</p>
(i)	4	3.0	<p>The Executive Summary refers to extensive consultation, however, there has been no public consultation with the local community, who is perhaps the most important stakeholder of all.</p> <p>There is extensive local knowledge held by residents and business owners who could provide valuable and meaningful input into the document.</p> <p>It is the local community aspirations for future development and tourism on Dirk Hartog Island which should be afforded a high priority. The document will be fundamentally flawed if it is progressed without any public consultation that allows for constructive local community input.</p> <p>Dirk Hartog Island is on the doorstep of Denham townsite. To not give locals a voice in the development of this document is non-exclusive and gives the impression that the local community perspective is not important.</p> <p>Department of Biodiversity, Conservation and Attractions needs to allocate funds for public consultation and community workshops to provide people who live and work closest to Dirk Hartog Island with a real opportunity to have input into the future of the Island.</p>

27 SEPTEMBER 2023

			<p>Without public advertising, this document is being progressed in an exclusive way however it is likely that future management of Dirk Hartog Island is something that is very important to the local community.</p> <p>In 2023, public consultation is only meaningful if it encourages open dialogue with the general public. Department of Biodiversity, Conservation and Attractions should embrace (and budget for) opportunities for community input at the beginning of these projects.</p> <p>Inclusive, regular, and meaningful consultation between Department of Biodiversity, Conservation and Attractions consultant and local community stakeholders is essential for progression, implementation and accountability.</p> <p>The Shark Bay Terrestrial Reserves and Proposed Reserve Additions Management Plan No 75 (2012) states that '<i>key functions of the Department are to promote and facilitate community involvement in management of conservation lands</i>'. Given that this document is proposed to inform a future joint management plan it would seem appropriate to involve the community at this early stage.</p> <p>Public consultation provides opportunities for diverse voices to be heard, allowing people to share their knowledge, insight, and experience to advance future implementation of management of visitors and tourism on Dirk Hartog Island.</p> <p>Community input will ensure that practical and relevant views are incorporated into the document, so it can be delivered more effectively. Open consultation will strengthen the legitimacy of any future decision-making built around this document and provide the community with greater ownership of future management solutions for the conservation areas on Dirk Hartog Island.</p>
(i)	4	4.0	<p>It states that the Department of Biodiversity, Conservation and Attractions commissioned this study '<i>to investigate ways to improve and diversify visitor experiences whilst protecting Dirk Hartog Island's unique natural and cultural values.</i>'</p> <p>What better way to achieve that than asking the local community about their visitor experiences on Dirk Hartog Island, and what their vision is for future tourism?</p>
(i) & (ii)	6	5.0	<p>Department of Biodiversity, Conservation and Attractions 'Return to 1616; is a successful restoration project. With the removal of sheep and goats, native vegetation on the Island is growing back and providing valuable habitat for native animals.</p> <p>Department of Biodiversity, Conservation and Attractions needs to carefully balance ecological restoration aspirations with appropriate management and controls over visitor numbers. References to high visitor numbers based on unknown future development of freehold lots is not supported.</p> <p>The potential for negative environmental impact associated with the 70,000-visitor forecast needs to be recognised.</p>

