

SHIRE OF SHARK BAY MINUTES

26 June 2019

ORDINARY COUNCIL MEETING



DIRK HARTOG ISLAND – SHARK BAY
Photo by Will Wardle



26 JUNE 2019



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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

26 JUNE 2019

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 26 June 2019 commencing at 3.04 pm.

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1.0 DECLARATION OF OPENING

The President declared the meeting open at 3.04 pm .

2.0 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED

ATTENDANCES

| | |
|----------------|------------------|
| Cr C Cowell | President |
| Cr K Laundry | Deputy President |
| Cr L Bellottie | |
| Cr J Burton | |
| Cr E Fenny | |
| Cr G Ridgley | |

| | |
|---------------|--|
| Mr P Anderson | Chief Executive Officer |
| Ms A Pears | Executive Manager Finance and Administration |
| Mr B Galvin | Works Manager |
| Mrs R Mettam | Executive Assistant |

APOLOGIES

| | |
|---------------|---|
| Cr K Capewell | Application for Leave of Absence item 5.1 |
|---------------|---|

VISITORS

2 visitors in the gallery

3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There were no public questions on notice.

4.0 PUBLIC QUESTION TIME

The President opened public question time at 3.05 pm.

Mrs L Deschamps spoke about Item 12.4 Proposed Accommodation – Lot 128 (4) Mainland Street Denham, of the agenda.

The President closed public question time at 3.10 pm.

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5.0 APPLICATIONS FOR LEAVE OF ABSENCE

5.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR CAPEWELL
GV00005

Author
Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Fenny
Seconded Cr Burton

Council Resolution

Councillor Capewell is granted/ refused leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on the 26 June 2019.

6/0 CARRIED

Background

Councillor Capewell has applied for leave of absence from the ordinary meeting of Council scheduled for the 26 June 2019. The Council in accordance with Section 2.25 of the ***Local Government Act 1995*** as amended may by resolution grant leave of absence to a member.

Comment

Councillor Capewell has advised the Chief Executive Officer, he will be unable to attend the Ordinary meeting of Council scheduled to be held on the 26 June 2019 and has requested leave of absence be granted by Council for this meeting.

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

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

Cr Capewell has previously been granted Leave of Absence for the following meetings:
27 February 2019;
27 March 2019;
30 April 2019 and
29 May 2019

Legal Implications

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

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

MINUTES OF THE ORDINARY COUNCIL MEETING

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- (4) A member who is absent, without first obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council.
- (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council –
 - a) If no meeting of the council at which a quorum is present is actually held on that day; or
 - b) If the non attendance occurs while –
 - i. the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5)
 - ii. while proceedings in connection with the disqualification of the member have been commenced or are pending; or
 - iii. while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending

Policy Implications

There are no policy implications relative to this report.

Financial Implications

There are no financial implications relative to this report.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer *P Anderson*

Date of Report 18 June 2019

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6.0 PETITIONS

There were no petitions presented to the June 2019 Ordinary Council meeting.

7.0 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 29 MAY ADJOURNED UNTIL 5 JUNE 2019

Moved Cr Ridgley
Seconded Cr Laundry

Council Resolution

That the minutes of the Ordinary Council meeting held on 29 May adjourned until 5 June 2019, as circulated to all Councillors, be confirmed as a true and accurate record.

6/0 CARRIED

8.0 ANNOUNCEMENTS BY THE CHAIR

There were no announcements made by the Chair.

9.0 PRESIDENT'S REPORT

GV00002

Council Committee Membership

| | |
|-----------------|---|
| Member | Audit Committee |
| Member | Western Australian Local Government Association Country Zone – Gascoyne Region |
| Member | Development Assessment Panel |
| Member (Chair) | Local Emergency Management Advisory Committee |
| Deputy Delegate | Gascoyne Regional Road Group |
| Deputy Delegate | The Aviation Community Consultation Group |

Meeting Attendance

| | |
|-------------|---|
| 5 June 2019 | Rescheduled May Ordinary Council meeting |
| 14 | Met with Mr Vince Catania, MLA |
| 27 | Interview for Western Australian Local Government Association video |

Signatures

| | |
|----------------|--------------------------|
| Councillor | <i>Councillor Cowell</i> |
| Date of Report | 19 June 2019 |

Moved Cr Fenny
Seconded Cr Bellottie

Council Resolution

That the President's activity report for June 2019 be received.

6/0 CARRIED

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10.0 COUNCILLORS' REPORTS

10.1 CR BURTON
GV00018

Nil report for the June 2019 Ordinary Council meeting

10.2 CR RIDGLEY
GV00008

Committee Membership

Member Audit Committee
Member Shark Bay Tourism Committee

Meeting Attendance

11 June 2019 Attended the Shark Bay Business Association meeting

Signatures

Councillor *Councillor Ridgley*
Date of Report 17 June 2019

Moved Cr Laundry
Seconded Cr Fenny

Council Resolution

That Councillor Ridgley's June 2019 report on activities as Council representative be received.

6/0 CARRIED

10.3 CR LAUNDRY
GV00013

Nil report for the June 2019 Ordinary Council meeting

10.4 CR BELLOTTIE
GV00010

Nil report for the June 2019 Ordinary Council meeting

10.5 CR FENNY
GV00017

Nil report for the June 2019 Ordinary Council meeting

10.6 CR CAPEWELL
GV00005

Nil report for the June 2019 Ordinary Council meeting

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11.0 FINANCE REPORT

11.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED
CM00017

Author

Finance Officer / Accounts Payable

Disclosure of any Interest

Declaration of Interest:

Nature of Interest:

Moved Cr Fenny

Seconded Cr Burton

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$470,724.87 be accepted.

6/0 CARRIED

Comment

The schedules of accounts for payment covering -

Municipal fund credit card direct debits for the month of May 2019 totalling \$3,054.45

Municipal fund account cheque number 26902 totalling \$64.41

Municipal fund direct debits to Council for the month of May 2019 totalling \$24,191.60

Municipal fund account electronic payment numbers MUNI 24959 to 25020, 25026 to 25048, 25050 and 25053 to 25083 totalling \$264,507.38

Municipal fund account for May 2019 payroll totalling \$113,195.98

No Trust fund account cheque numbers were issued for May 2019

Trust fund Police Licensing for May 2019 transaction number 181911 totalling \$26,551.85 and

Trust fund account electronic payment numbers 25021 to 25025, 25051 to 25052 and 25084 to 25117 totalling \$39,159.20

The schedule of accounts submitted to each member of Council on 21 June 2019 has been checked and are fully supported by vouchers and invoices. All vouchers and invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

LEGAL IMPLICATIONS

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

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POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The payments listed have been disbursed throughout the month.

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

| | |
|-------------------------|-------------------|
| Author | <i>A Pears</i> |
| Chief Executive Officer | <i>P Anderson</i> |
| Date of Report | 17 June 2019 |

MINUTES OF THE ORDINARY COUNCIL MEETING

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**SHIRE OF SHARK BAY – CREDIT CARD
PERIOD - MAY 2019**

CREDIT CARD TOTAL \$3,054.45

CEO

| DATE | NAME | DESCRIPTION | AMOUNT |
|-------------|-------------|---|----------------|
| 14/5/19 | CABCHARGE | TAXI FOR AVIATION COMMUNITY CONSULTATION GROUP MEETING CARNARVON – CEO & COUNCILLOR FENNY | \$9.87 |
| 14/5/19 | CABCHARGE | TAXI FOR AVIATION COMMUNITY CONSULTATION GROUP MEETING CARNARVON – CEO & COUNCILLOR FENNY | \$9.77 |
| | | | \$19.64 |

EMFA

| DATE | NAME | DESCRIPTION | AMOUNT |
|-------------|--------------------|---|-------------------|
| 23/4/19 | REX | AIRFARE L.SOUNNESS – LGIS OSH & EMERGENCY MANAGEMENT CONSULTANT VISIT | \$881.29 |
| 6/5/19 | BLUE LAGOON PEARLS | FAREWELL GIFT L.BUTTERLY | \$100.00 |
| 6/5/19 | SHIRE OF SHARK BAY | CHANGE OF NUMBER PLATE P142 | \$26.85 |
| | | | \$1,008.14 |

EMCD

| DATE | NAME | DESCRIPTION | AMOUNT |
|-------------|-------------|--|-------------------|
| 6/5/19 | REX | AIRFARES S.RIDDELL & J.JENKYN – WELLNESS WEEKEND | \$1,357.84 |
| 26/4/19 | OFFICEWORKS | STATIONERY | \$34.88 |
| 6/5/19 | REX | AIRFARE M.KNIGHT URBIS CONSULTANT – PRESENTATION TO COUNCIL - SHARK BAY BUSINESS CONFIDENCE AND OUTLOOK ANALYSIS | \$633.95 |
| | | | \$2,026.67 |

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SHIRE OF SHARK BAY – MUNI CHQ

MAY 2019

CHEQUE # 26902

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|---------|------------|----------------------------------|---|----------------|
| 26902 | 24/05/2019 | WATER CORPORATION - OSBORNE PARK | SERVICE CHARGE FOR TOILETS AT KNIGHT TERRACE BOAT HARBOUR | -64.41 |
| | | | TOTAL | \$64.41 |

SHIRE OF SHARK BAY – DIRECT DEBITS

MAY 2019

| DD # | DATE | NAME | DESCRIPTION | AMOUNT |
|-----------|------------|--|---------------------------------|----------|
| DD14912.1 | 02/05/2019 | BANKWEST CORPORATE MASTERCARD | DEPOT – OFFICE FURNITURE | -3769.03 |
| DD14923.1 | 02/05/2019 | EXETEL PTY LTD | SHIRE INTERNET CHARGES MAY 2019 | -445.07 |
| DD14933.1 | 12/05/2019 | WA LOCAL GOV SUPERANNUATION PLAN PTY LTD | SUPERANNUATION CONTRIBUTIONS | -3816.78 |
| DD14933.2 | 12/05/2019 | COLONIAL FIRST STATE | SUPERANNUATION CONTRIBUTIONS | -312.85 |
| DD14933.3 | 12/05/2019 | PRIME SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -200.76 |
| DD14933.4 | 12/05/2019 | AMP SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -415.01 |
| DD14933.5 | 12/05/2019 | CBUS SUPER | SUPERANNUATION CONTRIBUTIONS | -208.08 |
| DD14933.6 | 12/05/2019 | SUN SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -427.96 |
| DD14933.7 | 12/05/2019 | MTAA SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -385.94 |
| DD14933.8 | 12/05/2019 | BT SUPER FOR LIFE | SUPERANNUATION CONTRIBUTIONS | -937.53 |
| DD14933.9 | 12/05/2019 | HOSTPLUS PTY LTD | SUPERANNUATION CONTRIBUTIONS | -639.98 |
| DD14952.1 | 26/05/2019 | WA LOCAL GOV SUPERANNUATION PLAN PTY LTD | SUPERANNUATION CONTRIBUTIONS | -3481.45 |
| DD14952.2 | 26/05/2019 | COLONIAL FIRST STATE | SUPERANNUATION CONTRIBUTIONS | -339.72 |

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| DD # | DATE | NAME | DESCRIPTION | AMOUNT |
|-------------|-------------|---------------------------------------|----------------------------------|--------------------|
| DD14952.3 | 26/05/2019 | PRIME SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -224.72 |
| DD14952.4 | 26/05/2019 | AMP SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -415.01 |
| DD14952.5 | 26/05/2019 | CBUS SUPER | SUPERANNUATION CONTRIBUTIONS | -208.08 |
| DD14952.6 | 26/05/2019 | SUN SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -418.33 |
| DD14952.7 | 26/05/2019 | MTAA SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -472.88 |
| DD14952.8 | 26/05/2019 | GUILD SUPER | SUPERANNUATION CONTRIBUTIONS | -415.65 |
| DD14952.9 | 26/05/2019 | HOSTPLUS PTY LTD | SUPERANNUATION CONTRIBUTIONS | -510.94 |
| DD14954.1 | 28/05/2019 | EXETEL PTY LTD | SHIRE INTERNET CHARGES JUNE 2019 | -445.57 |
| DD14933.10 | 12/05/2019 | GUILD SUPER | SUPERANNUATION CONTRIBUTIONS | -415.65 |
| DD14933.11 | 12/05/2019 | MACQUARIE SUPER ACCUMULATOR | SUPERANNUATION CONTRIBUTIONS | -168.46 |
| DD14933.12 | 12/05/2019 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | -1427.06 |
| DD14933.13 | 12/05/2019 | REST | SUPERANNUATION CONTRIBUTIONS | -435.67 |
| DD14933.14 | 12/05/2019 | ESSENTIAL SUPER | SUPERANNUATION CONTRIBUTIONS | -199.83 |
| DD14933.15 | 12/05/2019 | WESTPAC SECURITIES ADMINISTRATION LTD | SUPERANNUATION CONTRIBUTIONS | -208.08 |
| DD14952.10 | 26/05/2019 | MACQUARIE SUPER ACCUMULATOR | SUPERANNUATION CONTRIBUTIONS | -182.93 |
| DD14952.11 | 26/05/2019 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | -1428.25 |
| DD14952.12 | 26/05/2019 | REST | SUPERANNUATION CONTRIBUTIONS | -400.82 |
| DD14952.13 | 26/05/2019 | BT SUPER FOR LIFE | SUPERANNUATION CONTRIBUTIONS | -416.77 |
| DD14952.14 | 26/05/2019 | ESSENTIAL SUPER | SUPERANNUATION CONTRIBUTIONS | -208.66 |
| DD14952.15 | 26/05/2019 | WESTPAC SECURITIES ADMINISTRATION LTD | SUPERANNUATION CONTRIBUTIONS | -208.08 |
| | | | TOTAL | \$24,191.60 |

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**SHIRE OF SHARK BAY – MUNI EFT
MAY 2019**

EFT 24959-25020, 25026-25048, 25050, 25053-25083

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------------|-------------|---|---|---------------|
| EFT24959 | 03/05/2019 | ASK WASTE MANAGEMENT CONSULTANCY SERVICES | PART PAYMENT WASTE MANAGEMENT REVIEW & STRATEGIC PLAN | -3996.30 |
| EFT24960 | 03/05/2019 | BUNNINGS BUILDING SUPPLIES PTY LTD | SAFETY CLOTHING – VESTS AND RESPIRATORS, HOOKS FOR ADMINISTRATION OFFICE, IRRIGATION PARTS FOR PARKS AND GARDENS | -455.52 |
| EFT24961 | 03/05/2019 | BOC LIMITED | GAS RENTAL - DEPOT | -85.30 |
| EFT24962 | 03/05/2019 | BRIAN JOHN GALVIN | SALARY SACRIFICE - WATER BILL | -270.51 |
| EFT24963 | 03/05/2019 | CL & JE COXHEAD PLUMBING | SERVICE AND REPAIRS TO LITTLE LAGOON BBQ'S | -514.00 |
| EFT24964 | 03/05/2019 | CDH ELECTRICAL | REPLACE AND INSTALL FLOODLIGHT TO SKATEPARK, SUPPLY AND INSTALL SMOKE ALARMS DENHAM HALL, MAINTENANCE STREET LIGHTS, AIRCON SERVICE AND HOT WATER INSPECTIONS TO - 51 DURLACHER; 16A SUNTER; DENHAM HALL; 16B SUNTER; 65 BROCKMAN; CHILDCARE CENTRE; 5 SPAVEN | -8098.79 |
| EFT24965 | 03/05/2019 | FINN FILMS | YOUTH WEEK 2019 - LETS MAKE A FILM – COMMUNITY EVENT | -1500.00 |
| EFT24966 | 03/05/2019 | FAR WEST ELECTRICAL | REPAIR TOWN OVAL BBQ LIGHTS AND PENSIONER UNIT 9 ELECTRICAL FAULTS | -968.11 |
| EFT24967 | 03/05/2019 | HOUSE OF MUGS | SBDC MERCHANDISE | -430.44 |
| EFT24968 | 03/05/2019 | HORIZON POWER | DENHAM STREET LIGHTING CHARGES APRIL 2019 | -3293.25 |
| EFT24969 | 03/05/2019 | HORIZON POWER | SHIRE PROPERTIES ELECTRICITY CHARGES APRIL 2019 | -10275.67 |
| EFT24970 | 03/05/2019 | LANDGATE (WA LAND INFORMATION AUTHORITY) | RURAL UV GENERAL REVALUATION 2018/2019 | -414.70 |
| EFT24971 | 03/05/2019 | MARKET FORCE ADVERTISING LTD | ADVERTISING - NANGA ROAD AND UNALLOCATED CROWN LAND BEACH ACCESS | -388.39 |
| EFT24972 | 03/05/2019 | MONKEYMIA WILDSIGHTS | ACCOMMODATION R.BLOW - GRIFFIN VALUATION 10-12 JUNE 19 VALUER FOR PLANT AND EQUIPMENT FAIR VALUATION | -259.20 |
| EFT24973 | 03/05/2019 | PROFESSIONAL PC SUPPORT | SBDC WIFI ACCESS POINT FOR PUBLIC – UPGRADE AND INSTALLATION | -465.09 |

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| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|--|--|-----------|
| EFT24974 | 03/05/2019 | RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT | SHIRE CONTRIBUTION TO RAC CHANNEL 9 PRODUCTION – TOURISM PROMOTION | -11000.00 |
| EFT24975 | 03/05/2019 | WINC AUSTRALIA PTY LIMITED | SHIRE OFFICE STATIONERY AND TONER CARTRIDGES, FLOOR MATS FOR DEPOT OFFICE, COUNCIL MEETING REFRESHMENTS | -2113.84 |
| EFT24976 | 03/05/2019 | SHARK BAY BAKERY | MORNING TEA AND LUNCH FOR YOUTH WEEK | -45.00 |
| EFT24977 | 03/05/2019 | SHARK BAY NEWSAGENCY | PRINTER PAPER FOR SHIRE OFFICE, DEPOT AND SBDC | -399.50 |
| EFT24978 | 03/05/2019 | SHARK BAY COMMUNITY RESOURCE CENTRE | MANAGEMENT FEES FOR APRIL 2019 | -8565.00 |
| EFT24979 | 03/05/2019 | SHARK BAY CLEANING SERVICE | APRIL 2019 MONTHLY CLEANING OF SHIRE PROPERTIES | -20587.04 |
| EFT24980 | 03/05/2019 | SHARK BAY SKIPS | MARCH 2019 SKIP BINS - USELESS LOOP RD, MAIN ROADS AND DOT | -4532.00 |
| EFT24981 | 03/05/2019 | MCKELL FAMILY TRUST | APRIL 2017 RUBBISH COLLECTION - TOWN AND SHIRE BINS AND STREET SWEEPING | -11366.28 |
| EFT24982 | 03/05/2019 | ST JOHN AMBULANCE ASSOC. - SHARK BAY SUB CENTRE | DEPOT STAFF FIRST AID TRAINING | -1216.00 |
| EFT24983 | 03/05/2019 | MOORE STEPHENS | FINAL BILLING - PROVISION OF INTEGRATED PLANNING AND REPORTING SERVICES RELATING TO REVIEW AND UPDATE OF STRATEGIC RESOURCE PLAN AND CORPORATE BUSINESS PLAN | -8580.00 |
| EFT24984 | 03/05/2019 | TELSTRA CORPORATION LTD | SHIRE TELSTRA MOBILE PHONES - APRIL 2019 | -477.53 |
| EFT24985 | 03/05/2019 | TOWN PLANNING INNOVATIONS | GENERAL PLANNING CONSULTATION SERVICES APRIL 2019 | -3341.25 |
| EFT24986 | 03/05/2019 | URL NETWORKS PTY LTD | VOIP PHONE CHARGES SHIRE OFFICES APRIL 2019 | -220.34 |
| EFT24987 | 03/05/2019 | VISIT GROUP PTY LTD | SBDC MERCHANDISE | -633.60 |
| EFT24988 | 03/05/2019 | VISIT MERCHANDISE | SBDC MERCHANDISE | -212.85 |
| EFT24989 | 03/05/2019 | WA JACOBS TOYMAKER | SBDC MERCHANDISE | -986.15 |
| EFT24990 | 03/05/2019 | WELLARD CONTRACTING & PLANT HIRE SERVICE | PRIME MOVER & SEMI WATER TANKER HIRE USELESS LOOP ROAD WORKS 5 MARCH TO 4 APRIL 2019 | -22946.00 |
| EFT24991 | 03/05/2019 | YOGA EVERYWHERE | SBDC MERCHANDISE | -302.45 |
| EFT24992 | 10/05/2019 | AUSTRALIA POST | SHIRE POSTAGE APRIL 2019 | -128.06 |
| EFT24993 | 10/05/2019 | AUSTRALIAN WILDFLOWER SEEDS | SBDC MERCHANDISE | -319.00 |

