

SHIRE OF SHARK BAY MINUTES

27 November 2024

ORDINARY COUNCIL MEETING



SHARK BAY SUNSET





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

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

The minutes of the Ordinary meeting of the Shark Bay Shire Council held in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham on 27 November 2024 commencing at 1.07 pm.

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27 NOVEMBER 2024

1.0 DECLARATION OF OPENING

The President declared the November 2024 Ordinary Council meeting open at 1.07pm.

2.0 ACKNOWLEDGEMENT OF COUNTRY

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

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

3.0 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED

ATTENDANCES

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

| | |
|--------------|--------------------------------|
| Mr D Chapman | Chief Executive Officer |
| Mr B Galvin | Works Manager |
| Ms D Wilkes | Deputy Chief Executive Officer |
| Mrs R Mettam | Executive Assistant |

APOLOGIES

Nil

VISITORS

There were no visitors in the gallery for the November 2024 Ordinary Council meeting.

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There were no previous public questions on notice for the November 2024 Ordinary Council meeting.

5.0 PUBLIC QUESTION TIME

The President opened public question time at 1.08 pm and as there were no visitors in the gallery, the President closed public question time at 1.08 pm.

27 NOVEMBER 2024

6.0 APPLICATIONS FOR LEAVE OF ABSENCE

There were no applications for leave of absence for the November 2024 Ordinary Council meeting.

7.0 PETITIONS

There were no petitions presented to the November 2024 Ordinary Council meeting.

8.0 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 30 OCTOBER 2024

Moved Cr Fenny
Seconded Cr Ridgley

Council Resolution

That the minutes of the Ordinary Council meeting held on 30 October 2024, as circulated to all Councillors, be confirmed as a true and accurate record.

7/0 CARRIED

9.0 ANNOUNCEMENTS BY THE CHAIR

There were no announcements made by the President at the November 2024 Ordinary Council meeting.

27 NOVEMBER 2024

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 Ridgley

Seconded

Cr Vankova

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$1,608,787.21 be accepted.

7/0 CARRIED

Comment

The schedules of accounts for payment covering -

Municipal fund credit card direct debits for the month of October 2024 totalling \$11,419.08

Municipal fund BPay payments for the month of October 2024 totalling \$925.10

Municipal fund direct debits to Council for the month of October 2024 totalling \$31,188.03

Municipal fund account electronic payment numbers MUNI 32865 to 33011 totalling \$1,408,777.25

No Municipal fund account cheque numbers issued for October 2024 totalling \$0.00

Municipal fund account for October 2024 payroll totalling \$142,227.70

Municipal fund Police Licensing for October 2024 transaction number 1202412 totalling \$14,250.05 and

No Trust fund account cheque numbers were issued for October 2024 totalling \$0

The schedule of accounts submitted to each member of Council on 22 November 2024 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.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

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.

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

14 November 2024

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY – CREDIT CARD

PERIOD – OCTOBER 2024

TOTAL \$11,419.08

CEO

| DATE | NAME | DESCRIPTION | AMOUNT |
|-------------|--------------------------|---|--------------------|
| 16/08/2024 | OFFICEWORKS | STATIONERY ORDER SEPTEMBER 2024 FOR ADMINISTRATION OFFICE, DISCOVERY CENTRE AND DEPOT | \$ 2,284.33 |
| 20/08/2024 | DEPARTMENT OF TRNASPORT | ROAD TRAVEL PERMIT VALID FROM 21 AUGUST 2024 TO 21 AUGUST 2025 FOR JINKER (P175) | \$ 231.95 |
| 28/08/2024 | INDIGO SEAFOOD AND GRILL | REFRESHMENTS FOR MEETING CEO WITH SHIRE PRESIDENT | \$ 12.00 |
| 3/09/2024 | INDIGO SEAFOOD AND GRILL | REFRESHMENTS FOR MEETING CEO WITH SHIRE DEPUTY PRESIDENT AND MINISTER BEAZLEY | \$ 10.80 |
| 4/09/2024 | STRATCO WA | SECURITY CABINETS AND STORAGE RACK FOR DEPOT | \$ 2,511.00 |
| 4/09/2024 | HOTELSONE9052977081712 | ACCOMMODATION FOR CR COWELL TO ATTEND WALGA CONFERENCE PERTH 08 AND 09 OCTOBER 2024 | \$ 1,071.80 |
| 4/09/2024 | HOTELSONE9052977172838 | ACCOMMODATION FOR CR STUBBERFIELD TO ATTEND WALGA CONFERENCE PERTH 08 AND 09 OCTOBER 2024 | \$ 1,489.27 |
| 4/09/2024 | HOTELSONE9052977243035 | ACCOMMODATION FOR CEO TO ATTEND WALGA CONFERENCE PERTH 08 AND 09 OCTOBER 2024 | \$ 842.40 |
| 5/09/2024 | REGIONAL EXPRESS | FLIGHTS FOR CR COWELL TO ATTEND WALGA CONFERENCE PERTH 08 AND 09 OCTOBER 2024 | \$ 404.57 |
| 5/09/2024 | REGIONAL EXPRESS | FLIGHTS FOR CR STUBBERFIELD TO ATTEND WALGA CONFERENCE PERTH 08 AND 09 OCTOBER 2024 | \$ 404.57 |
| 10/09/2024 | INDIGO SEAFOOD AND GRILL | REFRESHMENTS FOR MEETING CEO WITH SHIRE DEPUTY PRESIDENT | \$ 12.00 |
| | | TOTAL | \$ 9,274.69 |

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

DCEO

| DATE | NAME | DESCRIPTION | AMOUNT |
|------------|--------------------------------|--|------------------|
| 18/08/2024 | LOCAL GOVERNMENT PROFESSIONALS | 2024/2025 FELLOW MEMBERSHIP FOR DEPUTY CEO | \$ 560.00 |
| 20/08/2024 | O'BRIEN GLASS INDUSTRIES | WINDSCREEN REPAIR OF DEPUTY CEO VEHICLE (P213) | \$ 195.00 |
| | | TOTAL | \$ 755.00 |

SFA

| DATE | NAME | DESCRIPTION | AMOUNT |
|------------|--------------------------------|---|--------------------|
| 15/08/2024 | BUNNINGS | HINGE PINS FOR 240L WHEELIE BINS | \$ 39.48 |
| 20/08/2024 | STARLINK AUSTRALIA PTY | STARLINK INTERNET 20 AUGUST TO 19 SEPTEMBER 2024 FOR TAMALA CAMP (PP118), REFUSE SITE AND MOBILE UNIT FOR BUSH FIRE BRIGADE | \$ 452.00 |
| 20/08/2024 | INDIGO BLUES SEAFOOD AND GRILL | STAFF REFRESHMENTS | \$ 58.80 |
| 21/08/2024 | JB HI-FI ONLINE | 4x ALOGIC ULTRA MINI USB-C TO USB-A ADAPTERS AND 1x XCD HIGH SPEED CAT6 CABLE FOR SUPERVISOR FINANCE AND ADMINISTRATION | \$ 100.99 |
| 22/08/2024 | JB HI-FI ONLINE | OPEL MOBILE SMART 55R FOR REFUSE SITE OPERATOR | \$ 121.99 |
| 4/09/2024 | BELONG | BELONG INTERNET 04 SEPTEMBER TO 03 OCTOBER 2024 FOR RECREATION CENTRE DOOR ENTRY | \$ 15.00 |
| 4/09/2024 | BELONG | BELONG INTERNET 04 SEPTEMBER TO 03 OCTOBER 2024 FOR DENHAM HALL DOOR ENTRY | \$ 15.00 |
| 10/09/2024 | GERALDTON HYDRAULICS | SUPER CRIMP FERRULES FOR ROODBERG HYDRAULIC BOAT TRAILER / JINKER (P175) | \$ 46.11 |
| 12/09/2024 | CODE BLOOM | FLOWER ARRANGEMENT AND DELIVERY TO DEPUTY CEO | \$ 105.00 |
| 12/09/2024 | WWW.CIRCUSHOP.COM.AU | SPINNING PLATE AND DIABOLOS FOR CIRCUS WORKSHOP AT SPRING MARKETS | \$ 435.02 |
| | | TOTAL | \$ 1,389.39 |

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY – MUNI BPAY

OCTOBER 2024

| CHQ # | DATE | NAME | DESCRIPTION | AMOUNT |
|-------|------------|-------------|-----------------------------|------------------|
| BPAY | 07/10/2024 | AWARE SUPER | SUPERANNUATION CONTRIBUTION | \$ 188.98 |
| BPAY | 07/10/2024 | GESB | SUPERANNUATION CONTRIBUTION | \$ 736.12 |
| | | | TOTAL | \$ 925.10 |

SHIRE OF SHARK BAY – MUNI DIRECT DEBITS

OCTOBER 2024

| DD # | DATE | NAME | DESCRIPTION | AMOUNT |
|-----------|------------|-----------------------------|--|---------|
| DD17962.1 | 21/10/2024 | VIVA ENERGY AUSTRALIA | MONTHLY FUEL CARD ACCOUNT - SEPTEMBER 2024 | -359.26 |
| DD17963.1 | 07/10/2024 | URL NETWORKS PTY LTD | SHIRE OFFICES TELEPHONE CHARGES - SEPTEMBER 2024 | -139.82 |
| DD17965.1 | 06/10/2024 | EQUIP SUPER | SUPERANNUATION CONTRIBUTIONS | -122.68 |
| DD17965.2 | 06/10/2024 | COLONIAL FIRST STATE | SUPERANNUATION CONTRIBUTIONS | -242.92 |
| DD17965.3 | 06/10/2024 | CBUS SUPER | SUPERANNUATION CONTRIBUTIONS | -311.72 |
| DD17965.4 | 06/10/2024 | AMP SUPER DIRECTIONS FUND | SUPERANNUATION CONTRIBUTIONS | -286.35 |
| DD17965.5 | 06/10/2024 | EXPAND EXTRA SUPER | SUPERANNUATION CONTRIBUTIONS | -536.34 |
| DD17965.6 | 06/10/2024 | MLC SUPER FUND | SUPERANNUATION CONTRIBUTIONS | -87.15 |
| DD17965.7 | 06/10/2024 | ONE SUPER | SUPERANNUATION CONTRIBUTIONS | -286.35 |
| DD17965.8 | 06/10/2024 | CRUELTY FREE SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -310.14 |
| DD17965.9 | 06/10/2024 | MTAA SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -526.23 |

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

| DD # | DATE | NAME | DESCRIPTION | AMOUNT |
|-----------|------------|----------------------------------|---|----------|
| DD17981.1 | 09/10/2024 | WATER CORPORATION - OSBORNE PARK | COMMUNITY STANDPIPE - WATER USAGE 08 AUGUST TO 15 SEPTEMBER 2024 | -38.21 |
| DD17981.2 | 16/10/2024 | WATER CORPORATION - OSBORNE PARK | VARIOUS SHIRE PROPERTIES - WATER USAGE AND SERVICE CHARGES | -2435.75 |
| DD17981.3 | 17/10/2024 | WATER CORPORATION - OSBORNE PARK | EMERGENCY SERVICES BUILDING - WATER USAGE | -28.05 |
| DD17981.4 | 11/10/2024 | WATER CORPORATION - OSBORNE PARK | VARIOUS SHIRE PROPERTIES - WATER USAGE AND SERVICE CHARGES | -3198.46 |
| DD17981.5 | 18/10/2024 | WATER CORPORATION - OSBORNE PARK | DEPOT - WATER USAGE | -16.65 |
| DD17981.6 | 21/10/2024 | WATER CORPORATION - OSBORNE PARK | COMMUNITY STANDPIPE - SERVICE CHARGES SEPTEMBER 2024 | -25.30 |
| DD17981.7 | 14/10/2024 | WATER CORPORATION - OSBORNE PARK | VARIOUS SHIRE PROPERTIES - WATER USAGE AND SERVICE CHARGES | -1360.26 |
| DD17988.1 | 20/10/2024 | EQUIP SUPER | SUPERANNUATION CONTRIBUTIONS | -118.65 |
| DD17988.2 | 20/10/2024 | HOSTPLUS PTY LTD | SUPERANNUATION CONTRIBUTIONS | -567.96 |
| DD17988.3 | 20/10/2024 | COLONIAL FIRST STATE | SUPERANNUATION CONTRIBUTIONS | -329.67 |
| DD17988.4 | 20/10/2024 | CBUS SUPER | SUPERANNUATION CONTRIBUTIONS | -311.72 |
| DD17988.5 | 20/10/2024 | AMP SUPER DIRECTIONS FUND | SUPERANNUATION CONTRIBUTIONS | -286.35 |
| DD17988.6 | 20/10/2024 | EXPAND EXTRA SUPER | SUPERANNUATION CONTRIBUTIONS | -536.34 |
| DD17988.7 | 20/10/2024 | MLC SUPER FUND | SUPERANNUATION CONTRIBUTIONS | -87.15 |
| DD17988.8 | 20/10/2024 | ONE SUPER | SUPERANNUATION CONTRIBUTIONS | -286.35 |
| DD17988.9 | 20/10/2024 | CRUELTY FREE SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -329.66 |
| DD18007.1 | 23/10/2024 | EXETEL PTY LTD | 51 DURLACHER STREET INTERNET CHARGES - FREIGHT FOR NEW MODEM ONLY | -20.00 |
| DD18007.2 | 25/10/2024 | EXETEL PTY LTD | 65 BROCKMAN STREET INTERNET CHARGES - NEW MODEM | -170.00 |
| DD18007.3 | 28/10/2024 | EXETEL PTY LTD | SHIRE PROPERTIES INTERNET CHARGES - NOVEMBER 2024 (OLD CONTRACT) | -229.31 |
| DD18015.1 | 30/10/2024 | EXETEL PTY LTD | 5 SPAVEN WAY INTERNET CHARGES - NEW MODEM | -170.00 |

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

| DD # | DATE | NAME | DESCRIPTION | AMOUNT |
|------------|------------|----------------------------------|---|--------------------|
| DD18017.1 | 17/10/2024 | WATER CORPORATION - OSBORNE PARK | WATER CORP MISTAKENLY CHARGED US FOR SPEEDWAY LOT 350 DAMPIER RD WATER USAGE TO BE REFUNDED | -32.55 |
| DD17965.10 | 06/10/2024 | NATIONAL MUTUAL RETIREMENT FUND | SUPERANNUATION CONTRIBUTIONS | -804.13 |
| DD17965.11 | 06/10/2024 | AUSTRALIAN RETIREMENT TRUST | SUPERANNUATION CONTRIBUTIONS | -710.45 |
| DD17965.12 | 06/10/2024 | AWARE SUPER | SUPERANNUATION CONTRIBUTIONS | -4273.42 |
| DD17965.13 | 06/10/2024 | MERCER SUPER TRUST | SUPERANNUATION CONTRIBUTIONS | -136.75 |
| DD17965.14 | 06/10/2024 | RUSSELL SUPER SOLUTIONS | SUPERANNUATION CONTRIBUTIONS | -170.26 |
| DD17965.15 | 06/10/2024 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | -1934.48 |
| DD17965.16 | 06/10/2024 | HOSTPLUS PTY LTD | SUPERANNUATION CONTRIBUTIONS | -567.96 |
| DD17988.10 | 20/10/2024 | MTAA SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -526.23 |
| DD17988.11 | 20/10/2024 | SUNSUPER PTY LTD | SUPERANNUATION CONTRIBUTIONS | -130.13 |
| DD17988.12 | 20/10/2024 | NATIONAL MUTUAL RETIREMENT FUND | SUPERANNUATION CONTRIBUTIONS | -776.35 |
| DD17988.13 | 20/10/2024 | AWARE SUPER | SUPERANNUATION CONTRIBUTIONS | -4465.64 |
| DD17988.14 | 20/10/2024 | AUSTRALIAN RETIREMENT TRUST | SUPERANNUATION CONTRIBUTIONS | -905.60 |
| DD17988.15 | 20/10/2024 | MERCER SUPER TRUST | SUPERANNUATION CONTRIBUTIONS | -48.27 |
| DD17988.16 | 20/10/2024 | RUSSELL SUPER SOLUTIONS | SUPERANNUATION CONTRIBUTIONS | -320.99 |
| DD17988.17 | 20/10/2024 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | -1630.02 |
| | | | TOTAL | \$31,188.03 |

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

**SHIRE OF SHARK BAY – MUNI EFT
OCTOBER 2024
EFT # 32865 - 33011**

| EFT # | DATE | NAME | DESCRIPTION | AMOUNT |
|--------------|-------------|--|---|---------------|
| EFT32865 | 02/10/2024 | SHARK BAY AVIATION | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -2598.75 |
| EFT32866 | 02/10/2024 | BAY LODGE MIDWEST OASIS | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -310.75 |
| EFT32867 | 02/10/2024 | ZZZ HARTOG COTTAGES | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -577.50 |
| EFT32868 | 02/10/2024 | HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -4070.57 |
| EFT32869 | 02/10/2024 | ISLAND LIFE ADVENTURES PTY LTD | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -23467.45 |
| EFT32870 | 02/10/2024 | MONKEY MIA YACHT CHARTERS (ARISTOCAT) | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -13361.86 |
| EFT32871 | 02/10/2024 | OCEANFRONT HOTEL PTY LTD T/A SHARK BAY HOTEL | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -110.50 |
| EFT32872 | 02/10/2024 | PINNACLE COACHLINES | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -899.38 |
| EFT32873 | 02/10/2024 | RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -886.37 |
| EFT32874 | 02/10/2024 | SHARK BAY DIVE AND MARINE SAFARIS | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -10466.81 |
| EFT32875 | 02/10/2024 | SHARK BAY 4WD TOURS | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -5173.85 |
| EFT32876 | 02/10/2024 | SHARK BAY CARAVAN PARK | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -322.00 |
| EFT32877 | 02/10/2024 | SHARK BAY COASTAL TOURS | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -2695.00 |