27 SEPTEMBER 2023

			<p>One of the attractions of Dirk Hartog Island is the opportunity to 'get back to nature'. If visitor numbers are too high, Dirk Hartog Island may lose some of the characteristics that it is highly valued for.</p> <p>There is very limited capacity for Denham to support a wider range of access options such as fast-boat, plane, helicopter, barge, and ferry. There is also concern over whether all forms of transport referenced in the document are compatible with the Shark Bay Marine Park.</p>
1	2	6.0	<p>The Project Objectives includes <i>'reviewing land tenures in determining potential scenarios for land use and development'</i>. While the document should recognise that there are freehold lots on Dirk Hartog Island capable of potential development, the cited accommodation numbers and visitor numbers are not supported for the reasons outlined in 1.0 of this submission.</p> <p>Whilst the restrictive covenants may have created a high landowner expectation over development potential, the Shires Local Planning Scheme has specific provisions aimed at achieving a high-quality ecotourism development guided by a detailed Local Development Plan that addresses management, waste disposal, coastal setbacks, bushfire management, environmental issues, and is sympathetic to the unique character of the area.</p> <p>If the Department of Biodiversity, Conservation and Attractions uses this document to feed into a future joint Management Plan, then some of the accommodation and visitor numbers may give a false impression about the extent and scale of development that will be supported by the Department of Biodiversity, Conservation and Attractions on freehold lots.</p> <p>Whilst the Shire would support any Local Development Plan that addresses the Scheme requirements, there is concern that the scale of development that can realistically be achieved on freehold lots is most likely less than the maximum numbers outlined in the covenants, especially due to bushfire risk and the visitor safety risks associated with the isolated nature of Dirk Hartog Island which is in a cyclone region.</p>
4	3	7.0	<p>Recognition that conservation of the Dirk Hartog Island national park is the over-arching management focus on the Island is supported.</p> <p>Potential future visitor numbers and development of freehold lots need to occur in a manner that is compatible with the unique environmental and world heritage status of Dirk Hartog Island.</p>
7	1	8.0	<p>The document states that <i>'emergency or medical events may reply on external providers to evacuate visitors'</i>.</p> <p>The issue of visitor safety, especially for vulnerable overnight tourist accommodation, is a significant issue as:</p> <ul style="list-style-type: none"> (a) Mobile networks are poor; (b) Department of Biodiversity, Conservation and Attractions have made it clear that private landowners need to be self-reliant in the event there is any major bushfire;

27 SEPTEMBER 2023

			<p>(c) Rescue by external bodies may not be possible during some weather conditions and Dirk Hartog Island is in a cyclone region;</p> <p>(d) Overseas visitors may have language barriers and / or may have limited swimming capabilities if evacuated to a beach on the Island;</p> <p>(e) People panic in fire and emergency situations;</p> <p>(f) Future private developments will need to rely on staff to manage visitors in an emergency, especially a fire. Only water tanks will be available for fire fighting.</p> <p>(g) Protection of people's lives is high priority.</p> <p>Any future Management Plan should consider the need for an Evacuation Plan that considers different weather scenarios, and safe 'shelter in place' beaches with low or reduced fuel loads for a major bushfire event.</p>
8	1	9.0	<p>Paragraph refers to a limit of 20 vehicles staying at the national park camping areas. Previously the Department of Biodiversity, Conservation and Attractions advised that the issue of number of vehicles would be guided in a future tourism strategy – Attachment 2.</p> <p>It is noted that the document suggests an increase of vehicles on page 65, however it is not known if the Department of Biodiversity, Conservation and Attractions supports the increase.</p>
16 & 17	2-3, pge 16 Table, pge 17	10.0	<p>The 'Strategic and Statutory Planning' section implies in the first paragraph that the information contained in this section is based on the Shire of Shark Bay Local Planning Scheme No 4 and the Shires Local Planning Strategy.</p> <p>This is not correct as the section:</p> <p>(a) Cites 317 accommodation units and visitor numbers of 1590 overnight guests. Neither the Shires Scheme or Strategy contains any information on specific accommodation or visitor numbers;</p> <p>(b) It refers to covenants. The covenants are registered on the freehold lots certificate of title(s) and are completely separate to the Shires Scheme and Strategy. The covenants are administered by the Minister for Lands.</p> <p>The table on page 17 mixes the covenant limitations in with the Shires Scheme requirements. It reads like the Shires strategy and / or scheme have set the accommodation and visitor numbers.</p> <p>The information in the Table on page 17 and 18 is incorrect. For example, it states that Lot 300 is zoned 'special use' which is not the case. Lot 300, 351 and all reserves are 'local scheme reserves' for 'environmental conservation reserve' under the Shires Local Planning Scheme.</p> <p>All information on the covenants (and references to subdivision) should be removed from the 'Strategic and Statutory Planning' section. It should only reference information derived from the Shires Strategy or Scheme. It should be noted that the same statutory provisions apply to all freehold lots on Dirk Hartog Island under the Shires Scheme.</p>