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| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|---|--|----------|
| EFT24994 | 10/05/2019 | AIYANA JOAN CHRISTIE WRIGHT | REIMBURSEMENT OF FOOD & TRAVEL EXPENSES - CONFERENCE MUSEUMS AND GALLERIES | -260.31 |
| EFT24995 | 10/05/2019 | BURTON TILING MAINTENANCE & RENOVATIONS | REPAIR AND REPLACE MISSING TILES TO PENSIONER UNIT 12 | -77.00 |
| EFT24996 | 10/05/2019 | CORAL COAST PLUMBING | INSTALL NEW HOT WATER PIPE AND TAP TO REINSTATE HOT WATER IN SHIRE OFFICE KITCHEN | -550.04 |
| EFT24997 | 10/05/2019 | CL & JE COXHEAD PLUMBING | REPLACE ALL COPPER PIPES AND FITTINGS TO PENSIONER UNIT 5 - INSURANCE CLAIM | -3711.00 |
| EFT24998 | 10/05/2019 | CDH ELECTRICAL | PENSIONER UNIT 9 YEARLY AIR CONDITIONER, HOT WATER SYSTEM AND ELECTRICAL SAFETY INSPECTION | -275.00 |
| EFT24999 | 10/05/2019 | EMMA ELAINE CRAIG | SALARY SACRIFICE - ELECTRICITY | -557.67 |
| EFT25000 | 10/05/2019 | DENHAM IGA X-PRESS | SHIRE APRIL 2019 IGA MONTHLY ACCOUNT | -749.46 |
| EFT25001 | 10/05/2019 | SHARK BAY SUPERMARKET | SHIRE SHARK BAY SUPERMARKET MONTHLY ACCOUNT APRIL 2019 | -743.10 |
| EFT25002 | 10/05/2019 | FAR WEST ELECTRICAL | INSTALL 4 X VANDAL PROOF UPLIGHTS TO PIONEER PARK, INVESTIGATE AND REPAIR PENSIONER UNIT 9 FAN, SUPPLY AND INSTALL SECURITY LIGHTING TO SHIRE OFFICE | -2456.91 |
| EFT25003 | 10/05/2019 | REFUEL AUSTRALIA | APRIL 2019 SHIRE MONTHLY FUEL ACCOUNT - P188 | -327.98 |
| EFT25004 | 10/05/2019 | INDEPENDENCE STUDIOS PTY LTD | SBDC MERCHANDISE | -923.34 |
| EFT25005 | 10/05/2019 | ILLION SOLUTIONS | COMMISSION ON RATES COLLECTION - A1412 | -5.50 |
| EFT25006 | 10/05/2019 | ITVISION | COST FOR REVERSAL OF DISPOSAL OF ASSET - SYNERGY | -242.00 |
| EFT25007 | 10/05/2019 | MCLEODS BARRISTERS AND SOLICITORS | MONKEY MIA EXTENSION OF RESERVE - MARCH & APRIL 2019, LEGAL COSTS FOR DOG ATTACK | -1318.46 |
| EFT25008 | 10/05/2019 | TRUE VALUE HARDWARE | SHIRE HARDWARE ACCOUNT APRIL 2019 | -144.20 |
| EFT25009 | 10/05/2019 | OUTBACK COAST AUTOMOTIVES AND RADIATORS | P170 INSURANCE EXCESS - REPAIRS TO DAMAGED/DENTED DOOR | -300.00 |
| EFT25010 | 10/05/2019 | PAUL GREGORY ANDERSON | JANUARY TO MARCH 2019 SALARY SACRIFICE – HEALTH FUND | -1124.75 |
| EFT25011 | 10/05/2019 | PROFESSIONAL PC SUPPORT | ASSISTANCE WITH SETTING UP FORWARDING EMAILS FOR EMCD VACATED POSITION | -38.50 |
| EFT25012 | 10/05/2019 | PERTH STITCHINGS | SBDC MERCHANDISE | -632.50 |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|---|---|----------|
| EFT25013 | 10/05/2019 | RYCO HYDRAULICS PTY LTD | DEPOT TOOLS – RYCO MINI CRIMPER AND DIES | -2837.62 |
| EFT25014 | 10/05/2019 | R & L COURIERS | SHIRE FREIGHT CHARGES FOR MARCH AND APRIL 2019 | -1655.50 |
| EFT25015 | 10/05/2019 | LYONS ENTERPRISES-SHARK BAY CAR HIRE | APRIL 2019 CAR HIRE FOR CARNARVON MEDICAL STAFF | -796.02 |
| EFT25016 | 10/05/2019 | SHARK BAY HOTEL MOTEL | CATERING - MORNING TEA FARWELL L.BUTTERLY | -310.00 |
| EFT25017 | 10/05/2019 | SHARK BAY NEWSAGENCY | NOVEMBER 2018 TO MARCH 2019 SHIRE PAPERS AND STATIONERY | -609.23 |
| EFT25018 | 10/05/2019 | TELSTRA CORPORATION LTD | REFUSE MOBILE PHONE CHARGES | -25.00 |
| EFT25019 | 10/05/2019 | TRUCKLINE PARTS CENTRE | P187 SERVICE FILTERS | -315.57 |
| EFT25020 | 10/05/2019 | HOLIDAY GUIDE PTY LTD | BOOEASY APRIL 2019 COMMISSION | -312.35 |
| EFT25026 | 17/05/2019 | BUNNINGS BUILDING SUPPLIES PTY LTD | MULTIMETER - DEPOT TOOLS | -68.19 |
| EFT25027 | 17/05/2019 | BOCCHETTA PLUSH TOYS | SBDC MERCHANDISE | -643.64 |
| EFT25028 | 17/05/2019 | BURTON TILING MAINTENANCE & RENOVATIONS | INSURANCE WORKS TO PENSIONER UNIT 5 - LABOUR COSTS REMOVE WATER DAMAGED WALL SHEETS, PATCH DAMAGED SECTIONS OF CEILING, RESHEET BATHROOM WALLS, WATERPROOF SHOWER RECESS, TILE SHOWER RECESS, PAINT WALLS AND CEILINGS REPLACE BLIND AT PENSIONER UNIT 4 | -4504.90 |
| EFT25029 | 17/05/2019 | BLACKWOODS ATKINS | RAGS AND WELDING SUPPLIES - WORKSHOP CONSUMABLES | -186.23 |
| EFT25030 | 17/05/2019 | CL & JE COXHEAD PLUMBING | SUPPLY AND INSTALL SHOWER ROSE TO 51 DURLACHER STREET | -107.00 |
| EFT25031 | 17/05/2019 | FORTUS GROUP | SCARIFIER TIPS FOR GRADER - P156 | -371.54 |
| EFT25032 | 17/05/2019 | CANDICE USZKO | SALARY SACRIFICE COMMUNICATIONS - 80 DURLACHER ST | -79.00 |
| EFT25033 | 17/05/2019 | DENHAM SENIORS | REIMBURSEMENT OF FUEL FOR COMMUNITY BUS | -228.20 |
| EFT25034 | 17/05/2019 | D-TRANS | TOW HITCH FOR JINKER P175 | -44.00 |
| EFT25035 | 17/05/2019 | ELGAS LIMITED | LPG GAS BOTTLE HIRE FOR REFUSE SITE | -171.00 |
| EFT25036 | 17/05/2019 | FRANCESCA HOULT | REIMBURSEMENT FOR UPGRADE OF DRIVERS LICENCE TO MR – BUSHFIRE BRIGADE | -108.40 |
| EFT25037 | 17/05/2019 | FAR WEST ELECTRICAL | FIND FAULT AND FIX LIGHTS AT MULTI PURPOSE COURTS, DISCONNECT AND RECONNECT POWER AT PENSIONER UNIT 5, REPLACE ELECTRICITY METER AT ST JOHN/SES MEETING ROOM | -2094.33 |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|------------------------------------|--|----------|
| EFT25038 | 17/05/2019 | GERALDTON HYDRAULICS | SWIVEL FOR PP127 | -121.88 |
| EFT25039 | 17/05/2019 | HORIZON POWER | SHIRE ELECTRICITY CHARGES MARCH - APRIL 2019 | -9867.61 |
| EFT25040 | 17/05/2019 | IRIS CONSULTING GROUP PTY LTD | RECORDS TRAINING - RHONDA METTAM 10-13 JUNE 2019 | -2075.00 |
| EFT25041 | 17/05/2019 | ILLION SOLUTIONS | DEBT RECOVERY COMMISSION COSTS - RATES A2010, A1412, A4157 AND A1230 – FROM 2018 TO 2019 AS ACCOUNTS EMAILED TO CLOSED ACCOUNT | -610.83 |
| EFT25042 | 17/05/2019 | MIDWEST AUTO GROUP | NEW REMOTE KEY ASSEMBLY FOR P172 | -443.14 |
| EFT25043 | 17/05/2019 | NAUTILUS DESIGN CO | SBDC MERCHANDISE | -560.00 |
| EFT25044 | 17/05/2019 | PROFESSIONAL PC SUPPORT | PPS MONTHLY AGREEMENT - ANTIVIRUS, WORKSTATION MONITORING, WEBROOT PROTECTION, BACKUP AND PHONE MANAGEMENT | -671.00 |
| EFT25045 | 17/05/2019 | RYCO HYDRAULICS PTY LTD | HOSETAILS FOR JINKER - P175 | -120.84 |
| EFT25046 | 17/05/2019 | STATROLLS (SCRIBAL GROUP) | SBDC PRINTER THERMO ROLLS | -192.50 |
| EFT25047 | 17/05/2019 | URBIS | PROGRESSIVE PAYMENT - SURVEY FEE FOR SHARK BAY BUSINESS CONFIDENCE AND OUTLOOK ANALYSIS 2019 | -3850.00 |
| EFT25048 | 17/05/2019 | WEST COAST FASTENERS PTY LTD | SHARK BAY RECREATION CENTRE MAINTENANCE SCREWS | -6.71 |
| EFT25050 | 21/05/2019 | SHIRE OF SHARK BAY - TRUST ACCOUNT | GYM CARD DEPOSIT REINSTATEMENT CLYDE B SHAWCROSS T695 FORFEIT/TRANSFER TO MUNI 19/12/2017 | -20.00 |
| EFT25053 | 24/05/2019 | ASM ECLIPSE PTY LTD | SBDC MERCHANDISE | -1866.07 |
| EFT25054 | 24/05/2019 | SHARK BAY AVIATION | CHARTER FLIGHT TO CARNARVON - CEO AND CR FENNY – AVIATION COMMUNITY CONSULATION GROUP MEETING | -700.00 |
| EFT25055 | 24/05/2019 | BUNNINGS BUILDING SUPPLIES PTY LTD | GARDEN IRRIGATION ELBOWS – TOWN GARDENS | -91.45 |
| EFT25056 | 24/05/2019 | BATAVIA COAST TRIMMERS | MANUFACTURE AND SUPPLY OF DAYCARE SHADE SAIL | -2028.00 |
| EFT25057 | 24/05/2019 | BATTERY MART | BATTERIES FOR STREET LIGHTS | -220.00 |
| EFT25058 | 24/05/2019 | DAVID GRAY AND CO PTY LTD | MATERIALS FOR FOGGER – 2X20L PYFOG | -756.80 |
| EFT25059 | 24/05/2019 | GERALDTON DULUX TRADE CENTRE | PAINT FOR RECREATION CENTRE DOORS | -165.54 |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|--|---|-----------|
| EFT25060 | 24/05/2019 | FAR WEST ELECTRICAL | RESET TEMPERATURES ON BBQS AT LITTLE LAGOON, REPLACE BROKEN LIGHTS AT FISH CLEANING FACILITY | -907.61 |
| EFT25061 | 24/05/2019 | TOLL IPEC PTY LTD | FREIGHT FOR P156 REPAIRS, FREIGHT FOR PP023 PARTS AND FREIGHT FOR P187 & P163 PARTS | -101.11 |
| EFT25062 | 24/05/2019 | MIDWEST AUTO GROUP | NEW DUAL CAB UTE FORD RANGER FOR WORKS MANAGER WITH TRADE IN OF EXISTING FORD RANGER – QUOTATION NUMBER 37939 | -26501.05 |
| EFT25063 | 24/05/2019 | LIFTRITE HIRE & SALES | PARTS FOR PP127 – EVAPORATOR, ORINGS AND RECEIVER | -1438.73 |
| EFT25064 | 24/05/2019 | PATRICIA ANDREW | SBDC MERCHANDISE | -180.00 |
| EFT25065 | 24/05/2019 | PROFESSIONAL PC SUPPORT | SERVER MAINTENANCE - 2 MONTHLY | -308.00 |
| EFT25066 | 24/05/2019 | PAULS TYRES | PUNCTURE REPAIRS TO P178, P147 & P097 | -435.00 |
| EFT25067 | 24/05/2019 | SHARK BAY HOTEL MOTEL | MEALS FOR DANNY FRENCH 15/4/19 TO 10/5/19 DUE TO PENSIONER UNIT KITCHEN REPAIRS | -723.50 |
| EFT25068 | 24/05/2019 | SHARK BAY MECHANICAL & TOWING SERVICES | PUMPING OUT OF DUMP POINTS AND SEPTIC WASTE FROM LITTLE LAGOON AND HAMELIN ROAD | -1385.00 |
| EFT25069 | 24/05/2019 | SHARK BAY CLEANING SERVICE | SEALING OF NEW DEPOT OFFICE FLOORS | -496.10 |
| EFT25070 | 24/05/2019 | TELSTRA CORPORATION LTD | SHIRE TELSTRA MOBILE PHONE ACCOUNT - MAY 2019 | -354.30 |
| EFT25071 | 24/05/2019 | WA JACOBS TOYMAKER | SBDC MERCHANDISE | -1518.00 |
| EFT25072 | 31/05/2019 | APE PRODUCTIONS | WIRELESS HEADSETS FOR PUBLIC ADDRESS SYSTEM | -1705.00 |
| EFT25073 | 31/05/2019 | ART ON THE MOVE | EXHIBITION COST YAGU GURLBARL - SBDC - SEPTEMBER TO OCTOBER 2019 | -3500.00 |
| EFT25074 | 31/05/2019 | CHRISTINE WARREN | REFUND OF OVERPAYMENT FOR RENT ON PENSIONER UNIT 11 | -40.00 |
| EFT25075 | 31/05/2019 | KICK SOLUTIONS | SBDC TEARDOP 'OPEN' FLAG WITH GROUND SPIKE AND ARTWORK PREPARATION | -547.00 |
| EFT25076 | 31/05/2019 | MCLEODS BARRISTERS AND SOLICITORS | LEGAL EXPENSES - REVIEW OF SITE SHARE LICENCE DEED - MATTER 44232 | -2487.43 |
| EFT25077 | 31/05/2019 | PROFESSIONAL PC SUPPORT | PRINTER NETWORK ERROR ASSISTANCE AT DEPOT | -38.50 |
| EFT25078 | 31/05/2019 | LYONS ENTERPRISES-SHARK BAY CAR HIRE | MAY 2019 CAR HIRE - CARNARVON MEDICAL STAFF TRANSFERS | -796.18 |
| EFT25079 | 31/05/2019 | SHARK BAY FISHING CLUB INC | REFUND OF 2019 FISHING FIESTA MARQUEE AND EQUIPMENT BOND | -900.00 |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|----------------------------|---|---------------------|
| EFT25080 | 31/05/2019 | 1616 SALT CO. PTY LTD | SBDC MERCHANDISE | -1566.00 |
| EFT25081 | 31/05/2019 | SCIENCE AND NATURE PTY LTD | SBDC MERCHANDISE | -808.90 |
| EFT25082 | 31/05/2019 | T-QUIP | RIDE ON MOWER - RFQ 2018/2019-04 APPROVED IN APRIL 2019 COUNCIL MEETING WITH TRADE IN OF OLD MOWER | -30264.00 |
| EFT25083 | 31/05/2019 | TERRIFIC TRADING PTY LTD | SBDC WORKSHOP AND MERCHANDISE REVIEW | -3846.00 |
| | | | TOTAL | \$264,507.38 |

**SHIRE OF SHARK BAY – TRUST TRANSACTION
MAY 2019
TRUST POLICE LICENSING TRANSACTION # 181911**

| CHQ | DATE | NAME | DESCRIPTION | AMOUNT |
|--------|------------|------------------------|---------------------------|--------------------|
| 181911 | 31/05/2019 | COMMISSIONER OF POLICE | POLICE LICENSING MAY 2019 | -26551.85 |
| | | | TOTAL | \$26,551.85 |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

**SHIRE OF SHARK BAY – TRUST EFT
MAY 2019**

EFT 25021-25025, 25051-25052, 25084-25117

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------------|-------------|--|---|---------------|
| EFT25021 | 10/05/2019 | GARY WALTON | GYM CARD DEPOSIT REFUND | -20.00 |
| EFT25022 | 10/05/2019 | LINA MARIE MURICA | GYM CARD DEPOSIT REFUND | -20.00 |
| EFT25023 | 10/05/2019 | LAURA TRUE | HALL BOND REFUND | -275.00 |
| EFT25024 | 10/05/2019 | WILL WALTON | GYM CARD DEPOSIT REFUND | -20.00 |
| EFT25025 | 16/05/2019 | KERIT VALLAS | GYM CARD DEPOSIT REFUND | -20.00 |
| EFT25051 | 22/05/2019 | LES WILSON | GYM CARD DEPOSIT REFUND | -20.00 |
| EFT25052 | 24/05/2019 | BRONWYN SOUTAR | GYM CARD DEPOSIT REFUND | -20.00 |
| EFT25084 | 31/05/2019 | MAC ATTACK FISHING CHARTERS | BOOKEASY SALES MAY 2019 | -1882.75 |
| EFT25085 | 31/05/2019 | SHARK BAY AVIATION | BOOKEASY SALES MAY 2019 | -3775.20 |
| EFT25086 | 31/05/2019 | BLUE DOLPHIN CARAVAN PARK | BOOKEASY SALES MAY 2019 | -350.00 |
| EFT25087 | 31/05/2019 | BAY LODGE MIDWEST OASIS | BOOKEASY SALES MAY 2019 | -848.40 |
| EFT25088 | 31/05/2019 | BLUE LAGOON PEARLS | BOOKEASY SALES MAY 2019 | -116.00 |
| EFT25089 | 31/05/2019 | NINGALOO CORAL BAY | BOOKEASY SALES MAY 2019 | -234.60 |
| EFT25090 | 31/05/2019 | CORAL COAST HELICOPTER SERVICES | BOOKEASY SALES MAY 2019 | -726.75 |
| EFT25091 | 31/05/2019 | HOWARD COCK | BOOKEASY SALES MAY 2019 | -51.92 |
| EFT25092 | 31/05/2019 | SHARK BAY COASTAL TOURS | BOOKEASY SALES MAY 2019 | -2151.60 |
| EFT25093 | 31/05/2019 | DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY | BSL LOT 130 MONKEY MIA RD MONKEY MIA PERMIT 3308 | -736.65 |
| EFT25094 | 31/05/2019 | DENHAM SEASIDE CARAVAN PARK | BOOKEASY SALES MAY 2019 | -546.48 |
| EFT25095 | 31/05/2019 | EXMOUTH DIVE CENTRE | BOOKEASY SALES MAY 2019 | -348.50 |
| EFT25096 | 31/05/2019 | HARTOG COTTAGES | BOOKEASY SALES MAY 2019 | -2182.40 |
| EFT25097 | 31/05/2019 | HINCHY PUBLICATIONS | BOOKEASY SALES MAY 2019 | -22.16 |
| EFT25098 | 31/05/2019 | HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE | BOOKEASY SALES MAY 2019 | -59.50 |
| EFT25099 | 31/05/2019 | INTEGRITY COACH LINES (AUST) PTY LTD | BOOKEASY SALES MAY 2019 | -146.37 |
| EFT25100 | 31/05/2019 | KINGS NINGALOO REEF TOURS | BOOKEASY SALES MAY 2019 | -678.30 |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|--|------------------------------|--------------------|
| EFT25101 | 31/05/2019 | MONKEY MIA YACHT CHARTERS (ARISTOCAT) | BOOKEASY SALES MAY 2019 | -3913.36 |
| EFT25102 | 31/05/2019 | MONKEYMIA WILDSIGHTS | WILDSIGHTS MAY 2019 | -2265.12 |
| EFT25103 | 31/05/2019 | NINGALOO DISCOVERY WHALE SHARK TOURS | BOOKEASY SALES MAY 2019 | -644.30 |
| EFT25104 | 31/05/2019 | NINGALOO REEF DIVE | BOOKEASY SALES MAY 2019 | -663.00 |
| EFT25105 | 31/05/2019 | NANGA BAY RESORT | BOOKEASY SALES MAY 2019 | -89.25 |
| EFT25106 | 31/05/2019 | OCEANSIDE VILLAGE | BOOKEASY SALES MAY 2019 | -862.40 |
| EFT25107 | 31/05/2019 | SHARK BAY SCENIC QUAD BIKE TOURS | BOOKEASY SALES MAY 2019 | -408.00 |
| EFT25108 | 31/05/2019 | RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT | BOOKEASY SALES MAY 2019 | -344.96 |
| EFT25109 | 31/05/2019 | SHARK BAY DIVE AND MARINE SAFARIS | BOOKEASY SALES MAY 2019 | -1452.00 |
| EFT25110 | 31/05/2019 | SHARK BAY HOTEL MOTEL | BOOKEASY SALES MAY 2019 | -30.25 |
| EFT25111 | 31/05/2019 | SHARK BAY 4WD TOURS | BOOKEASY SALES MAY 2019 | -1443.20 |
| EFT25112 | 31/05/2019 | SHARK BAY HOLIDAY COTTAGES | BOOKEASY SALES MAY 2019 | -3797.00 |
| EFT25113 | 31/05/2019 | SHIRE OF SHARK BAY - MUNI ACCOUNT | BOOKEASY COMMISSION MAY 2019 | -4864.62 |
| EFT25114 | 31/05/2019 | JOHN MCDONALD -SUNSET VIEW ACCOMMODATION | BOOKEASY SALES MAY 2019 | -255.00 |
| EFT25115 | 31/05/2019 | SHARK BAY SEAFRONT APARTMENTS | BOOKEASY SALES MAY 2019 | -420.64 |
| EFT25116 | 31/05/2019 | NINGALOO WHALESHARK N DIVE | BOOKEASY SALES MAY 2019 | -1371.12 |
| EFT25117 | 31/05/2019 | WULA GURA NYINDA ECO ADVENTURES | BOOKEASY SALES MAY 2019 | -1082.40 |
| | | | TOTAL | \$39,159.20 |

26 JUNE 2019

11.2 FINANCIAL REPORTS TO 31 MAY 2019
CM00017

Author
Executive Manager Finance and Administration

Disclosure of Any Interest
Nil

Moved Cr Burton
Seconded Cr Cowell

Council Resolution

That the monthly financial report to 31 May 2019 as attached be received.

6/0 CARRIED

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **31 May 2019** are attached.