MINUTES OF THE ORDINARY COUNCIL MEETING

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| EFT # | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|--|---|-----------|
| EFT32878 | 02/10/2024 | TASMAN HOLIDAY PARKS - DENHAM SEASIDE | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -280.00 |
| EFT32879 | 02/10/2024 | WULA GURA NYINDA ECO CULTURAL ADVENTURES | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -923.12 |
| EFT32880 | 02/10/2024 | WARROORA STATION | BOOEASY OPERATOR PAYMENT - SEPTEMBER 2024 | -127.50 |
| EFT32881 | 04/10/2024 | DRILL AWAY PTY LTD T/AS THE BAY ROADRUNNER | TRANSPORTATION FROM CANNINGVALE TO DENHAM OF 2 PALLETS OF ROOM PANELS – RECORDS ROOM AT DEPOT | -1474.00 |
| EFT32882 | 04/10/2024 | ALPERSTEIN DESIGNS PTY LTD | SBDC MERCHANDISE - VARIOUS BAGS INCLUDING FREIGHT | -5185.18 |
| EFT32883 | 04/10/2024 | ASM ECLIPSE PTY LTD | SBDC MERCHANDISE - PUZZLES, TOWELS, MAGNETS AND POSTCARDS INCLUDING FREIGHT | -10114.68 |
| EFT32884 | 04/10/2024 | AUSTRALIA POST | MONTHLY POSTAL SERVICE - SEPTEMBER 2024 | -70.03 |
| EFT32885 | 04/10/2024 | BOB WADDELL & ASSOCIATES | CONTRACT RATES OFFICER CHARGES | -308.00 |
| EFT32886 | 04/10/2024 | BLACKWOODS ATKINS | VARIOUS WORKSHOP CONSUMABLES AND PAINT FOR TOWN STREET MAINTENANCE (PART SUPPLY) | -4629.96 |
| EFT32887 | 04/10/2024 | BEAVIS & SMITH CLEANING & CHEMICALS | MONTHLY CLEANING ACCOUNT - SEPTEMBER 2024 | -21982.01 |
| EFT32887 | 04/10/2024 | BEAVIS & SMITH CLEANING & CHEMICALS | VARIOUS CLEANING CONSUMABLES - SEPTEMBER 2024 | -756.30 |
| EFT32888 | 04/10/2024 | CHUBB FIRE & SECURITY LTD | SBDC - QUARTERLY PREVENTATIVE SECURITY MONITORING | -319.51 |
| EFT32889 | 04/10/2024 | SHARK BAY FUEL FISHING AND CAMPING CENTRE | MONTHLY SHIRE ACCOUNT - SEPTEMBER 2024 | -266.00 |
| EFT32890 | 04/10/2024 | GERALDTON HYDRAULICS | TEMA QUICK RELEASE COUPLERS FOR HPORTR SEMI-TRAILERS (P155 AND P151) | -429.35 |
| EFT32891 | 04/10/2024 | HORIZON POWER | STREET LIGHTING - SEPTEMBER 2024 | -4726.41 |

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| EFT # | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|--|--|----------|
| EFT32892 | 04/10/2024 | TEAM GLOBAL EXPRESS PTY LTD | MONTHLY FREIGHT ACCOUNT - SEPTEMBER 2024 | -115.43 |
| EFT32893 | 04/10/2024 | KOLLAB RECRUITMENT GROUP | HIRE OF TEMPORARY STAFF - ADMINISTRATION OFFICER BUILDING AND PLANNING | -1900.80 |
| EFT32894 | 04/10/2024 | LANDGATE (WA LAND INFORMATION AUTHORITY) | MINING TENEMENTS CHARGEABLE SCHEDULE NO M2024/5 - 06 AUGUST TO 03 SEPTEMBER 2024 | -9.05 |
| EFT32895 | 04/10/2024 | LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA | REGISTRATION OF ATTENDANCE ANNUAL STATE CONFERENCE 2024 FOR DEPUTY CEO | -1600.00 |
| EFT32896 | 04/10/2024 | MASTEC AUSTRALIA PTY LTD AFT THE WRS TRUST | VARIOUS BINS INCLUDING WHEELS AND HINGE PINS | -3016.22 |
| EFT32897 | 04/10/2024 | MIDWEST COURIERS | MONTHLY FREIGHT ACCOUNT - SEPTEMBER 2024 | -34.75 |
| EFT32898 | 04/10/2024 | MIDWEST FIRE PROTECTION SERVICE | SBDC - QUARTERLY SERVICE ALARM SYSTEM AND NEW BATTERIES, INCLUDES TRAVEL AND ACCOMMODATION | -653.16 |
| EFT32899 | 04/10/2024 | RAINBOW DIAMOND HEARTS -(M8 MEWSIC) | BALANCE PAYMENT - LIVE MUSIC PERFORMANCE BY M8 MEWSIC - RAINBOW DIAMOND HEARTS FOR SPRING MARKETS 2024 | -660.00 |
| EFT32900 | 04/10/2024 | R & L COURIERS | MONTHLY FREIGHT ACCOUNT - AUGUST 2024 | -257.40 |
| EFT32901 | 04/10/2024 | SUMMER GYPSEA | SBDC MERCHANDISE - JEWELLERY | -834.00 |
| EFT32902 | 04/10/2024 | TRAFFIC FORCE | TRAFFIC MANAGEMENT PLAN | -893.20 |
| EFT32903 | 04/10/2024 | TOTALLY WORKWEAR | DEPOT AND WORK SAFETY UNIFORMS | -7448.44 |
| EFT32904 | 04/10/2024 | WENDY BINKS - STUNNED EMU DESIGN | SBDC MERCHANDISE - VARIOUS EMU THEMED MERCHANDISE INCLUDING FREIGHT | -3444.55 |
| EFT32905 | 08/10/2024 | HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE | BOOEASY OPERATOR PAYMENT MONTH END SEPTEMBER 2024 | -438.60 |
| EFT32906 | 08/10/2024 | ISLAND LIFE ADVENTURES PTY LTD | BOOEASY OPERATOR PAYMENT MONTH END SEPTEMBER 2024 | -4051.25 |
| EFT32907 | 08/10/2024 | MONKEY MIA YACHT CHARTERS (ARISTOCAT) | BOOEASY OPERATOR PAYMENT MONTH END SEPTEMBER 2024 | -739.37 |

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

| EFT # | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|--|--|-----------|
| EFT32908 | 08/10/2024 | MONKEYMIA WILDSIGHTS | BOOEASY OPERATOR PAYMENT MONTH END SEPTEMBER 2024 | -188.12 |
| EFT32909 | 08/10/2024 | RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT | BOOEASY OPERATOR PAYMENT MONTH END SEPTEMBER 2024 | -45.50 |
| EFT32910 | 08/10/2024 | SHARK BAY DIVE AND MARINE SAFARIS | BOOEASY OPERATOR PAYMENT MONTH END SEPTEMBER 2024 | -1445.49 |
| EFT32911 | 08/10/2024 | SHARK BAY 4WD TOURS | BOOEASY OPERATOR PAYMENT MONTH END SEPTEMBER 2024 | -1322.21 |
| EFT32912 | 08/10/2024 | SHARK BAY COASTAL TOURS | BOOEASY OPERATOR PAYMENT MONTH END SEPTEMBER 2024 | -323.75 |
| EFT32913 | 08/10/2024 | SHIRE OF SHARK BAY - EFT | BOOEASY OPERATOR COMMISSION MONTH END SEPTEMBER 2024 | -10748.35 |
| EFT32914 | 08/10/2024 | TASMAN HOLIDAY PARKS - DENHAM SEASIDE | BOOEASY OPERATOR PAYMENT MONTH END SEPTEMBER 2024 | -113.75 |
| EFT32915 | 21/10/2024 | AUSTRALIAN TAXATION OFFICE | BAS RETURN | -32251.00 |
| EFT32917 | 10/10/2024 | BUNNINGS BUILDING SUPPLIES PTY LTD | SPECRITE FORMPLY AND ROOF VENT - 51 DURLACHER STREET | -401.88 |
| EFT32918 | 10/10/2024 | BRIAN CHILD | INSTALLATION OF NEW BASIN MIXER AND UNBLOCKING OF TOILET - ABLUTION BLOCK ACROSS CALTEX | -700.00 |
| EFT32918 | 10/10/2024 | BRIAN CHILD | REPAIR OF TEMPERATURE VALVE OF HOT WATER FEED – PENSIONER UNIT 7 | -130.00 |
| EFT32918 | 10/10/2024 | BRIAN CHILD | REPLACEMENT OF KITCHEN OUTLET – PENSIONER UNIT 12 | -170.00 |
| EFT32918 | 10/10/2024 | BRIAN CHILD | INSTALLATION OF NEW ICE MACHINE – DEPOT | -280.00 |
| EFT32919 | 10/10/2024 | BURTON TILING MAINTENANCE & RENOVATIONS | PURCHASE AND INSTALLATION OF BLOCK OUT ROLLER BLINDS - 51 DURLACHER STREET | -5294.96 |
| EFT32919 | 10/10/2024 | BURTON TILING MAINTENANCE & RENOVATIONS | REMOVAL OF EXISTING FLOOR COVERINGS AND INSTALLATION OF NEW VINYL PLANKS – 51 DURLACHER STREET | -4812.50 |

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

| EFT # | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|---|---|-----------|
| EFT32919 | 10/10/2024 | BURTON TILING MAINTENANCE & RENOVATIONS | INSTALLATION OF NEW KEYED ALIKE LOCKS TO ALL DOORS – 51 DURLACHER STREET | -352.00 |
| EFT32920 | 10/10/2024 | BOB WADDELL & ASSOCIATES | CONTRACT RATES OFFICER CHARGES | -572.00 |
| EFT32921 | 10/10/2024 | REFUEL AUSTRALIA | MONTHLY FUEL ACCOUNT - SEPTEMBER 2024 | -3176.81 |
| EFT32922 | 10/10/2024 | DENHAM WA PTY LTD | MONTHLY SUPERMARKET ACCOUNT - SEPTEMBER 2024 | -295.65 |
| EFT32923 | 10/10/2024 | NICK AUSTIN T/AS INFINITY SKATE WA | SUPPLY OF SKATEBOARD WORKSHOP AT SHARK BAY SKATEPARK 27 SEPTEMBER 2024, INCLUDES ALL EQUIPMENT NEEDED | -1000.00 |
| EFT32924 | 10/10/2024 | GRAYT MAINTENANCE SOLUTIONS | MONTHLY RUBBISH TRUCK HIRE - SEPTEMBER 2024 | -4799.96 |
| EFT32925 | 10/10/2024 | MIDWEST FIRE PROTECTION SERVICE | BIANNUAL SERVICE OF FIRE EQUIPMENT - VARIOUS SHIRE PROPERTIES | -1012.77 |
| EFT32926 | 10/10/2024 | MONKEYMIA WILDSIGHTS | ACCOMMODATION FOR NICK AUSTIN DURING SKATEBOARDING CLINIC | -251.00 |
| EFT32927 | 10/10/2024 | OLD PEARLER RESTAURANT | 1ST PRIZE RATE INCENTIVE 2023/2024 - BRUCE WADE | -500.00 |
| EFT32928 | 10/10/2024 | XL2 | MANAGED IT SERVICES | -82.50 |
| EFT32929 | 10/10/2024 | SHARK BAY SKIPS PTY LTD | MONTHLY SKIP BIN LIFTS FORESHORE SEPTEMBER 2024 - ONCHARGEABLE TO DOT | -1188.00 |
| EFT32929 | 10/10/2024 | SHARK BAY SKIPS PTY LTD | MONTHLY SKIP BIN LIFTS USELESS LOOP / SHARK BAY ROADS SEPTEMBER 2024 - ONCHARGEABLE TO MAINROADS AND DBCA | -3220.80 |
| EFT32930 | 10/10/2024 | TALIS | 2024 INFRASTRUCTURE REVALUATION - PROVISION OF CONSULTANCY SERVICES FOR THE PERIOD ENDING 31 AUGUST 2024 | -18875.52 |
| EFT32931 | 10/10/2024 | LAURENCE JAMES MICHAEL BELLOTTIE | COUNCILLOR ALLOWANCES OCTOBER TO DECEMBER 2024 | -2020.00 |
| EFT32932 | 10/10/2024 | CHERYL LORRAINE COWELL | PRESIDENT COUNCIL ALLOWANCES OCTOBER TO DECEMBER 2024 | -6939.50 |

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

| EFT # | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|---|---|-----------|
| EFT32933 | 10/10/2024 | EDMUND GEORGE FENNY | COUNCILLOR ALLOWANCES OCTOBER TO DECEMBER 2024 | -2020.00 |
| EFT32934 | 10/10/2024 | MARK CORBETT SMITH | COUNCILLOR ALLOWANCES OCTOBER TO DECEMBER 2024 | -2020.00 |
| EFT32935 | 10/10/2024 | MIROSLAVA VANKOVA | COUNCILLOR ALLOWANCES OCTOBER TO DECEMBER 2024 | -2020.00 |
| EFT32936 | 10/10/2024 | PIETR JON STUBBERFIELD | DEPUTY PRESIDENT COUNCIL ALLOWANCES OCTOBER TO DECEMBER 2024 | -2831.25 |
| EFT32937 | 10/10/2024 | GREGORY LEON RIDGLEY | COUNCILLOR ALLOWANCES OCTOBER TO DECEMBER 2024 | -2020.00 |
| EFT32948 | 18/10/2024 | M & B SALES | REPLACEMENT DOORS FOR PUBLIC CONVENIENCES | -1590.26 |
| EFT32949 | 18/10/2024 | ANDREA CHINNERY | CROSSOVER REIMBURSEMENT - 18 HUGHES STREET | -1098.50 |
| EFT32950 | 18/10/2024 | BRIAN JOHN GALVIN | SALARY SACRIFICE WORKS MANAGER - COMMUNICATION, ELECTRICITY AND WATER CHARGES | -879.59 |
| EFT32951 | 18/10/2024 | BURTON TILING MAINTENANCE & RENOVATIONS | SUPPLY OF MATERIALS FOR REPAIR OF KITCHEN - PENSIONER UNIT 12 | -11920.85 |
| EFT32952 | 18/10/2024 | BOB WADDELL & ASSOCIATES | CONTRACT RATES OFFICER CHARGES | -220.00 |
| EFT32953 | 18/10/2024 | BLACKWOODS ATKINS | VARIOUS WORKSHOP CONSUMABLES AND PAINT FOR TOWN STREET MAINTENANCE (FINAL SUPPLY) | -1845.43 |
| EFT32954 | 18/10/2024 | BEAVIS & SMITH CLEANING & CHEMICALS | INTERNAL POST BUILDERS CLEAN - 51 DURLACHER STREET | -468.50 |
| EFT32955 | 18/10/2024 | DOWN TO EARTH TRAINING & ASSESSING | SUPPLY OF TRAFFIC MANAGEMENT TRAINING COURSE AND REFRESHERS, INCLUDES MEALS, TRAVEL AND ACCOMMODATION | -10301.50 |
| EFT32956 | 18/10/2024 | DENHAM ELECTRICAL NORTH WEST PTY LTD | REPAIR OF MAGNETIC DOOR LOCKING MECHANISM FOR ACCESS TO GYM | -275.00 |
| EFT32957 | 18/10/2024 | DEPARTMENT OF FIRE AND EMERGENCY SERVICES | 2024/2025 ESL PAYABLE ON SHIRE PROPERTIES AND BUILDINGS | -3874.42 |

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

| EFT # | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|--|---|----------|
| EFT32958 | 18/10/2024 | SHARK BAY SUPERMARKET | MONTHLY SUPERMARKET ACCOUNT - SEPTEMBER 2024 | -210.00 |
| EFT32959 | 18/10/2024 | ATOM-GERALDTON INDUSTRIAL SUPPLIES | JERRY CANS PLASTIC 2 STROKE FUEL GREEN 5L FOR DEPOT | -529.81 |
| EFT32960 | 18/10/2024 | HORIZON POWER | SHIRE PROPERTIES ELECTRICITY CHARGES - SEPTEMBER 2024 | -6308.47 |
| EFT32961 | 18/10/2024 | INDIGO BLUES SEAFOOD AND GRILL | LUNCHEON FOR 12 PEOPLE - ORDINARY COUNCIL MEETING 25 SEPTEMBER 2024 | -250.00 |
| EFT32962 | 18/10/2024 | IRWIN PLANT HIRE | REPAIR OF CRACKED PLAYGROUND SLIDE, INCLUDES LABOUR, POLY WELDING MATERIALS AND CONSUMABLES | -328.90 |
| EFT32963 | 18/10/2024 | TEAM GLOBAL EXPRESS PTY LTD | MONTHLY FREIGHT ACCOUNT - SEPTEMBER 2024 | -64.30 |
| EFT32964 | 18/10/2024 | KOLLAB RECRUITMENT GROUP | HIRE OF TEMPORARY STAFF - ADMINISTRATION OFFICER BUILDING AND PLANNING | -3177.90 |
| EFT32965 | 18/10/2024 | LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA | CDN STORYTELLING ART WORKSHOP AND ANNUAL GENERAL MEETING ATTENDANCE - COMMUNITY DEVELOPMENT OFFICER | -30.00 |
| EFT32966 | 18/10/2024 | MIDWEST COURIERS | MONTHLY FREIGHT ACCOUNT - OCTOBER 2024 | -189.19 |
| EFT32967 | 18/10/2024 | HEMA MAPS | SBDC MERCHANDISE - MAPS | -973.05 |
| EFT32968 | 18/10/2024 | OCEANFRONT HOTEL PTY LTD T/A SHARK BAY HOTEL | REFRESHMENTS FOR DEPOT STAFF FAREWELL | -142.00 |
| EFT32969 | 18/10/2024 | OFFICEWORKS LTD | STATIONERY ORDER SEPTEMBER 2024 - ADMINISTRATION OFFICE, CDO, DEPOT AND DISCOVERY CENTRE | -827.95 |
| EFT32970 | 18/10/2024 | PEST-A-KILL | MICE MONITORING AND BAITING - VARIOUS SHIRE PROPERTIES | -495.00 |
| EFT32971 | 18/10/2024 | PAUL ANDREW MONAGHAN | CROSSOVER REIMBURSEMENT - 34 BROCKMAN STREET | -1209.00 |
| EFT32972 | 18/10/2024 | XL2 | MONTHLY WORKSTATION MONITORING AND SUPPORT, WEBROOT ENDPOINT PROTECTION, | -2094.43 |