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

			As outlined in Point 1.0 of this submission, it is not recommended that the ratios outlined in covenants be used as a basis for predicting accommodation or visitor numbers on the freehold lots. If those numbers were included in any future joint Management Plan, it would cement a Department of Biodiversity, Conservation and Attractions position on future development of freehold lots.
20	1	11.0	It is not clear why the document refers to ' <i>activities undertaken by visitors to the Shires of Shark Bay and Carnarvon</i> '. The relevance of Carnarvon to the document is not clear.
24	1-4	12.0	<p>The document outlines 'Eco Accommodation Options' for the private lots on Dirk Hartog Island which are zoned Special Use under the Shires' Scheme. The architectural quality of the examples provided are considered to be poor and are not in line with the Special Use zone conditions under the Shires Scheme which requires that '<i>development is to be of a high architectural quality</i>'.</p> <p>Given that the document is to feed into a Management Plan for the National Park, it is considered that:</p> <p>(a) It should not set such a low expectation of development standard for future private development;</p> <p>(b) The need to try and pre-empt the form of future private development in the document is questioned; and</p> <p>(c) There are a wide range of accommodation and development options available. Development does not need to be limited to cabins.</p> <p>It is recommended that this section be deleted. The Shire does not support the low-quality photo examples of 'cabins' in the document.</p>
25	1-2	13.0	<p>The document outlines the current owners' aspirations for development on Lot 304 (for modular development). Again, it is not considered necessary for this document to include commentary on the likely form of future development on private lots. Ownerships and owners' aspirations change over time.</p> <p>It is recommended that this section be deleted.</p>
26	27	14.0	The document notes that reliable visitor data is not available. It may be appropriate to establish better data collection and monitoring of visitor numbers in the future.
30	5-7	15.0	The aim to support aboriginal tourism as an integral part of any future management plan is supported.
31	3	16.0	<p>The statement that the '<i>Shark Bay Town Planning Scheme allows for development up to 317 low impact eco-tourism accommodation units on Dirk Hartog Island, across five freehold / leasehold lots</i>' is incorrect and should be deleted.</p> <p>The Shires Scheme requires development to be guided by a Local Development Plan that addresses planning issues and bushfire requirements. It does not specify a number of accommodation units.</p> <p>As outlined in Point 1.0 of this submission, it is not recommended that the ratios outlined in covenants (which are separate to the Scheme) be used as a basis for predicting accommodation or visitor numbers on the freehold lots.</p>

27 SEPTEMBER 2023

			<p>It is inappropriate to imply that the Shires Scheme allows for that level of accommodation numbers. Those numbers may not be achievable due to the significant constraints associated with development (such as bushfire management), the lack of services (particularly sewerage), lack of services, and isolated nature of the location.</p> <p>Accommodation numbers as part of any planning proposal will be assessed on merit and in accordance with the Scheme requirements.</p>
33	2-3	17.0	<p>Consultation was undertaken with approximately 19 stakeholders including the owners of freehold lots, government departments, and tour operators. This is a very limited group of stakeholders.</p> <p>Without extensive consultation with the general public and local community, it is not considered that this document is adequate to feed into a future joint management plan. Refer to Section 3.0 of this submission.</p>
34	1	18.0	<p>During consultation the Shire's Chief Executive Officer expressed a concern over cruise ships to Dirk Hartog Island noting that Denham does not have capacity to service any large input of visitors.</p> <p>The document doesn't seem to look at the impacts associated with tourism on Dirk Hartog Island and the impact it may have on Denham townsite.</p>
35	3	19.0	<p>The document refers to 33 accommodation pods on Lot 304 Dirk Hartog Island. A proposal for 33 units on Lot 304 has already been refused by Council as it was not supported by the Department of Biodiversity, Conservation and Attractions and did not adequately address the Shires Scheme, bushfire requirements or current planning requirements.</p> <p>As outlined in Point 12.0 of this submission it is not considered that this document needs to try and pre-empt future development of the freehold lots, or comment on the likely form of future development.</p> <p>References to specific accommodation numbers on any private lot should be deleted.</p>
39	3	20.0	<p>The statement that the <i>'Shire of Shark Bay planning scheme allows for the development of up to 317 low impact, short stay eco-accommodation units on DHI.'</i> Is incorrect and should be deleted.</p> <p>Refer to comments made in Point 16.0 of this submission.</p>
39	3	21.0	<p>The document states that <i>'DHI is a salt-intensive island, with salt-tolerant flora, of low flammability, and no history of extreme fires. The cost of complying with fire and emergency obligations may result in responses that go against aesthetics, low-impact and functionality, which are requirements of the planning scheme.'</i></p> <p>This statement is unsubstantiated and should be deleted.</p> <p>It is irresponsible for the document to minimise the importance of addressing bushfire management which is a state planning requirement. Any private development in Western Australia is required to address the WA Planning Commission State Planning</p>