LEGAL IMPLICATIONS

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

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Author
Chief Executive Officer
Date of Report

A Pears
P Anderson
17 June 2019

| | |
|---|-----------------------------------|
| SHIRE OF SHARK BAY | |
| MONTHLY FINANCIAL REPORT | |
| For the Period Ended 31 May 2019 | |
| LOCAL GOVERNMENT ACT 1995 | |
| LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 | |
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MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | | | | | | | |
|--|------|--------------------|--------------------|--------------------|------------------|--------------------|----------|
| STATEMENT OF FINANCIAL ACTIVITY | | | | | | | |
| (Statutory Reporting Program) | | | | | | | |
| For the Period Ended 31 May 2019 | | | | | | | |
| | Note | Annual Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. |
| | | \$ | \$ | \$ | \$ | % | |
| Operating Revenues | | | | | | | |
| Governance | | 69,574 | 69,462 | 60,828 | (8,634) | (12.43%) | ▼ |
| General Purpose Funding - Rates | 9 | 1,326,088 | 1,326,080 | 1,316,201 | (9,879) | (0.74%) | ▼ |
| General Purpose Funding - Other | | 1,012,154 | 996,236 | 1,014,056 | 17,820 | 1.8% | ▲ |
| Law, Order and Public Safety | | 84,988 | 77,869 | 55,001 | (22,868) | (29%) | ▼ |
| Health | | 2,500 | 2,277 | 2,039 | (238) | (10.46%) | ▼ |
| Housing | | 108,160 | 99,055 | 107,566 | 8,511 | 8.6% | ▲ |
| Community Amenities | | 322,096 | 312,813 | 317,658 | 4,845 | 1.55% | ▲ |
| Recreation and Culture | | 292,986 | 268,488 | 261,537 | (6,951) | (2.6%) | ▼ |
| Transport | | 580,987 | 575,401 | 568,609 | (6,792) | (1.2%) | ▼ |
| Economic Services | | 886,723 | 813,332 | 816,306 | 2,974 | 0.4% | ▲ |
| Other Property and Services | | 35,000 | 32,076 | 39,330 | 7,254 | 22.6% | ▲ |
| Total Operating Revenue | | 4,721,255 | 4,573,089 | 4,559,132 | (13,957) | (0.31%) | |
| Operating Expense | | | | | | | |
| Governance | | (342,920) | (319,301) | (222,975) | 96,326 | (30.2%) | ▲ |
| General Purpose Funding | | (115,441) | (105,787) | (92,764) | 13,023 | (12.3%) | ▲ |
| Law, Order and Public Safety | | (353,889) | (324,688) | (281,704) | 42,984 | (13.2%) | ▲ |
| Health | | (74,736) | (68,464) | (49,459) | 19,005 | (27.8%) | ▲ |
| Housing | | (210,285) | (193,397) | (206,671) | (13,274) | 6.9% | ▼ |
| Community Amenities | | (779,181) | (714,068) | (632,417) | 81,651 | (11.4%) | ▲ |
| Recreation and Culture | | (2,246,975) | (2,065,532) | (1,843,534) | 221,998 | (10.7%) | ▲ |
| Transport | | (1,670,677) | (1,532,028) | (1,360,376) | 171,652 | (11.2%) | ▲ |
| Economic Services | | (1,218,468) | (1,121,915) | (1,032,309) | 89,606 | (8.0%) | ▲ |
| Other Property and Services | | (34,750) | (33,206) | 6,983 | 40,189 | (121.0%) | ▲ |
| Total Operating Expenditure | | (7,047,322) | (6,478,386) | (5,715,227) | 763,159 | (11.8%) | |
| Funding Balance Adjustments | | | | | | | |
| Add back Depreciation | | 1,961,780 | 1,798,093 | 1,748,305 | (49,788) | | |
| Adjust (Profit)/Loss on Asset Disposal | 8 | 110,032 | 100,034 | 13,646 | (86,388) | | |
| Adjust Provisions and Accruals | | 10,000 | 0 | 0 | | | |
| Net Cash from Operations | | (244,254) | (7,170) | 605,855 | 613,026 | | |
| Capital Revenues | | | | | | | |
| Grants, Subsidies and Contributions | 11 | 519,673 | 500,326 | 477,012 | (23,314) | (4.7%) | ▼ |
| Proceeds from Disposal of Assets | 8 | 290,091 | 260,910 | 260,910 | 0 | 0.0% | |
| Total Capital Revenues | | 809,764 | 761,236 | 737,922 | (23,314) | (3.1%) | |
| Capital Expenses | | | | | | | |
| Land Held for Resale | | | | | | | |
| Land and Buildings | 13 | (261,355) | (255,920) | (198,479) | 57,441 | 22.45% | ▲ |
| Infrastructure - Roads | 13 | (555,227) | (508,893) | (500,845) | 8,048 | 1.6% | ▲ |
| Infrastructure - Public Facilities | 13 | (880,787) | (876,189) | (29,128) | 847,061 | 96.7% | ▲ |
| Infrastructure - Streetscapes | 13 | 0 | 0 | 0 | 0 | 0.0% | ▲ |
| Infrastructure - Footpaths | 13 | (46,980) | (46,980) | (46,980) | 0 | 0.0% | ▲ |
| Infrastructure - Drainage | 13 | 0 | 0 | 0 | 0 | | ▲ |
| Plant and Equipment | 13 | (748,221) | (743,623) | (666,819) | 76,805 | 10.3% | ▲ |
| Furniture and Equipment | 13 | (18,805) | (18,805) | (17,467) | 1,338 | 0.0% | ▲ |
| Total Capital Expenditure | | (2,511,375) | (2,450,410) | (1,459,716) | 990,694 | 40.4% | |
| Net Cash from Capital Activities | | (1,701,612) | (1,689,174) | (721,794) | 967,380 | 57.27% | |
| Financing | | | | | | | |
| Proceeds from Loans | | 800,000 | 0 | 0 | 0 | | |
| Transfer from Reserves | 7 | 736,503 | 680,744 | 680,744 | 0 | 0.0% | |
| Repayment of Debentures | 10 | (84,414) | (70,599) | (70,599) | 0 | 0.0% | |
| Transfer to Reserves | 7 | (999,313) | (559,499) | (559,499) | 0 | 0.0% | |
| Net Cash from Financing Activities | | 452,776 | 50,645 | 50,645 | 0 | 0.0% | |
| Net Operations, Capital and Financing | | (1,493,090) | (1,645,699) | (65,294) | 1,580,405 | 96.03% | ▲ |
| Opening Funding Surplus(Deficit) | 3 | 1,493,090 | 1,493,090 | 1,493,090 | 0 | | |
| Closing Funding Surplus(Deficit) | 3 | 0 | (152,609) | 1,427,796 | 1,580,405 | (1035.59%) | ▼ |
| Indicates a variance between Year to Date (YTD) Budget and YTD Actual data | | | | | | | |
| Refer to Note 2 for an explanation of the reasons for the variance. | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|---|------|--------------------|--------------------|--------------------|
| STATEMENT OF FINANCIAL ACTIVITY | | | | |
| (By Nature or Type) | | | | |
| For the Period Ended 31 May 2019 | | | | |
| | Note | Annual Budget | YTD Budget (a) | YTD Actual (b) |
| Operating Revenues | | | | |
| Rates | 9 | \$ 1,326,088 | \$ 1,326,080 | \$ 1,316,201 |
| Operating Grants, Subsidies and Contributions | 11 | 1,459,631 | 1,453,496 | 1,432,871 |
| Fees and Charges | | 1,623,598 | 1,505,587 | 1,487,766 |
| Interest Earnings | | 55,405 | 41,357 | 57,583 |
| Other Revenue | | 236,533 | 226,569 | 243,103 |
| Profit on Disposal of Assets | 8 | 20,000 | 20,000 | 21,608 |
| Total Operating Revenue | | 4,721,255 | 4,573,089 | 4,559,132 |
| Operating Expense | | | | |
| Employee Costs | | (2,243,191) | (2,053,399) | (1,978,919) |
| Materials and Contracts | | (2,143,562) | (1,970,227) | (1,486,434) |
| Utility Charges | | (178,281) | (163,218) | (132,335) |
| Depreciation on Non-Current Assets | | (1,961,780) | (1,798,093) | (1,748,305) |
| Interest Expenses | | (24,755) | (22,671) | (7,912) |
| Insurance Expenses | | (150,426) | (150,426) | (147,871) |
| Other Expenditure | | (215,295) | (200,318) | (178,196) |
| Loss on Disposal of Assets | 8 | (130,032) | (120,034) | (35,255) |
| Total Operating Expenditure | | (7,047,322) | (6,478,386) | (5,715,227) |
| Funding Balance Adjustments | | | | |
| Add back Depreciation | | 1,961,780 | 1,798,093 | 1,748,305 |
| Adjust (Profit)/Loss on Asset Disposal | 8 | 110,032 | 100,034 | 13,646 |
| Adjust Provisions and Accruals | | 10,000 | 0 | 0 |
| Net Cash from Operations | | (244,254) | (7,170) | 605,855 |
| Capital Revenues | | | | |
| Grants, Subsidies and Contributions | 11 | 519,673 | 500,326 | 477,012 |
| Proceeds from Disposal of Assets | 8 | 290,091 | 260,910 | 260,910 |
| Total Capital Revenues | | 809,764 | 761,236 | 737,922 |
| Capital Expenses | | | | |
| Land Held for Resale | | | | |
| Land and Buildings | 13 | (261,355) | (255,920) | (198,479) |
| Infrastructure - Roads | 13 | (555,227) | (508,893) | (500,845) |
| Infrastructure - Public Facilities | 13 | (880,787) | (876,189) | (29,128) |
| Infrastructure - Streetscapes | 13 | 0 | 0 | 0 |
| Infrastructure - Footpaths | 13 | (46,980) | (46,980) | (46,980) |
| Infrastructure - Drainage | 13 | 0 | 0 | 0 |
| Plant and Equipment | 13 | (748,221) | (743,623) | (666,819) |
| Furniture and Equipment | 13 | (18,805) | (18,805) | (17,467) |
| Total Capital Expenditure | | (2,511,375) | (2,450,410) | (1,459,716) |
| Net Cash from Capital Activities | | (1,701,612) | (1,689,174) | (721,794) |
| Financing | | | | |
| Proceeds from Loans | | 800,000 | 0 | 0 |
| Transfer from Reserves | 7 | 736,503 | 680,744 | 680,744 |
| Repayment of Debentures | 10 | (84,414) | (70,599) | (70,599) |
| Transfer to Reserves | 7 | (999,313) | (559,499) | (559,499) |
| Net Cash from Financing Activities | | 452,776 | 50,645 | 50,645 |
| Net Operations, Capital and Financing | | (1,493,090) | (1,645,699) | (65,294) |
| Opening Funding Surplus(Deficit) | 3 | 1,493,090 | 1,493,090 | 1,493,090 |
| Closing Funding Surplus(Deficit) | 3 | (0) | (152,609) | 1,427,796 |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | | | | | | | | |
|---|------|-----------------------------|--------------------------------------|--------------------------------|------------------|-----------------------|--------------------|--|
| STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING | | | | | | | | |
| For the Period Ended 31 May 2019 | | | | | | | | |
| Capital Acquisitions | Note | YTD Actual New /Upgrade (a) | YTD Actual (Renewal Expenditure) (b) | YTD Actual Total (c) = (a)+(b) | YTD Budget (d) | Amended Annual Budget | Variance (d) - (c) | |
| Land and Buildings | 13 | \$ 53,507 | \$ 144,972 | \$ 198,479 | \$ 255,920 | \$ 261,355 | \$ 57,441 | |
| Infrastructure Assets - Roads | 13 | 0 | 500,845 | 500,845 | 508,893 | 555,227 | 8,048 | |
| Infrastructure Assets - Public Facilities | 13 | 28,640 | 487 | 29,128 | 876,189 | 880,787 | 847,061 | |
| Infrastructure Assets - Footpaths | 13 | 46,980 | 0 | 46,980 | 46,980 | 46,980 | 0 | |
| Infrastructure Assets - Drainage | 13 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Infrastructure Assets - Streetscapes | 13 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Plant and Equipment | 13 | 21,507 | 645,311 | 666,819 | 743,623 | 748,221 | 76,805 | |
| Furniture and Equipment | 13 | 0 | 17,467 | 17,467 | 18,805 | 18,805 | 1,338 | |
| Capital Expenditure Totals | | 150,634 | 1,309,082 | 1,459,716 | 2,450,410 | 2,511,375 | 990,694 | |

| Month | Budget 2018-19 | Actual 2018-19 |
|-------|----------------|----------------|
| Jul | 100 | 100 |
| Aug | 150 | 150 |
| Sep | 180 | 180 |
| Oct | 200 | 200 |
| Nov | 200 | 200 |
| Dec | 250 | 250 |
| Jan | 280 | 280 |
| Feb | 350 | 350 |
| Mar | 650 | 650 |
| Apr | 700 | 700 |
| May | 750 | 750 |
| Jun | 780 | 780 |

| Month | Budget 2018-19 | Actual 2018-19 |
|-------|----------------|----------------|
| Jul | 200 | 100 |
| Aug | 150 | 100 |
| Sep | 200 | 150 |
| Oct | 1000 | 200 |
| Nov | 1300 | 300 |
| Dec | 1350 | 450 |
| Jan | 2100 | 450 |
| Feb | 2150 | 600 |
| Mar | 2250 | 750 |
| Apr | 2400 | 1300 |
| May | 2450 | 1450 |
| Jun | 2500 | 1500 |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | |
|---|---|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | |
| For the Period Ended 31 May 2019 | |
| 1. | SIGNIFICANT ACCOUNTING POLICIES |
| (a) | Basis of Preparation |
| | This report has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this budget are presented below and have been consistently applied unless stated otherwise. |
| | Except for cash flow and rate setting information, the report has also 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. |
| | The Local Government Reporting Entity |
| | All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this budget. |
| | In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated. |
| | All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 16 to this budget document. |
| (b) | Rounding Off Figures |
| | All figures shown in this report, other than a rate in the dollar, are rounded to the nearest dollar. |
| (c) | Rates, Grants, Donations and Other Contributions |
| | Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. |
| | Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates. |
| (d) | Goods and Services Tax (GST) |
| | Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). |
| | Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. |
| | Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows. |
| (e) | Superannuation |
| | The Council contributes to a number of Superannuation Funds on behalf of employees. |
| | All funds to which the Council contributes are defined contribution plans. |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 May 2019 | | | | |
| | 1. SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| | (f) Cash and Cash Equivalents | | | |
| | Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. | | | |
| | Bank overdrafts are shown as short term borrowings in current liabilities in the statement of financial position. | | | |
| | (g) Trade and Other Receivables | | | |
| | 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. | | | |
| | Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. | | | |
| | Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible. | | | |
| | (h) Inventories | | | |
| | General | | | |
| | 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. | | | |
| | Land Held for Resale | | | |
| | Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. | | | |
| | Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. | | | |
| | Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale. | | | |
| | (i) Fixed Assets | | | |
| | Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses. | | | |
| | Mandatory Requirement to Revalue Non-Current Assets | | | |
| | Effective from 1 July 2012, the Local Government (Financial Management) Regulations were amended and the measurement of non-current assets at Fair Value became mandatory. | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | | | | | | |
|--|---|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | |
| For the Period Ended 31 May 2019 | | | | | | |
| | | | | | | |
| 1. | SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | | | |
| | | | | | | |
| (j) | Fixed Assets (Continued) | | | | | |
| | | | | | | |
| | <i>Land Under Control</i> | | | | | |
| | In accordance with Local Government (Financial Management) Regulation 16(a), the Council was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of state or regional significance. | | | | | |
| | | | | | | |
| | Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note. | | | | | |
| | | | | | | |
| | Whilst they were initially recorded at cost (being fair value at the date of acquisition (deemed cost) as per AASB 116) they were revalued along with other items of Land and Buildings at 30 June 2014. | | | | | |
| | | | | | | |
| | <i>Initial Recognition and Measurement between Mandatory Revaluation Dates</i> | | | | | |
| | All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above. | | | | | |
| | | | | | | |
| | In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. | | | | | |
| | | | | | | |
| | Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation of the next anniversary date in accordance with the mandatory measurement framework. | | | | | |
| | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 May 2019 | | | | |
| 1. | SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| | (j) Fixed Assets (Continued) | | | |
| | Revaluation | | | |
| | Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss. | | | |
| | Transitional Arrangement | | | |
| | During the time it takes to transition the carrying value of non-current assets from the cost approach to the fair value approach, the Council may still be utilising both methods across differing asset classes. | | | |
| | Those assets carried at cost will be carried in accordance with the policy detailed in the Initial Recognition section as detailed above. | | | |
| | Those assets carried at fair value will be carried in accordance with the Revaluation Methodology section as detailed above. | | | |
| | Land Under Roads | | | |
| | In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government. | | | |
| | Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset. | | | |
| | In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset. | | | |
| | Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail. | | | |
| | Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council. | | | |
| | Depreciation | | | |
| | The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements. | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | | | |
|--|------------------|--|-----------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | |
| For the Period Ended 31 May 2019 | | | |
| 1. SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| (j) Fixed Assets (Continued) | | | |
| Major depreciation periods used for each class of depreciable asset are: | | | |
| Buildings | | | 10 to 50 years |
| Furniture and Equipment | | | 5 to 10 years |
| Plant and Equipment | | | 5 to 10 years |
| Heritage | | | 25 to 100 years |
| Sealed Roads and Streets | | | |
| - Subgrade | | | Not Depreciated |
| - Pavement | | | 80 to 100 years |
| - Seal | Bituminous Seals | | 15 to 22 years |
| | Asphalt Surfaces | | 30 years |
| Formed Roads (Unsealed) | | | |
| - Subgrade | | | Not Depreciated |
| - Pavement | | | 18 years |
| Footpaths | | | 40 to 80 years |
| Drainage Systems | | | |
| - Drains and Kerbs | | | 20 to 60 years |
| - Culverts | | | 60 years |
| - Pipes | | | 80 years |
| - Pits | | | 60 years |
| The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. | | | |
| An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount. | | | |
| Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise. | | | |
| When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus. | | | |
| Capitalisation Threshold | | | |
| Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing. | | | |
| (k) Fair Value of Assets and Liabilities | | | |
| When performing a revaluation, the Council uses a mix of both independent and management valuations using the following as a guide: | | | |
| Fair Value is the price that Council would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date. | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 May 2019 | | | | |
| 1. | SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| | (k) Fair Value of Assets and Liabilities (Continued) | | | |
| | As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. | | | |
| | To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs). | | | |
| | For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use. | | | |
| | Fair Value Hierarchy | | | |
| | AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows: | | | |
| | Level 1 | | | |
| | Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date. | | | |
| | Level 2 | | | |
| | Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly. | | | |
| | Level 3 | | | |
| | Measurements based on unobservable inputs for the asset or liability. | | | |
| | The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3. | | | |
| | Valuation techniques | | | |
| | The Council selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Council are consistent with one or more of the following valuation approaches: | | | |
| | Market approach | | | |
| | Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities. | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 May 2019 | | | | |
| 1. | SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| (k) | Fair Value of Assets and Liabilities (Continued) | | | |
| | Income approach | | | |
| | Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value. | | | |
| | Cost approach | | | |
| | Valuation techniques that reflect the current replacement cost of an asset at its current service capacity. | | | |
| | Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Council gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable. | | | |
| | As detailed above, the mandatory measurement framework imposed by the Local Government (Financial Management) Regulations requires, as a minimum, all assets carried at a revalued amount to be revalued at least every 3 years. | | | |
| (l) | Financial Instruments | | | |
| | Initial Recognition and Measurement | | | |
| | Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted). | | | |
| | Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately. | | | |
| | Classification and Subsequent Measurement | | | |
| | Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost. | | | |
| | Amortised cost is calculated as: | | | |
| | (a) the amount in which the financial asset or financial liability is measured at initial recognition; | | | |
| | (b) less principal repayments and any reduction for impairment; and | | | |
| | (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method. | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 May 2019 | | | | |
| 1. | SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| | (I) Financial Instruments (Continued) | | | |
| | <p>The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.</p> | | | |
| | <i>(i) Financial assets at fair value through profit and loss</i> | | | |
| | <p>Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short term profit taking. Assets in this category are classified as current assets. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.</p> | | | |
| | <i>(ii) Loans and receivables</i> | | | |
| | <p>Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.</p> | | | |
| | <p>Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.</p> | | | |
| | <i>(iii) Held-to-maturity investments</i> | | | |
| | <p>Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Council's management has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.</p> | | | |
| | <p>Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.</p> | | | |
| | <i>(iv) Available-for-sale financial assets</i> | | | |
| | <p>Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.</p> | | | |
| | <p>They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.</p> | | | |
| | <p>Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available for sale financial assets are classified as non-current.</p> | | | |
| | <i>(v) Financial liabilities</i> | | | |
| | <p>Non-derivative financial liabilities (excl. financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in the profit or loss.</p> | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|--|---|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 May 2019 | | | | |
| | 1. SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| | (l) Financial Instruments (Continued) | | | |
| | <i>Impairment</i> | | | |
| | A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a “loss event”) having occurred, which has an impact on the estimated future cash flows of the financial asset(s). | | | |
| | In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point. | | | |
| | In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults. | | | |
| | For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account. | | | |
| | <i>Derecognition</i> | | | |
| | Financial assets are derecognised where the contractual rights for receipt of cash flows expire or the asset is transferred to another party, whereby the Council no longer has any significant continual involvement in the risks and benefits associated with the asset. | | | |
| | Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss. | | | |
| | (m) Impairment of Assets | | | |
| | In accordance with Australian Accounting Standards the Council’s assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired. | | | |
| | Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset’s fair value less costs to sell and value in use, to the asset’s carrying amount. | | | |
| | Any excess of the asset’s carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116) whereby any impairment loss of a revaluation decrease in accordance with that other standard. | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|---|---|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 May 2019 | | | | |
| 1. SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | | |
| (m) Impairment of Assets (Continued) | | | | |
| | For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset. | | | |
| | | | | |
| (n) Trade and Other Payables | | | | |
| | Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council 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. | | | |
| | | | | |
| (o) Employee Benefits | | | | |
| | Short-Term Employee Benefits | | | |
| | Provision is made for the Council'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 Council'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 statement of financial position. The Council's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position. | | | |
| | Other Long-Term Employee Benefits | | | |
| | Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other 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 or 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 Council's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Council 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. | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| SHIRE OF SHARK BAY | | | | | |
|--|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 May 2019 | | | | | |
| 1. SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | | | |
| (p) Borrowing Costs | | | | | |
| Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale. | | | | | |
| (q) Provisions | | | | | |
| Provisions are recognised when the Council has a 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. | | | | | |
| (r) 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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where the Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Council's intentions to release for sale. | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