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

| EFT # | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|---|--|----------|
| | | | BACK UP SERVICES, MANAGEMENT FEE FOR VOIP PHONE SYSTEM AND COMPUTER LICENCES - NOVEMBER 2024 | |
| EFT32972 | 18/10/2024 | XL2 | MANAGED IT SERVICES | -41.25 |
| EFT32972 | 18/10/2024 | XL2 | MANAGED IT SERVICES | -82.50 |
| EFT32973 | 18/10/2024 | PERTH STITCHINGS | SBDC MERCHANDISE - SHIRTS INCLUDING FREIGHT | -5308.71 |
| EFT32974 | 18/10/2024 | QUALITY PRESS | SBDC MERCHANDISE - SHARK BAY MAPS | -1640.10 |
| EFT32975 | 18/10/2024 | MP ROGERS & ASSOCIATES PL | PROGRESSIVE PAYMENT - PROJECT MANAGEMENT FOR CONSTRUCTION OF UPGRADED DENHAM REVETMENT | -3872.24 |
| EFT32976 | 18/10/2024 | R & L COURIERS | MONTHLY FREIGHT ACCOUNT - SEPTEMBER 2024 | -3361.88 |
| EFT32977 | 18/10/2024 | STEPHEN BRUCE STOKES | REFUND OF KERB DEPOSIT - 10 MITCHELL RISE | -2000.00 |
| EFT32978 | 18/10/2024 | TOWN PLANNING INNOVATIONS | GENERAL PLANNING SERVICES - SEPTEMBER 2024 | -3052.50 |
| EFT32979 | 18/10/2024 | WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION | DELEGATION AND AUTHORISATION TRAINING FOR EXECUTIVE ASSISTANT | -654.50 |
| EFT32980 | 18/10/2024 | AUSTRALIAN WILDFLOWER SEEDS (WILDFLORA FACTORY PTY LTD) | SBDC MERCHANDISE - WILDFLOWER SEEDS | -895.00 |
| EFT32981 | 18/10/2024 | WILLIAM THOMAS WARDLE | SBDC MERCHANDISE - COASTERS AND BOOKS | -902.00 |
| EFT32982 | 22/10/2024 | SHARK BAY AVIATION | BOOK EASY OPERATOR PAYMENT - OCTOBER 2024 | -673.75 |
| EFT32983 | 22/10/2024 | HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE | BOOK EASY OPERATOR PAYMENT - OCTOBER 2024 | -837.25 |
| EFT32984 | 22/10/2024 | ISLAND LIFE ADVENTURES PTY LTD | BOOK EASY OPERATOR PAYMENT - OCTOBER 2024 | -7749.36 |
| EFT32985 | 22/10/2024 | MONKEY MIA YACHT CHARTERS (ARISTOCAT) | BOOK EASY OPERATOR PAYMENT - OCTOBER 2024 | -4973.49 |
| EFT32986 | 22/10/2024 | RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT | BOOK EASY OPERATOR PAYMENT - OCTOBER 2024 | -678.12 |

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

| EFT # | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|--|---|------------|
| EFT32987 | 22/10/2024 | SHARK BAY DIVE AND MARINE SAFARIS | BOOK EASY OPERATOR PAYMENT - OCTOBER 2024 | -2779.87 |
| EFT32988 | 22/10/2024 | SHARK BAY 4WD TOURS | BOOK EASY OPERATOR PAYMENT - OCTOBER 2024 | -3398.50 |
| EFT32989 | 22/10/2024 | SHARK BAY COASTAL TOURS | BOOK EASY OPERATOR PAYMENT - OCTOBER 2024 | -2660.00 |
| EFT32990 | 22/10/2024 | TASMAN HOLIDAY PARKS - DENHAM SEASIDE | BOOK EASY OPERATOR PAYMENT - OCTOBER 2024 | -122.40 |
| EFT32991 | 22/10/2024 | WULA GURA NYINDA ECO CULTURAL ADVENTURES | BOOK EASY OPERATOR PAYMENT - OCTOBER 2024 | -157.50 |
| EFT32992 | 22/10/2024 | SQUIRES RESOURCES PTY LTD | REMEDIAL WORKS CONDUCTED ON USELESS LOOP ROAD - 29 AUGUST TO 12 SEPTEMBER 2024 | -212034.35 |
| EFT32993 | 23/10/2024 | LGISWA | SHIRE PROPERTY INSURANCE 30 JUNE 2024 TO 30 JUNE 2025 - 2ND INSTALMENT 2024 / 2025 | -174054.71 |
| EFT32994 | 24/10/2024 | BUNNINGS BUILDING SUPPLIES PTY LTD | BATHROOM TOWEL RAIL FOR 51 DURLACHER STREET, PEST CONTROL BIRD SPIKES, SAFETY MESH FENCE, CLOTH COOLAROO, RAMP SAFETY MAT FOR PENSIONER UNITS | -680.70 |
| EFT32994 | 24/10/2024 | BUNNINGS BUILDING SUPPLIES PTY LTD | BATHROOM HOOKS, TOWEL RING AND TOILET ROLL HOLDER FOR 51 DURLACHER STREET | -242.65 |
| EFT32995 | 24/10/2024 | BRIAN CHILD | NEW PLUMBING TO 51 DURLACHER STREET | -2480.00 |
| EFT32996 | 24/10/2024 | FINN FILMS | BEATS IN THE BAY 2024 VIDEO- /PHOTOGRAPHY AND SOCIAL MEDIA POSTS | -1800.00 |
| EFT32997 | 24/10/2024 | HINCHY PUBLICATIONS | SBDC MERCHANDISE - PEARLER'S COTTAGE AND SHARK BAY CRUISING GUIDES | -1305.00 |
| EFT32998 | 24/10/2024 | IRWIN PLANT HIRE | SUPPLY OF PLANT AND LABOUR HIRE - CARTING CARDBOARD TO STRANDLINE MINE SITE | -3997.13 |
| EFT32999 | 24/10/2024 | SHARK BAY MARINE AND HARDWARE | MONTHLY HARDWARE ACCOUNT - AUGUST 2024 | -1365.12 |
| EFT33000 | 24/10/2024 | MIRACLE RECREATION EQUIPMENT PYT LTD | SUPPLY OF TUBE SLIDE EXIT AND TUBE SLIDE SUPPORT LEG | -1012.00 |

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

| EFT # | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|---|---|-----------------------|
| EFT33001 | 24/10/2024 | LYONS ENTERPRISES-SHARK BAY CAR HIRE | MONTHLY CAR HIRE FOR VISITING MEDICAL STAFF, INCLUDING FUEL - SEPTEMBER 2024 | -1273.80 |
| EFT33002 | 24/10/2024 | MOORE AUSTRALIA | CONTRACT FINANCIAL SERVICES TASKS | -907.50 |
| EFT33002 | 24/10/2024 | MOORE AUSTRALIA | CONTRACT FINANCIAL SERVICES TASKS | -1210.00 |
| EFT33002 | 24/10/2024 | MOORE AUSTRALIA | CONTRACT FINANCIAL SERVICES TASKS | -5500.00 |
| EFT33003 | 24/10/2024 | TELSTRA LIMITED | BUSH FIRE BRIGADE SATELLITE PHONES - 14 OCTOBER TO 13 NOVEMBER 2024 | -90.00 |
| EFT33004 | 24/10/2024 | WA HINO | LUBE KIT, AIR FILTER KIT, DIFF OIL FILTER ELEMENT AND SOLENOID, EXHAUST BREAK FOR HINO PRIME MOVER (P196) | -824.52 |
| EFT33005 | 25/10/2024 | ANDREW NICHOLLS | REGIONAL ARTS VENUE SUPPORT - BY THE BAY, INCLUDES INITIAL CONSULTATION AND REX FLIGHTS REIMBURSEMENT | -805.89 |
| EFT33006 | 25/10/2024 | KATHLEEN HAWKINS | SBDC MERCHANDISE - SHARK BAY / WILDFLOWER CARDS | -150.00 |
| EFT33007 | 25/10/2024 | KOLLAB RECRUITMENT GROUP | HIRE OF TEMPORARY STAFF - ADMINISTRATION OFFICER BUILDING AND PLANNING | -950.40 |
| EFT33008 | 25/10/2024 | MIDWEST COURIERS | MONTHLY FREIGHT ACCOUNT - OCTOBER 2024 | -79.79 |
| EFT33009 | 25/10/2024 | A K WATERS PTY LTD T/AS NORTHERN ASPECT CONSTRUCTIONS | PROGRESSIVE PAYMENT - CONSTRUCTION OF 12 INDEPENDENT LIVING UNITS | -638546.70 |
| EFT33010 | 25/10/2024 | SEALIFE DIFFERENTLY | SBDC MERCHANDISE - BEACH TOWELS INCLUDING FREIGHT | -3916.00 |
| EFT33011 | 25/10/2024 | XL2 | SUPPLY OF NEW MICROSOFT SURFACE PRO 11 TABLET, DOCK STATION, KEYBOARD SURFACE AND MONITOR FOR ADMINISTRATION OFFICER TO WORK REMOTELY | -4125.00 |
| EFT33011 | 25/10/2024 | XL2 | MANAGED IT SERVICES | -41.25 |
| EFT33011 | 25/10/2024 | XL2 | MANAGED IT SERVICES | -185.44 |
| | | | TOTAL | \$1,408,777.25 |

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

**SHIRE OF SHARK BAY – MUNI
ELECTRONIC PAYROLL TRANSACTIONS
OCTOBER 2024**

| DATE | NAME | DESCRIPTION | AMOUNT |
|-------------|-------------|---|---------------------|
| 07/10/2024 | PAYROLL | EMPLOYEE NET PAY FOR FORTNIGHT ENDING 06 OCTOBER 2024 | \$71,051.54 |
| 22/10/2024 | PAYROLL | EMPLOYEE NET PAY FOR FORTNIGHT ENDING 20 OCTOBER 2024 | \$71,176.16 |
| | | TOTAL | \$142,227.70 |

**SHIRE OF SHARK BAY
OCTOBER 2024
POLICE LICENSING TRANSACTION**

| CHQ | DATE | NAME | DESCRIPTION | AMOUNT |
|------------|-------------|------------------------|---------------------------------|---------------------|
| 202412 | 31/10/2024 | COMMISSIONER OF POLICE | POLICE LICENSING - OCTOBER 2024 | \$ 14,250.05 |
| | | | TOTAL | \$ 14,250.05 |

27 NOVEMBER 2024

10.2 FINANCIAL REPORTS TO 31 OCTOBER 2024
CM00017

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved

Cr Fenny

Seconded

Cr Ridgley

Council Resolution

That the monthly financial report to 31 October 2024 as attached be received.
7/0 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 October 2024** are attached.

VARIANCE ANALYSIS

Revenue from operating activities - Actual revenue as of 31 October 2024 was \$148,584 greater than the year-to-date budget. Notably, revenue from grants, subsidies and contributions is greater than budget by \$137,256, simply due to timing and grants being held as a contract liability and recognised when spent.

Actual revenue from fees and charges is less than the year-to-date budget by \$69,368, predominantly due to income from Main Roads WA income for both the Monkey Mia Road and Shark Bay Road not yet received, whilst other revenue is \$76,060 greater than the year-to-date budget.

Expenditure from operating activities - Actual expenditure as of 31 October 2024 is less than the year-to-date budget by \$1,579,569. This is due to less than year to date expenditure on Employee Costs \$162,315, and depreciation being \$1,794,360 less than budgeted, depreciation will be processed once the 2023/2024 Annual Report is finalised.

Actual expenditure on materials and contracts \$239,903, and insurance \$169,936 is greater than the year-to-date budget, this is primarily timing related.

Capital Revenue - Capital Revenue is \$1,378,775 less than year to date budget, this is timing related due to major grants being held as contract liabilities until obligations are met.

Capital Expenditure - Capital Expenditure is subsequently \$3,579,208 less than year to date budget due to the timing of payments for the Social Housing Economic Recovery Package Community Housing Project and infrastructure projects not yet started.

27 NOVEMBER 2024

LEGAL IMPLICATIONS

Section 35 (2)(a) of the Local Government (Financial Management) Regulations 1996 requires: (2) A Statement of financial position must be – (a) presented at an ordinary meeting of the council within 2 months after the end of the previous month.

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The financial report shows that the finances of the Shire are in line with its adopted budget.

STRATEGIC IMPLICATIONS

Outcome 7 A transparent, resilient organisation demonstrating leadership and governance.

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

Action 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

Chief Executive Officer

D Chapman

Date of Report

13 November 2024

27 NOVEMBER 2024

SHIRE OF SHARK BAY

MONTHLY FINANCIAL REPORT

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

For the period ended 31 October 2024

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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| Note 3 Explanation of Material Variances | 6 |

Please refer to the compilation report

| 1

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2024

| Note | Amended 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 | 1,777,151 | 1,777,151 | 1,780,175 | 3,024 | 0.17% | |
| Grants, subsidies and contributions | 1,866,832 | 704,037 | 841,293 | 137,256 | 19.50% | ▲ |
| Fees and charges | 1,945,256 | 823,680 | 754,312 | (69,368) | (8.42%) | ▼ |
| Interest revenue | 187,495 | 36,776 | 38,388 | 1,612 | 4.38% | |
| Other revenue | 159,950 | 53,300 | 129,360 | 76,060 | 142.70% | ▲ |
| Profit on asset disposals | 29,000 | 0 | 0 | 0 | 0.00% | |
| | 5,965,684 | 3,394,944 | 3,543,528 | 148,584 | 4.38% | |
| Expenditure from operating activities | | | | | | |
| Employee costs | (2,842,506) | (947,160) | (784,845) | 162,315 | 17.14% | ▲ |
| Materials and contracts | (3,136,420) | (1,044,944) | (1,284,847) | (239,903) | (22.96%) | ▼ |
| Utility charges | (206,052) | (68,580) | (45,670) | 22,910 | 33.41% | ▲ |
| Depreciation | (5,383,369) | (1,794,360) | 0 | 1,794,360 | 100.00% | ▲ |
| Finance costs | (19,308) | (6,436) | (2,364) | 4,072 | 63.27% | |
| Insurance | (251,047) | (83,636) | (253,572) | (169,936) | (203.19%) | ▼ |
| Other expenditure | (235,324) | (78,412) | (72,661) | 5,751 | 7.33% | |
| Loss on asset disposals | (67,000) | 0 | 0 | 0 | 0.00% | |
| | (12,141,026) | (4,023,528) | (2,443,959) | 1,579,569 | 39.26% | |
| Non cash amounts excluded from operating activities | 2(c) 5,421,369 | 1,794,360 | 0 | (1,794,360) | (100.00%) | ▼ |
| Amount attributable to operating activities | (753,973) | 1,165,776 | 1,099,569 | (66,207) | (5.68%) | |
| INVESTING ACTIVITIES | | | | | | |
| Inflows from investing activities | | | | | | |
| Proceeds from capital grants, subsidies and contributions | 7,507,681 | 2,502,540 | 1,123,765 | (1,378,775) | (55.10%) | ▼ |
| Proceeds from disposal of assets | 188,000 | 0 | 0 | 0 | 0.00% | |
| | 7,695,681 | 2,502,540 | 1,123,765 | (1,378,775) | (55.10%) | |
| Outflows from investing activities | | | | | | |
| Payments for property, plant and equipment | (8,540,555) | (3,557,776) | (1,205,636) | 2,352,140 | 66.11% | ▲ |
| Payments for construction of infrastructure | (3,752,756) | (1,250,904) | (23,836) | 1,227,068 | 98.09% | ▲ |
| | (12,293,311) | (4,808,680) | (1,229,472) | 3,579,208 | 74.43% | |
| Amount attributable to investing activities | (4,597,630) | (2,306,140) | (105,707) | 2,200,433 | 95.42% | |
| FINANCING ACTIVITIES | | | | | | |
| Inflows from financing activities | | | | | | |
| Proceeds from new borrowings | 2,000,000 | 0 | 0 | 0 | 0.00% | |
| Transfer from reserves | 1,193,000 | 0 | 0 | 0 | 0.00% | |
| | 3,193,000 | 0 | 0 | 0 | 0.00% | |
| Outflows from financing activities | | | | | | |
| Repayment of borrowings | (35,097) | (24,923) | (24,923) | 0 | 0.00% | |
| Transfer to reserves | (1,238,033) | 0 | (12,930) | (12,930) | 0.00% | |
| | (1,273,130) | (24,923) | (37,853) | (12,930) | (51.88%) | |
| Amount attributable to financing activities | 1,919,870 | (24,923) | (37,853) | (12,930) | (51.88%) | |
| MOVEMENT IN SURPLUS OR DEFICIT | | | | | | |
| Surplus or deficit at the start of the financial year | 2(a) 3,431,733 | 3,431,733 | 2,823,395 | (608,338) | (17.73%) | ▼ |
| Amount attributable to operating activities | (753,973) | 1,165,776 | 1,099,569 | (66,207) | (5.68%) | ▼ |
| Amount attributable to investing activities | (4,597,630) | (2,306,140) | (105,707) | 2,200,433 | 95.42% | ▲ |
| Amount attributable to financing activities | 1,919,870 | (24,923) | (37,853) | (12,930) | (51.88%) | ▼ |
| Surplus or deficit after imposition of general rates | 0 | 2,266,446 | 3,779,404 | 1,512,958 | 66.75% | ▲ |

KEY INFORMATION

- ▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
 - ▲ Indicates a variance with a positive impact on the financial position.
 - ▼ Indicates a variance with a negative impact on the financial position.
- Refer to Note 3 for an explanation of the reasons for the variance.

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

Please refer to the compilation report

| 2

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY STATEMENT OF FINANCIAL POSITION FOR THE PERIOD ENDED 31 OCTOBER 2024

| | Actual 30 June 2024 \$ | Actual as at 31 October 2024 \$ |
|--------------------------------------|------------------------------|---------------------------------------|
| CURRENT ASSETS | | |
| Cash and cash equivalents | 13,795,050 | 12,497,480 |
| Trade and other receivables | 113,204 | 1,042,669 |
| Inventories | 120,918 | 120,918 |
| TOTAL CURRENT ASSETS | 14,029,172 | 13,661,067 |
| NON-CURRENT ASSETS | | |
| Trade and other receivables | 12,635 | 12,635 |
| Other financial assets | 41,585 | 41,585 |
| Property, plant and equipment | 29,968,277 | 31,173,913 |
| Infrastructure | 70,017,111 | 70,040,947 |
| TOTAL NON-CURRENT ASSETS | 100,039,608 | 101,269,080 |
| TOTAL ASSETS | 114,068,780 | 114,930,147 |
| CURRENT LIABILITIES | | |
| Trade and other payables | 1,193,342 | 102,540 |
| Other liabilities | 4,610,960 | 4,364,718 |
| Borrowings | 35,097 | 10,174 |
| Employee related provisions | 216,057 | 216,057 |
| TOTAL CURRENT LIABILITIES | 6,055,456 | 4,693,489 |
| NON-CURRENT LIABILITIES | | |
| Borrowings | 632,076 | 632,076 |
| Employee related provisions | 63,344 | 63,344 |
| TOTAL NON-CURRENT LIABILITIES | 695,420 | 695,420 |
| TOTAL LIABILITIES | 6,750,876 | 5,388,909 |
| NET ASSETS | 107,317,904 | 109,541,238 |
| EQUITY | | |
| Retained surplus | 39,114,042 | 41,324,446 |
| Reserve accounts | 5,185,418 | 5,198,348 |
| Revaluation surplus | 63,018,444 | 63,018,444 |
| TOTAL EQUITY | 107,317,904 | 109,541,238 |

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

Please refer to the compilation report

| 3

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2024

1 BASIS OF PREPARATION AND MATERIAL 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. Supplementary 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.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 08 November 2024

Matters of non-compliance with Basis of Preparation

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

1. Balances as at 30 June 2024 have not been audited and may be subject to change.
2. Depreciation has not been raised during the current financial year.