27 SEPTEMBER 2023

			<p>Policy 3.7. State Planning Policy 3.7 is aimed at protecting peoples' lives and recognises that tourist accommodation is a vulnerable land use.</p> <p>The document should not make statements inferring that a bushfire on Dirk Hartog Island is not likely. The land was historically grazed which may have contributed to there being no fire history. The native vegetation on the Island is revegetating, becoming thicker and more mature.</p> <p>There are examples where significant bushfires have occurred on Islands. The 2019/2020 summer bushfires on Kangaroo Island were the largest in the Islands recorded history and burnt more vegetation than any past fire on the Island.</p> <p>Bushfire management is an essential issue because overseas tourists may not speak English, the location is remote, evacuation options are limited, the weather does not always permit boat access, and private landowners will rely on staff to protect tourists in the event of any fire event.</p> <p>It is irresponsible and inappropriate for a tourism document to include commentary that indicates that the need to address bushfire management goes <i>'against aesthetics, low-impact and functionality, which are requirements of the planning scheme.'</i> The Shire strongly objects to this statement which is not factual.</p> <p>It is undesirable for a tourism document for a government department to contradict or minimise the need to address the Western Australian Planning Commission State Planning Policy 3.7. It is not the authors role to make statements about bushfire requirements.</p> <p>The Department of Biodiversity, Conservation and Attractions had input into the Shires Scheme provisions that apply to freehold lots on the Island.</p>
40	5	22.0	<p>The document states that <i>'the potential future addition of up to 317 eco-accommodation units on DHI, capable of hosting over 60,000 visitors annually, could have unfathomable impact that requires quality base line data from the outset on tourism 'hot spots' and popular access routes'</i>.</p> <p>It is for this reason that the document should not assume that all freehold lots will be developed to the maximum numbers outlined in the restrictive covenants, as it may create unrealistic expectations. Refer to Point 1.0 of this submission.</p>
45	1	23.0	Objection to referencing specific visitor numbers resulting from potential development of freehold lots, for the reasons already outlined in this submission.
50	2	24.0	Refer to Point 12.0 of this submission. The document keeps mentioning a very limited form of development such as cabins, eco-tents, and pods. It doesn't recognise that a wide range of built forms can be achieved on the freehold lots.
55	2	25.0	Document states that Cape Levillian is zoned 'Special Use' which is incorrect. As explained in Point 10, only Lots 62, 303, 304 and

UNCONFIRMED MINUTE OF THE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2023

			305 on Dirk Hartog Island are zoned 'Special use' under the Shires Scheme.
58 & 61		26.0	<p>The map on page 58 and 61 is blurry and unreadable. Any mapping needs to be readable, or it becomes superfluous for consultation.</p> <p>The Shire had to request a better copy of the map on page 68 to read the recommendations.</p>

27 SEPTEMBER 2023

ATTACHMENT # 1 TO SUBMISSION TABLE ISSUE # 2 POINT E



Department of Biodiversity,
Conservation and Attractions



Mr Paul Anderson
Chief Executive Officer
Shire of Shark Bay
PO Box 126
DENHAM WA 6537

Your ref:
Our ref: PRS45588
Enquiries: Steve Nicholson
Phone: 08 99482226
Email: steve.nicholson@dbca.wa.gov.au

Dear Mr Anderson

LOCAL DEVELOPMENT PLAN – LOT 304 SUNDAY ISLAND BAY, DIRK HARTOG ISLAND

Thank you for your email of 28 May inviting comments on the Local Development Plan (LDP) for Lot 304 Sunday Island Bay on Dirk Hartog Island.

The Department of Biodiversity, Conservation and Attractions (DBCA) is of the view that overall the LDP does not adequately address the planning issues for Lot 304 and surrounding areas, including the Shire of Shark Bay Local Planning Scheme No. 4 (LPS4) and Restrictive Covenant conditions that apply to Lot 304.

COMPLIANCE WITH RESTRICTIVE COVENANT

- DBCA notes that Lot 304 is subject to a number of restrictive covenants, including that *"the land may only be used for low impact eco-tourism"*.
- The restrictive covenant defines low impact as *"low impact on the environment having regard to the number of tourists visiting the Land and the facilities and other services provided for their use"*.
- In the context of the scale and density of the development, DBCA is not satisfied that the LDP demonstrates compliance with the covenant.