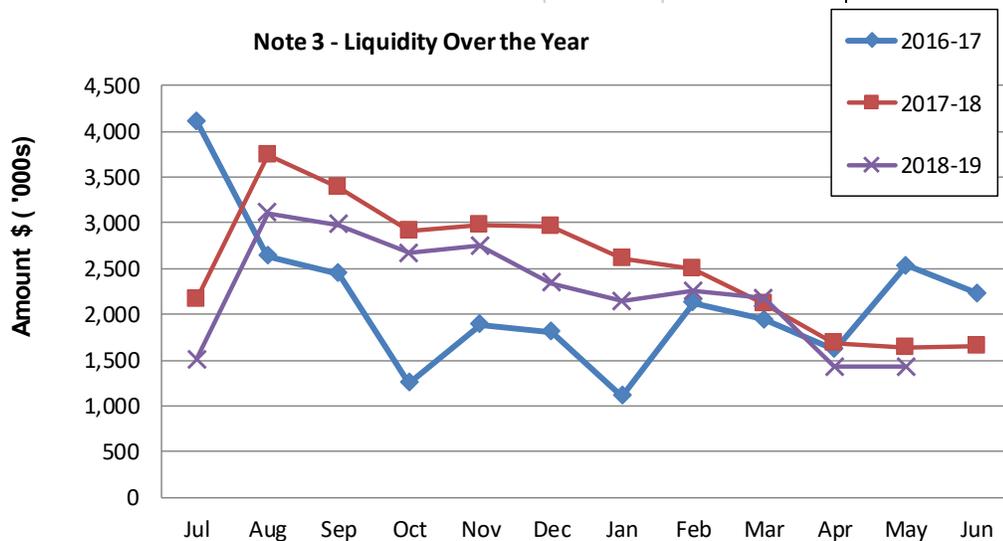
26 JUNE 2019

| Shire of Shark Bay | | | | | |
|---|----------|----------|------|-------------------|---|
| EXPLANATION OF MATERIAL VARIANCES | | | | | |
| For the Period Ended 31 May 2019 | | | | | |
| Note 2: EXPLANATION OF MATERIAL VARIANCES | | | | | |
| Reporting Program | Var. \$ | Var. % | Var. | Timing/ Permanent | Explanation of Variance |
| Operating Revenues | \$ | % | | | |
| Governance | (8,634) | (12.4%) | ▼ | Timing | Variance due to Profit on Sale of Asset Actual to Budget YTD timing |
| General Purpose Funding - Rates | (9,879) | (0.7%) | ▼ | Timing | Excess Rates Impact \$10K to occur in June 2019 |
| General Purpose Funding - Other | 17,820 | 1.8% | ▲ | Timing | Interest Earned, Commission and Rate Instalment Service Fee in excess of Budget YTD |
| Law, Order and Public Safety | (22,868) | (29.4%) | ▼ | Timing | CHRMAP Grant Funding budgeted to be received earlier offset by FESA Bush Fire Brigade and SES Overspend 17-18 reimbursement |
| Health | (238) | (10.5%) | ▼ | Timing | No Reportable Variance |
| Housing | 8,511 | 8.6% | ▲ | Timing | 16A Sunter and Penioner Rental Income paid in advance |
| Community Amenities | 4,845 | 1.5% | ▲ | Timing | No Reportable Variance |
| Recreation and Culture | (6,951) | (2.6%) | ▼ | Permanent | Increase in Recreation and Sport Income compared to YTD Budget offset by SBDC Sale of Merchandise and Entrance Fees behind YTD Budget timing |
| Transport | (6,792) | (1.2%) | ▼ | Timing | Denham Marina Slipway Haulage Fees and DOT Marina Facility Agreement less than Budget YTD offset from increase in Profit on Sale of Assets \$14K higher than budgeted |
| Economic Services | 2,974 | 0.4% | ▲ | Timing | No Reportable Variance |
| Other Property and Services | 7,254 | 22.6% | ▲ | Timing | Variance due to Diesel Fuel Rebate compared to YTD budget and Workers Compensation Reimbursement |
| Operating Expense | | | | | |
| Governance | 96,326 | (30.2%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| General Purpose Funding | 13,023 | (12.3%) | ▲ | Timing | Overall underspend in governance expenses compared to budget |
| Law, Order and Public Safety | 42,984 | (13.2%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| Health | 19,005 | (27.8%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| Housing | (13,274) | 6.9% | ▼ | Timing | Pensioner Unit Maintenance and 80 Durlacher Street over budgeted YTD offset by overall expense underspend |
| Community Amenities | 81,651 | (11.4%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| Recreation and Culture | 221,998 | (10.7%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| Transport | 171,652 | (11.2%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| Economic Services | 89,606 | (8.0%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| Other Property and Services | 40,189 | (121.0%) | ▲ | Timing | Under allocation of Plant, Public Works Overheads and Stock Purchases and Issues |
| Capital Revenues | | | | | |
| Grants, Subsidies and Contributions | (23,314) | (4.7%) | ▼ | Timing | Variance due to timing of RRG Road Grants not in line with YTD Budget Timing |
| Proceeds from Disposal of Assets | 0 | 0.0% | ▲ | Timing | No Reportable Variance |
| Capital Expenses | | | | | |
| Land and Buildings | 57,441 | 22.4% | ▲ | Timing | Pensioner and Staff housing is expenditure is down compared to YTD Budget |
| Infrastructure - Roads | 8,048 | 1.6% | ▲ | Timing | R2R Road Projects and RRG Useless Loop Road projects have commenced and are behind compared to YTD budget |
| Infrastructure - Public Facilities | 847,061 | 96.7% | ▲ | Timing | Little Lagoon signage and barriers budgeted earlier than actual install. New Town Bore to commence in 2019/2020. |
| Infrastructure - Footpaths | 0 | 0.0% | ▲ | Timing | No Reportable Variance |
| Plant and Equipment | 76,805 | 10.3% | ▲ | Timing | Major Capital Plant purchases have not commenced |
| Financing | | | | | |
| Loan Principal | 0 | 0.0% | ▼ | Timing | No reportable variance. |
| Note: YTD budgets are an estimation at the time of preparing the annual budget. | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| Shire of Shark Bay | | | |
|--|------|-------------------------------------|------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | |
| For the Period Ended 31 May 2019 | | | |
| Note 3: NET CURRENT FUNDING POSITION | | | |
| | | Positive=Surplus (Negative=Deficit) | |
| | Note | 31 May 2019 | 30 May 2018 |
| | | \$ | \$ |
| Current Assets | | | |
| Cash Unrestricted | 4 | 1,644,014 | 1,988,566 |
| Cash Restricted | 4 | 1,579,291 | 1,210,832 |
| Receivables - Rates | 6 | 34,264 | 51,681 |
| Receivables -Other | 6 | 40,169 | 63,809 |
| Interest / ATO Receivable | | 29,708 | 0 |
| Inventories | | 113,037 | 218,244 |
| | | 3,440,482 | 3,533,132 |
| Less: Current Liabilities | | | |
| Payables | | (180,963) | (476,145) |
| Provisions | | (252,431) | (203,734) |
| | | (433,394) | (679,879) |
| Less: Cash Reserves | 7 | (1,579,291) | (1,210,832) |
| Net Current Funding Position | | 1,427,797 | 1,642,421 |



Comments - Net Current Funding Position

MINUTES OF THE ORDINARY COUNCIL MEETING

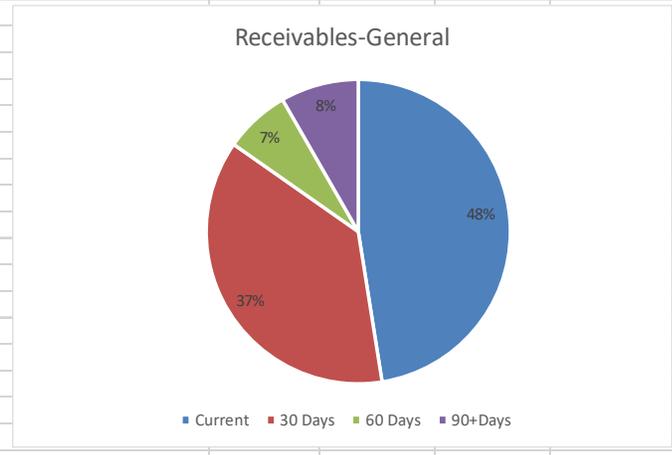
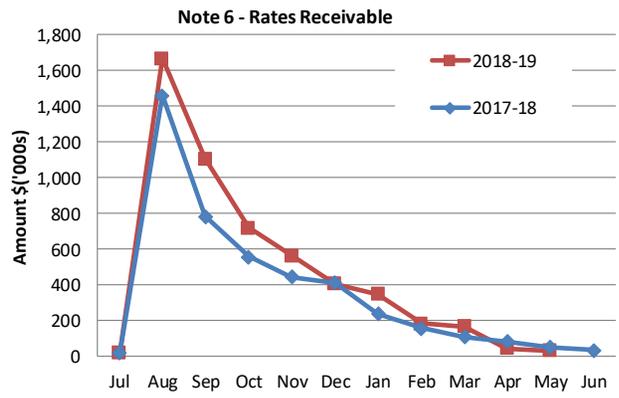
26 JUNE 2019

| Shire of Shark Bay | | | | | | | |
|--|---------------|-----------------|---------------|----------|-----------------|-------------|---------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | |
| For the Period Ended 31 May 2019 | | | | | | | |
| Note 4: CASH AND INVESTMENTS | | | | | | | |
| | Interest Rate | Unrestricted \$ | Restricted \$ | Trust \$ | Total Amount \$ | Institution | Maturity Date |
| (a) Cash Deposits | | | | | | | |
| Municipal Bank Account | 0.10% | 83,633 | | | 83,633 | Bankwest | At Call |
| Reserve Bank Account | 0.00% | | 291 | | 291 | Bankwest | At Call |
| Telenet Saver | 1.10% | 1,559,481 | | | 1,559,481 | Bankwest | At Call |
| Trust Bank Account | 0.00% | | | 11,535 | 11,535 | Bankwest | At Call |
| Cash On Hand | | 900 | | | 900 | | On Hand |
| (b) Term Deposits | | | | | | | |
| Municipal Investment | | | | | 0 | | |
| Municipal Investment | | | | | 0 | | |
| Reserve Investment | 2.25% | | 1,579,000 | | 1,579,000 | Bankwest | 1/08/2019 |
| Total | | 1,644,014 | 1,579,291 | 11,535 | 3,234,839 | | |
| Comments/Notes - Investments | | | | | | | |
| Surplus funds invested for terms conducive to cashflow requirements. | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| Shire of Shark Bay | | | | |
|--|--------------------|---------------------|---|---|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 May 2019 | | | | |
| Note 6: RECEIVABLES | | | | |
| Receivables - Rates Receivable | 31 May 2019 | 30 June 2018 | Receivables - General | Current 30 Days 60 Days 90+Days |
| | \$ | \$ | | \$ \$ \$ \$ |
| Opening Arrears Previous Years | 36,578 | 25,814 | Receivables - General | 18,533 14,530 2,725 3,236 |
| Levied this year | 1,731,887 | 1,288,212 | Total Receivables General Outstanding | 39,025 |
| Less Collections to date | (1,734,201) | (1,277,448) | Amounts shown above include GST (where applicable) | |
| Equals Current Outstanding | 34,264 | 36,578 | | |
| Net Rates Collectable | 34,264 | 36,578 | | |
| % Collected | 98.06% | 97.22% | | |



Comments/Notes - Receivables Rates

No major issues at this time

MINUTES OF THE ORDINARY COUNCIL MEETING

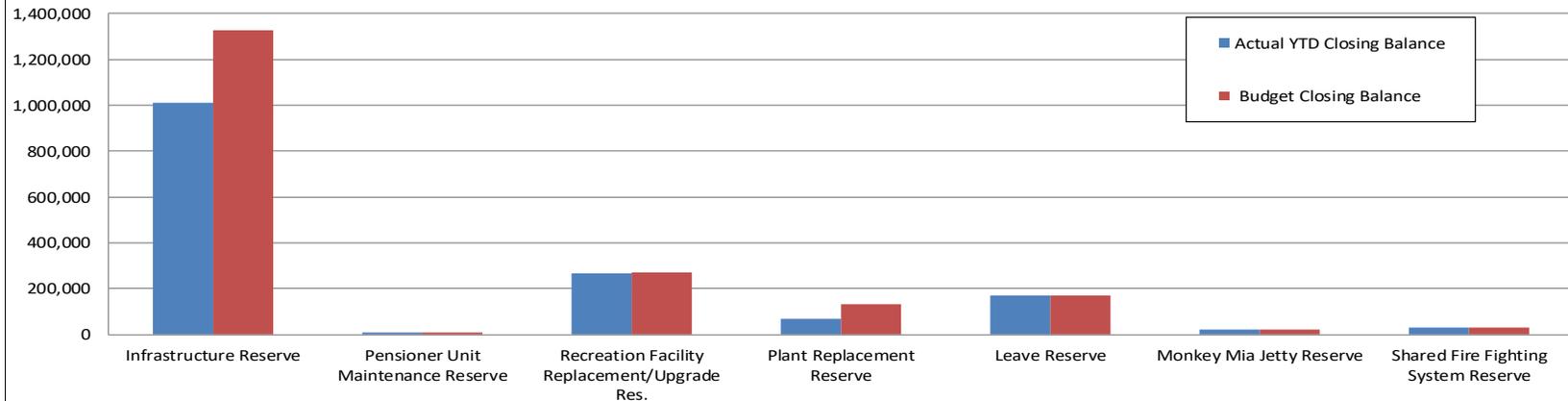
26 JUNE 2019

Shire of Shark Bay
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 May 2019

Note 7: Cash Backed Reserve

| 2018-19 Name | Opening Balance | Budget Interest Earned | Actual Interest Earned | Budget Transfers In (+) | Actual Transfers In (+) | Budget Transfers Out (-) | Actual Transfers Out (-) | Budget Closing Balance | Actual YTD Closing Balance |
|--|------------------|------------------------|------------------------|-------------------------|-------------------------|--------------------------|--------------------------|------------------------|----------------------------|
| Infrastructure Reserve | \$ 1,035,753 | \$ 13,500 | \$ 13,426 | \$ 449,596 | \$ 74,606 | \$ (170,365) | \$ (114,606) | \$ 1,328,484 | \$ 1,009,179 |
| Pensioner Unit Maintenance Reserve | 10,748 | 15 | 128 | 25,000 | 25,000 | (25,000) | (25,000) | 10,763 | 10,876 |
| Recreation Facility Replacement/Upgrade Res. | 264,546 | 5,000 | 3,922 | 0 | 0 | 0 | 0 | 269,546 | 268,468 |
| Plant Replacement Reserve | 205,609 | 1,100 | 979 | 468,227 | 404,591 | (541,138) | (541,138) | 133,798 | 70,041 |
| Leave Reserve | 133,402 | 2,000 | 2,224 | 33,900 | 33,900 | 0 | 0 | 169,302 | 169,526 |
| Monkey Mia Jetty Reserve | 21,587 | 400 | 309 | 0 | 0 | 0 | 0 | 21,987 | 21,896 |
| Shared Fire Fighting System Reserve | 28,891 | 575 | 414 | 0 | 0 | 0 | 0 | 29,466 | 29,305 |
| | 1,700,535 | 22,590 | 21,402 | 976,723 | 538,097 | (736,503) | (680,744) | 1,963,345 | 1,579,291 |

Note 7 - Year To Date Reserve Balance to End of Year Estimate



MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| Shire of Shark Bay | | | | | | | |
|---|------------------|----------------|-----------------|----------------------------|-----------------------------|----------------------|---------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | |
| For the Period Ended 31 May 2019 | | | | | | | |
| Note 8 CAPITAL DISPOSALS | | | | | | | |
| Actual YTD Profit/(Loss) of Asset Disposal | | | | | Annual Budget | | |
| Cost | Accum Depr | Proceeds | Profit (Loss) | | YTD 31 05 2019 | | |
| \$ | \$ | \$ | \$ | | Annual Budget Profit/(Loss) | Actual Profit/(Loss) | Variance |
| | | | | Plant and Equipment | \$ | \$ | \$ |
| | | | | Governance | | | |
| 60,081 | (3,646) | 48,182 | (8,254) | CEO Vehicle | (10,111) | (8,254) | 1,857 |
| | | | | EMFA Vehicle | 9,000 | 0 | (9,000) |
| 37,866 | (17,866) | 22,274 | 2,274 | EMCD Vehicle | 6,000 | 2,274 | (3,726) |
| 97,947 | (21,512) | 70,456 | (5,980) | | 4,889 | (5,980) | (10,869) |
| | | | | Transport | | | |
| 5,300 | (2,657) | 0 | (2,643) | Depot Office Building | (2,643) | (2,643) | 0 |
| 52,081 | (24,036) | 32,273 | 4,228 | Dual Cab Ute Works Manager | 4,228 | 4,228 | 0 |
| 43,253 | (15,184) | 28,818 | 749 | Dual Cab Ute Town | (10,568) | 749 | 11,317 |
| 41,763 | (13,013) | 23,364 | (5,387) | Dual Cab Ute Country | (11,046) | (5,387) | 5,659 |
| 16,000 | (15,107) | 11,000 | 10,107 | Ride on Lawn Mower | 10,107 | 10,107 | 0 |
| 155,000 | (66,016) | 70,000 | (18,984) | Town Loader | (65,885) | (18,984) | 46,901 |
| 72,000 | (52,000) | 25,000 | 5,000 | Multi Tyred Rubber Roller | 5,000 | 5,000 | 0 |
| | | | | Vibration Roller | (22,542) | | 22,542 |
| 650 | (368) | 0 | (282) | Box Trailer -8x5 | 0 | (282) | (282) |
| 1,050 | (595) | 0 | (455) | Trailer - General Purpose | 0 | (455) | (455) |
| 380,097 | (186,320) | 190,455 | (7,666) | | (93,349) | (7,666) | 85,683 |
| 478,044 | (207,831) | 260,910 | (13,646) | | (88,460) | (13,646) | 74,814 |
| Comments - Capital Disposal/Replacements | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| Shire of Shark Bay | | | | | | | | | | | |
|--|------------|----------------------|-------------------|-----------------|------------------|---------------|------------------|--------------------------------|--------------------------------|-----------------------------|---------------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | | | | |
| For the Period Ended 31 May 2019 | | | | | | | | | | | |
| Note 9: RATING INFORMATION | Rate in \$ | Number of Properties | Rateable Value \$ | Rate Revenue \$ | Interim Rates \$ | Back Rates \$ | Total Revenue \$ | 2018/19 Budget Rate Revenue \$ | 2018/19 Budget Interim Rate \$ | 2018/19 Budget Back Rate \$ | 2018/19 Budget Total Revenue \$ |
| RATE TYPE | | | | | | | | | | | |
| Differential General Rate | | | | | | | | | | | |
| GRV Residential | 0.098885 | 309 | 3,681,102 | 365,446 | 136 | | 365,582 | 365,446 | 136 | | 365,582 |
| GRV Commercial | 0.101620 | 43 | 2,123,918 | 214,353 | 528 | 126 | 215,007 | 214,353 | 528 | 126 | 215,007 |
| GRV Vacant | 0.098885 | 17 | 331,334 | 32,764 | 1,848 | | 34,612 | 32,764 | 1,848 | | 34,612 |
| GRV Rural Commercial | 0.102773 | 5 | 304,200 | 31,264 | 214 | 51 | 31,528 | 31,264 | 214 | 51 | 31,528 |
| GRV Industrial/Residential | 0.109426 | 45 | 619,128 | 67,749 | 334 | 4 | 68,086 | 67,749 | 334 | 4 | 68,086 |
| GRV Industrial/Residential Vacant | 0.098885 | 2 | 17,100 | 1,691 | | | 1,691 | 1,691 | | | 1,691 |
| GRV Rural Resort | 0.108482 | 2 | 1,112,800 | 120,719 | 1,866 | | 122,585 | 120,719 | 1,866 | | 122,585 |
| UV General | 0.200085 | 7 | 1,150,738 | 238,613 | -68,851 | | 169,762 | 238,613 | -68,851 | | 169,762 |
| UV Pastoral | 0.137028 | 11 | 617,360 | 84,596 | | | 84,596 | 84,596 | | | 84,596 |
| UV Mining | 0.272901 | 1 | 6,990 | 1,969 | | 15 | 1,984 | 1,969 | | | 1,969 |
| UV Exploration | 0.262395 | 8 | 601,023 | 162,797 | 15,654 | 1,034 | 179,485 | 162,797 | 15,471 | 1,034 | 179,302 |
| Sub-Totals | | 450 | 10,565,693 | 1,321,960 | (48,271) | 1,230 | 1,274,919 | 1,321,960 | -48,454 | 1,215 | 1,274,721 |
| Minimum Payment | | | | | | | | | | | |
| GRV Residential | 850.00 | 59 | 443,150 | 51,000 | | | 51,000 | 51,000 | | | 51,000 |
| GRV Commercial | 850.00 | 17 | 93,832 | 14,450 | | | 14,450 | 14,450 | | | 14,450 |
| GRV Vacant | 850.00 | 84 | 274,870 | 70,550 | | | 70,550 | 70,550 | | | 70,550 |
| GRV Rural Commercial | 850.00 | 0 | 0 | 0 | | | 0 | 0 | | | 0 |
| GRV Industrial/Residential | 850.00 | 3 | 19,760 | 2,550 | | | 2,550 | 2,550 | | | 2,550 |
| GRV Industrial/Residential Vacant | 530.00 | 0 | 0 | 0 | | | 0 | 0 | | | 0 |
| GRV Rural Resort | 850.00 | 0 | 0 | 0 | | | 0 | 0 | | | 0 |
| UV General | 890.00 | 7 | 23,060 | 6,230 | | | 6,230 | 6,230 | | | 6,230 |
| UV Pastoral | 890.00 | 0 | 0 | 0 | | | 0 | 0 | | | 0 |
| UV Mining | 890.00 | 1 | 596 | 890 | | | 890 | 890 | | | 890 |
| UV Exploration | 890.00 | 1 | 1,941 | 890 | | | 890 | 890 | | | 890 |
| Sub-Totals | | 172 | 857,209 | 146,560 | 0 | 0 | 146,560 | 146,560 | 0 | 0 | 146,560 |
| Excess Rates 17/18 and 18/19 Impact | | | | | | | (20,084) | | | | (10,000) |
| Concessions | | | | | | | (121,118) | | | | (121,117) |
| Amount from General Rates | | | | | | | 1,280,277 | | | | 1,290,164 |
| Specified Area Rates | | | | | | | 35,924 | | | | 35,924 |
| Totals | | | | | | | 1,316,201 | | | | 1,326,088 |
| Comments - Rating Information | | | | | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| Shire of Shark Bay | | | | | | | | |
|--|-----------------------|--------------|-------------------------|-------------------------|--------------------------|-------------------------|-------------------------|-------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | |
| For the Period Ended 31 May 2019 | | | | | | | | |
| 10. INFORMATION ON BORROWINGS | | | | | | | | |
| (a) Debenture Repayments | | | | | | | | |
| Particulars | Principal 1-Jul-18 | New Loans | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
| | | | 2018/19 Actual \$ | 2018/19 Budget \$ | 2018/19 Actual \$ | 2018/19 Budget \$ | 2018/19 Actual \$ | 2018/19 Budget \$ |
| Loan 57 Monkey Mia Bore | 165,022 | 0 | 30,406 | 30,406 | 134,616 | 134,616 | 5,095 | 7,114 |
| Loan 53 - Staff Housing | 22,333 | 0 | 22,333 | 22,333 | 0 | 0 | 438 | 441 |
| Loan 56 - Staff Housing | 46,707 | 0 | 17,860 | 17,860 | 28,847 | 28,847 | 2,378 | 2,760 |
| Loan - Town Oval Bore | 0 | 800,000 | 0 | 13,814 | 0 | 786,186 | 0 | 14,440 |
| | 234,062 | 800,000 | 70,599 | 84,413 | 163,463 | 949,649 | 7,912 | 24,755 |

All debenture repayments are financed by general purpose revenue except Loan 57 which is funded through a Specified Area Rate.