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

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.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits

Please refer to the compilation report

| 4

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2024

2 NET CURRENT ASSETS INFORMATION

| | | Amended Budget Opening | Actual as at | Actual as at |
|---|------|--------------------------------|----------------------------|--------------------|
| (a) Net current assets used in the Statement of Financial Activity | Note | 1 July 2024 | 30 June 2024 | 31 October 2024 |
| Current assets | | \$ | \$ | \$ |
| Cash and cash equivalents | | 13,553,663 | 13,795,050 | 12,497,480 |
| Trade and other receivables | | 115,295 | 113,204 | 1,042,669 |
| Inventories | | 129,762 | 120,918 | 120,918 |
| | | 13,798,720 | 14,029,172 | 13,661,067 |
| Less: current liabilities | | | | |
| Trade and other payables | | (195,500) | (1,193,342) | (102,540) |
| Other liabilities | | (4,697,852) | (4,610,960) | (4,364,718) |
| Borrowings | | (35,097) | (35,097) | (10,174) |
| Employee related provisions | | (251,621) | (216,057) | (216,057) |
| Other provisions | | (36,596) | 0 | 0 |
| | | (5,216,666) | (6,055,456) | (4,693,489) |
| Net current assets | | 8,582,054 | 7,973,716 | 8,967,578 |
| Less: Total adjustments to net current assets | 2(b) | (5,150,321) | (5,150,321) | (5,188,174) |
| Closing funding surplus / (deficit) | | 3,431,733 | 2,823,395 | 3,779,404 |
| (b) Current assets and liabilities excluded from budgeted deficiency | | | | |
| Adjustments to net current assets | | | | |
| Less: Reserve accounts | | (5,185,418) | (5,185,418) | (5,198,348) |
| Add: Current liabilities not expected to be cleared at the end of the year | | 35,097 | 35,097 | 10,174 |
| - Current portion of borrowings | | | | |
| Total adjustments to net current assets | 2(a) | (5,150,321) | (5,150,321) | (5,188,174) |
| | | Amended Budget Estimates | YTD Budget Estimates | YTD Actual |
| | | 30 June 2025 | 31 October 2024 | 31 October 2024 |
| | | \$ | \$ | \$ |
| (c) Non-cash amounts excluded from operating activities | | | | |
| Adjustments to operating activities | | | | |
| Less: Profit on asset disposals | | (29,000) | 0 | 0 |
| Add: Loss on asset disposals | | 67,000 | 0 | 0 |
| Add: Depreciation | | 5,383,369 | 1,794,360 | 0 |
| Total non-cash amounts excluded from operating activities | | 5,421,369 | 1,794,360 | 0 |

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 local governments' operational cycle.

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2024

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 2024-25 year is \$20,000 and 5.00% whichever is the greater.

| Description | Var. \$ \$ | Var. % % | |
|---|---------------|-------------|---|
| Revenue from operating activities | | | |
| Grants, subsidies and contributions | 137,256 | 19.50% | ▲ |
| Most grants are held as contract liability and recognised when spent. | | Timing | |
| Fees and charges | (69,368) | (8.42%) | ▼ |
| SBDC merchandise sales, camping fees, caravan park income higher than YTD budget. | | Timing | |
| MRWA Monkey Mia Road and MRWA Shark Bay Road income yet to be received. | | Timing | |
| Other revenue | 76,060 | 142.70% | ▲ |
| Proceeds from sale of asset has been amended on the face of the statements to be recognised as other revenue until the 2024 Annual Financial Report is finalised and asset register is opened for the new year. | | | |
| Rembursement from insurance claim received. | | | |
| Expenditure from operating activities | | | |
| Employee costs | 162,315 | 17.14% | ▲ |
| Administration salaries lower than budgeted. PWOH superannuation lower than budget. | | Timing | |
| Useless Loop Road - Maintenance lower than budget. | | | |
| Materials and contracts | (239,903) | (22.96%) | ▼ |
| Computer licence fees, Regional North LG, Cleaning BBQs, maintenance Country Roads, Useless Loop maintenance YTD actual is lower than YTD budget. | | Timing | |
| Member publications and subscriptions, FV Valuations, Cyclone Seroja works, community events and festivals YTD actual is higher than YTD budget. | | | |
| Utility charges | 22,910 | 33.41% | ▲ |
| Utility charges are profiled as 4/12th of the adopted budget. | | | |
| Depreciation | 1,794,360 | 100.00% | ▲ |
| Depreciation to be processed when the 2024 Annual report is finalised. | | Timing | |
| Insurance | (169,936) | (203.19%) | ▼ |
| Most insurance budgets are profiled as half yearly and insurance premiums were paid in full. | | | |
| Non cash amounts excluded from operating activities | (1,794,360) | (100.00%) | ▼ |
| Depreciation yet to be processed. | | Timing | |
| Inflows from investing activities | | | |
| Proceeds from capital grants, subsidies and contributions | (1,378,775) | (55.10%) | ▼ |
| Major grants held as capital grant liabilities until obligations are met. | | Timing | |
| Outflows from investing activities | | | |
| Payments for property, plant and equipment | 2,352,140 | 66.11% | ▲ |
| SHERP - Community Housing Project | | Timing | |
| Some projects not yet started. | | | |
| Payments for construction of infrastructure | 1,227,068 | 98.09% | ▲ |
| Infrastructure projects not yet started. | | Timing | |
| Surplus or deficit at the start of the financial year | (608,338) | (17.73%) | ▼ |
| Surplus or deficit after imposition of general rates | 1,512,958 | 66.75% | ▲ |

Please refer to the compilation report

| 6

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

Please refer to the compilation report

| 1

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2024

1 KEY INFORMATION

Funding Surplus or Deficit Components

| | | Funding surplus / (deficit) | | |
|---------|----------------|-----------------------------|----------------|-----------------|
| | Amended Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| Opening | \$3.43 M | \$3.43 M | \$2.82 M | (\$0.61 M) |
| Closing | \$0.00 M | \$2.27 M | \$3.78 M | \$1.51 M |

Refer to Statement of Financial Activity

| Cash and cash equivalents | | | Payables | | | Receivables | | |
|---------------------------|-----------|------------|----------------|----------|---------------|------------------|----------|---------------|
| | \$12.50 M | % of total | | \$0.10 M | % Outstanding | | \$0.25 M | % Collected |
| Unrestricted Cash | \$7.30 M | 58.4% | Trade Payables | \$0.03 M | | Rates Receivable | \$0.79 M | 56.4% |
| Reserve Accounts | \$5.20 M | 41.6% | 0 to 30 Days | | 100.0% | Trade Receivable | \$0.25 M | % Outstanding |
| | | | Over 30 Days | | 0.0% | Over 30 Days | | 8.0% |
| | | | Over 90 Days | | 0.0% | Over 90 Days | | 3.0% |

Refer to 3 - Cash and Financial Assets

Refer to 9 - Payables

Refer to 7 - Receivables

Key Operating Activities

| Amount attributable to operating activities | | | | | | |
|---|----------------|----------------|-----------------|--|--|--|
| Amended Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | | | |
| (\$0.75 M) | \$1.17 M | \$1.10 M | (\$0.07 M) | | | |

Refer to Statement of Financial Activity

| Rates Revenue | | | Grants and Contributions | | | Fees and Charges | | |
|---------------|----------|------------|--------------------------|----------|------------|------------------|----------|------------|
| YTD Actual | \$1.78 M | % Variance | YTD Actual | \$0.84 M | % Variance | YTD Actual | \$0.75 M | % Variance |
| YTD Budget | \$1.78 M | 0.2% | YTD Budget | \$0.70 M | 19.5% | YTD Budget | \$0.82 M | (8.4%) |

Refer to 12 - Grants and Contributions

Refer to Statement of Financial Activity

Key Investing Activities

| Amount attributable to investing activities | | | | | | |
|---|----------------|----------------|-----------------|--|--|--|
| Amended Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | | | |
| (\$4.60 M) | (\$2.31 M) | (\$0.11 M) | \$2.20 M | | | |

Refer to Statement of Financial Activity

| Proceeds on sale | | | Asset Acquisition | | | Capital Grants | | |
|------------------|----------|----------|-------------------|----------|---------|----------------|----------|------------|
| YTD Actual | \$0.00 M | % | YTD Actual | \$0.02 M | % Spent | YTD Actual | \$1.12 M | % Received |
| Amended Budget | \$0.19 M | (100.0%) | Amended Budget | \$3.75 M | (99.4%) | Amended Budget | \$7.51 M | (85.0%) |

Refer to 6 - Disposal of Assets

Refer to 5 - Capital Acquisitions

Refer to 5 - Capital Acquisitions

Key Financing Activities

| Amount attributable to financing activities | | | | | | |
|---|----------------|----------------|-----------------|--|--|--|
| Amended Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | | | |
| \$1.92 M | (\$0.02 M) | (\$0.04 M) | (\$0.01 M) | | | |

Refer to Statement of Financial Activity

| Borrowings | | | Reserves | | |
|----------------------|------------|--|------------------|----------|--|
| Principal repayments | (\$0.02 M) | | Reserves balance | \$5.20 M | |
| Interest expense | (\$0.00 M) | | Net Movement | \$0.01 M | |
| Principal due | \$0.64 M | | | | |

Refer to 10 - Borrowings

Refer to 4 - Cash Reserves

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

Please refer to the compilation report

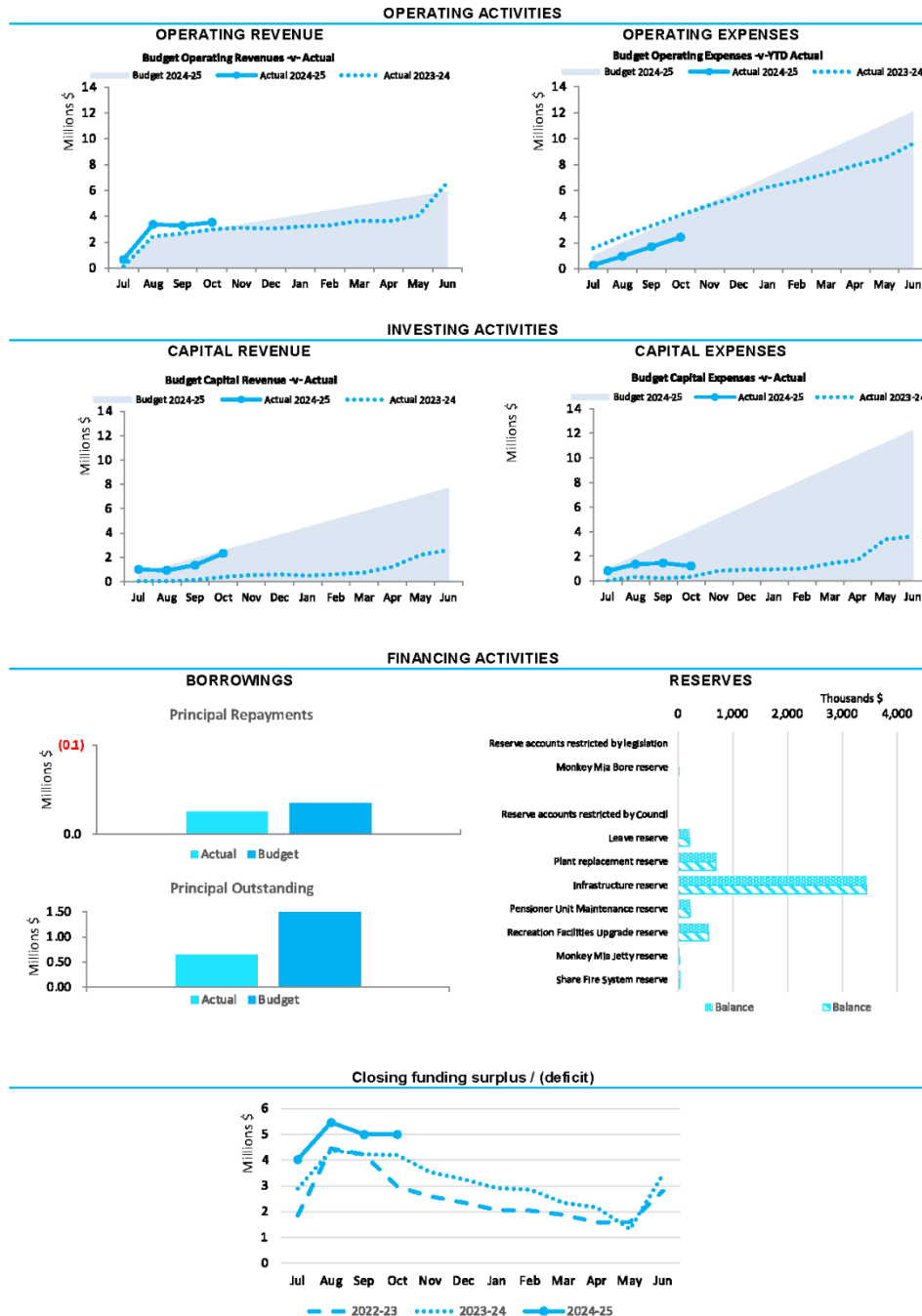
| 2

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2024

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

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2024

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

| Description | Classification | Unrestricted | Reserve Accounts | Total | Institution | Interest Rate | Maturity Date |
|---------------------------------|---------------------------|------------------|---------------------|-------------------|--------------|------------------|------------------|
| | | \$ | \$ | \$ | | | |
| Municipal Fund Bank | Cash and cash equivalents | 790,456 | 0 | 790,456 | Bankwest | Variable | Not applicable |
| Municipal Telenet Saver Account | Cash and cash equivalents | 1,528,218 | 0 | 1,528,218 | Bankwest | Variable | Not applicable |
| SHERP Telenet Saver Account | Cash and cash equivalents | 2,047,594 | 0 | 2,047,594 | Bankwest | Not available | Not available |
| Municipal Term Deposit | Cash and cash equivalents | 1,000,000 | 0 | 1,000,000 | Bankwest | Not available | Not available |
| FESA Grant TD | Cash and cash equivalents | 1,931,984 | 0 | 1,931,984 | Bankwest | Not available | Not available |
| Reserve Telenet Saver | Cash and cash equivalents | 0 | 2,183,170 | 2,183,170 | Bankwest | Not available | Not available |
| Reserve Bank Account | Cash and cash equivalents | 0 | 15,158 | 15,158 | Bankwest | Not available | Not available |
| Reserve Term Deposit | Cash and cash equivalents | 0 | 2,000,000 | 2,000,000 | Bankwest | Not available | Not available |
| Reserve Term Deposit | Cash and cash equivalents | 0 | 1,000,000 | 1,000,000 | Bankwest | Not available | Not available |
| Cash Float | Cash and cash equivalents | 900 | 0 | 900 | Cash on hand | Not applicable | Not applicable |
| Total | | 7,299,152 | 5,198,328 | 12,497,480 | | | |
| Comprising | | | | | | | |
| Cash and cash equivalents | | 7,299,152 | 5,198,328 | 12,497,480 | | | |
| | | 7,299,152 | 5,198,328 | 12,497,480 | | | |

KEY INFORMATION

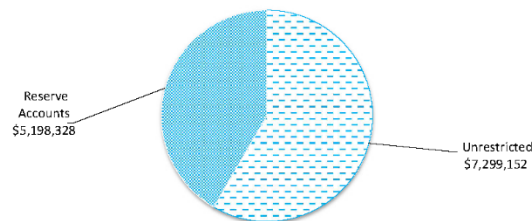
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of 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 8 - Other assets.



Please refer to the compilation report

| 4

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2024

4 RESERVE ACCOUNTS

| Reserve account name | Budget | | | | Actual | | | |
|---|------------------|------------------|--------------------|------------------|------------------|------------------|-------------------|------------------|
| | Opening Balance | Transfers In (+) | Transfers Out (-) | Closing Balance | Opening Balance | Transfers In (+) | Transfers Out (-) | Closing Balance |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Reserve accounts restricted by legislation | | | | | | | | |
| Monkey Mia Bore reserve | 14,999 | 15,000 | 0 | 29,999 | 14,999 | 0 | 0 | 14,999 |
| Reserve accounts restricted by Council | | | | | | | | |
| Leave reserve | 205,471 | 46,150 | 0 | 251,621 | 205,471 | 514 | 0 | 205,985 |
| Plant replacement reserve | 692,823 | 115,033 | (45,000) | 762,856 | 692,823 | 1,733 | 0 | 694,556 |
| Infrastructure reserve | 3,442,710 | 1,050,000 | (1,148,000) | 3,344,710 | 3,442,710 | 8,609 | 0 | 3,451,319 |
| Pensioner Unit Maintenance reserve | 214,509 | 3,000 | 0 | 217,509 | 214,509 | 536 | 0 | 215,045 |
| Recreation Facilities Upgrade reserve | 560,466 | 8,000 | 0 | 568,466 | 560,466 | 1,402 | 0 | 561,868 |
| Monkey Mia Jetty reserve | 23,281 | 350 | 0 | 23,631 | 23,281 | 58 | 0 | 23,339 |
| Share Fire System reserve | 31,159 | 500 | 0 | 31,659 | 31,159 | 78 | 0 | 31,237 |
| | 5,185,418 | 1,238,033 | (1,193,000) | 5,230,451 | 5,185,418 | 12,930 | 0 | 5,198,348 |

Please refer to the compilation report

| 5

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2024

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

| Capital acquisitions | Amended | | YTD Actual | YTD Variance |
|---|-------------------|------------------|------------------|--------------------|
| | Budget | YTD Budget | | |
| | \$ | \$ | \$ | \$ |
| Buildings | 7,469,989 | 3,170,940 | 1,128,997 | (2,041,943) |
| Furniture & Office Equip. | 66,566 | 22,184 | 0 | (22,184) |
| Plant, Equip. & Vehicles | 974,000 | 354,652 | 76,639 | (278,013) |
| Heritage Assets | 30,000 | 10,000 | 0 | (10,000) |
| Acquisition of property, plant and equipment | 8,540,555 | 3,557,776 | 1,205,636 | (2,352,140) |
| Roads (Non Town) | 548,507 | 182,832 | 0 | (182,832) |
| Footpaths | 60,000 | 20,000 | 0 | (20,000) |
| Town Streets | 715,834 | 238,608 | 1,508 | (237,100) |
| Public Facilities | 2,428,415 | 809,464 | 22,328 | (787,136) |
| Acquisition of infrastructure | 3,752,756 | 1,250,904 | 23,836 | (1,227,068) |
| Total capital acquisitions | 12,293,311 | 4,808,680 | 1,229,472 | (3,579,208) |
| Capital Acquisitions Funded By: | | | | |
| Capital grants and contributions | 7,507,681 | 2,502,540 | 1,123,765 | (1,378,775) |
| Borrowings | 2,000,000 | 0 | 0 | 0 |
| Other (disposals & C/Fwd) | 188,000 | 0 | 0 | 0 |
| Reserve accounts | | | | |
| Plant replacement reserve | 45,000 | 0 | 0 | 0 |
| Infrastructure reserve | 1,148,000 | 0 | 0 | 0 |
| Contribution - operations | 1,404,630 | 2,306,140 | 105,707 | (2,200,433) |
| Capital funding total | 12,293,311 | 4,808,680 | 1,229,472 | (3,579,208) |