BIOSECURITY MEASURES

- The restrictive covenant for Lot 304 requires that any development *"fully comply with any quarantine management plan of any Governmental Agency relating to Dirk Hartog Island"*.
- LPS4 conditions require that the LDP include information on how biosecurity measures to mitigate the risks of feral animal incursions and disease impacts to the Dirk Hartog Island National Park (DHINP) will be achieved.
- The biosecurity plan included with the LDP appears to be largely copied from DBCA's Biosecurity Plan for Dirk Hartog Island and does not clearly state the measures that will be taken on Lot 304 to achieve biosecurity requirements.

VISUAL IMPACTS

- The LDP does not clearly demonstrate that the proposed development will have an acceptable visual impact on the surrounding landscape, consistent with requirements of the Shire of Shark Bay LPS4 or with World Heritage values.
- The LDP and Attachment D 'Design Guidelines' do not provide sufficient building design detail to demonstrate this has been adequately considered and addressed.
- In March 2015, in relation to a previous development proposal for Lot 304, the Environmental Protection Agency (EPA) recommended; *"Prior to approval of the*

27 SEPTEMBER 2023

development application that a Visual Impact Assessment is to be undertaken consistent with the Visual Landscape Planning in Western Australia, published by the Department of Planning (2007). This Visual Impact Assessment should be undertaken in consultation with Parks and Wildlife". DBCA considers that this advice is equally relevant to the current proposal for Lot 304 and that the LDP should meet this recommendation.

CONSISTENCY WITH PREVIOUS EPA ADVICE

- The March 2015 EPA advice recommended the proponent expand the existing Foreshore Management Plan to an Access Management Plan, to address impacts to DHINP from construction and operation of the proposal. The EPA recommendations included:
 - Protocols to minimise impacts to DHINP during construction
 - Protocols to minimise impacts to DHINP during operation through appropriate management of visitor access and recreation
 - Monitoring and rehabilitation procedures and protocols for areas within DHINP that are disturbed as a result of the construction operation of the proposal, with a particular emphasis on the foreshore area adjacent to the development.
- The LDP and attached Foreshore Management Plan do not adequately address these recommendations.

PEDESTRIAN ACCESS THROUGH DHINP

- DBCA recognises that there will be pedestrian access through the DHINP foreshore to enable access from the Lot to the beach.
- DBCA has previously provided detailed advice to the proponent's consultant (email 3 March 2020) concerning development of pedestrian access pathways. This advice included that proposed pedestrian access details be included in the Local Development Plan. The advice has not been addressed in the LDP and supporting documents, and they do not provide sufficient detail regarding proposed pedestrian access.
- The statement in the Foreshore Management Plan that "DPaW (DBCA) have agreed that long term pedestrian access to the beach front (nearshore) over the fore shore will be negotiated with DPaW (DBCA) prior to human occupation following or during the completion of any proposed development" is incorrect.

VEHICLE ACCESS THROUGH DHINP

- The Foreshore Management Plan attached to the LDP states that *"The only vehicles proposed to operate within the lot are Polaris style vehicles of 2,4 or 6 seat capacity. DPaW (now DBCA) has supported approval for the operation of these low impact vehicles within the National Park subject to DoT approval."* This statement is incorrect. The advice provided by DBCA concerning an earlier development plan (2 February 2015) states: *"The proposal to discourage guests from travelling to the island by private vehicle is supported. DoT advice on the use of Polaris vehicles is pending"*.
- The Foreshore Management Plan states: *"Apart from agreed access over the foreshore via agreed and approved vehicle access routes there will be no permanent access over the vegetated foreshore area for vehicles apart from the agreed access track to the west of the lot."* The intent of this statement is unclear. DBCA will not support ongoing vehicle access over the foreshore through DHINP to Lot 304. Visitor vehicle access will only be permitted on the existing vehicle track.

FORESHORE MANAGEMENT

- The Foreshore Management Plan provided as an attachment to the LDP does not adequately address how threats to the DHINP will be managed. For example, the Foreshore Management Plan outlines that the proponent intends to develop pedestrian access paths/raised boardwalks, physical barriers for pedestrians and

27 SEPTEMBER 2023

shade shelter structures within the DHINP foreshore, however no specifications or design guidelines for these structures are provided.