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| Shire of Shark Bay | | | | | | | | |
|--|--|----------|---------------------------|--|------------------|----------------|-------------------|---------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | |
| For the Period Ended 31 May 2019 | | | | | | | | |
| Note 11: GRANTS AND CONTRIBUTIONS | | | | | | | | |
| Program/Details | Grant Provider | Approval | 2018-19 Amended Budget | Variations Additions (Deletions) | Operating | Capital | Recoup Status | |
| | | | | | | | Received/Invoiced | Not Received |
| | | (Y/N) | \$ | \$ | \$ | \$ | \$ | \$ |
| GENERAL PURPOSE FUNDING | | | | | | | | |
| Grants Commission - General | WALGGC | Y | 719,551 | 0 | 719,551 | 0 | 719,551 | 0 |
| Grants Commission - Roads | WALGGC | Y | 215,001 | 0 | 215,001 | 0 | 215,001 | 0 |
| LAW, ORDER, PUBLIC SAFETY | | | | | | | | |
| FESA Grant - Operating Bush Fire Brigade | Dept. of Fire & Emergency Serv. | Y | 6,248 | 0 | 6,248 | 0 | 9,630 | 0 |
| Grant FESA - SES | Dept. of Fire & Emergency Serv. | Y | 34,740 | 0 | 34,740 | 0 | 35,314 | 0 |
| Coastal Hazard Risk Management & Adaption Plan | WA Planning Commission | Y | 32,500 | 0 | 32,500 | 0 | 0 | 32,500 |
| RECREATION AND CULTURE | | | | | | | | |
| Upgrade Town Hall Stage | Shark Bay Entertainers Contribution | Y | 3,500 | 0 | 0 | 3,500 | 3,500 | 0 |
| Upgrade Town Hall Stage | Lotteries Commission | Y | 45,855 | 0 | 0 | 45,855 | 45,855 | 0 |
| CCTV - Recreation Centre | Department of Industry, Innovation and Science | Y | 6,125 | 0 | 0 | 6,125 | 6,125 | 0 |
| Contributions - HMAS Sydney Exhibit | Visitors to Discovery Centre | Y | 0 | 0 | 0 | 0 | 249 | 0 |
| Little Lagoon Trail Signage and Barriers | Department of Industry, Innovation and Science | Y | 20,000 | 0 | 0 | 20,000 | 20,000 | 0 |
| TRANSPORT | | | | | | | | |
| Road Preservation Grant | State Initiative - Main Roads WA | Y | 106,056 | 0 | 106,056 | 0 | 106,056 | 0 |
| Useless Loop Road - Mtce | Main Roads WA | Y | 330,000 | 0 | 330,000 | 0 | 330,000 | 0 |
| Contributions - Road Projects | Pipeline | Y | 8,900 | 0 | 8,900 | 0 | 8,900 | 0 |
| Roads To Recovery Grant - Cap | Roads to Recovery | Y | 199,878 | 0 | 0 | 199,878 | 199,878 | 0 |
| RRG Grants - Capital Projects | Regional Road Group | Y | 232,065 | 0 | 0 | 232,065 | 189,404 | 42,661 |
| CCTV - Monkey Mia | Dept. of Industry, Innovation & Science | Y | 6,125 | 0 | 0 | 6,125 | 6,125 | 0 |
| ECONOMIC SERVICES | | | | | | | | |
| Support for Local Road Safety Activities | WALGA | Y | 1,500 | 0 | 1,500 | 0 | 1,500 | 0 |
| CCTV Foreshore | Dept. of Industry, Innovation & Science | Y | 6,125 | 0 | 0 | 6,125 | 6,125 | 0 |
| Destination Shark Bay Brand Development | Shark Bay Tourism Association | Y | 3,000 | 0 | 3,000 | 0 | 3,000 | 0 |
| Reusable Rubbish Bags | Keep Australia Beautiful Western Australia | Y | 2,136 | 0 | 2,136 | 0 | 2,670 | 0 |
| WA Youth Week 18/19 | Department of Communities | Y | | | | 0 | 1,000 | 0 |
| TOTALS | | | 1,979,305 | 0 | 1,459,632 | 519,673 | 1,909,883 | 75,161 |
| | | | Operating | | 1,459,632 | | 1,432,871 | |
| | | | Non-operating | | 519,673 | | 477,012 | |
| | | | | | 1,979,305 | | 1,909,883 | |
| Comments - Operating and Non Operating Grants | | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| Shire of Shark Bay | | | | |
|---|-----------------------------|-----------------|------------------|------------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 May 2019 | | | | |
| Note 12: TRUST FUND | | | | |
| Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows: | | | | |
| Description | Opening Balance 1 Jul 18 | Amount Received | Amount Paid | Closing Balance 31-May-19 |
| | \$ | \$ | \$ | \$ |
| CITF Levy | 0 | 2,619 | (2,619) | 0 |
| Library Card Bond | 50 | 250 | (200) | 100 |
| Bookeasy- Sales | 0 | 431,680 | (431,680) | 0 |
| Kerb/Footpath Deposit | 4,300 | 0 | (500) | 3,800 |
| Bond Key | 2,300 | 1,960 | (840) | 3,420 |
| Hall Bond | 0 | 950 | (950) | 0 |
| Police Licensing | 2,063 | 227,085 | (227,441) | 1,707 |
| Election Deposit | 0 | 0 | 0 | 0 |
| Marquee Deposit | 0 | | | 0 |
| Building Licence Levy | 0 | 2,811 | (2,811) | 0 |
| Road Reserve - Hughes Street | 2,298 | 0 | | 2,298 |
| Tour Sales | 0 | | | 0 |
| Property Rental Bonds | 1,820 | | (1,820) | 0 |
| Rates Unidentified Deposit | 210 | | | 210 |
| | 13,041 | 667,355 | (668,861) | 11,535 |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| CAPITAL WORKS PROGRAM 2018/19 | | | | | | | | |
|--|--------------------------|---------------------|------------------|------------------|------------------|-----------------------|--------------------------|----------|
| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
| Land and Buildings | | | | | | | | |
| Housing | | | | | | | | |
| Staff housing Capital Works | | | | | | | | |
| Staff Housing - 5 Spaven Way | 1.1.2 | CEO | (10,000) | (9,163) | 0 | 9,163 | 0 | |
| Staff Housing - 65 Brockman St | 1.1.2 | EMCD | (10,000) | (9,163) | 0 | 9,163 | 0 | |
| Staff Housing - 51 Durlacher St | 1.1.2 | EMFA | (10,000) | (9,163) | 0 | 9,163 | 0 | |
| Staff Housing - 80 Durlacher St | 1.1.2 | EMCD | (10,000) | (9,163) | 0 | 9,163 | 0 | |
| Pensioner Units Capital | 1.1.3 | EMCD | (25,000) | (22,913) | (3,857) | 19,056 | 3,857 | Ongoing |
| Housing Total | | | (65,000) | (59,565) | (3,857) | 55,708 | 3,857 | |
| Recreation and Culture | | | | | | | | |
| Denham Town Hall Stage Upgrade | 2.2.1 | EMCD | (56,355) | (56,355) | (53,507) | 2,848 | 0 | Complete |
| Recreation and Culture Total | | | (56,355) | (56,355) | (53,507) | 2,848 | 0 | |
| Transport | | | | | | | | |
| Depot- New Building | 2.2.1 | WKM | (140,000) | (140,000) | (141,115) | (1,115) | 141,115 | Complete |
| Transport Total | | | (140,000) | (140,000) | (141,115) | (1,115) | 141,115 | |
| Land and Buildings Total | | | (261,355) | (255,920) | (198,479) | 57,441 | 144,972 | |
| Footpaths | | | | | | | | |
| Transport | | | | | | | | |
| Footpath Construction-Denham Footpath Plan | 1.1.2 | WKM | (46,980) | (46,980) | (46,980) | 0 | 0 | Complete |
| Transport Total | | | (46,980) | (46,980) | (46,980) | 0 | 0 | |
| Footpaths Total | | | (46,980) | (46,980) | (46,980) | 0 | 0 | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
|---|--------------------------|---------------------|------------------|------------------|------------------|-----------------------|--------------------------|------------------|
| Furniture & Office Equip. | | | | | | | | |
| Governance | | | | | | | | |
| New IP Phone System | 1.1.2 | EMFA | (15,000) | (15,000) | (13,662) | 1,338 | 13,662 | Complete |
| Governance Total | | | (15,000) | (15,000) | (13,662) | 1,338 | 13,662 | |
| Transport | | | | | | | | |
| Ricoh Photocopier | 1.1.2 | EMFA | (3,805) | (3,805) | (3,805) | 0 | 3,805 | Complete |
| Transport Total | | | (3,805) | (3,805) | (3,805) | 0 | 3,805 | |
| Furniture & Office Equip. Total | | | (18,805) | (18,805) | (17,467) | 1,338 | 17,467 | |
| Plant , Equipment and Vehicles | | | | | | | | |
| Governance | | | | | | | | |
| CEO Vehicle | 1.1.2 | CEO | (63,802) | (63,802) | (63,388) | 414 | 63,388 | Complete |
| EMFA Vehicle | 1.1.2 | EMFA | (35,000) | (32,076) | 0 | 32,076 | | To occur in June |
| EMCD Vehicle | 1.1.2 | EMCD | (23,282) | (23,282) | (23,282) | (0) | 23,282 | Complete |
| Total Governance | | | (122,084) | (119,160) | (86,670) | 32,490 | 86,670 | |
| Transport | | | | | | | | |
| Major Plant Items | 1.1.2 | WKM | (20,000) | (18,326) | 0 | 18,326 | 0 | |
| Dual Cab Ute - Works Manager | 1.1.2 | WKM | (55,000) | (55,000) | (56,388) | (1,388) | 56,388 | Complete |
| Dual Cab Ute - Town | 1.1.2 | WKM | (45,000) | (45,000) | (44,741) | 259 | 44,741 | Complete |
| Excavator | 1.1.2 | WKM | (16,000) | (16,000) | (2,206) | 13,794 | 2,206 | Complete |
| Multi Tyred Rubber Roller | 1.1.2 | WKM | (163,630) | (163,630) | (138,000) | 25,630 | 138,000 | Complete |
| Town Loader | 1.1.2 | WKM | (195,000) | (195,000) | (234,050) | (39,050) | 234,050 | Complete |
| Ride on Lawn Mower | 1.1.2 | WKM | (45,000) | (45,000) | (38,516) | 6,484 | 38,516 | Complete |
| Dual Cab Ute - Country | 1.1.2 | WKM | (45,000) | (45,000) | (44,741) | 259 | 44,741 | Complete |
| Transport Total | | | (584,630) | (582,956) | (558,641) | 24,315 | 558,641 | |
| Denham Marine Facilities | | | | | | | | |
| Boat Jinker Brake System Upgrade | 1.1.2 | WKM | (20,000) | (20,000) | 0 | 20,000 | 0 | |
| Boat Jinker Hydraulics Upgrade | 1.1.2 | WKM | (21,507) | (21,507) | (21,507) | (0) | 0 | Complete |
| Denham Marine Facilities Total | | | (41,507) | (41,507) | (21,507) | 20,000 | 0 | |
| Plant , Equipment and Vehicles Total | | | (748,221) | (743,623) | (666,819) | 76,805 | 645,311 | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
|--|--------------------------|---------------------|------------------|------------------|-----------------|-----------------------|--------------------------|--|
| Public Facilities | | | | | | | | |
| Community Amenities | | | | | | | | |
| Refuse Tip and Recycling | 2.1.1 | WKM | (7,412) | (7,412) | (7,188) | 224 | | Complete |
| Community Amenities Total | | | (7,412) | (7,412) | (7,188) | 224 | 0 | |
| Other Recreation And Sport | | | | | | | | |
| CCTV Installation | 2.2.1 | WKM | (6,125) | (6,125) | (6,125) | 0 | | Complete |
| Little Lagoon Signage and Barriers | 2.2.1 | WKM | (55,000) | (50,402) | (3,077) | 47,325 | | Project has commenced |
| Town Oval Bore | 2.2.1 | WKM | (800,000) | (800,000) | (487) | 799,513 | 487 | Project has not commenced/Tender Advertising |
| Other Recreation And Sport Total | | | (861,125) | (856,527) | (9,689) | 846,838 | 487 | |
| Monkey Mia Boating Facilities | | | | | | | | |
| CCTV Installation | 2.2.1 | WKM | (6,125) | (6,125) | (6,125) | 0 | | Complete |
| Monkey Mia Boating Facilities Total | | | (6,125) | (6,125) | (6,125) | 0 | 0 | |
| Economic Services | | | | | | | | |
| CCTV Installation | 2.2.1 | WKM | (6,125) | (6,125) | (6,125) | 0 | | Complete |
| Economic Services Total | | | (6,125) | (6,125) | (6,125) | 0 | 0 | |
| Public Facilities Total | | | (880,787) | (876,189) | (29,128) | 847,061 | 487 | |

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
|----------------------------------|--------------------------|---------------------|--------------------|--------------------|--------------------|-----------------------|--------------------------|------------------------|
| Roads (Non Town) | | | | | | | | |
| Transport | | | | | | | | |
| R2R Projects 18/19 | 1.1.1 | WKM | (199,878) | (183,216) | (192,699) | (9,483) | 192,699 | Project has commenced |
| Useless Loop Road - RRG 18-19 | 1.1.1 | WKM | (229,958) | (210,771) | (227,981) | (17,210) | 227,981 | Project has commenced |
| Eagle Bluff Road - RRG 17-18 C/F | 1.1.1 | WKM | (35,391) | (32,428) | (36,389) | (3,961) | 36,389 | Complete |
| Eagle Bluff Road - RRG 18-19 | 1.1.1 | WKM | (90,000) | (82,478) | (43,776) | 38,702 | 43,776 | Project is in progress |
| Transport Total | | | (555,227) | (508,893) | (500,845) | 8,048 | 500,845 | |
| Roads (Non Town) Total | | | (555,227) | (508,893) | (500,845) | 8,048 | 500,845 | |
| | | | | | | | | |
| Capital Expenditure Total | | | (2,511,375) | (2,450,410) | (1,459,716) | 990,694 | 1,309,082 | |

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12.0 TOWN PLANNING REPORT

12.1 PROPOSED PERGOLA TO REAR OF BOWLING CLUB - LOT 295 (14) FRANCIS ROAD, DENHAM P4071

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 Laundry

Nature of Interest: Financial Interest as the Plan Designer

Cr Laundry left Council Chamber at 3.18pm

Moved Cr Ridgley
Seconded Cr Burton

Council Resolution

That Council:

- 1. Approve the application for a pergola at Lot 295 (14) Francis Street, Denham subject to the following conditions:**
 - (i) The plans lodged with the application shall form part of this planning approval. All development shall generally be in accordance with the approved plans.**
 - (ii) 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.**

6/0 CARRIED

Cr Landry returned to Council Chamber at 3.20pm

BACKGROUND

Lot 295 has been developed with a bowling club, and is located on the corner of Francis Road and Hoult Street.

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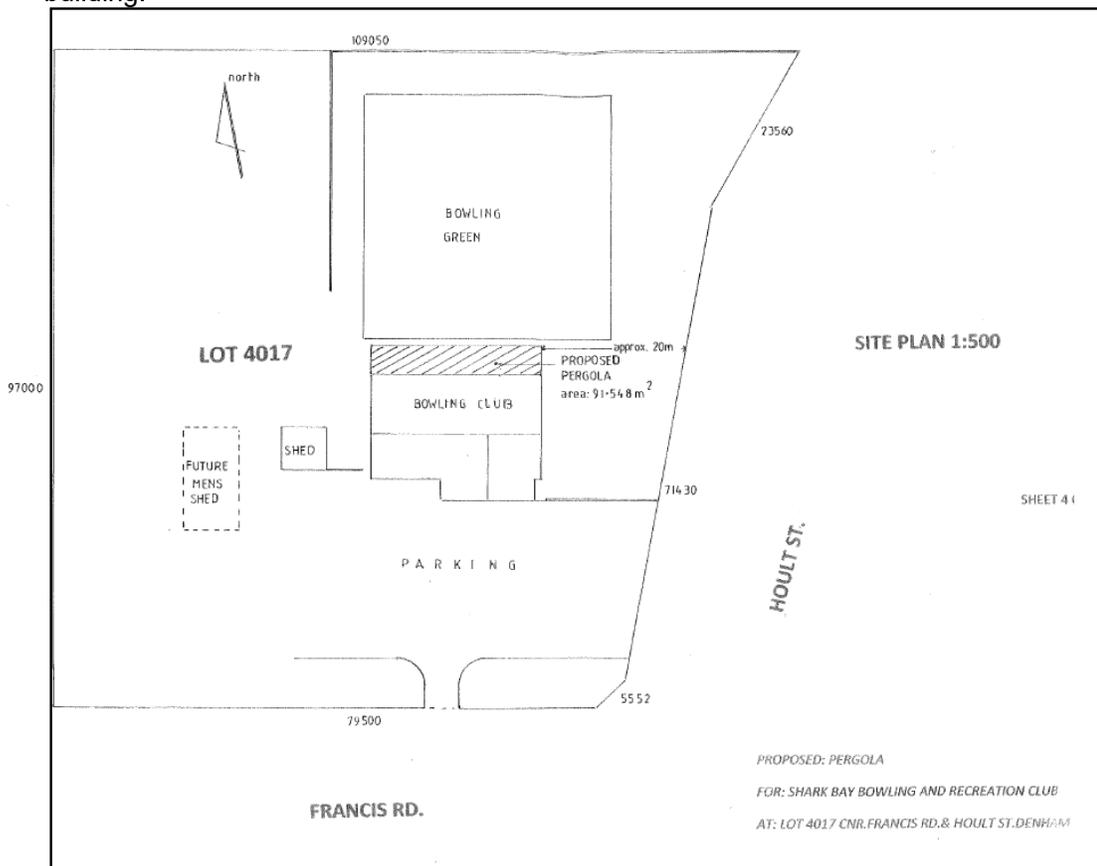
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COMMENT

- *Description of Application*

The application proposes a pergola (with shade cloth) to the rear of the existing club building.



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The pergola will measure 3.6 metres width by 25.43 metres length. It will be setback approximately 20 metres from Hoult Street.

- *Local Scheme reserve*

The lot is reserved 'Civic and Community' under the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

The objectives of the Civic and Community local reserve are as follows:

- To provide for a range of community facilities which are compatible with surrounding development.
- To provide for public facilities such as halls, theatres, art galleries, educational, health and social care facilities, accommodation for the aged, and other services by organisations involved in activities for community benefit.

The proposed development is minor and ancillary to existing development. The applicant has indicated that the pergola is proposed to replace an existing shade sail.

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 -

Explained in the body of the report.

POLICY IMPLICATIONS

There are no local planning policies applicable to this development.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

16 June 2019

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12.2 BUSHFIRE MANAGEMENT PLAN FOR LOT 62 AND 303 DIRK HARTOG ISLAND
P4281

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 Ridgley

Seconded Cr Burton

Council Resolution

That Council suspend Standing Orders, clause 9.5 Limitation on number speeches to be suspended at 3.21 pm for open discussion on item 12.2 Bushfire Management Plan for Lot 6 and 303 Dirk Hartog Island.

6/0 CARRIED

Moved Cr Ridgley

Seconded Cr Burton

Council Resolution

That Council reinstate Standing Orders at 3.27 pm

6/0 CARRIED

Moved Cr Fenny

Seconded Cr Burton

Council Resolution

That Council:

- A. Note that a Bushfire Management Plan has been lodged for existing and future development (camping areas and camp kitchen) on Lots 303 and 62 Dirk Hartog Island, however no Local Development Plan or formal development application has been lodged.**
- B. Note that 3 Options are included in this report for Council consideration that specifically discuss fire break requirements.**
- C. Resolve to pursue Option 3 and require the Bushfire Management Plan to be amended to include strategic internal fire breaks that connect and build on the existing track system.**
- D. Advise Kieran Wardle, Hypermarket Pty Ltd, and Ecosystem Solutions as follows:**
 - (i) The Bushfire Management Plan is generally supported with the exception of the proposal not to install any firebreaks.**

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- (ii) The Shire is prepared to consider a variation to the existing firebreak notice requirements, however requests that the plan be revised to include:
- Strategic fire breaks in locations that maximise protection of proposed development from all sides, connect to existing tracks and are of a sufficient width to minimise or slow the spread of fire.
 - Fire breaks should be located having regard for fire source, likely direction (prevailing winds), weather and may also have a dual function for controlled pedestrian access to the beach.
 - If possible, strategic firebreaks should be located in areas more devoid of vegetation.
 - The existing tracks are not considered wide enough to be effective firebreaks having regard that surrounding land is within flame zone, the site is remote from emergency services and tourism is a vulnerable land use.
 - The Shire will not mandate that firebreaks have to follow perimeter lot boundaries and is prepared to allow some flexibility, however still requires some strategic firebreaks to be included as a management measure with the objective to maximise visitor safety and protection of lives.
- (iii) Support for the Bushfire Management Plan should not be construed as support for proposed camping or continuation of unauthorised camping activities that operate without any Shire approval.

The Shire has not received any formal Local Development Plan and development application so has no information on how the land use will be managed or how the provisions of the Shire of Shark Bay Local Planning Scheme No 4 will be addressed.

- (iv) The lots are zoned 'Special Use' under the Shire of Shark Bay Local Planning Scheme No 4. A Local Development Plan and development application is required to be lodged for separate consideration.

The Local Development Plan will need to address the following in accordance with Schedule B of the Scheme:

- A Management Plan that addresses visitor access, servicing, maintenance, waste disposal, effluent disposal, service areas, rubbish management and the transport of construction material;
- The proposed development is to be of a high architectural quality and be designed to be low scale and sympathetic to the location taking into account topography, physical characteristics and unique character of the surrounding area;
- Coastal setbacks in accordance with relevant state planning policy;

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- **Bushfire management in accordance with relevant state planning policy;**
 - **An environmental report that demonstrates that the Local Development Plan and proposed use and/or development will have a low impact on the natural environment, not compromise the high conservation values and have regard for the need to protect the ecological values and special attributes of the island. The report should include information on building envelopes, visitor numbers, a vegetation assessment and how biosecurity measures to mitigate the risks of feral incursions and disease impacts to the National Park will be achieved.**
- (v) **Seek written advice from the owner within 28 days as to their future intentions as unauthorised camping cannot continue in the longer term as it is in breach of the Shires Local Planning Scheme No 4 and the Caravan Park and Camping Grounds Act 1995.**
- E. **Authorise the Chief Executive Officer to write to the Department of Planning, Lands and Heritage (Gascoyne Land Management Team) and seek written advice on whether the covenant restrictions applicable to Lots 303 and 62 restricting 'Visitor Accommodation units' applies to camping and/ or maximum visitor numbers.**

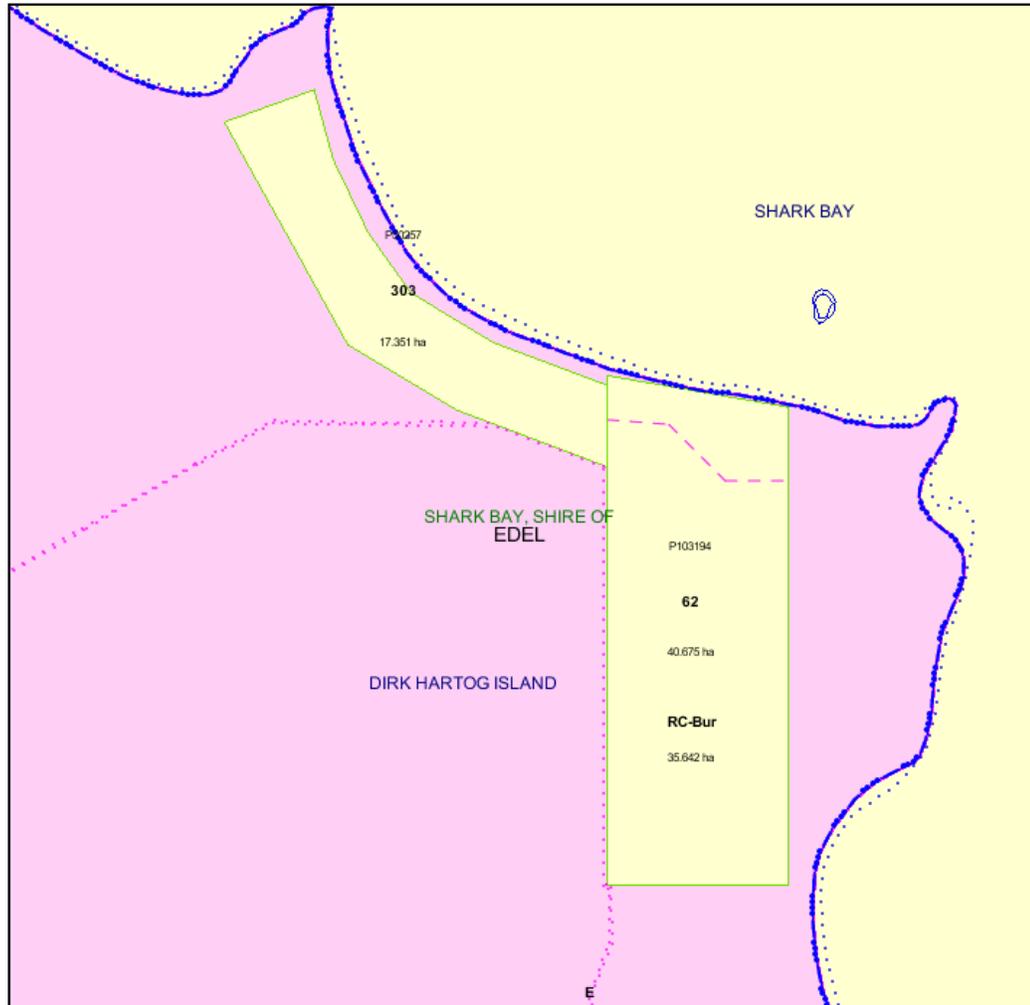
6/0 CARRIED

BACKGROUND

Town Planning Innovations was contacted by a bushfire consultant last year advising that they were preparing a Bushfire Management Plan in support of a future development application for existing and proposed camping areas on Lots 62 and 303 Dirk Hartog Island.