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the 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. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

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 *Local Government (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.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

Please refer to the compilation report

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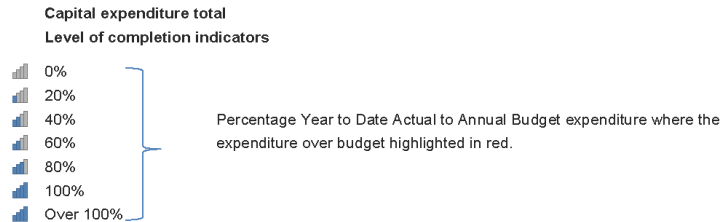
MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2024

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED



| | | | Amended | | | |
|--------------------------------------|--|--|-------------------|------------------|------------------|--------------------|
| | | | Current | Year to Date | Year to Date | Variance |
| | | | Budget | Budget | Actual | (Under)/Over |
| Account Description | | | | | | |
| Capital Expenditure | | | | | | |
| Buildings | | | | | | |
| 05204734 | Shire Office Capital Works | | 120,000 | 40,000 | 0 | (40,000) |
| 09102810 | Capital Works - Essential Worker Accommodation | | 3,535,000 | 1,178,332 | 0 | (1,178,332) |
| 09128000 | Capital Works Staff Housing | | 100,000 | 33,320 | 25,923 | (7,397) |
| 25104775 | SHERP - Community Housing Project | | 3,136,055 | 1,726,316 | 1,097,207 | (629,109) |
| 25104785 | Pensioner Units Capital Works | | 60,000 | 20,000 | 0 | (20,000) |
| 35104702 | Denham Town Hall Capital Works | | 20,000 | 6,664 | 0 | (6,664) |
| 35304736 | Sport and Recreation Buildings Capital Works | | 498,934 | 166,308 | 5,867 | (160,441) |
| | Buildings Total | | 7,469,989 | 3,170,940 | 1,128,997 | (2,041,943) |
| Furniture & Office Equip. | | | | | | |
| 05204975 | Office Furniture & Equipment | | 30,000 | 10,000 | 0 | (10,000) |
| 35305506 | Gymnasium Equipment | | 10,000 | 3,332 | 0 | (3,332) |
| 36005001 | SBDC - Discovery Centre Upgrade (LRCI) | | 26,566 | 8,852 | 0 | (8,852) |
| | Furniture & Office Equip. Total | | 66,566 | 22,184 | 0 | (22,184) |
| Plant , Equip. & Vehicles | | | | | | |
| 05205335 | CEO Vehicle Replacement | | 125,000 | 41,664 | 76,639 | 34,975 |
| 05205340 | DCEO Vehicle Replacement | | 64,000 | 21,332 | 0 | (21,332) |
| 45205475 | Major Plant Items - Capital | | 20,000 | 6,664 | 0 | (6,664) |
| 45205492 | Excavator - Caterpillar 320GC-07G | | 280,000 | 93,332 | 0 | (93,332) |
| 45205503 | Compact Track Loader - Caterpillar 225 | | 190,000 | 63,332 | 0 | (63,332) |
| 45205507 | Dual Cab Ute - Works Manager | | 70,000 | 23,332 | 0 | (23,332) |
| 45205518 | Road Sweeper | | 80,000 | 26,664 | 0 | (26,664) |
| 45205519 | Waste Truck | | 100,000 | 33,332 | 0 | (33,332) |
| 45205514 | Ride on Lawn Mower | | 45,000 | 45,000 | 0 | (45,000) |
| | Plant , Equip. & Vehicles Total | | 974,000 | 354,652 | 76,639 | (278,013) |
| Heritage Assets | | | | | | |
| 35605182 | Heritage Stables Refurbishment | | 30,000 | 10,000 | 0 | (10,000) |
| | Heritage Assets Total | | 30,000 | 10,000 | 0 | (10,000) |
| Roads (Non Town) | | | | | | |
| 45165670 | Regional Roads Group - RRG | | 548,507 | 182,832 | 0 | (182,832) |
| | Roads (Non Town) Total | | 548,507 | 182,832 | 0 | (182,832) |
| Footpaths | | | | | | |
| 45145250 | Town Footpaths - Dual Use Path Construction | | 60,000 | 20,000 | 0 | (20,000) |
| | Footpaths Total | | 60,000 | 20,000 | 0 | (20,000) |
| Town Streets | | | | | | |
| 45156690 | Roads To Recovery - R2R | | 523,140 | 174,380 | 1,508 | (172,873) |
| 45185797 | Durlacher Street - LRCI Phase 4 (24-25) | | 192,694 | 64,228 | 0 | (64,228) |
| | Town Streets Total | | 715,834 | 238,608 | 1,508 | (237,101) |
| Public Facilities | | | | | | |
| 30405593 | Cemetery Upgrade | | 7,000 | 2,332 | 0 | (2,332) |
| 30445150 | Carpark Capital Works | | 180,000 | 60,000 | 0 | (60,000) |
| 35205541 | Seawall Upgrade - Capital Works | | 2,125,119 | 708,372 | 12,106 | (696,266) |
| 35205547 | Public Toilet Upgrade - George Wear Park - LRCI | | 15,000 | 5,000 | 0 | (5,000) |
| 35302284 | Little Lagoon Upgrades, Gazebo, Bollards and Signage | | 7,000 | 2,332 | 0 | (2,332) |
| 35305511 | Town Oval and Recreation Reticulation/Resurfacing | | 10,000 | 3,332 | 0 | (3,332) |
| 35305586 | Parks & Gardens Capital Exp | | 32,000 | 10,664 | 0 | (10,664) |
| 45156790 | Electronic Road Closed Sign - Useless Loop Road | | 30,000 | 10,000 | 0 | (10,000) |
| 45505558 | Denham Finger Jetty - Foreshore | | 22,296 | 7,432 | 10,222 | 2,790 |
| | Public Facilities Total | | 2,428,415 | 809,464 | 22,328 | (787,136) |
| | Grand Total | | 12,293,311 | 4,808,680 | 1,229,472 | (3,579,209) |

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

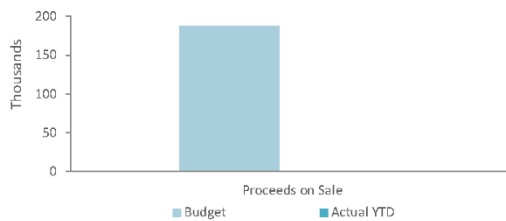
27 NOVEMBER 2024

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2024

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 | | | | | | | | | |
| MV117 | Kobelco Excavator | 63,000 | 40,000 | 0 | (23,000) | 0 | 0 | 0 | 0 |
| MV161 | John Deere 320E Skid Steer | 42,000 | 10,000 | 0 | (32,000) | 0 | 0 | 0 | 0 |
| MV215 | 2023 Toyota Prado Wagon GXL | 33,000 | 62,000 | 29,000 | 0 | 0 | 0 | 0 | 0 |
| MV213 | Mitsubishi Triton GLX 46SB | 34,000 | 31,000 | 0 | (3,000) | 0 | 0 | 0 | 0 |
| MV209 | Ford Ranger XLT 4X4 | 54,000 | 45,000 | 0 | (9,000) | 0 | 0 | 0 | 0 |
| | | 226,000 | 188,000 | 29,000 | (67,000) | 0 | 0 | 0 | 0 |



Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

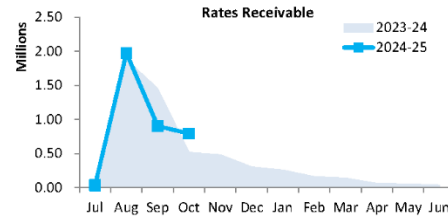
SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2024

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable

| | 30 Jun 2024 | 31 Oct 2024 |
|-------------------------------|---------------|----------------|
| Opening arrears previous year | \$ 40,133 | \$ 39,466 |
| Levied this year | 1,598,978 | 1,780,175 |
| Less - collections to date | (1,599,645) | (1,027,099) |
| Net rates collectable | 39,466 | 792,542 |
| % Collected | 97.6% | 56.4% |



Receivables - general

| | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|--|---------|---------|---------|---------|----------|----------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Receivables - general | (3,449) | 197,691 | 3,235 | 7,397 | 6,325 | 211,199 |
| Percentage | (1.6%) | 93.6% | 1.5% | 3.5% | 3.0% | |
| Balance per trial balance | | | | | | |
| Trade receivables | | | | | | 211,199 |
| GST receivable | | | | | | 38,928 |
| Total receivables general outstanding | | | | | | 250,127 |

Amounts shown above include GST (where applicable)

KEY INFORMATION

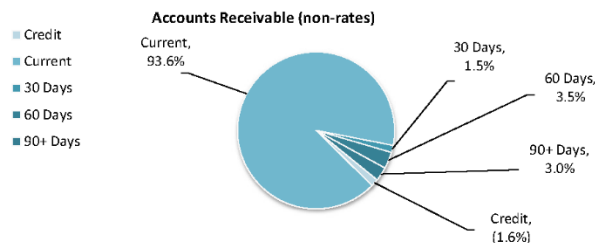
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2024

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

| | Opening Balance 1 July 2024 | Asset Increase | Asset Reduction | Closing Balance 31 October 2024 |
|--|-----------------------------------|-------------------|--------------------|---------------------------------------|
| | \$ | \$ | \$ | \$ |
| Other current assets | | | | |
| Inventory | | | | |
| Stock on hand | 120,918 | 0 | 0 | 120,918 |
| Total other current assets | 120,918 | 0 | 0 | 120,918 |
| Amounts shown above include GST (where applicable) | | | | |

KEY INFORMATION

Inventory

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

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

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

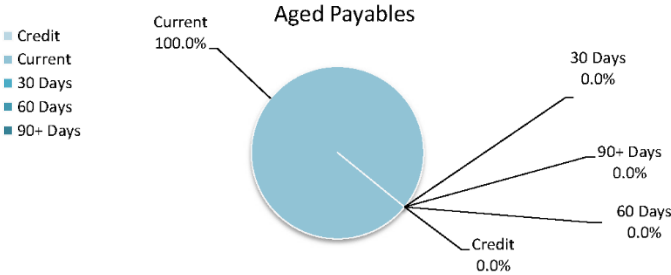
SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024

OPERATING ACTIVITIES

9 PAYABLES

| Payables - general | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|---|--------|---------|---------|---------|----------|----------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Payables - general | 0 | 34,004 | 0 | 0 | 0 | 34,004 |
| Percentage | 0.0% | 100.0% | 0.0% | 0.0% | 0.0% | |
| Balance per trial balance | | | | | | |
| Sundry creditors | | | | | | 34,004 |
| Other payables | | | | | | 4,009 |
| Esl Liability | | | | | | 269 |
| Bond Liability | | | | | | 58,651 |
| Prepaid Rates | | | | | | 5,607 |
| Total payables general outstanding | | | | | | 102,540 |
| Amounts shown above include GST (where applicable) | | | | | | |

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



Please refer to the compilation report

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024

FINANCING ACTIVITIES

10 BORROWINGS

Repayments - borrowings

| Information on borrowings Particulars | Loan No. | 1 July 2024 | New Loans | | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
|--|----------|----------------|-----------|------------------|----------------------|-----------------|-----------------------|------------------|---------------------|-----------------|
| | | | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Town Oval Bore | 58 | 667,173 | 0 | 0 | (24,923) | (35,097) | 642,250 | 632,076 | (2,364) | (19,308) |
| Essential Worker Accommodation | | 0 | 0 | 2,000,000 | 0 | 0 | 2,000,000 | 0 | 0 | 0 |
| Total | | 667,173 | 0 | 2,000,000 | (24,923) | (35,097) | 642,250 | 2,632,076 | (2,364) | (19,308) |
| Current borrowings | | 35,097 | | | | | 10,174 | | | |
| Non-current borrowings | | 632,076 | | | | | 632,076 | | | |
| | | 667,173 | | | | | 642,250 | | | |

All debenture repayments were financed by general purpose revenue.

New borrowings 2024-25

| Particulars | Amount Borrowed | Amount Borrowed | Institution | Loan Type | Term Years | Total Interest | Interest Rate | Amount (Used) | Balance |
|--------------------------------|-----------------|-----------------|-------------|-----------|------------|----------------|---------------|---------------|-------------|
| | Actual | Budget | | | | & Charges | | Actual | Unspent |
| | \$ | \$ | | | | \$ | % | \$ | \$ |
| Essential Worker Accommodation | 0 | 2,000,000 | WATC | Debenture | 10 | 0 | 5.26 | 0 | (2,000,000) |

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

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.

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2024

OPERATING ACTIVITIES

11 OTHER CURRENT LIABILITIES

| | Note | Opening Balance 1 July 2024 \$ | Liability transferred from/(to) non current \$ | Liability Increase \$ | Liability Reduction \$ | Closing Balance 31 October 2024 \$ |
|---|------|---|--|-----------------------------|------------------------------|---|
| Other current liabilities | | | | | | |
| Other liabilities | | | | | | |
| Contract liabilities | | 139,995 | 0 | 743,738 | (430,620) | 453,113 |
| Capital grant/contributions liabilities | | 4,470,965 | 0 | 564,406 | (1,123,766) | 3,911,605 |
| Total other liabilities | | 4,610,960 | 0 | 1,308,144 | (1,554,386) | 4,364,718 |
| Employee Related Provisions | | | | | | |
| Provision for annual leave | | 80,784 | 0 | 0 | 0 | 216,057 |
| Provision for long service leave | | 135,273 | 0 | 0 | 0 | 0 |
| Total Provisions | | 216,057 | 0 | 0 | 0 | 216,057 |
| Total other current liabilities | | 4,827,017 | 0 | 1,308,144 | (1,554,386) | 4,580,775 |

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12 and 13

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024

OPERATING ACTIVITIES

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

| Provider | Unspent grant, subsidies and contributions liability | | | | | Grants, subsidies and contributions revenue | | |
|--|--|-----------------------|------------------------------------|-------------|-------------------|---|---------|-------------|
| | Liability | Increase in Liability | Decrease in Liability (As revenue) | Liability | Current Liability | Amended Budget | YTD | YTD Revenue |
| | 1 July 2024 | | | 31 Oct 2024 | 31 Oct 2024 | Revenue | Budget | Actual |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Grants and subsidies | | | | | | | | |
| Grants Commission - General | 0 | 0 | 0 | 0 | 0 | 231,091 | 77,028 | 54,381 |
| Grants Commission - Roads | 0 | 0 | 0 | 0 | 0 | 81,194 | 27,064 | 13,910 |
| Fire Prevention & Mitigation - DFES Funding | 0 | 0 | 0 | 0 | 0 | 52,800 | 17,600 | 0 |
| Fire Prevention & Mitigation - DFES FUNDING 2024 | | 26,400 | 0 | 26,400 | 26,400 | 0 | 0 | 26,400 |
| FESA Grant - Operating Bush Fire Brigade | 1,973 | 696 | (2,669) | 0 | 0 | 11,993 | 3,996 | 3,555 |
| Grant FESA - SES | 0 | 11,779 | (11,779) | 0 | 0 | 55,366 | 18,452 | 24,285 |
| Regional North Local Government | 122,697 | 0 | (15,825) | 106,872 | 106,872 | 122,697 | 122,697 | 15,825 |
| Grant - Scitech, National Science Week 2024 | 0 | 0 | 0 | 0 | 0 | 4,000 | 1,332 | 0 |
| Grant - Coburn Resources Education Contribution | 5,000 | 0 | 0 | 5,000 | 5,000 | 5,000 | 1,664 | 0 |
| DLGSC - Regional Arts Venues Support | 0 | 55,240 | (733) | 54,507 | 54,507 | 55,240 | 18,412 | 733 |
| Road Preservation Grant | 0 | 0 | 0 | 0 | 0 | 145,260 | 48,420 | 171,928 |
| Useless Loop Road - Mtce | 0 | 132,000 | 0 | 132,000 | 132,000 | 330,000 | 110,000 | 0 |
| Useless Loop Road - Remedial works 2024 income | 0 | 480,000 | (376,074) | 103,926 | 103,926 | 600,000 | 200,000 | 496,074 |
| Grants - Community Development | 0 | 0 | 0 | 0 | 0 | 1,000 | 332 | 0 |
| DOC - Day Care Provider Accommodation Subsidy | 0 | 20,798 | (6,400) | 14,398 | 14,398 | 21,000 | 7,000 | 6,400 |
| Every Club - Gaming & Wagering Commission | 315 | 0 | (315) | 0 | 0 | 7,200 | 2,400 | 315 |
| Gaming & Wagering - Out of School Programs | 0 | 0 | 0 | 0 | 0 | 56,252 | 18,748 | 0 |
| Lotterywest - Beats in the Bay | 0 | 0 | 0 | 0 | 0 | 34,250 | 11,416 | 0 |
| Horizon - Beats in the Bay | 0 | 0 | 0 | 0 | 0 | 5,000 | 1,664 | 0 |
| RAC Monkey Mia Resort - Beats in the Bay | 0 | 0 | 0 | 0 | 0 | 5,000 | 1,664 | 5,000 |
| GDC - Beats in the Bay | 0 | 0 | 0 | 0 | 0 | 500 | 164 | 500 |
| Strandline Resources - Beats in the Bay | 0 | 0 | 0 | 0 | 0 | 5,000 | 1,664 | 0 |
| High Grade Mechanical - Beats in the Bay | 0 | 1,000 | (1,000) | 0 | 0 | 1,000 | 332 | 1,000 |
| Festivals Australia - Beats in the Bay - Income | 0 | 15,825 | (15,825) | 0 | 0 | 15,825 | 5,272 | 15,825 |
| Grant - Strandline Resources - Beats in the Bay | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5,000 |
| | 129,985 | 743,738 | (430,620) | 443,103 | 443,103 | 1,846,668 | 697,321 | 841,131 |
| Contributions | | | | | | | | |
| Donations - HMAS Sydney Exhibit | 0 | 0 | 0 | 0 | 0 | 250 | 80 | 162 |
| Contribution to Road Maintenance - Pipeline | 10,010 | 0 | 0 | 10,010 | 10,010 | 19,914 | 6,636 | 0 |
| | 10,010 | 0 | 0 | 10,010 | 10,010 | 20,164 | 6,716 | 162 |
| TOTALS | 139,995 | 743,738 | (430,620) | 453,113 | 453,113 | 1,866,832 | 704,037 | 841,293 |