DESALINISATION

- The LDP proposes desalination systems to provide fresh water but does not describe how desalination will take place or what infrastructure will be required. Potential impacts from desalinisation infrastructure, such as piping, and brine outlets to the Shark Bay Marine Park and/or Dirk Hartog Island National Park are not identified.
- The proponent has not consulted with DBCA regarding water extraction from the Shark Bay Marine Park or the disposal of bitterns into the Marine park.

ATTACHMENTS NOT REFERRED TO IN THE LDP

- The LDP document does not clearly refer to the attachments as comprising part of the LDP. The LDP should refer to relevant attachments as forming part of the LDP.

Should you have any queries regarding this advice, please contact Steve Nicholson, Shark Bay District Manager, on 9948 2226 or steve.nicholson@dbca.wa.gov.au.

Yours sincerely



Nigel Sercombe
REGIONAL MANAGER
Midwest Region

13 July 2020

27 SEPTEMBER 2023

ATTACHMENT # 2 TO SUBMISSION TABLE ISSUE # 9

From: Steve Nicholson [<mailto:steve.nicholson@dbca.wa.gov.au>]
Sent: Thursday, 14 November 2019 11:48 AM
To: liz <liz@tspianning.com.au>
Cc: Tahlia Young <tahlia.young@dbca.wa.gov.au>; Nigel Sercombe <nigel.sercombe@dbca.wa.gov.au>
Subject: FW: Seek more information on vehicle number restrictions - Lot 62 and 303 Dirk Hartog Island applications - TPI

Dear Liz,

As you know the 2012 management plan allowed for maximum of 10 private vehicles on the island at any one time, although the plan does allow for that limit to be altered with Director General approval. In August 2016 the Director General approved the increase from 10 vehicles to 20 vehicles per day. In March 2017 draft guidelines were endorsed for increasing the vehicle numbers limit from 10 to 20 visitor vehicles per day.

It was considered that the level of 10 vehicles per day was relatively minimal given the size of the island and the extensive track network, and the island has a significantly greater capacity. It was considered at that time that an increase from 10 to 20 vehicles per day would be appropriate and sustainable with appropriate and adequate management. In 2017 regional and district staff conducted an analysis of the carrying capacities of the various designated campsites within the national park and considered that was adequate capacity for an increased vehicle quota to be accommodated.

It was also considered that demand for the island had increased significantly over the 18 months since the 1616/2016 celebrations given the wide publicity, and given that the translocation of rare and threatened fauna on the island would also be a significant drawcard.

While Director General approval was received for the increase in vehicle numbers, there was no formal clarification of what that means in relation to any separation of visitor vehicles, management vehicles, CTO vehicles, vehicles garaged on freehold land etc. The following endorsed draft guidelines were intended to clarify this matter:

- 1 Twenty (20) vehicles is the maximum number of vehicles allowable on any given day/overnight.
- 2 This refers to visitor vehicles only, that are within the Dirk Hartog Island National Park overnight.
- 3 This 20 vehicle limit does not include:
 - Commercial Tour Operator vehicles
 - DBCA vehicles
 - Private vehicles garaged on freehold land
 - Visitors vehicles overnighiting on freehold land
 - Vehicles driven by personnel approved by DBCA assisting with or undertaking works within the national park.
 - Shark Bay Shire or Australian Maritime Safety Authority vehicles enroute to Cape Inscription
- 4 Approval may be granted by the Shark Bay District Manager for 'one off' increase in vehicle numbers under special circumstances or events.

As we discussed this morning, DBCA is looking at developing a Tourism Strategy for Dirk Hartog Island National Park and surrounding waters given the increasing need for guidance in this area. This would also include consideration of the vehicle limits.