A location plan is included below for ease of convenience.

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Lot 62 contains the existing Dirk Hartog Island Eco-lodge. The lodge provides accommodation consisting of six double/twin rooms with en-suites. There is also a separate 3 bedroom villa, ancillary outbuildings and solar array.

Information on existing accommodation and camping is available on line - www.dirkhartogisland.com/homestead-camping/

There are 'Homestead Camp Grounds' with a shared rustic camp kitchen (Salty's Camp Kitchen) – refer plan below.

Shire Administration has advised that there is:

- (1) no record of any planning approval for camping on these lots; and
- (2) no licences issued for camping under the Caravan Parks and Camping Grounds Act 1995.

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Extract Bushfire Management Plan

It therefore appears that existing camping is unauthorised and does not have any Shire approval.

- **Ownership**

Both Lots 62 and 303 are owned by Hypermarket Pty Ltd. The contact person that Town Planning Innovations has been dealing with is Kieran Wardle.

- **Restrictive Covenants**

There are restrictive covenants recorded on the Certificate of Titles of Lots 62 and 300 which place limitations on the number of Visitor Accommodation Units to three times the number of hectares of land (rounded down), and includes other conditions such as restricting the use of the land to low impact ecotourism.

An 'Accommodation Unit' is defined in the covenant as '*means either or both a Visitor Accommodation unit and Staff Accommodation.*' There is no specific mention of camping.

The term 'low impact' is defined as '*means low impact on the environment having regard to the number of tourists visiting the land and the facilities and other services provided for their use*'.

The covenants are included as Attachment 1. They are administered by the Department of Planning, Lands and Heritage.

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COMMENT

- *Description of proposed development*

The Bushfire Management Plan states:

'Existing guest accommodation includes 28 tent sites, the Eco Lodge with 6 rooms and Ocean Villa. There is also the managers residence, two camp kitchens and a laundry. Total existing occupancy is 100 people with approximately 10 staff giving a site occupancy of 110 people.

The proposal is for the extension of the existing campsite to include a total of 43 camping sites (15 of these to be under future development), with associated facilities, internal access tracks and maximum occupancy of 200 people'.

- *Bushfire Management Plan*

Town Planning Innovations provided advice to Ecosystems Solutions (bushfire consultant) that they could lodge a Bushfire Management Plan prior to lodging any planning proposals as:

- (i) Tourism uses are classified as a 'vulnerable' land use under 'State Planning Policy 3.7 – Planning in Bushfire Prone Areas' so the plan would need to be referred to the Department of Fire and Emergency Services for comment.
- (ii) The Department of Fire and Emergency Services take a minimum of 30 working days to respond, and commonly run 5-10 days behind schedule.
- (iii) If any concerns are raised by Department of Fire and Emergency Services, they could take the time to resolve any issues whilst the planning application was being prepared.

The applicant was encouraged to lodge the Bushfire Management Plan as it was anticipated that it would assist to expedite the subsequent planning process.

Unfortunately the Shire has yet to receive any formal application, which is discussed separately in this report below.

A copy of the Bushfire Management Plan is included as Attachment 2.

MINUTES OF THE ORDINARY COUNCIL MEETING

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The Department of Fire and Emergency Services provided comments on the Bushfire Management Plan – summarised below:

| Department of Fire and Emergency Service Advice and Comments by Town Planning Innovations | Specific Change completed by fire consultant | Town Planning Innovations Comment |
|---|--|--|
| <p>Department of Fire and Emergency Service 1. Lots 62 and 303 are green title freehold lots so that could be clearer in the text. The Bushfire Management Plan refers to 'lease' and 'leaseholder' which seems to have caused some confusion.</p> | <p>Included a reference that the Site is within Lots 62 and 303, freehold title. Removed all reference to lease / leaseholder and replaced with Landowner.</p> | <p>The plan has been revised to clearly show the lot boundaries. Department of Fire and Emergency Service was not sure if all the bushfire management measures would be contained in the lot boundaries. The revised plan clarifies all management is within the lots.</p> |
| <p>Department of Fire and Emergency Service 2. The plan relies on management of an area that is located adjacent to the beach. Department of Fire and Emergency Service have advised it has not been demonstrated that this area can be excluded.</p> | <p>Removed management of area adjacent to the beach. All maps have been updated to include the lot boundaries and all site facilities have been moved to be located 9 m setback from the lot boundary to ensure a 9 m Asset Protection Zone can be maintained entirely within Lots 62 and 303 to achieve Bushfire Attack Level-29. Please note the site facilities depicted within the maps are indicative only for illustration purposes. These Site facilities have not been formally surveyed.</p> | <p>Inclusion of the lot boundaries and modified setbacks ensures that all asset protection zones can be fully contained within the boundaries of Lots 62 and 303.</p> |
| <p>Department of Fire and Emergency Service 3. If the area to be managed extends outside of the lot boundaries then there is a question about who will manage the vegetation, so that could be further clarified.</p> | <p>The area to be managed is entirely within Lots 62 and 303, therefore the Landowner will manage the vegetation.</p> | <p>Noted. The revised Bushfire Management Plan ensures all land to be managed is within the lots.</p> |
| <p>Department of Fire and Emergency Service Method 2 Calculation for Refuge Open Space Area</p> | <p>Updated the Method 2 calculation using 1200 K flame temperature, resulting in a minor modification to the location of the Refuge Open Space to ensure the 95 m APZ is located within the lot boundaries.</p> | <p>Reference to Refuge Open Space Asset Protection zone increased distance to 95 metres made throughout the document.</p> |
| <p>Town Planning Innovations A. I would like to see the lot boundaries shown on all plans to reflect existing cadastral boundaries as that will show the development site and clarify the areas that are outside of the lots.</p> | <p>As above</p> | <p>As above</p> |

MINUTES OF THE ORDINARY COUNCIL MEETING

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| Department of Fire and Emergency Service Advice and Comments by Town Planning Innovations | Specific Change completed by fire consultant | Town Planning Innovations Comment |
|--|---|--|
| <p>Town Planning Innovations B. It is not entirely clear what sort of modification to existing vegetation is proposed for it to become 'managed'. I would be grateful if you provide some more explanation on that aspect.</p> | <p>Included the following information: Minor modification of shrubland is required within the Asset Protection Zones, with the removal of fine fuels (dead vegetation less than 6 mm wide) to comply with the Guidelines.</p> | <p>The revised plan makes it clear that only dead vegetation will be removed and no clearing 'as such' is required in the asset protection zone.</p> |
| <p>Department of Planning, Lands and Heritage As the 2019 edition of the BCA references the 2018 version of AS 3959, all Bushfire Attack Level assessments (including Bushfire Attack Level contour maps) for planning applications should from 1 May 2019 be conducted in accordance with the 2018 version of AS 3959.</p> | <p>Updated the reference of AS 3959-2009 to AS 3959-2018 throughout the document. Please note the updated version of AS3959 has no changes to the classification of Class C Shrubland or implications for this proposal.</p> | <p>The plan has been updated to reflect the current Australian Standard.</p> |

The Department of Fire and Emergency Services has advised that the Shire should be satisfied that the measures within the Bushfire Management Plan can be achieved, and that this can be done without further referral to Department of Fire and Emergency Services.

Both Town Planning Innovations and the Shire Chief Executive Officer have reviewed the Bushfire Management Plan. The plan is clear, concise and includes recommendations that are easy to understand.

The only concern is the lack of proposed firebreaks which is discussed separately in this report.

- *Bushfire Attack Level*

The Bushfire Attack Level is a means of measuring the severity of a building's potential exposure to ember attack, radiant heat and direct flame contact, using increments of radiant heat expressed in kilowatts per metre squared, and the basis for establishing the requirements for construction to improve protection of building elements from attack by bushfire.

The determination of a Bushfire Attack Level in accordance with Australian Standards is a site specific assessment that takes into consideration a number of factors, including the slope of the land, types of surrounding vegetation and its proximity to any other buildings or structures on the site.

The Bushfire Management Plan assessment assigns one of the Bushfire Attack Level's in the table below.

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| Bushfire attack level | Description of risk and levels of exposure |
|-----------------------|--|
| BAL – LOW | There is insufficient risk to warrant specific construction requirements. |
| BAL – 12.5 | Risk of radiant heat is considered low. Primarily risk of ember attack. |
| BAL – 19 | Risk is considered moderate. Increasing levels of ember attack and burning debris ignited by windborne embers together with increasing heat flux between 12.5 and 19 kW m ² . |
| BAL – 29 | Risk is considered high. Increasing levels of ember attack and burning debris ignited by windborne embers together with increasing heat flux between 19 and 29 kW m ² . |
| BAL – 40 | Risk is considered very high. Increasing levels of ember attack and burning debris ignited by windborne embers together with increasing heat flux with the increased likelihood of exposure to flames. |
| BAL – FZ | Risk is considered extreme. Direct exposure to flames from fire front in addition to heat flux and ember attack. |

Most of the vegetation has been classified as Class C shrubland, with the exception that some internal cleared tracks and shady beach (sand area) are proposed to be excluded.

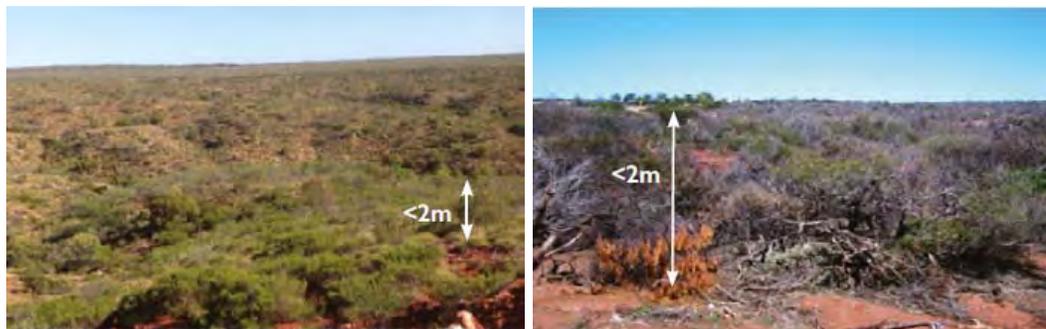
Vegetation photos are included over page. Vegetation classifications influence the Bushfire Attack Level.

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Above: Photo from Bushfire Management Plan

The vegetation diagrams in the Australian Standards are supplemented by a 'Visual guide for Bushfire Risk Assessment in Western Australia' produced by the Department of Planning, Lands and Heritage which has specific vegetation examples from Western Australia.



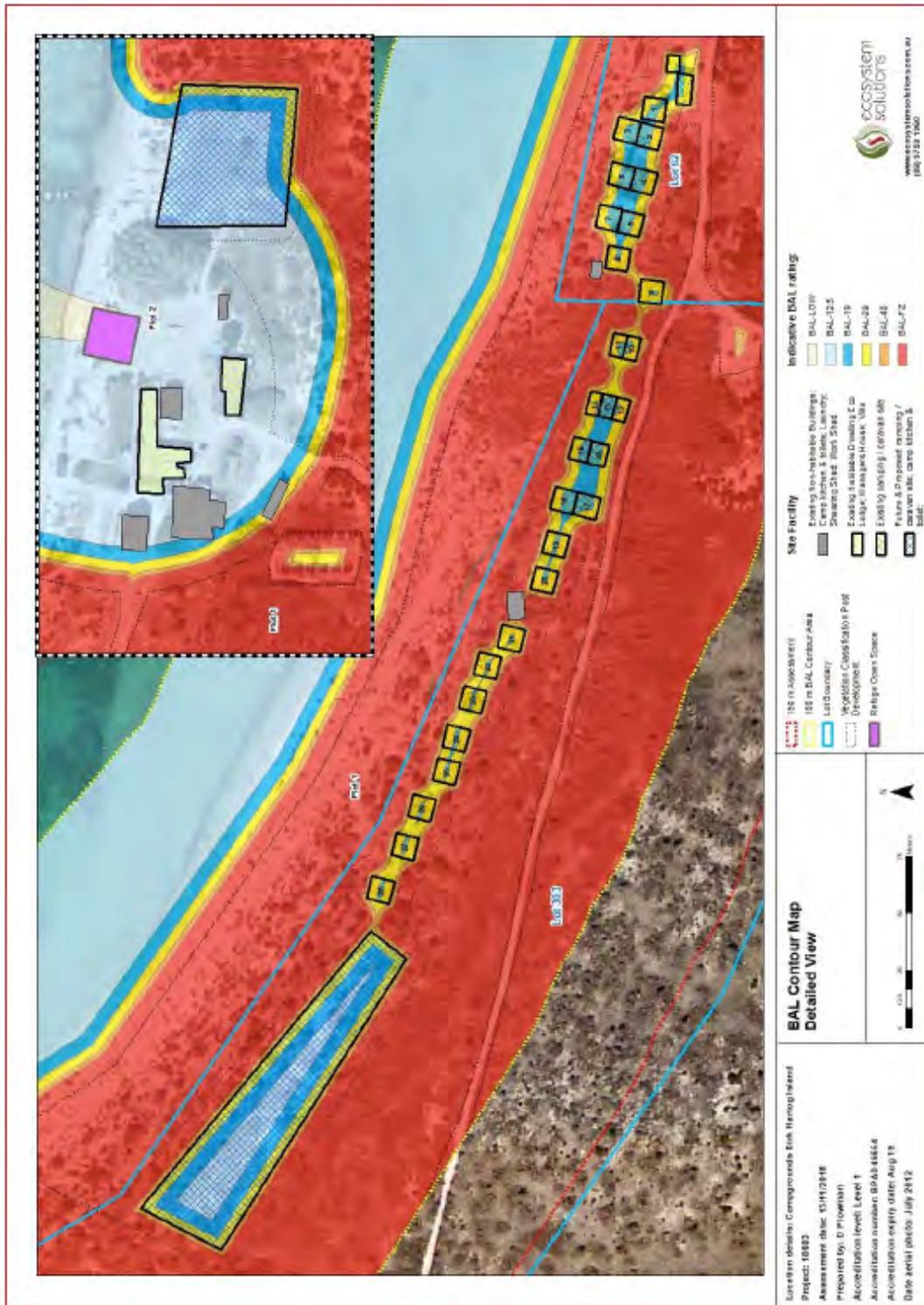
Above: Visual examples of Class C shrubland
Source: 'Visual guide for Bushfire Risk Assessment in Western Australia'

Town Planning Innovations recommends acceptance of the Class C classification, which has contributed towards a determined Bushfire Attack Level of Bushfire Attack Level-29.

All camping and habitable buildings will be within Bushfire Attack Level-29 with maintenance of Asset Protection Zones within the lot boundaries. The bushfire risk for a Bushfire Attack Level-29 is considered to be high, however it is within the range accepted for a vulnerable land use under Clause 6.6 of State Planning Policy 3.7.

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The Bushfire Attack Level map is included below.



It should be noted that whilst the campsites are within Bushfire Attack Level 29, they are surrounded by areas of Bushfire Attack Level – Flame Zone. Bushfire Attack Level Flame Zone is the highest level of bushfire risk where the risk is considered 'extreme'.

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- **Fire breaks**

The Shire’s firebreak notice requires 2 metre firebreaks around the perimeter lot boundaries. The Bushfire Management Plan proposes no perimeter firebreaks for these lots.

The plan seeks compliance under a performance principle which states:

‘the internal layout, design and construction of public and private vehicular access and egress in the development allow emergency and other vehicles to move through it at all times.’

One of the purposes of perimeter lot fire breaks is to provide emergency vehicle access. In the case of the island, emergency services are not available.

For that reason Town Planning Innovations recommends a cautious but practical approach be taken for bushfire management, with an objective to maximise protection of visitors.

The Bushfire Management Plan states:

Full compliance with the Shire of Shark Bay’s Firebreak Notice, including 2 metre wide firebreaks immediately inside the external boundaries of the property, is not possible due to the vegetation of high ecological value within the Site. The Asset Protection Zones within the Site, as well as the internal access ways, are adequate measures to control the spread of bushfire and protect all areas of the development.

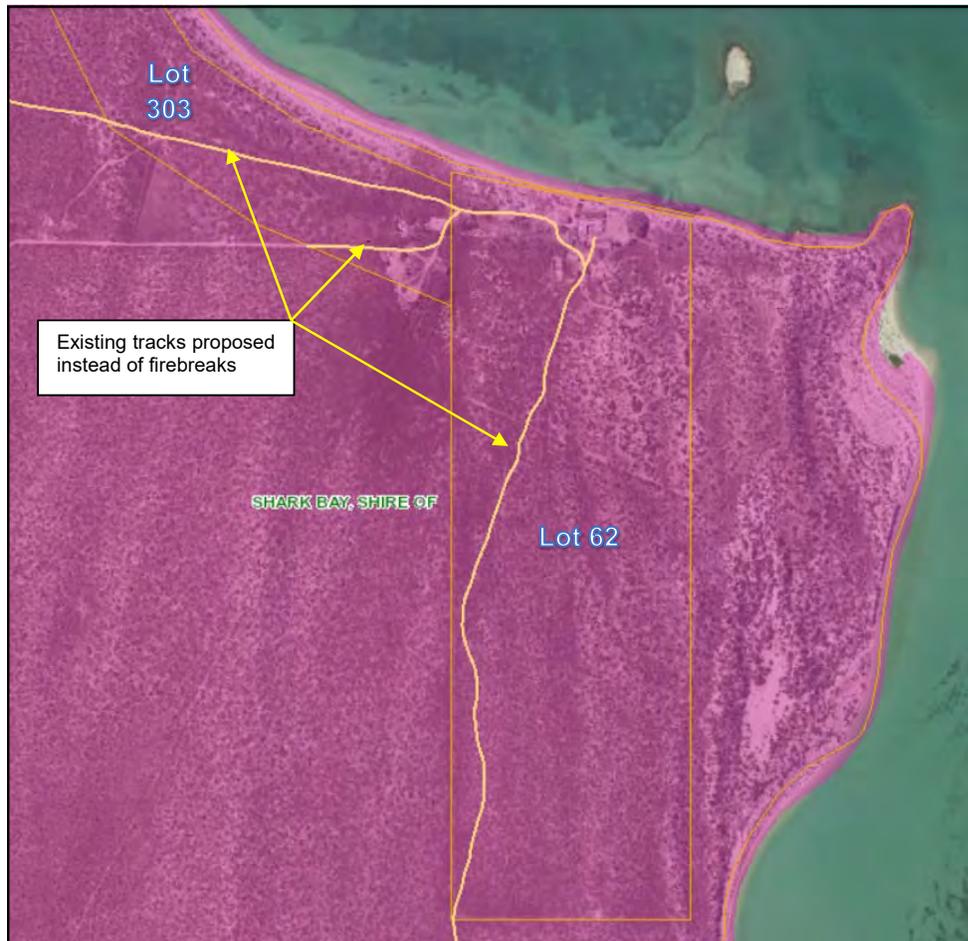
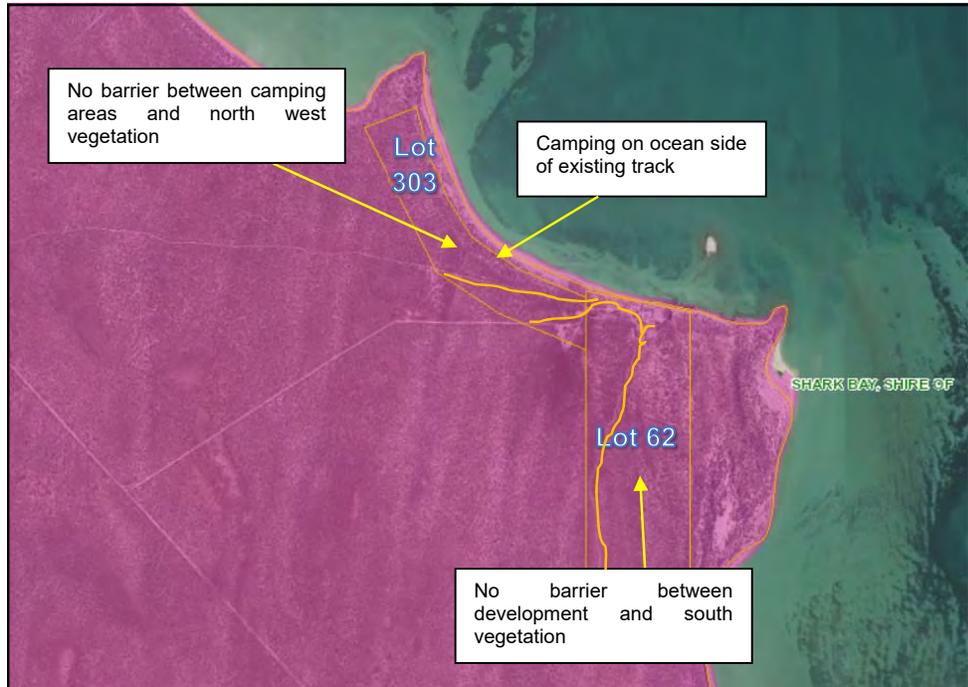
| Fire Consultant justification | Town Planning Innovations comment |
|--|--|
| There will be asset protection areas within the site that provide a defensible space around those most important assets; | Asset Protection zones are required separate to fire breaks and are needed to reduce the Bushfire Attack Level to a level that is acceptable under State Planning Policy 3.7. Asset Protection Zone’s are not intended to be used in isolation under State Planning Policy 3.7. |
| There are various access tracks within the lots which provide a break in fuel. | The access tracks are not extensive and do not provide separation or barriers to the west and east. They also do not appear wide enough to act as an effective internal firebreak. |

It appears from the aerial plans in the Bushfire Management Plan that the owner has not complied with past firebreak notices.

As both the unauthorised camping and non compliance with firebreak notices has been brought to the Shires attention, steps need to be taken to rectify the situation.

Existing tracks are to the south and south west of proposed development – refer plans over page.

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The Department of Fire and Emergency Services did not comment on the firebreaks, therefore Town Planning Innovations contacted the Department as part of preparation of this report.

The Department has advised that the Shire has absolute discretion over firebreak requirements. If an alternative fire break solution is reached then they recommend that the Shire issue a new firebreak notice specifically for Lots 303 and 62.

Town Planning Innovations recommends that the Shire consider the following 3 Options:

Option 1 – Accept no firebreaks

The Shire can support the Bushfire Management Plan ‘as is’ and agree not to require any firebreaks on Lots 303 and 62.

Town Planning Innovations does not recommend Option 1 as:

- (i) The existing track width may not be sufficient to provide protection.
- (ii) The tracks do not provide separation between proposed camping areas and vegetation to the north west within Lot 303.
- (iii) Visitors will be in a vulnerable position during any fire as surrounding areas are of an extreme fire risk, there are no emergence services on the land, and it is a remote site.
- (iv) The fire consultant states clearing should be limited due to the ecological value of vegetation, however the application proposes visitor access to natural areas on Lot 303.
- (v) It is not considered that the value of vegetation is by itself is sufficient justification not to install any firebreaks.
- (vi) It would set an undesirable precedent for other freehold lots on the Island.
- (vii) It is likely expose the Council to liability risk.