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024

INVESTING ACTIVITIES

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

| Provider | Capital grant/contribution liabilities | | | | | Capital grants, subsidies and contributions revenue | | |
|---|--|-----------------------|------------------------------------|------------------|-------------------|---|------------------|--------------------|
| | Liability | Increase in Liability | Decrease in Liability (As revenue) | Liability | Current Liability | Amended Budget Revenue | YTD Budget | YTD Revenue Actual |
| | 1 July 2024 | | | 31 Oct 2024 | 31 Oct 2024 | | | |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Capital grants and subsidies | | | | | | | | |
| Grant - Essential Worker Accommodation - GDC | 0 | 0 | 0 | 0 | 0 | 200,000 | 66,664 | 0 |
| Grant - Essential Worker Accommodation - DPLH | 0 | 0 | 0 | 0 | 0 | 187,000 | 62,332 | 0 |
| Grant - SHERP Community Housing Project | 1,900,596 | 411,820 | (1,097,207) | 1,215,209 | 1,215,209 | 3,136,055 | 1,045,348 | 1,097,207 |
| Grant - Seawall Revetment Capital Projects | 1,908,454 | 0 | (20,692) | 1,887,762 | 1,887,762 | 2,123,119 | 707,704 | 20,691 |
| Grant - Cyclone Seroja Resilience - Income | 498,934 | 0 | (5,867) | 493,067 | 493,067 | 498,934 | 166,308 | 5,867 |
| Roads To Recovery Grant - Cap | 0 | 0 | 0 | 0 | 0 | 523,140 | 174,380 | 0 |
| RRG Grants - Capital Projects | 0 | 146,268 | 0 | 146,268 | 146,268 | 365,671 | 121,888 | 0 |
| Local Road and Community Infrastructure Program Grant | 162,981 | 6,318 | 0 | 169,299 | 169,299 | 294,260 | 98,084 | 0 |
| Grant - Finger Jetty | 0 | 0 | 0 | 0 | 0 | 179,502 | 59,832 | 0 |
| | 4,470,965 | 564,406 | (1,123,766) | 3,911,605 | 3,911,605 | 7,507,681 | 2,502,540 | 1,123,765 |

Please refer to the compilation report

| 15

MINUTES OF THE ORDINARY COUNCIL MEETING

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SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2024

14 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

| Description | Council Resolution | Classification | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|--|--------------------|------------------|---------------------|----------------------------|----------------------------|--------------------------------|
| | | | \$ | \$ | \$ | \$ |
| Budget adoption | | | | | | 0 |
| Payments for property, plant and equipment | 25/09/2024 14.1 | Capital expenses | 0 | 0 | (45,000) | (45,000) |
| Transfer from reserves | 25/09/2024 14.1 | Capital revenue | 0 | 45,000 | 0 | 0 |
| | | | | 45,000 | (45,000) | 0 |

Please refer to the compilation report

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11.0 TOWN PLANNING REPORT

11.1 PROPOSED NEW HOLIDAY HOUSE – LOT 179 (15) HOULT STREET, DENHAM P1277

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire – Section 5.60A of *Local Government Act 1995*

Moved Cr Stubberfield
Seconded Cr Ridgley

Council Resolution

That Council:

- A. Note that the application for a Holiday House on Lot 179 (15) Hoult Street, Denham has been advertised for public comment. Advertising closed on the 15 November 2024 and one objection has been received.**
- B. Approve the application seeking planning approval for the existing single house on Lot 179 (15) Hoult Street, Denham to be used as a Holiday House subject to the following conditions and footnote:**
- 1. This approval is valid for a maximum of 12 months from the date of this planning consent. Following the 12 month period this approval shall expire and become void.**
 - 2. This approval for a Holiday House is issued to Garry and Rosalind Meek as the landowners of Lot 179 (15) Hoult Street, Denham. This approval shall not be transferred or assigned to any other person and shall not be transferred from the land in respect of which it was granted.**

Should there be a change of ownership of Lot 179 this approval is cancelled and expires.
 - 3. The plans and supporting documentation lodged with this application shall form part of this approval.**
 - 4. The owner to install and construct a new crossover within 12 months from the date of this planning consent or an alternative time period approved separately by the Shire Chief Executive Officer in writing. The crossover shall be constructed out of:**
 - a. A 150 mm compacted and water bound road base driveway, sealed with two coat of bitumen and topped with an approved aggregate; or**

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- b. A minimum of 100 mm reinforced concrete over a compacted sub-base; or**
 - c. A minimum of 50 mm thick brick pavers.**
- 5. Car parking areas with capacity to accommodate a minimum of 2 car parking bays are to be provided and maintained to a trafficable standard on site to the satisfaction of the Shire's Chief Executive Officer in accordance with the information submitted with the application.**
- 6. All guest and boat parking shall be accommodated within Lot 179 at all times.**
- 7. The owners shall implement the measures in the Management Plan lodged and approved as part of this application.**
- 8. The owners shall engage a local property manager to manage the holiday house in accordance with the Management Plan approved as part of this application.**

If an alternative manager is engaged (other than the agent stated in the Management Plan), then a revised Management Plan is to be lodged for separate written approval by the Chief Executive Officer with revised contact details for the property manager.
- 9. All bookings shall be made through the property manager nominated in the Management Plan.**
- 10. The owners shall keep and maintain a working fire extinguisher on the premises at all times in accordance with the Management Plan approved as part of this application, or any revised Management Plan approved separately in writing by the Chief Executive Officer.**
- 11. An A3 laminated copy of each fire escape plan approved as part of this application shall be displayed in a prominent place within the existing dwelling.**
- 12. No guest shall be accommodated for periods totalling more than 3 months in any 12 month period.**
- 13. The maximum number of persons to be accommodated at any one time (for short stay accommodation) shall be limited to 5. The number of beds for guests shall be contained within designated bedrooms in accordance with the plans lodged and approved by the Shire.**
- 14. If any sign is installed to advertise or identify the holiday house it shall only be located within the lot boundary and the sign face shall not exceed an area of 0.2 square metres unless an alternative sign is approved separately in writing by the Chief Executive Officer.**

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Footnote:

- (i) Please be aware that the State Government has introduced a Short-Term Rental Accommodation Act 2024 which requires all short-term rental accommodation in Western Australia to be registered on a State Register. If a property is not registered on the State register, the operator will not be permitted to advertise or enter into a short-term rental arrangement.

The State Short Term Rental Accommodation on-line register opened on the 1 July 2024 and it will become mandatory for all State Short Term Rental Accommodation providers on the 1 January 2025. The State Registration is a separate requirement that operators need to comply with in addition to obtaining planning approval from the Shire. Information on the State Register is available on line - [Short-Term Rental Accommodation Register \(www.wa.gov.au\)](https://www.wa.gov.au)

- (ii) This approval does not include retention of any bunk bed in the open living area as outlined in Condition 13.
- (iii) Please contact the Shire for a pre-inspection prior to installation of a crossover. A crossover and reimbursement pack is available on the Shire website - [crossover application sheet](#)

C. Resolve to advise the applicant in the covering Determination Letter that:

- (i) The Shire maintains a holiday house register. The holiday house on Lot 179 is automatically listed on the Shires register as a result of this approval.

The Shires register is only a local register and is separate to the State Register for Short Term Rental Accommodation.

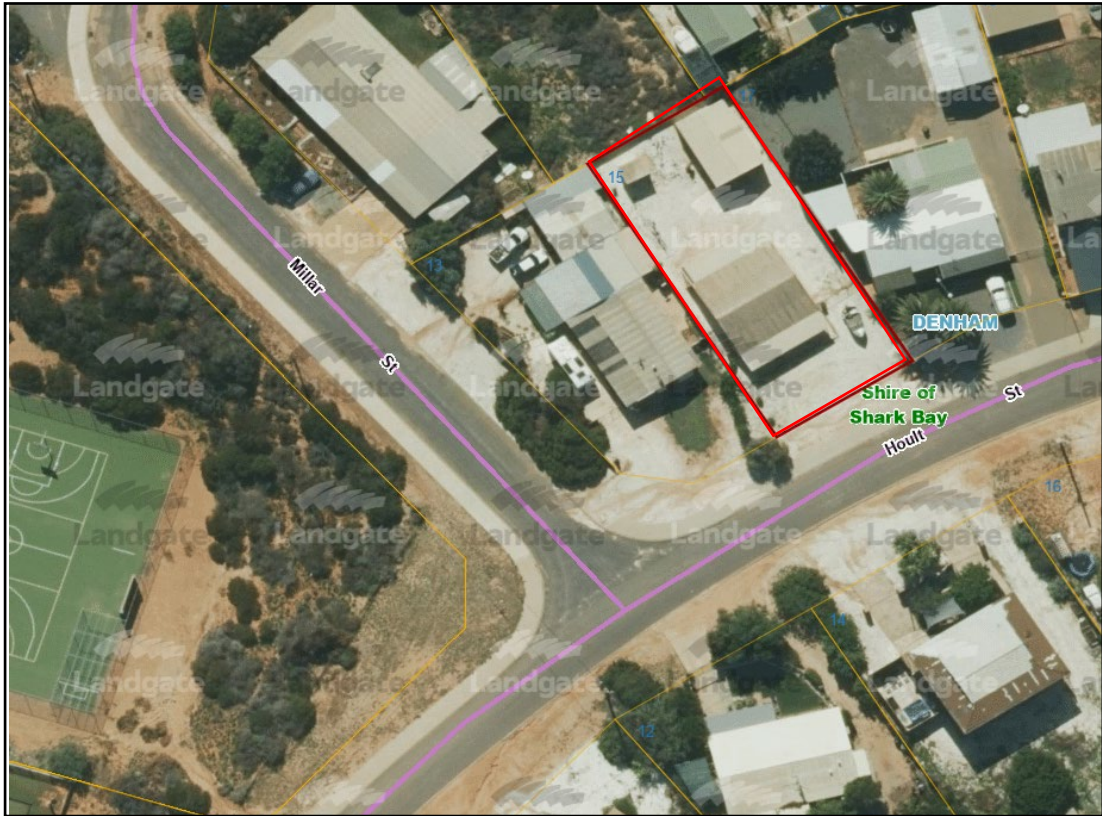
5/2 CARRIED

BACKGROUND

Lot 179 has an area of 728m² and is located near the corner of Hoult Street and Millar Street in Denham.

Lot 9 has been developed with an existing house. The house only takes up a portion of the lot.

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COMMENT

• **Description of application**

The existing house has two bedrooms, a shared kitchen/living/dining room, and a combined bathroom/laundry area. If approval is granted it will be advertised as 'Farr-e-nuff' by Ray White - <https://www.sharkbayholidayhouses.com.au/properties/farr-e-nuff-coming-soon/>

The applicant has advised that:

- The owners have previously rented out their house privately for short stay, mainly to family and friends.
- The holiday house will be managed by Ray White. All bookings will be through Ray White.
- Maintenance and cleaning is arranged by the Managing Agent, Ray White Shark Bay. The Managing Agent has authority to attend to maintenance items up to \$150 without consulting the owner. Maintenance items over this amount require the owner's approval; the owner is easily contactable and is committed to keeping the house in good condition.
- There is an informal gated driveway to the side of the existing house, and no constructed crossover.
- The lot is connected to sewer.
- The house has two bedrooms, and the maximum number of guests will be 5.

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- **Parking**

The existing house is setback approximately 7.6 metres from the front lot boundary. The front yard is open and unencumbered.

There is also gated access to a side driveway. Behind the gate the side driveway is approximately 16.5 metres long.



Above: Photograph of front yard and gated access to the side of the dwelling.

The parking plan and site plan lodged by the applicant is included as Attachment 1. The comments on the plan are those of the applicant.

Town Planning Innovations is of the view that on site parking for cars and boats is sufficient. Under the Shires Local Planning Policy, two car parking bays are required to service 5 guests. Guest parking can be accommodated in the front yard, and boat parking can be accommodated in the front yard and /or in the long side driveway.

- **Zoning and Proposed Land Use**

Lot 179 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.

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 proposed land use is 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'*.

The land use of 'holiday house' is listed in Table 1 of the Scheme as an 'D' use in the Residential zone which *'means that the use is not permitted unless the local government has exercised its discretion by granting development approval'*.

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Essentially it means that Council has discretion to consider the application in a Residential zone.

An extract of Table 1 is included below.

TABLE 1

| USE AND DEVELOPMENT CLASS | | | | | | | |
|---------------------------|------------|---------|-------------|-------------------|------------------|-------|-------------|
| | Commercial | Tourism | Residential | Urban Development | General Industry | Rural | Special use |
| Holiday house | A | A | D | | X | X | |

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

The Shires Local Planning Policy No 1 provides guidance for holiday houses in Residential areas. It technically does not apply to this application.

A summary of the Shire Policy requirements and compliance is included below for information only.

| 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. | <p>The applicant has lodged a detailed site plan with photographs showing access and carparking bays.</p> <p>If Council approves the application, then a condition will be imposed to require a crossover to be constructed.</p> |
| 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). | <p>The applicant has lodged detailed floor plans showing the number of beds per room. There are only two bedrooms and a maximum of 5 guests are proposed.</p> <p>The Ray White website photographs showed a bunk bed in the living area, that folds into a lounge. The bunk bed hasn't been included in the application as a sleeping area for guests.</p> <p>Town Planning Innovations has liaised with Ray White due to concerns over the additional bunk bed, Ray White has responded by:</p> |

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| | |
|--|---|
| | <ul style="list-style-type: none"> - Confirming that they have advised the owners that they will have to remove the bunk bed; and - They have removed photographs showing the bunk bed from their website. |
| 3. Carparking to be provided at a rate of 1 space every 3 guests. | <p>Two carparking bays are required to cater for 5 guests.</p> <p>The applicant has provided information on car and boat parking.</p> |
| 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. | <p>The Policy includes an example Management Plan that can be used as a base.</p> <p>A Management Plan has been lodged and nominates Ray White as the property manager. It details all property manager responsibilities, booking procedures, and procedures for complaints.</p> <p>The Management Plan is in a format that has been supported and approved for a number of holiday houses in Denham.</p> <p>Importantly, the Management Plan states that all bookings will be through Ray White.</p> |
| 5. A Fire and Emergency Response Plan that includes detailed fire escape route maps, provision of a fire extinguisher and emergency contact numbers. | <p>The Policy includes an example Fire and Emergency Response Plan template that can be modified by owners to suit their premises.</p> <p>The owners have lodged detailed floor plans that show the location of a fire extinguisher, fire blanket, outdoor hose, escape routes and assembly point at the front of the lot.</p> <p>The fire escape route plan can be displayed in the dwelling.</p> |

• **Consultation**

The application has been referred to adjacent and nearby landowners for comment. Advertising closed on the 15 November 2024, and one objection has been received.

The objectors' property at 6 Mead Street is located to the north-east of the proposed holiday house.

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The objection is summarised in the table below.

| Submission | Officer Comment |
|--|--|
| Please note my objection to short stay accommodation at 15 Hoult Street. | The objection is noted. |
| Always noisy and no accommodation for locals and hospitality staff. | <p>The owners have only recently engaged Ray White to manage the property.</p> <p>Ray White will be responsible for managing the property, taking all bookings and responding to any issues raised by neighbours.</p> <p>If the application is approved by Council, then it will only initially for a one year period.</p> <p>It is in the interest of the property manager and owner to ensure the property is well managed, as otherwise a second approval may not be issued.</p> <p>In addition, compliance is required if owners wish to stay on the State register,</p> |

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| | |
|--|--|
| | <p>albeit it is not being compulsory until the 1 January 2025.</p> <p>The issue of lack of accommodation in town is a broader strategic issue.</p> |
|--|--|

LEGAL IMPLICATIONS

Short-Term Rental Accommodation Act 2024 - requires all short-term rental accommodation in Western Australia to be registered. If a property is not registered, the operator will not be permitted to advertise or enter into a short-term rental arrangement.

The Short Term Rental Accommodation register opened on the 1 July 2024 and it will become mandatory for all Short Term Rental Accommodation providers on the 1 January 2025. Registration is for one year and will have to be renewed every year.