Regards
Steve

Steve Nicholson | District Manager | Shark Bay District
Parks and Wildlife Service | Department of Biodiversity, Conservation and Attractions | Denham | Ph: (08) 9948 2226 |
0455 059149
steve.nicholson@dbca.wa.gov.au www.sharkbay.org

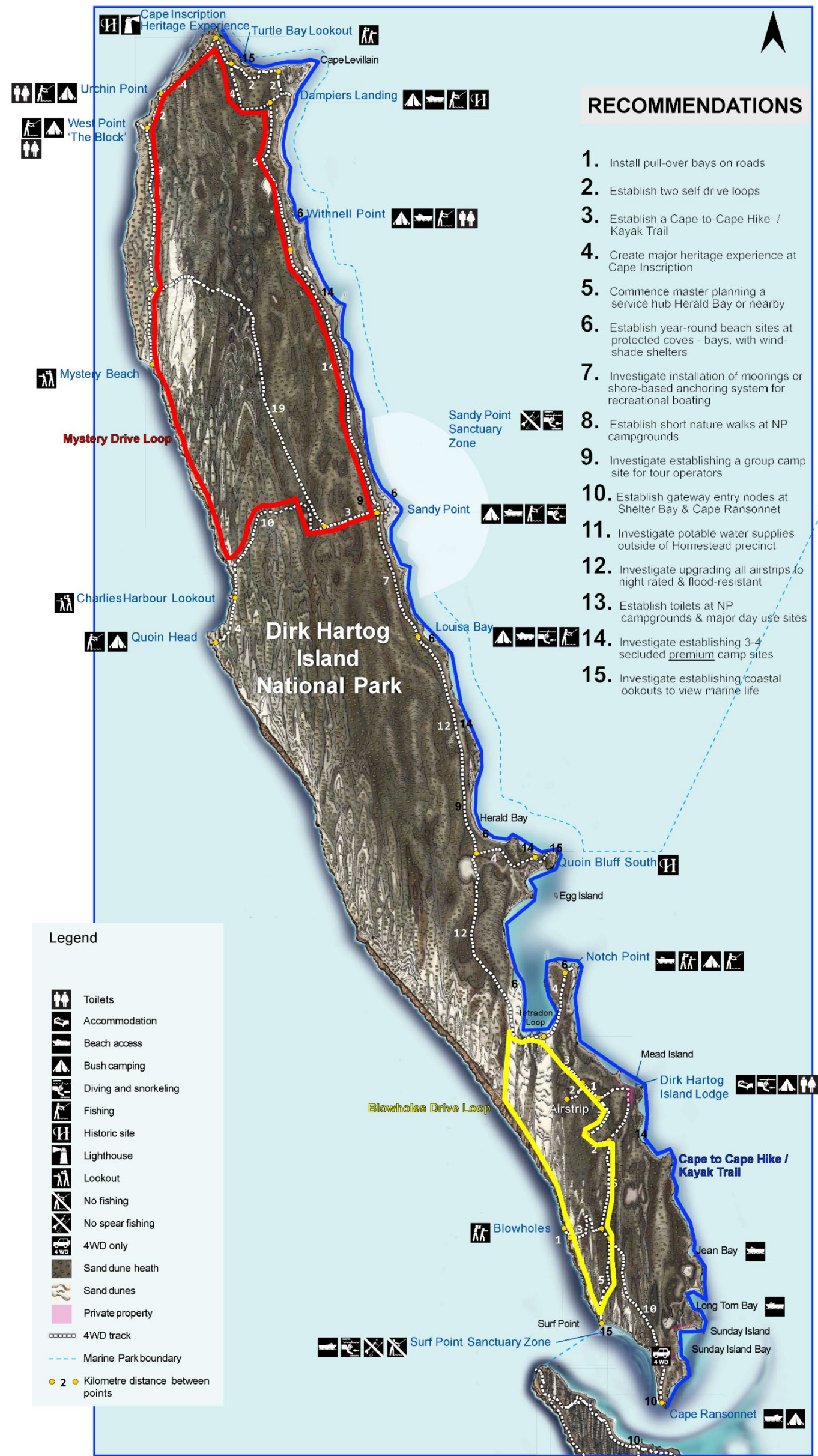


Department of Biodiversity,
Conservation and Attractions



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ATTACHMENT # 3



27 SEPTEMBER 2023

12.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

14.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

There was no urgent business presented to the September 2023 Ordinary Council meeting.

15.0 MATTERS BEHIND CLOSED DOORS

There were no matters to be considered behind closed doors presented to the September 2023 Ordinary Council meeting.

16.0 DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 25 October 2023, commencing at 3.00 pm.

17.0 CLOSURE OF MEETING

As there was no further business the President closed the September 2023 Ordinary Council meeting at 11.46 am.