Figure 10 Access tracks within Dirk Hartog Island

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Option 2 – Require compliance with the existing Shire of Shark Bay firebreak notice

The Shire’s firebreak notice requires 2 metre perimeter firebreaks. Town Planning Innovations notes that the combined length of the lot boundaries is significant.

Even if the required lot boundary firebreaks were install they may not offer the best level of protection to the proposed camping areas as;

- (i) 2 metres is not very wide and may not be a significant enough barrier to slow or limit the spread of a fire.
- (ii) The 2 metre firebreak required by the Shire’s Firebreak Notice is for rural land. This is a proposed camping / tourist development.
- (ii) Perimeter fire breaks would not provide any separation between camping areas and vegetation on the north west portion of Lot 303 – refer plan below.

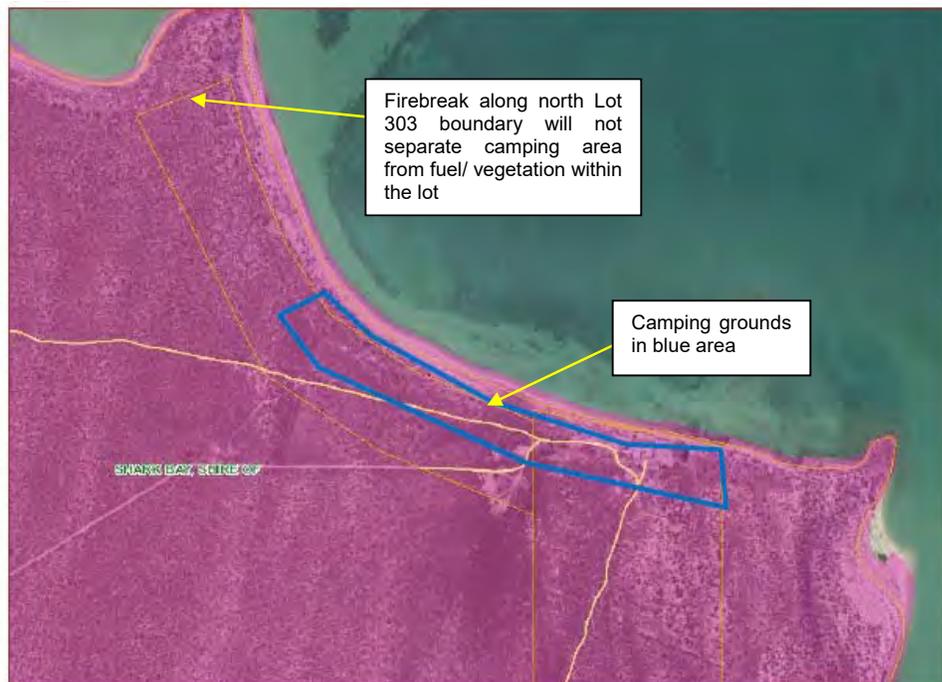


Figure 2 Map of Bushfire Prone Areas for Dirk Hartog Island Accommodation/Facilities & Campgrounds, within the blue polygon (accessed 17 January 2019)

Option 3 – Require strategic internal firebreaks and wider tracks

The main objective is to maximise protection of existing and proposed development, and to utilise firebreaks combined with other management measures, such as asset protection zones, to protect vulnerable visitors in the event of any fire.

The Shire is not limited to Option 1 (no firebreaks) or Option 2 (comply with Shire firebreak notice).

Firebreaks do not have to follow the lot boundaries, and can be proposed in strategic locations within Lots 62 and 303 that offer the most protection to existing development and proposed camping areas.

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Strategic internal fire breaks can be used to connect and build on the existing track system, be placed in locations that will achieve the most protection, and could potentially have a dual use to provide controlled pedestrian access to the beach.

Option 3 would allow for a compromise by providing some flexibility over the location of firebreaks, and give the fire consultant opportunity to pursue wider strategic firebreaks within the lots in locations that will maximise visitor safety having regard for the prime fire source, prevailing winds etc

Town Planning Innovations is of the view that the Bushfire Management Plan is comprehensive and of a high calibre. Town Planning Innovations is confident that the fire consultant will be able to make recommendations on strategic fire break locations and standards.

- ***Proposed Development***

Assessment has focused on the Bushfire Management Plan as no formal application has been lodged with the Shire.

Under the Scheme, a Local Development Plan can be required to guide development, and address matters such as management and the environment.

Due to the proposed scale of visitor numbers, being 200 people, it is recommended that a Local Development Plan for Lots 303 and 62 be required.

When advised by Kieran Wardle that he would lodge a Building Permit, Town Planning Innovations advised on the 6 June 2019 that:

Under the current Local Planning Scheme No 4 the Shire can require both a Local Development Plan and a planning application. I have attached the current scheme provisions for your information.

You may wish to engage a planning consultant to assist you with that process.

If Council has any concerns, comments or requires specific information at the next planning stage, this report is an opportunity for Council to express any view.

LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 4 – The special use provisions applicable to these lots are included as Attachment 3.

Caravan Park and Camping Grounds Act 1995 – A licence is required for camping grounds and none has been applied for or issued for Lots 303 and 62.

Bushfires Act 1954 – The Shires fire break notice currently requires a 2 metre fire break for rural land.

The Shire may be liable if it knowingly approves a Bushfire Management Plan or fire break variation, where either is known to be flawed.

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POLICY IMPLICATIONS

• **State Planning Policy 3.7 Planning for Bushfire Protection**

State Planning Policy 3.7 states that any Bushfire Attack Level assessment or Bushfire Attack Level contour map should be prepared by an accredited Bushfire Planning Practitioner.

Fire practitioners are accredited through Fire Protection Association Australia which is the national peak body for fire safety.

The Bushfire Management Plan for Lots 303 and 62 has been prepared by a Level 3 accredited bushfire consultant.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

The Shire of Shark Bay Local Planning Strategy recognises potential for eco tourism on freehold lots at Dirk Hartog Island.

Although this is not a Shire document, it is noted that there is a 'Shark Bay Terrestrial Reserves and Proposed Reserve Additions Management Plan' (2012) produced by the then known Department of Environment and Conservation (now known as the Department of Biodiversity, Conservation and Attractions).

Relevant to Lots 303 and 62 it states:

- Dirk Hartog Island currently provides tourist accommodation and services at the homestead. The proposed ecotourism development on Dirk Hartog Island within the freehold lots at Sunday Island Bay and adjacent to the homestead lot is likely to result in an increased level of commercial tourism on the island.
- Following analysis to define the type and level of recreation that can be sustained on Dirk Hartog Island National Park, a number of visitor management settings have been proposed for the Island including 'Highly Modified', 'Recreation', 'Natural-Recreation' and 'Natural'.
- The freehold homestead and proposed adjacent lot and the proposed Sunday Island Bay freehold lots have a 'Highly Modified' setting. In these areas there will be high-level recreation, education and interpretation and group activities specifically catered for.
- Most people visiting the island stay overnight at the homestead, with some staying in one of the four huts or camping on a beach at several sites along the east coast. Visitor numbers to Dirk Hartog Island National Park have been estimated to be less than 500 per year (excluding visitors to the homestead). Visitor numbers are expected to remain low unless additional facilities and infrastructure are provided. Boat access is expected to increase slightly.
- Private tourism developments exist and others are likely to be proposed for Dirk Hartog Island. It is important that, such tourism developments do not adversely impact on World Heritage and other key values and this will be monitored through the approvals process.

MINUTES OF THE ORDINARY COUNCIL MEETING

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- Dirk Hartog Island currently provides tourist accommodation and services at the homestead. The eco-tourism development at the homestead and the proposed eco-tourism development within the freehold lots at Sunday Island Bay and area adjacent to the homestead is likely to result in an increased level of commercial tourism on the island.
- Creation of the proposed national park and the proposed development of eco-tourism accommodation with the freehold lots on Dirk Hartog Island, will increase demand for the development of day-use sites on the island over the life of this plan.

In regards to access it also states '*Access to Dirk Hartog Island National Park is seasonal, difficult and costly because of the barge access and limits of vehicle numbers. Limited numbers will be retained by limiting private and tour operator vehicles initially to a maximum of 10, until benchmarks can be established to monitor any environmental degradation caused by vehicles. This will also ensure a measure of control on vehicle and visitor numbers and a means of limiting environmental damage to tracks, especially in the summer months.*'

RISK MANAGEMENT

The Shire may be liable if it knowingly approves a Bushfire Management Plan that is known to have any significant flaws.

The Shire may engage an independent fire consultant to review any revised Bushfire Management Plan to gain independent advice on strategic fire breaks if desired in the future.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

| | |
|-------------------------|-------------------|
| Author | <i>L Bushby</i> |
| Chief Executive Officer | <i>P Anderson</i> |
| Date of Report | 15 June 2019 |

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ATTACHMENT # 1

FOR 82

WESTERN AUSTRALIA
TRANSFER OF LAND ACT 1933 AS AMENDED

Covenant for Lot 62

BLANK INSTRUMENT FORM

Deed of Restrictive Covenant (Form 3)

This Deed of Restrictive Covenant is made the 21st day of October 2009

BETWEEN:

Hypermarket Pty Ltd (ACN 008 770 072) of 143 Knight Terrace Desham (formerly of Level 1, 10 Kings Park Road, West Perth), Western Australia ("Covenantor")

AND

Minister for Lands, a body corporate under the *Land Administration Act 1997* of care of Department of Regional Development and Lands, 1 Midland Square, Midland, Western Australia ("Covenantee")

OPERATIVE PROVISIONS

1. The Covenantor, as registered proprietor of the Land, to the intent that it shall bind itself, its transferees, successors in title and assigns as registered proprietor of the Land from time to time, as covenantor COVENANTS with the Minister for Lands, as covenantee, under section 129BA of the Transfer of Land Act 1893 as follows:

- (a) not to use the Covenanted Land for any purpose other than low impact ecotourism, which includes the provision of Visitor Accommodation Units and Staff Accommodation in accordance with subclauses (b) to (g) inclusive;
- (b) the number of Visitor Accommodation Units that may be built or placed on the Covenanted Land must not exceed the number (rounded down to the nearest whole number) that is six times the number of hectares in the Covenanted Land (for example, if the Covenanted Land is 17.3 hectares, the number of Visitor Accommodation Units may not be more than 103 – $17.3 \times 6 = 103.8$, rounded down to 103);
- (c) if permission is given by any relevant Governmental Agency for the Covenanted Land to be subdivided, the number of Visitor Accommodation Units on all subdivided parts of the Covenanted Land in the aggregate must not exceed the maximum number allowable under subclause (b) in respect of the Covenanted Land before it was subdivided;
- (d) the floor area, that is under a roof and enclosed, of each Visitor Accommodation Unit must not exceed 200m², provided that any verandah that is not enclosed or is not used as a sleeping area is not to be included in the floor area calculation;
- (e) the Staff Accommodation that may be built or placed on the Covenanted Land must not provide for:
 - (i) the number of staff personnel being housed to be more than the number calculated by a staff to guest ratio of 1:1; and
 - (ii) a floor area of more than 35m² per staff personnel being housed.

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- (f) if permission is given by any relevant Governmental Agency for the Covenanted Land to be subdivided, the Staff Accommodation on all subdivided parts of the Covenanted Land in the aggregate must not exceed the limits permissible under subclause (e) in respect of the Covenanted Land before it was subdivided;
 - (g) no Accommodation Unit, nor any other buildings, may be built or placed on the Covenanted Land other than in accordance with all relevant Government (local, State and Commonwealth) and statutory approvals;
 - (h) no person may occupy an Accommodation Unit on the Covenanted Land for more than three (3) months in every calendar year, except for:
 - (i) a caretaker or manager of the low impact ecotourism business conducted on the Covenanted Land, and his or her family;
 - (ii) staff personnel required in the operation of the low impact ecotourism business conducted on the Covenanted Land, who are accommodated in Staff Accommodation and then in any calendar year only so many personnel and only for so long as they are reasonably required to provide services to tourists visiting the Covenanted Land;
 - (i) not to bring onto, place or keep on the Covenanted Land any fauna or flora that is not native to the Covenanted Land, except with the prior written consent of the Minister for Lands; and
 - (j) not to do anything or cause or permit anything to be done on or in respect of the Covenanted Land that is inconsistent with or contrary to:
 - (i) any quarantine management plan of any Governmental Agency relating to Dirk Hartog Island, in place from time to time;
 - (ii) any programs of any Governmental Agency designed to eradicate pests from Dirk Hartog Island.
2. The covenants in clause 1:
- (a) run with and burden the Covenanted Land, and are enforceable against the Covenantor as registered proprietor of the Land and its successors in title; and
 - (b) are for the benefit of the Minister for Lands, as Covenantee.
3. For the purposes of this Deed:
- (a) "Accommodation Unit" means either or both a Visitor Accommodation Unit and Staff Accommodation;
 - (b) "Covenanted Land" means that part of the Land as described in item 2 of the Schedule;
 - (c) "Dirk Hartog Island" means the island of that name on which the Land is situated;
 - (d) "ecotourism" means ecologically sustainable tourism with a primary focus on experiencing natural areas that fosters environmental and cultural understanding, appreciation and conservation;
 - (e) "Governmental Agency" means any government or any governmental, local government or authority, or semi-governmental administrative, fiscal or judicial body, department, commission, statutory body corporate established for a public purpose, authority, tribunal, agency or entity;

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- (f) "Land" means the land described in item 1 of the Schedule;
- (g) "low impact" means low impact on the environment having regard to the number of tourists visiting the Land and the facilities and other services provided for their use;
- (h) "Minister for Lands" means the body corporate continued under that name under section 7(1) of the *Land Administration Act 1997*;
- (i) "other buildings" means any other buildings on the Covenanted Land (not comprising an Accommodation Unit) used to provide facilities or services for tourists visiting the Covenanted Land for the purposes of ecotourism;
- (j) "Staff Accommodation" means accommodation for the housing of staff personnel required in the operation of the low impact ecotourism business conducted on the Covenanted Land;
- (k) "Visitor Accommodation Unit" means an accommodation unit (whether as a stand alone structure or a structure containing more than one such unit) suitable for temporary residential occupation by one or more persons, but does not include:
 - (i) accommodation for the caretaker or manager of the low impact ecotourism business conducted on the Covenanted Land, and his or her family;
 - (ii) Staff Accommodation;
 - (iii) those areas of any centre lodge facilities that do not comprise bedrooms or other sleeping areas;
- (l) a reference to the singular includes a reference to the plural and vice versa;
- (m) a reference to any gender includes a reference to each other gender;
- (n) a reference to the Covenantor includes the registered proprietor of the Land from time to time and its and each of their legal personal representatives, successors in title and permitted assigns;
- (o) where, at any time, the registered proprietor of the Land is two or more persons, their liability under this Deed is joint and several;
- (p) a reference to a person includes a reference to a body corporate or unincorporated body.

SCHEDULE

1. Land

North Location 62 being the whole of the land in certificate of title volume 1729 folio 171, subject to the following encumbrances:

Nil

2. Covenanted Land

That part of the Land as is marked "R" on Deposited Plan 64208.

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Covenant for Lot 303

CONVENANTS

1. The transferee, as registered proprietor of the land hereby transferred (**Land**), to the intent that it shall bind itself, its transferees, successors in title and assigns as registered proprietor of the Land from time to time, as covenantor COVENANTS with the Minister for Lands, as covenantee, under section 15 of the *Land Administration Act 1997* as follows:
 - (a) the Land may only be used for the purpose of low impact ecotourism, which includes the provision of Visitor Accommodation Units and Staff Accommodation in accordance with subclauses (b) to (g) inclusive;
 - (b) the number of Visitor Accommodation Units that may be built or placed on the Land must not exceed the number (rounded down to the nearest whole number) that is three times the number of hectares in the Land (for example, if the Land is 17.3 hectares, the number of Visitor Accommodation Units may not be more than $51 = 17.3 \times 3 = 51.9$, rounded down to 51);
 - (c) if permission is given by any relevant Governmental Agency for the Land to be subdivided, the number of Visitor Accommodation Units on all subdivided parts of the Land in the aggregate must not exceed the maximum number allowable under subclause (b) in respect of the Land before it was subdivided;
 - (d) the floor area, that is under a roof and enclosed, of each Visitor Accommodation Unit must not exceed 90m^2 , provided that any verandah that is not enclosed or is not used as a sleeping area is not to be included in the floor area calculation;
 - (e) the Staff Accommodation that may be built or placed on the Land must not provide for:
 - (i) the number of staff personnel being housed to be more than the number calculated by a staff to guest ratio of 1:1; and
 - (ii) a floor area of more than 35m^2 per staff personnel being housed;
 - (f) if permission is given by any relevant Governmental Agency for the Land to be subdivided, the Staff Accommodation on all subdivided parts of the Land in the aggregate must not exceed the limits permissible under subclause (e) in respect of the Land before it was subdivided;
 - (g) each Accommodation Unit, and any other buildings, must be built or placed on the Land in accordance with all relevant Government (local, State and Commonwealth) and statutory approvals;
 - (h) a person may not occupy an Accommodation Unit on the Land for more than three (3) months in every calendar year, except for:
 - (i) a caretaker or manager of the low impact ecotourism business conducted on the Land, and his or her family; and

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- (ii) staff personnel required in the operation of the low impact ecotourism business conducted on the Land, who are accommodated in Staff Accommodation and then in any calendar year only so many personnel and only for so long as they are reasonably required to provide services to tourists visiting the Land;
 - (i) no fauna or flora that is not native to the Land may be brought onto, placed or kept on the Land, except with the prior written consent of the Minister for Lands; and
 - (j) it will:
 - (i) fully comply with any quarantine management plan of any Governmental Agency relating to Dirk Hartog Island, in place from time to time;
 - (ii) cooperate with any programs of any Governmental Agency designed to eradicate pests from Dirk Hartog Island,

but only to the extent that an unreasonable financial burden is not imposed on the covenantor in so complying or cooperating.
2. The covenants in clause 1:
- (a) run with and burden the Land, and are enforceable against the transferee as registered proprietor of the Land, and its successors in title; and
 - (b) are for the benefit of the Minister for Lands, as covenantee.
3. For the purposes of these covenants:
- (a) "Accommodation Unit" means either or both a Visitor Accommodation Unit and Staff Accommodation;
 - (b) "Dirk Hartog Island" means the island of that name on which the Land is situated;
 - (c) "ecotourism" means ecologically sustainable tourism with a primary focus on experiencing natural areas that fosters environmental and cultural understanding, appreciation and conservation;
 - (d) "Governmental Agency" means any government or any governmental, local government or authority, or semi-governmental administrative, fiscal or judicial body, department, commission, statutory body corporate established for a public purpose, authority, tribunal, agency or entity;
 - (e) "low impact" means low impact on the environment having regard to the number of tourists visiting the Land and the facilities and other services provided for their use;

- (f) "Minister for Lands" means the body corporate continued under that name under section 7(1) of the *Land Administration Act 1997*;
- (g) "other buildings" means any other buildings on the Land (not comprising an Accommodation Unit) used to provide facilities or services for tourists visiting the Land for the purposes of ecotourism;
- (h) "Staff Accommodation" means accommodation for the housing of staff personnel required in the operation of the low impact ecotourism business conducted on the Land;
- (i) "Visitor Accommodation Unit" means an accommodation unit (whether as a stand alone structure or a structure containing more than one such unit) suitable for temporary residential occupation by one or more persons, but does not include:
 - (i) accommodation for the caretaker or manager of the low impact ecotourism business conducted on the Land, and his or her family;
 - (ii) Staff Accommodation;
 - (ii) those areas of any centre lodge facilities that do not comprise bedrooms or other sleeping areas;
- (j) a reference to the singular includes a reference to the plural and vice versa;
- (k) a reference to any gender includes a reference to each other gender;
- (l) a reference to the transferee as covenantor includes the registered proprietor of the Land from time to time and its and each of their legal personal representatives, successors in title and permitted assigns;
- (m) where, at any time, the registered proprietor of the Land is two or more persons, their liability under these covenants is joint and several;
- (n) a reference to a person includes a reference to a body corporate or unincorporated body.

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ATTACHMENT # 2



Fire Protection Association Australia
Life Members Welcome



Bushfire Management Plan Coversheet

This Coversheet and accompanying Bushfire Management Plan has been prepared and issued by a person accredited by Fire Protection Association Australia under the Bushfire Planning and Design (BPAD) Accreditation Scheme.

Bushfire Management Plan and Site Details

Site Address / Plan Reference: Dirk Hartog Island Resort & Camping Site
 Suburb: Dirk Hartog Island State: WA P/code: 6537
 Local government area: Shire of Shark Bay
 Description of the planning proposal: Short term accommodation & Campers Kitchen facilities
 BMP Plan / Reference Number: 18603 Version: Rev C Date of Issue: 4/06/2019
 Client / Business Name: Dirk Hartog Island Pty Ltd

| Reason for referral to DFES | Yes | No |
|--|-------------------------------------|-------------------------------------|
| Has the BAL been calculated by a method other than method 1 as outlined in A53959 (tick no if A53959 method 1 has been used to calculate the BAL)? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Have any of the bushfire protection criteria elements been addressed through the use of a performance principle (tick no if only acceptable solutions have been used to address all of the BPC elements)? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Is the proposal any of the following special development types (see SPP 3.7 for definitions)? | | |
| Unavoidable development (in BAL-40 or BAL-FZ) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Strategic planning proposal (including rezoning applications) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Minor development (in BAL-40 or BAL-FZ) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| High risk land-use | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Vulnerable land-use | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| If the development is a special development type as listed above, explain why the proposal is considered to be one of the above listed classifications (E.g. considered vulnerable land-use as the development is for accommodation of the elderly, etc.)? Short term accommodation | | |

Note: The decision maker (e.g. local government or the WAPC) should only refer the proposal to DFES for comment if one (or more) of the above answers are ticked "Yes".

BPAD Accredited Practitioner Details and Declaration

| | | | |
|---------------------|---------------------|-------------------|----------------------|
| Name | Accreditation Level | Accreditation No. | Accreditation Expiry |
| Gary McMahon | Level 3 | 35078 | 11/2019 |
| Company | | Contact No. | |
| Ecosystem Solutions | | (08) 9759 1960 | |

I declare that the information provided within this bushfire management plan is to the best of my knowledge true and correct

Signature of Practitioner  Date: 4/06/2019

26 JUNE 2019



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Bushfire Management Plan

Dirk Hartog Island Accommodation/Facilities & Campgrounds

4 June 2019

Prepared for:
Dirk Hartog Island Pty Ltd
Att: Kieran Wardle



26 JUNE 2019

Limitations Statement

This report has been solely prepared for Dirk Hartog Island Pty Ltd, Att: Keiran Wardle. No express or implied warranties are made by Ecosystem Solutions Pty Ltd regarding the findings and data contained in this report. No new research or field studies were conducted other than those specifically outlined in this report. All of the information details included in this report are based upon the research provided and obtained at the time Ecosystem Solutions Pty Ltd conducted its analysis.

In undertaking this work the authors have made every effort to ensure the accuracy of the information used. Any conclusions drawn or recommendations made in the report are done in good faith and the consultants take no responsibility for how this information and the report are used subsequently by others.