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 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 –

There are specific provisions that apply to Holiday Houses in Residential zones under Clause 32.15. The most relevant scheme provisions are summarised in the following table.

| Clause | | Comment |
|---------|---|---|
| 32.15 | The local government may permit a Holiday house within the Residential zone where, in its opinion, the use would not substantially spoil or detract from the residential character and amenity of the locality. | <p>Council has to consider issues of amenity as part of all planning applications, combined with the other normal planning considerations such as the objectives of the residential zone, parking, management, complaint management etc</p> <p>Council also has to consider the application in accordance with the Shires Local Planning Policy No 1.</p> |
| 32.15.2 | The local government shall not consider an application for development approval | These scheme requirements are also replicated in Local Planning Policy No 1, and |

MINUTES OF THE ORDINARY COUNCIL MEETING

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| | | |
|----------|---|---|
| | <p>for a Holiday house unless it is accompanied by:</p> <p>(a) A Management Plan that addresses how the land use will be managed to maximize protection of residential amenity, includes details of how noise issues will be addressed by the Manager, and full contact details of the Manager or employee of the Manager.</p> <p>(b) A Fire and Emergency Response Plan that includes detailed fire escape route maps and addresses the provision of safety features including hard wired smoke detectors, provision of a fire extinguisher and emergency contact numbers.</p> <p>(c) A detailed site plan which demonstrates adequate carparking can be provided on site.</p> | are addressed in the body of this report. |
| 32.15.3 | The local government <u>may</u> have regard for the following matters when determining an application for development approval for a Holiday house: | This clause is worded to outline matters that Council <u>may</u> have regard for. It does not use the term 'shall' or the term 'due regard' so provides some flexibility. |
| 32.15.3a | A Management Plan adequately demonstrates that the land use will be managed as to ensure that it will not cause nuisance or annoyance to the owners of adjoining or nearby residential properties; | This scheme requirement is replicated in Local Planning Policy No 1, and is addressed in the body of this report. |
| 32.15.3b | A manager, caretaker or a contactable employee of the Manager permanently resides in Denham townsite or within one hours drive of Denham townsite; | This scheme requirement is replicated in Local Planning Policy No 1, and is addressed in the body of this report. |
| 32.15.3c | A Fire and Emergency Response Plan comprehensively addresses fire safety; | This scheme requirement is replicated in Local Planning Policy No 1, and is addressed in the body of this report. |
| 32.15.3d | The proximity of the lot to Denham townsite, the beach and/or any significant tourist attraction; | This report includes a plan showing the location of Lot 179. |
| 32.15.3e | The need to encourage holiday house's close to the Denham Town Centre and discourage these uses within established | As per above. |

MINUTES OF THE ORDINARY COUNCIL MEETING

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| | | |
|----------|--|---|
| | residential areas distanced from the Denham Town Centre; | |
| 32.15.3f | The size of the lot and density of development in the surrounding area; | This report includes an aerial plan showing surrounding development, a photograph of the existing house and advice on the lot size. |
| 32.15.3g | The potential for increased impact where adjacent land has been developed for grouped dwellings or there are small lots with dwellings in close proximity to each other; | There are no grouped dwellings on adjacent lots. |
| 32.15.3h | The potential for occupiers to have different behaviours and routines and the need to protect residents in suburban locations with daily work routines. | To address this the Scheme requires a local property manager, a Management Plan, and the ability to limit the term of any planning approval. |
| 32.15.3i | The location of active outdoor areas and their relationship to sensitive bedrooms within surrounding dwellings in a suburban environment. | Aerials are included in all agenda reports to Council, however access to neighbours' internal floor plans are limited. All applications are advertised for public comment so neighbours can raise any concerns over applications. |
| 32.15.4 | The local government shall limit any initial development approval for a Holiday house to a maximum 12 month period. | All 'first time' approvals are limited to 12 months through a condition of approval. |
| 32.15.5 | The local government may issue subsequent Development approvals for a Holiday house and has discretion to limit the term of approval to one year, 3 years or up to a maximum of 5 years as deemed appropriate by the local government. | The Shire can issue subsequent approval for terms of 3 or 5 years. Generally, second approvals have been limited to 3 years. |
| 32.15.6 | The local government may have regard for any substantiated written complaint or evidence about mismanagement of a Holiday house in considering the issue of subsequent Development approvals. | All applications are advertised to nearby and surrounding neighbours to ascertain whether issues have arisen for any approved holiday house. |
| 32.15.7 | Advertising signage associated with a Holiday house shall have a maximum area of 0.2m ² and be fully located within the lot boundary. | A condition is placed on all approvals to limit the size of any sign. |
| 32.15.8 | A Holiday house is to comply with the Residential Design Codes and/ or any existing Planning consent already granted for the dwelling or variation to the Residential Design Codes with the | Council has regard for factors such as number of bedrooms and maximum number of guests in assessing carparking. |

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| | | |
|----------|---|---|
| | exception that Council has discretion to require a higher provision of carparking for any Holiday house having regard for the number of bedrooms and maximum number of persons to be accommodated at any one time. | |
| 32.15.9 | Development approvals can be renewed when an owner/ applicant lodges a new Planning Application to the local government. | Renewals are only considered where a landowner lodges a new application. |
| 32.15.10 | A development approval for a Holiday house is issued to a specific owner of a particular parcel of land, it shall not be transferred or assigned to any other person, and shall not be transferred from the land in respect of which it was granted. Should there be a change of the owner of the land in respect of which planning consent is issued the planning consent is cancelled. | Conditions are placed on approvals for holiday houses to ensure they are specific to the current landowner(s). If ownership of a lot changes any existing approval lapses and expires. |
| 3.15.11 | A Holiday house shall not operate within the Residential zone unless it is registered in respect of the lot under Clause 32.15.12. | The Shire registers holiday houses if an approval is granted. |
| 32.15.12 | Outlines that all holiday houses have to be a register maintained by the Shire. | The Shire registers holiday houses if an approval is granted. |
| 32.15.13 | Outlines that Council may have a general regard for Clauses 32.15.2 and 32.15.3 in determining applications for a holiday house in the Commercial or Tourism zone. | This clause does not apply as this proposal is in a residential zone. |

POLICY IMPLICATIONS

Explained in the body of this report. The existing Local Planning Policy is subject to review.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Matters such as holiday houses need to be examined strategically as part of development of a new Local Planning Strategy. The WA Planning Commission has released new land use definitions for Short Stay Rental Accommodation, so the Shire will need to consider these as part of a scheme amendment and / or future Scheme review.

RISK MANAGEMENT

This is a low risk item to Council.

MINUTES OF THE ORDINARY COUNCIL MEETING

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VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

Date of Report

19 November 2024

27 NOVEMBER 2024

ATTACHMENT # 1



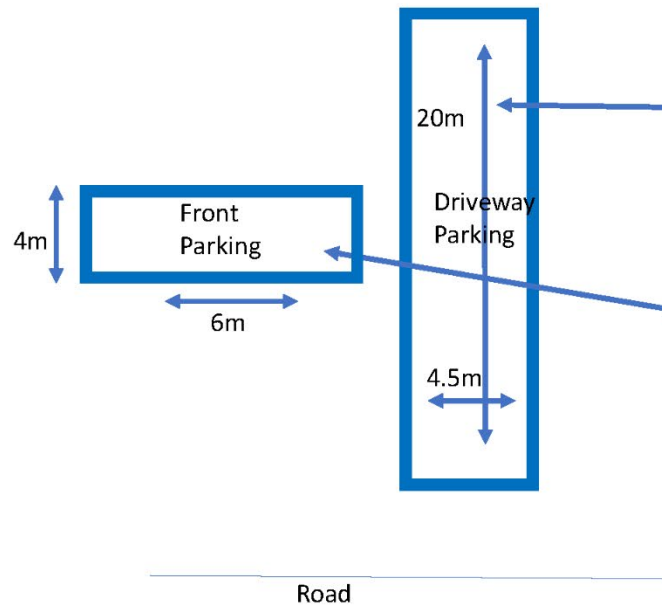
**Aerial View
15 Hoult Street**

Car & Boat Parking
Ample room for a large boat
and 2 cars on property



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Parking Dimensions 15 Hoult Street



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11.2 PROPOSED BREWERY AND PRIVATE RECREATION (YOGA CLASSES) IN EXISTING BUILDING – LOT 62 DIRK HARTOG ISLAND
P4366

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire – Section 5.60A of *Local Government Act 1995*

Declaration of Interest: Cr Vankova

Nature of Interest: Financial Interest owner of Business having a business partnership with Dirk Hartog Island

Cr Vankova left the Council Chamber at 1.32pm.

Moved Cr Bellottie

Seconded Cr Smith

Council Resolution

That Council:

A. Approve the application for a brewery and private recreation (yoga and wellness classes) on Lot 62 Dirk Hartog Island subject to the following conditions and footnote:

- 1. The plans lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.**
- 2. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries at all times.**
- 3. Prior to the issue of a Building Permit, the operator to lodge a detailed Waste Management Plan for separate written approval of the Chief Executive Officer prior to commencement of the brewery that:**
 - (a) Outlines all types of waste water and treatment of waste water prior to recycling, re-use, on site disposal or off site disposal; and**
 - (b) Provides details of all and any waste water treatment systems to be installed; and**
 - (c) Identifies any wastewater unsuitable for on site use and confirms methods for external disposal; and**

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- (d) Identifies any other forms of waste associated with the distillery process and appropriate treatments/disposal methods.**
- 4. The operator shall implement the recommendations and measures outlined in any Waste Management Plan approved separately by the Chief Executive Officer under Condition 3.**
- 5. 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) Planning consent is not an approval to commence construction or any internal fit-out.**

A separate application must be lodged to change the building classification of the shed prior to commencement of any work.

Building works will need to be carried out to meet health and building requirements, especially as the business will need to register with the Shire as a food premises under the Health Act 2008.

- (ii) It is recommended that the proponent liaise with the Department of Biodiversity, Conservation and Attractions as a separate permit may be required to harvest any native vegetation from the lot.**

5/1 CARRIED

Cr Vankova returned to Council Chamber at 1.34pm

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BACKGROUND

Lots 62 and adjacent Lot 303 are located on Dirk Hartog Island. Lot 62 has an area exceeding 40 hectares and Lot 303 has an area exceeding 17 hectares.

The Lodge and a restaurant/exhibition centre/office have been developed on Lot 62. Campsites have also been approved on Lots 62 and 303.

Yoga classes and wellness classes are held on Lot 62 for guests and visitors. As part of this application process, Town Planning Innovations encouraged the applicant to include those activities as part of this application.

In 2022, the operator of the Lodge, Kieran Wardle, expressed interest in developing a small scale, boutique-type distillery in an existing shed on Lot 62. Subsequently he lodged an application to amend the Shires Local Planning Scheme No 4, to list a 'brewery' as a use that Council has discretion to consider on the property.

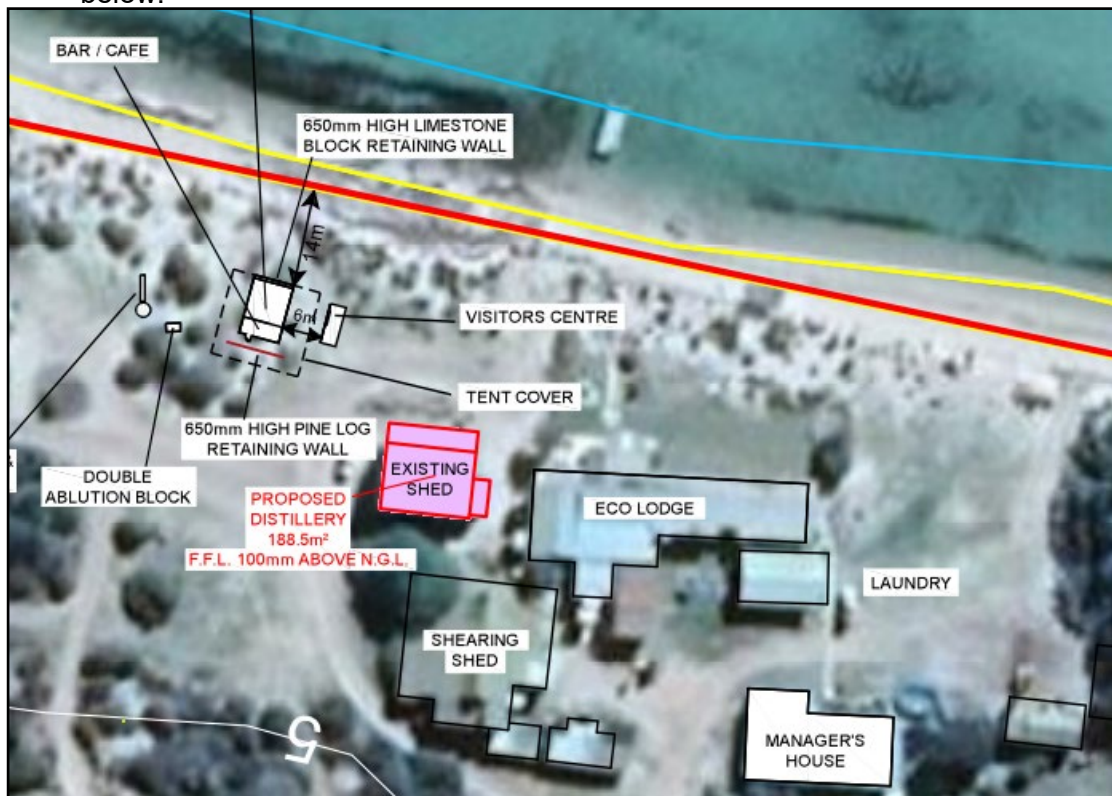
The Scheme Amendment (No 3) was adopted by Council on the 30 November 2022 and approved by the Minister for Planning on the 12 June 2023.

COMMENT

- *Description of Proposal*

There is an existing shed on Lot 62. The application proposes:

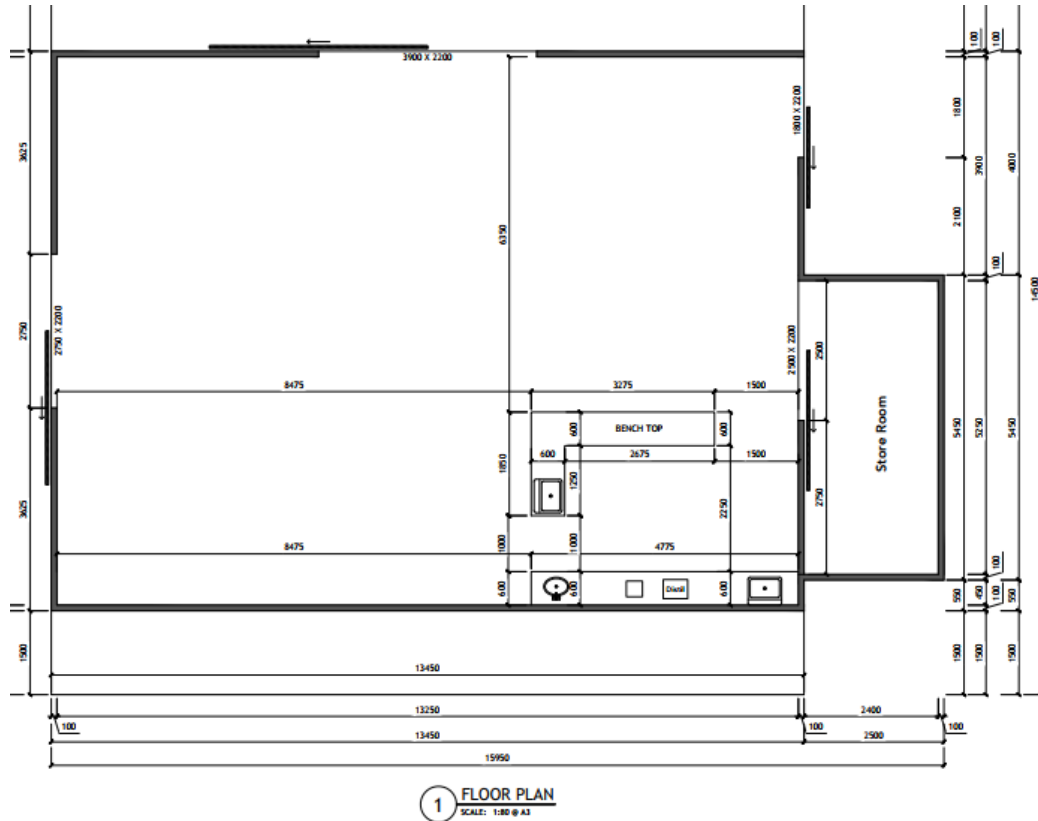
- The distillery process will be carried out in an existing shed, which will be upgraded to comply with the separate Food Act 2008 requirements. The shed has a floor area of 188.5m² and is adjacent to The Lodge – refer partial site plan below.



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- The distillery process will occur in the south-east corner of the shed. A processing and bar area including benchtops and wash basins will be installed. The processing area will measure 4.7 metres by 3.4 metres (153.98m²).

An internal floor plan is included below.



- There is a private temporary bar in the existing shed which was used for family birthday celebrations and will be removed.
- The applicant has advised that the proposed distillery will be a small-scale, boutique-type operation designed to attract new tourists (i.e. it will not be a bulk production facility).

It will only operate 3 to 4 days per month, create employment for two (2) to three (3) people on a part-time basis, and produce up to 3,200 x 700ml bottles of spirits (i.e. gin and rum) per annum from eight (8) separate production batches.

- The tastings will be part of the Day at Dirk tours which run from March to November each year. The resort closes from the 1 December to 1 March annually as there are not enough tourists to sustain the business during those months.
- The applicant also confirmed that the internal floorspace area of the existing shed will be upgraded and fitted-out in accordance with all relevant regulatory standards and requirements to accommodate the proposed distillery and will include an open viewing/tasting area for guests and secure storeroom.

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- All spirits produced will be securely stored on-site and sold to tourists from the existing approved visitors' centre and associated bar/café in accordance with the rights afforded by a 'Producers Licence' from the Racing, Gaming and Liquor division of the Department of Local Government, Sport and Cultural Industries.
- Existing ablution facilities on site will always be available to guests and staff.
- The shed has been used for yoga and wellbeing classes twice yearly for short periods of time when weather has not been conducive to these activities being conducted outside. The operator would like to maintain flexibility for the shed to be used for classes periodically if required, so has included that in the application.

They are seeking retrospective planning approval to continue to hold yoga and wellbeing classes for guests.

- The yoga/wellness classes are only available to guests that attend one of the organised retreat packages and classes are limited to a maximum of 24 guests.

The applicant's supporting letter is included as Attachment 1.

- *Storage of ethanol*

The applicant has advised that a total of 1,600 litres of ethanol will be required to manufacture the total amount of spirits proposed to be produced annually.

All ethanol will be purchased in 200 litre sealed drums from an authorised supplier.

The applicant advises that all products imported to the island from the mainland to allow for the spirit production will be subject to the protocols and procedures prescribed in the *Dirk Hartog Island Biosecurity Implementation Plan* (2014, Revised 2015) published by the Department of Parks and Wildlife to prevent the accidental introduction of weeds, pests and diseases.

The operator has advised that they will only need to store one drum at a time, and they will purchase a lockable Outdoor Dangerous Goods Storage unit (of cyclone proof construction) for the drum storage – refer Attachment 2.

The drum will be stored in the lockable Outdoor Dangerous Goods Storage Unit which will be contained in a separate secure storage shed adjacent to the shearing shed on site – refer aerial overpage.

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Town Planning Innovations is not an expert on the storage of dangerous goods, however the Department of Mines, Industry Regulation and Safety has information on licencing and exemptions. The quantities of dangerous goods required to be licenced appears to mainly apply to larger bulk quantities (ie 1000 litres or manifest total of 10,000 litres).

The operator only proposes to store one 200 litre drum at any one time. Ultimately the onus is on the owner/operator to secure any separate licence required outside of planning legislation.

- *Waste Products*

The applicant has advised that:

- a total of 270 litres of wastewater will be produced during each production run (i.e. 2,160 litres per annum).
- The wastewater will be recycled and used on-site where possible to ensure there are no negative impacts on the natural environment.
- Any organic products will be composted on site.
- The operator, Keiran Wardle, has advised he does not expect that any dangerous or toxic waste will be generated from the distillery process.
- If there is any unsuitable wastewater it can be placed in drums and disposed of through the Shires tip.

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Town Planning Innovations has liaised with the Shires Environmental Health Officer, and it is recommended that a more detailed Wastewater Management Plan be required for separate approval. This can be imposed as a development condition.

The Shires Environmental Health Officer has advised that the appropriate disposal method for waste will depend on the nature and content of the waste. For example, any grey water from sinks or hand basins will likely necessitate installation of a greywater system. The operator would need to lodge a separate application to the Shire for approval for installation of a grey water system.

- *World Heritage and Consultation*

As Lot 62 is within the Shark Bay World Heritage Property area, the application was referred to the Department of Biodiversity, Conservation and Attractions and the Shark Bay World Heritage Advisory Committee.

Department of Biodiversity, Conservation and Attractions advised that they have '*no comments to make on the proposal*'.

The Shark Bay World Heritage Advisory Committee provided detailed comments as summarised in the table below.

| Shark Bay World Heritage Advisory Committee Submission | Town Planning Innovations Comment |
|---|---|
| The Shark Bay World Heritage Advisory Committee (the Committee) provides advice to government on the protection, conservation, presentation and management of the Shark Bay World Heritage area on behalf of the community. The Committee places particular emphasis on upholding the Integrity of the Shark Bay World Heritage Area through the provision of advice regarding potential threats to the sites Outstanding Universal Values. | Noted. The Shire refers all applications to the Shark Bay World Heritage Advisory Committee for comment where development is proposed within the World Heritage area. |
| The Committee would like to express its collective concerns regarding the proposed distillery project in the Shark Bay World Heritage Area. While we acknowledge the potential economic benefits such a project could bring, there are several critical issues that need to be addressed to ensure the protection and preservation of this unique and sensitive environment. | Noted. Assessment of the application considers normal planning considerations such as land use compatibility, environmental issues, visual amenity etc |
| Firstly, it is imperative that the distillery obtains a valid license from the appropriate regulatory body to collect and process botanicals. | This sits outside of the planning framework as there is separate legislation controlling harvesting of any native species. |

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| <p>The collection of botanicals must be conducted sustainably, ethically and culturally appropriately alongside environmentally to avoid any adverse impact on the local flora and fauna.</p> <p>We would appreciate detailed information on the licensing process and the measures in place to ensure compliance with environmental regulations.</p> | <p>Town Planning Innovations has sourced the information below from the Department of Biodiversity, Conservation and Attractions 'Management of Commercial Harvesting of Flora in Western Australia' 2023 – 2028 as follows:</p> <ul style="list-style-type: none"> - The Department of Biodiversity, Conservation and Attractions is responsible for the administration and implementation of the <i>Biodiversity Conservation Act 2016</i> and <i>Conservation and Land Management Act 1984</i> that together provide the legal basis for the conservation of biodiversity in WA. - The Department of Biodiversity, Conservation and Attractions issues licences and authorisations under the Biodiversity Conservation Act for the take of flora, including for commercial harvest. - Approvals are also required to access any national parks, conservations parks, nature reserves and other public land for the purpose of harvesting under the Conservation and Land Management Act and the Conservation and Land Management Regulations 2002. - The Department of Biodiversity, Conservation and Attraction's objective for the management of commercial flora harvesting is to ensure commercial flora utilisation is managed in a sustainable manner both for the species involved and the environment (DPAW, 2015) <p>It is the owner/proponent's responsibility to comply with all relevant legislation.</p> |
| <p>Secondly, the distillery has referenced its ability and commitment to recycle waste however, we are concerned about the specifics of this commitment. Clear and transparent plans should be provided, outlining how waste will be recycled, the technologies to be used,</p> | <p>Noted. Town Planning Innovations has liaised with the Shires Environmental Health Officer, and this can be addressed through a combination of several factors including:</p> |

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| <p>and the expected outcomes. This will help in assessing the feasibility and effectiveness of the proposed waste recycling measures.</p> | <ol style="list-style-type: none"> 1. If approved, Council can impose a condition on the development requiring lodgement of a more detailed Wastewater Management Plan. This will provide the operator with an opportunity to refine and further explain all types of waste water in consultation with the Shire Environmental Health Officer. 2. A separate application has to be lodged to the Shire for disposal of any on site wastewater through systems such as greywater wastewater systems. The Department of Health has lists of approved wastewater systems. Every onsite wastewater system requires an approval under separate legislation. <p>The Shire Environmental Health Officer has advised that the operator can use the same water supply as for the Eco Lodge which goes through a UV disinfection system, however they will need to show how it is transferred / piped from the holding tank to the distillery.</p> <p>The Environmental Health Officer has also advised that the proponent will need to provide further details on how wastewater will be collected, reused, and used where.</p> <p>In addition, the proponent will need to apply to register the distillery as a food premises.</p> |
| <p>Additionally, given the porous nature of the local rocks and surface aquifers, it is crucial that waste from the distilling process is not recycled locally. The potential for contamination of the water supply poses a significant risk to the environment and public health. We strongly recommend that waste removal plans include transporting waste to appropriate facilities outside the local area to mitigate this risk.</p> | <p>Town Planning Innovations is of the understanding that there is potential for recycling of wastewater, however if there is any unsuitable waste will need to be taken off site.</p> <p>A condition can be imposed to require lodgement of a Waste Management Plan.</p> |

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| <p>Furthermore, we are concerned about the energy-intensive nature of the distillation process. The committee is curious to understand how renewable energy sources are or will be utilised to reduce carbon emissions associated with the distillery's operations. This information is vital to ensure that the project aligns with broader environmental sustainability goals.</p> | <p>Town Planning Innovations is of the view that this is beyond the scope of the Shire and the planning assessment.</p> <p>Emission reduction is a matter that the Australian Government is responding to through their policies, strategies, plans and incentives such as the state Emissions reduction Fund ^{*Note 1}</p> <p>At a state level, the Government of Western Australia has a Climate Change Bill 2023 working towards a transition to net zero emissions.</p> <p>Town Planning Innovations is of the understanding that the Bill places an onus on the State Government to set targets but does not create obligations for business and industry sectors or for individual facilities. ^{*Note 2}</p> <p>Note 1: Refer to Department of Climate Change, Energy, the environment and Water website - Australia's climate change strategies - DCCEEW</p> <p>Note 2: Climate change legislation Western Australian Government</p> <p>It should be noted that there is already power to the existing shed provided through a solar power system on site.</p> |
| <p>Lastly, the distillery must develop a comprehensive fire risk management plan, particularly considering the storage and handling of large quantities of ethanol.</p> <p>An industrial accident involving 1000 litres of ethanol could have catastrophic consequences. The fire management plan should include preventive measures, emergency response strategies, and coordination with local fire services to ensure preparedness for any potential incidents.</p> | <p>A. General Comment on existing Bushfire Management Plan</p> <p>There is an existing Bushfire Management Plan for Lot 62 (and Lot 303) Dirk Hartog Island that was approved by Council in 2019 subject to modifications.</p> <p>The Bushfire Management Plan included the existing shed (proposed brewery) within a 95 metre Asset Protection zone and refuge area. The refuge area adjacent to the beach is the safest area identified for refuge on site in any fire event.</p> <p>The owner has to maintain the area around the shed to an Asset Protection Standard (with lower fuel loads).</p> |

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| | <p>The current Shire Fire Break Notice require the owners of Lot 62 to implement their Bushfire Management Plan.</p> <p><i>B. Comment on Ethanol Storage</i></p> <p>The Shark Bay World Heritage Advisory Committee has misinterpreted the amount of ethanol storage proposed on Lot 62 at any one time.</p> <p>The submission references 1000 litres however the total amount is 1,600 litres and that is per annum.</p> <p>The application states that only one 200 litre drum of ethanol will be stored on site at any one time, and it will be housed in a suitable 350 litre Outdoor flammable liquid storage cabinet.</p> <p>Town Planning Innovations has checked the Department of Mines, Industry Regulation and Safety publication on 'Dangerous Goods Safety Guidance Note Licensing and exemptions for storage and handling' and there is separate legislation which controls the bulk storage of dangerous goods.</p> <p>Town Planning Innovations is not an expert on the separate licencing requirements, however it appears that only larger quantities may require licencing.</p> |
| <p>We urge you to consider these concerns seriously and provide detailed responses to each point. The protection of the Shark Bay World Heritage Area is of utmost importance, and any development within this area must be approached with the highest level of environmental stewardship.</p> | <p>The Shire takes the concerns of the Shark Bay World Heritage Advisory Committee seriously however it needs to be noted that:</p> <ul style="list-style-type: none"> - The matters that can be considered are limited by the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>; - It is not valid to impose conditions where a matter is already controlled through other separate legislation. Any developer/operator/owner has to undertake their own due diligence and comply with all relevant legislation. - Some of the issues raised, such as recuing carbon footprints, are simply |

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| | <p>outside of the control of the Shire at a local government level.</p> <ul style="list-style-type: none"> - Any conditions imposed must be considered to be fair and reasonable. There also has to be a nexus between the proposed development and the conditions. - The Department of Biodiversity, Conservation and Attractions is key stakeholder and has not objected to the application. |
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• *Existing Bushfire Management Plan*

Lot 62 is within a declared bushfire prone area. There is an existing Bushfire Management Plan for Lot 62 and Lot 303 which incorporates strategic fire breaks, asset protection zones, identified the bushfire attack levels for existing buildings and an on site beach refuge area. The Bushfire Management Plan was prepared in support of a previous planning application for camping and the café/tourist centre.

The Bushfire Management Plan was comprehensive and implemented 9 metre Asset Protection zones around the main existing buildings and a 95 metre Asset Protection zone around an on beach 'shelter in place' refuge area.

The existing 'shed' is included in the Bushfire Management Plan and is in an Asset Protection zone which must be maintained to a lower fuel standard.



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Ordinarily Town Planning Innovations would recommend that a revised and updated Bushfire Management Plan be required to support any tourist development, however in this case the application proposes:

- to utilise an existing shed which was already covered by a previous Bushfire Management Plan;
- is already identified as being in a location on the lot that has to be maintained as an Asset Protection zone;
- limited day-time use, and
- ancillary land uses that complement existing tourist development.

Council has discretion as to whether to require a new Bushfire Management Plan. Town Planning Innovations is generally supportive of the development relying on the original Bushfire Management Plan as circumstances have not significantly changed, and higher construction standards only apply to accommodation at the separate building permit stage.

If Council wants to require a new Bushfire Management Plan, then deferral of this item is recommended.

The main benefit of requiring any updated Bushfire Management Plan would be to:

- Review/update the format to reflect renumbered clauses in the new State Planning Policy 3.7 and associated guidelines that only became operative on the 18 November 2024;
- Re-examine the on site refuge area and consider whether to enlarge it to accommodate more people;
- Review vegetation classifications in case there has been regrowth, revegetation and/or native vegetation growth changes.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 –

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

Shire of Shark Bay Local Planning Scheme No 4 (the Scheme) –

- *Land Subject to Inundation*

Under Clause 32.1 'Land Subject to Inundation' a minimum finished floor level of 4.2 metres Australian Height Datum can be required for new development.

Council has discretion to allow a lesser floor level under Clause 32(1)(e)(iii) where '*the proposed development only involves refurbishment of an existing building*', which is the case for this application.

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- *Special Use Zone*

Lot 62 is zoned 'special use' under the Scheme and specific provisions and conditions apply.

The objective of the zone is to provide for eco-tourism development. There is discretion to consider an application for a brewery on Lot 62.

A Local Development Plan can be required as a precursor to any development, however Council has historically supported applications for camping and a café without any Local Development Plan. Both the Shire and the Western Australian Planning Commission would need to agree that a Local Development Plan is required.

Under Condition 6 applicable to the special use zone, Council may consider development in the absence of a Local Development Plan.

- *World Heritage*

The lot is within a Special Control Area for world heritage, hence it was referred to the Shark Bay World Heritage Advisory Committee and the Department of Biodiversity, Conservation and Attractions.

POLICY IMPLICATIONS

There are no known policies relative to 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 this item.

RISK MANAGEMENT

There are no known risks associated with this item.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

Date of Report

20 November 2024

MINUTES OF THE ORDINARY COUNCIL MEETING

27 NOVEMBER 2024

ATTACHMENT # 1



28 August 2024

Shire of Shark Bay
Via email to: admin@sharkbay.wa.gov.au

Attention: Dale Chapman - Chief Executive Officer & Liz Bushby – Town Planning Consultant

Dear Dale & Liz,

**APPLICATION FOR DEVELOPMENT APPROVAL
PROPOSED DISTILLERY
LOT 62 ON DEPOSITED PLAN 103194 DIRK HARTOG ISLAND**

On behalf of the current landowner Hypermarket Pty Ltd we hereby submit an application for development approval to establish and operate a proposed distillery on the abovementioned property to support its continued use for tourism purposes.

Please find enclosed the following information to assist the Shire's consideration and processing of the application:

- A completed and signed Development Application Form (see Attachment 1);
- A copy of the current certificate of title, deposited plan and title encumbrances for Lot 62 as well as an ASIC company search (see Attachment 2); and
- Various plans showing the location and details of the proposed development (see Attachments 3 and 4).

We request that the Shire confirm the development application fee payable in this instance so this information can be conveyed to the landowner. Arrangements will then be made regarding payment to enable processing of the application to formally commence.

When assessing the application it is requested the Shire have due regard for the following key points:

1. Lot 62 is located on the eastern, leeward side of Dirk Hartog Island with the existing tourist accommodation development thereon (i.e. Dirk Hartog Island Eco Lodge) identified and designated as a 'Minor Tourism Node' (see Attachment 3 – Plans 1 to 4).
2. The subject land is classified 'Special Use' zone (i.e. SU14) in the Shire of Shark Bay Local Planning Scheme No.4 with the use class 'Brewery, which by definition includes a distillery, listed in Schedule B of the Scheme as a discretionary (i.e. D) use (i.e. not permitted unless the local government has exercised its discretion by granting development approval).
3. The landowner is proposing to establish and operate a distillery to complement the existing ecotourism development on the land, enhance its attractiveness as a unique tourist destination and help provide for the long term sustainability of the tourism business.

PO Box 1695 WANGARA DC WA 6947
Tel: 9303 2532 / Email: joe@urp.com.au
Exurban Pty Ltd ATF Vista Trust ABN 94 794 308 323

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4. The proposed distillery will be established in an existing 148m² shed located in a previously cleared portion of the land in close proximity to other existing improvements, all of which are subject to an approved Bushfire Management Plan (see Attachment 4 – Plan 5).
5. The internal floorspace area of the existing shed will be upgraded and fitted-out in accordance with all relevant regulatory standards and requirements to accommodate the proposed distillery and will include an open viewing/tasting area for guests and secure storeroom (see Attachment 4 – Floorplan, Elevations and Section). It should be noted no changes are proposed to the external parts of the building to accommodate the proposed use.
6. The proposed distillery will be a small-scale, boutique-type operation designed to attract new tourists (i.e. it will not be a bulk production facility). It will only operate 3 to 4 days per month, create employment for two (2) to three (3) people on a part-time basis, and produce up to 3,200 x 700ml bottles of spirits (i.e. gin and rum) per annum from eight (8) separate production batches.
7. A total of 1,600 litres of ethanol will be required to manufacture the total amount of spirits proposed to be produced annually. All ethanol will be purchased in 200 litre sealed drums from an authorised supplier, transported to and stored in a separate, secure storage shed on the subject land in accordance with the manufacturer's specifications and other relevant regulatory requirements to minimise any potential risks.
8. All products imported to the island from the mainland to allow for the production of spirits will be subject to the protocols and procedures prescribed in the *Dirk Hartog Island Biosecurity Implementation Plan* (2014, Revised 2015) published by the Department of Parks and Wildlife to prevent the accidental introduction of weeds, pests and diseases.
9. A total of 270 litres of waste water will be produced during each production run (i.e. 2,160 litres per annum). All waste water will be recycled and used on-site to ensure there are no negative impacts on the natural environment.
10. A total of 200 grams of waste arising from the use of botanicals in the production process will be generated during each production run (i.e. 1,600 grams / 1.6 kilograms per annum). All botanical waste produced will be composted on-site with other organic waste to again ensure there are no negative impacts on the natural environment.
11. All spirits produced will be securely stored on-site and sold to tourists from an existing approved visitors' centre and associated bar/café in accordance with the rights afforded by a 'Producers Licence' from the Racing, Gaming and Liquor division of the Department of Local Government, Sport and Cultural Industries.
12. There is sufficient essential service capacity to accommodate the power and water supply needs of the proposed distillery.
13. Existing, conveniently located ablution facilities will be available for use by guests and staff at all times.
14. The proposed use is well removed from and will have no impacts on the adjoining Dirk Hartog Island National Park (i.e. Crown Reserve 50325).

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MINUTES OF THE ORDINARY COUNCIL MEETING

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15. The proposed use, by virtue of its location and limited scale, will not compromise the heritage values of the Shark Bay World Heritage Area or the original homestead and associated structures on the subject land.

In light of the above information and justifications we respectfully request the Shire's favorable consideration and approval of this application in due course.

Should you have any queries or require any additional information please do not hesitate to contact the undersigned of this office on 0429 303 100 or joe@urp.com.au.

Yours faithfully,

A handwritten signature in black ink, appearing to read "Joe Douglas", with a long horizontal stroke extending to the right.

Joe Douglas
Director / Principal Town Planner
Exurban Rural & Regional Planning

cc: Kieran Wardle - Hypermarket Pty Ltd (Landowner)

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ATTACHMENT # 2

PR350



Relocatable Outdoor Dangerous Goods Stores



STANDARD FEATURES:

- Cambered roof for rain water run off
- Doors fold back 270°
- ISO locking bars for high security
- Ventilators to suit AS 1940-2004
- Appropriate safety signage
- Forklift channels
- Cyclonic proof construction
- Engineered footing details
- Earth stake and mounting
- Heavy duty adjustable shelves

STOREMASTA relocatable dangerous goods stores are manufactured to suit storage requirements of all dangerous goods classes however individual unit specifications may vary in accordance with the relevant Australian Standard.

Product specifications herein are based on the requirements of AS1940-2004 for the storage of Class 3 flammable and combustible liquids.



PR350 SPECIFICATIONS

| Dimensions (MM) | | | Weight (KG) |
|---------------------------|-------|-------|-------------|
| Height | Width | Depth | 185 |
| 1995 | 1190 | 900 | |
| Maximum Capacity (Litres) | | | |
| 350 | | | |

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12.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There were no motions of which previous notice have been given for the November 2024 Ordinary Council meeting.

13.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

There were no questions by members of which due notice have been given for the November 2024 Ordinary Council meeting.

14.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

There was no urgent business presented to the November 2024 Ordinary Council meeting.

15.0 MATTERS BEHIND CLOSED DOORS

There were no matters for behind closed doors presented to the November 2024 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 11 December 2024, commencing at 1.00 pm.

17.0 CLOSURE OF MEETING

As there was no further business, the President closed the Ordinary Council meeting at 1.35 pm.