Please note that the contents in this report may not be directly applicable towards another organisation's needs. Ecosystem Solutions Pty Ltd accepts no liability whatsoever for a third party's use of, or reliance upon, this specific report.

STATEMENT OF CONFORMITY - PLANNING AND DEVELOPMENT ACT 2005



Gary McMahon
B.Sc. M. Env Mgmt. PG Dip Bushfire Protection. C. EnvP, BPAD Level 3 (35078)

The signatory declares that this Bushfire Management Plan meets the requirements of State Planning Policy 3.7.

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Document Control

Client - Dirk Hartog Island Pty Ltd

Site - Dirk Hartog Island Accommodation/Facilities & Campgrounds

| Version | Revision | Purpose | Author | Reviewer | Submitted | |
|---------|----------|--------------------------|--------|-------------------------------|-----------------------|------------|
| | | | | | Form | Date |
| Report | Rev A | Initial Report | KP/DP | GM BPAD Level 3 - 35078 | Electronic (email) | 6/02/2019 |
| Report | Rev B | Address DFES comments | DP | KP / GM | Electronic (email) | 16/05/2019 |
| Report | Rev C | Minor amendment | DP | KP / GM | Electronic (email) | 4/06/2019 |

Filename: \\ECONAS\Data\PROJECTS\18403 Dirk Hartog Island BMP BEEP\Reports\Dirk Hartog BMP BEEP Rev C.docx

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1 Proposal

Site Details

| | |
|-----------------------|--------------------|
| Address | Dirk Hartog Island |
| Local Government Area | Shire of Shark Bay |

Development Application

| Application | Information Requirements | Occupants |
|---|---|-----------|
| Tourist Accommodation & Camping Grounds | Bushfire Management Plan Emergency Evacuation Plan | 200 |
| Vulnerable Land Use | | |

Determined BAL

| AS 3959 Assessment Procedure | Vegetation Classification | FDI | Effective Slope | Separation Distance to any building | BAL |
|------------------------------|---------------------------|-----|-----------------|-------------------------------------|---------|
| Method 1 | Class C Shrubland | 80 | Flat / upslope | 9 m | BAL-29* |

* Separation distance from classified vegetation to the proposed camping sites and any existing habitable dwelling.

This Bushfire Management Plan (BMP) and Bushfire Emergency Evacuation Plan (BEEP) has been prepared for Dirk Hartog Island Accommodation/Facilities & Campgrounds (Figure 1, hereafter referred to as the Site) by Ecosystem Solutions Pty Ltd - Danae Plowman (B.Sc. Env Sc. PG Dip Energy Env. BPAD Level 1 46554) and Kelly Paterson (B.Sc. (Hons. Nat Rs Mgmt. BPAD Level 2 38253).

The Site is located within Lots 62 and 303, which are freehold titles and the surrounding area is a National Park, within the Shark Bay World Heritage Area. Dirk Hartog Island is approximately 850 kms north of Perth, within the Shire of Shark Bay (Figures 1 & 2). The island is accessed via barge from Steep Point, boat from Denham, or light aircraft. The Site sits at approximately 11 m Australian Height Datum (AHD) and slopes down to the north and east to the ocean. The camping grounds meet the criteria for a 'nature based park' under the Caravan and Camping Grounds Regulation 1997.

Dirk Hartog Island is the largest island off the Western Australian coast (Abbott and Burbidge, 1995) and was established as Dirk Hartog National Park in November 2009 (Algar *et al.*, 2011). Dirk Hartog Island is the subject of one of the world's largest ecological restoration projects and was declared free of feral cats, sheep and goats in October 2018 (Diss, 2018). This has allowed the reintroduction of a number of native

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animals as part of the 'Return to 1616' initiative, which aims to return the islands ecosystem to what it was before Dutch explorers arrived in 1616 (Diss, 2018). Dirk Hartog Island 'could potentially support one of the most diverse mammal assemblages in Australia and contribute significantly to the long-term conservation of several threatened species' (Algar *et al.*, 2011). The unique ecological values of Dirk Hartog Island present an opportunity for tourists to learn about the 'Return to 1616' initiative and observe the islands fauna and flora in a way that is not available elsewhere. The campgrounds need to operate in a manner that has the least impact on the surrounding natural environment. This proposal is classed as unavoidable development, defined as 'exceptional circumstances where full compliance with SPP 3.7 would be unreasonable as no alternative location exists and it can be proven that it is not contrary to public interests' (WAPC, V1.3 Dec 2017).

The vegetation within the Site consists of sparse, low shrubs, with cover decreasing in the area of development adjacent to the coastline.

Existing guest accommodation includes 28 tent sites, the Eco Lodge with 6 rooms and the Ocean Villa. There is also the Manager's Residence, two camp kitchens and a laundry. Total existing occupancy is 100 people, with approximately 10 staff giving a site occupancy of 110 people.

The proposal is for the extension of the existing campsite to include a total of 43 camping sites (15 of these to be under future development), with associated facilities, internal access tracks and maximum occupancy of 200 people.

The Site is located within a bushfire prone area, as declared by *State Planning Policy 3.7: Planning in Bushfire Prone Areas* (Figure 3).

The purpose of this BMP and BEEP is to detail the fire management methods and requirements that will be implemented within and around the Site to reduce the threat to guests, employees, residents and fire fighters in the event of a fire, as well as to assess and determine if the proposal adequately cares for 'vulnerable' people.

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Figure 1 Present Dirk Hartog Island Accommodation/Facilities & Campgrounds



Figure 2 Map of Bushfire Prone Areas for Dirk Hartog Island Accommodation/Facilities & Campgrounds, within the blue polygon (accessed 17 January 2019)

2 Bushfire Assessment Results

2.1 Assessment Inputs

The Site assessment was conducted on 12 and 13 November 2018 by a BPAD Accredited Practitioner for the purpose of determining the Bushfire Attack Level in accordance with AS 3959-2018 Simplified Procedure (Method 1).

All vegetation within 150 m of the Site was classified and the slope under the vegetation determined in accordance with Clause 2.2.3 & 2.2.5 of AS 3959-2018. Vegetation greater than 100 m from the Site is excluded under Clause 2.2.3.2 (a). As the exclusion clause includes vegetation of any type, the vegetation type has not been included in the report.

Photos and map provided in Figure 3 represent the pre-development vegetation classification. Figure 4 represents the post development classification.

Please note the Site facilities within the below maps are indicative only for illustration purposes. These Site facilities have not been formally surveyed.

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| Plot | 1 | Vegetation Classification or Exclusion Clause | Class C Shrubland - Upslope / Flat |
|---|---|---|------------------------------------|
|  <p data-bbox="505 625 609 653">Photo ID: 1</p> |  <p data-bbox="1003 625 1107 653">Photo ID: 2</p> | | |
|  <p data-bbox="505 982 609 1010">Photo ID: 3</p> |  <p data-bbox="1003 982 1107 1010">Photo ID: 4</p> | | |
| <p data-bbox="342 1119 776 1146">Description / Justification for Classification:</p> | <p data-bbox="815 1010 1312 1251">Shrubs less than 2 m in height dominated by <i>Acacia ligulata</i> and sparse understorey. This area is a coastal dune with sand and associated coastal dune vegetation. Due to the low nutrients within the sand and strong winds that are experienced in this environment, plant growth is stunted, and only low shrubs will be supported. The coastal dunes are undulating, which on average over the 100 m of this plot results in this plot being upslope in relation to the Site.</p> | | |

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| Plot | 2 | Vegetation Classification or Exclusion Clause | Excluded Clause 2.2.3.2 (e) & (f) |
|------|---|--|-----------------------------------|
| |  <p data-bbox="509 625 623 646">Photo ID: 5</p> |  <p data-bbox="1013 625 1127 646">Photo ID: 6</p> | |
| |  <p data-bbox="509 982 623 1003">Photo ID: 7</p> |  <p data-bbox="1013 982 1127 1003">Photo ID: 8</p> | |
| | <p data-bbox="347 1205 786 1226">Description / Justification for Classification:</p> <p data-bbox="829 1014 1320 1161">Non-vegetated areas including buildings, roads and cleared areas for camping sites are excluded under clause 2.2.3.2 (e). Low threat vegetation including managed gardens is excluded under clause 2.2.3.2 (f). Photo 5 includes an area of shrubland in the foreground.</p> <p data-bbox="829 1182 1320 1425">Some areas of the development that are currently shrubland (Photo 6) in the pre-development map (Figure 3) will be managed in a low fuel zone as condition of this BMP and are therefore excluded in the post-development map (Figure 4). This includes APZs required around each habitable building and the camping sites to achieve BAL-29 and around the refuge open space to achieve BAL-2. The setbacks required will be maintained to the standard in the Guidelines in perpetuity (Figure 6).</p> | | |

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Figure 3 Vegetation Class and Effective Slope Pre-Development

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Figure 4 Vegetation Class and Effective Slope Post Development

2.2 Assessment Outputs

The results from the Site assessment for the post development vegetation classification (Figure 4) is provided in Table 1. The Determined Bushfire Attack Level (highest BAL) for the Site has been determined in accordance with clause 2.2.6 of AS 3959-2018. A BAL contour map is provided in Figure 5 against the post development vegetation classification.

Table 1 Site Assessment Results

| Method 1 BAL Determination | | | | |
|--|------------------------------|---|---|-----------------------|
| Fire Danger Index - 80 (AS3959-2018 Table 2.1) | | | | |
| Plot | Vegetation Classification | Effective Slope Under the Classified Vegetation (degrees) | Separation Distance to the Classification Vegetation (metres) | Bushfire Attack Level |
| 1 | Class C Shrubland | Upslope / Flat | Min 9 m* | BAL-29 |
| 2 | Excluded S 2.2.3.2 (e) & (f) | N/A | N/A | BAL-LOW |
| Determined Bushfire Attack Level | | | | BAL-29* |

* This is the maximum BAL rating of any proposed new camping site or accommodation facility within the Site. A greater setback distance can decrease the BAL rating. The Site locations provided are indicative only and have not been surveyed. The construction requirements of AS 3959 do not apply to existing buildings or temporary structures, including tents and camper trailers.

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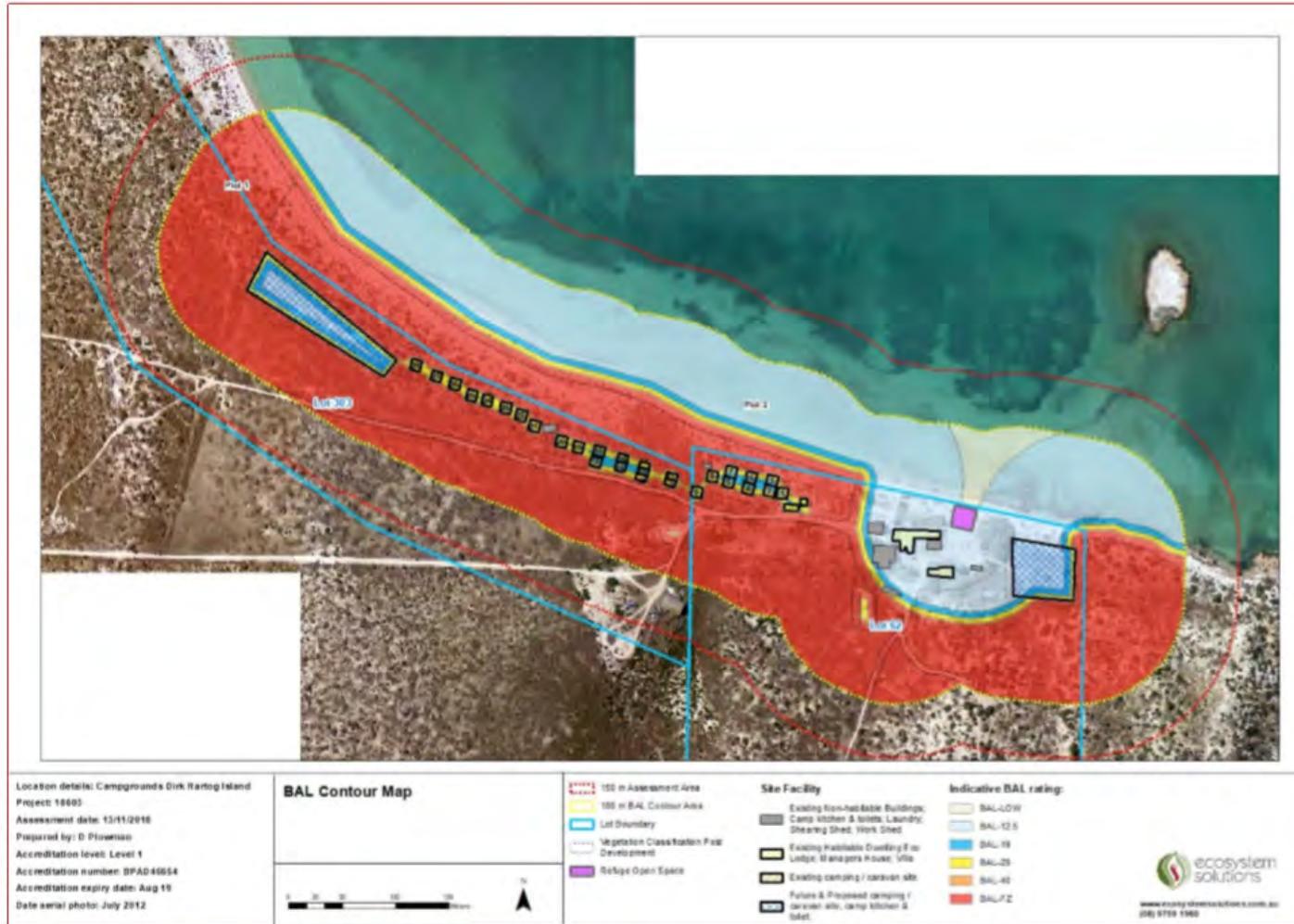


Figure 5 Map of Bushfire Attack Level Assessment

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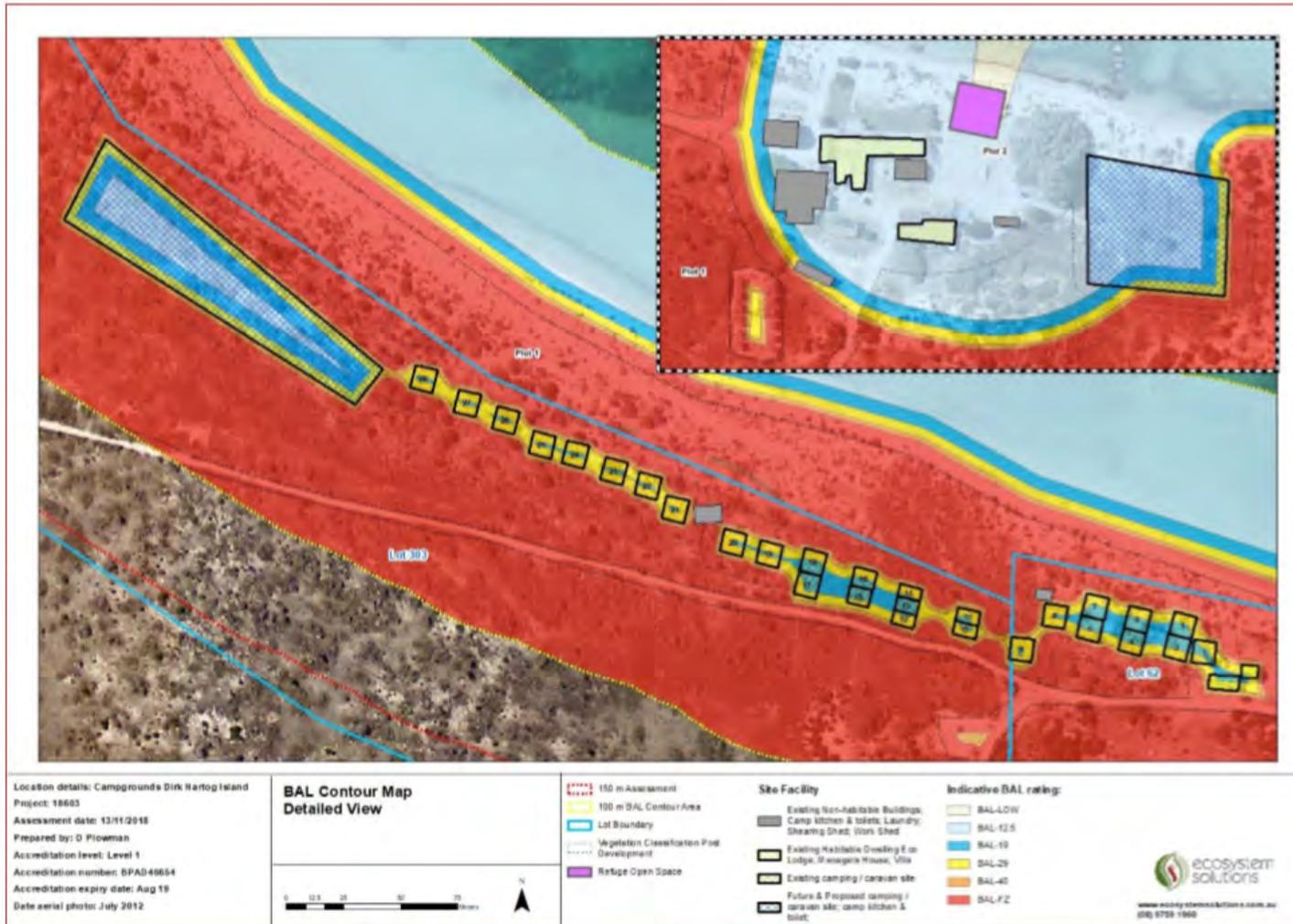


Figure 6 Map of Bushfire Attack Level Assessment Detailed View

3 Environmental Considerations

3.1 Native Vegetation - modification and clearing

The Site includes pockets of coastal shrubland vegetation with scattered trees to provide shade, shelter and visual amenity for guests.

Clearing of shrubland is required to construct the proposed camping sites. Minor modification of shrubland is required within the Asset Protection Zones, with the removal of fine fuels (dead vegetation less than 6 mm wide) to comply with the Guidelines. Any clearing or modification of native vegetation will require relevant approvals or exemptions.

A basic desktop assessment for environmental values has been completed (Table 2). Data provided through the Protected Matters Search Tool, accessed 21 January 2019, did not show any threatened flora recorded within the area. The search did identify a large number of threatened fauna species likely to be found in proximity to the Site. SLIP data identified the Site as being within the Shark Bay World Heritage area. The Site is within the Dirk Hartog National Park.

Table 2: Significant environmental values identified within the Site

| Environmental Value | Yes or No | If Yes - describe |
|---|-----------|--|
| Conservation Covenants | No | Not applicable |
| Bushfire Forever Sites | No | Not applicable |
| Conservation Category Wetlands and Buffer | No | Not applicable |
| Threatened Ecological Communities (TECs) | No | Not applicable |
| Declared Rare Flora (DRF) | No | Not applicable |
| Significant through Local Planning or Biodiversity Strategy | Yes | Shark Bay World Heritage Area, Dirk Hartog National Park |

3.2 Re-vegetation / Landscape Plans

No active revegetation is required. Any future planting of vegetation, or a failure to maintain the properties requirements for fuel loading maintenance, can and will change the BAL rating significantly.

4 Identification of Bushfire Hazard Issues

Bushfire behaviour is significantly affected by weather conditions. Bushfires will burn more aggressively when high temperatures combine with low humidity and strong winds. Generally, the greatest fire risk occurs from summer through to autumn, when the moisture levels in the soil and vegetation are low.

The areas within the Site with existing or proposed accommodation and the surrounding Asset Protection Zones are managed in a low fuel state, posing a low bushfire risk. The vegetation in the surrounding landscape consists of low, scattered shrubs and grasses, posing a moderate bushfire risk.

The overall fire risk to people and property within the Site is considered moderate, due to the mixture of managed land within the Site and native shrub and grasslands in proximity to the Site. By complying with the requirements of this BMP and Bushfire Emergency Evacuation Plan, this risk can be appropriately managed.

5 Assessment Against the Bushfire Protection Criteria

5.1 Compliance with the Acceptable Solutions for each Element

| Bushfire Protection Criteria - Element 1 - Location | | |
|---|--|---|
| <p>Intent: To ensure that strategic planning proposals, subdivision and development applications are located in areas with the least possible risk of bushfire to facilitate the protection of people, property and infrastructure.</p> | | |
| <p>Performance Principle P1: The intent may be achieved where the strategic planning proposal, subdivision or development application is located in an area where the bushfire hazard assessment is or will, on completion, be moderate or low OR a BAL-29 or below applies AND the risk can be managed. For unavoidable development in areas where BAL-40 or BAL-FZ applies, demonstrating that the risk can be managed to the satisfaction of DFES and the decision-maker.</p> | | |
| Acceptable Solution | Compliance | Assessment Statements |
| <p>A1.1 Development location The strategic planning proposal, subdivision and development application is located in an area that is or will, on completion, be subject to either a moderate or low bushfire hazard level, or BAL-29 or below.</p> | <p>Compliance with this element is achieved.</p> | <p>The BAL Contour for the Site (Figure 5 & Figure 6) shows that the habitable dwellings and camping sites are within areas of BAL-29 with the implementation of a 9 m setback from the classified vegetation and lot boundary, managed to Asset Protection Zone standards.</p> <p>Areas of BAL-40 and BAL-FZ do encroach the lot however the area subject to the development application will achieve BAL-29 or below. There will be no development of habitable dwellings or camping sites in areas above BAL-29.</p> |

| Bushfire Protection Criteria – Element 1 – Siting and Design | | |
|---|--|---|
| Intent: To ensure that the siting and design of development minimises the level of bushfire impact. | | |
| Performance Principle P2: The siting and design of the strategic planning proposal, subdivision or development application, including roads, paths and landscaping, is appropriate to the level of bushfire threat that applies to the site. That it incorporates a defensible space and significantly reduces the heat intensities at the building surface thereby minimising the bushfire risk to people, property and infrastructure, including compliance with AS 3959 if appropriate. | | |
| Acceptable Solution | Compliance | Assessment Statements |
| <p>A2.1 Asset Protection Zone (APZ)</p> <p>Every habitable building is surrounded by, and every proposed lot can achieve, an APZ depicted on submitted plans, which meets the following requirements:</p> <ul style="list-style-type: none"> • Width: Measured from any external wall or supporting post or column of the proposed building, and of sufficient size to ensure the potential radiant heat impact of a bushfire does not exceed 29kW/m² (BAL-29) in all circumstances. • Location: the APZ should be contained solely within the boundaries of the lot on which the building is situated, except in instances where the neighbouring lot or lots will be managed in a low-fuel state on an ongoing basis, in perpetuity (see explanatory notes). • Management: the APZ is managed in accordance with the requirements of 'Standards for Asset Protection Zones' (see Figure 5 below). | <p>Compliance with this element is achieved.</p> | <p>An Asset Protection Zone (APZ) will be maintained around every habitable building and camping site to the setback required to achieve BA-29. An Asset Protection Zone around the Refuge Open Space will be maintained to the setback required to achieve a radiant heat flux of 2 kW/m² or less (i.e. equivalent to a BAL-2).</p> <p>The Asset Protection Zones proposed will be maintained to the standards in the Guidelines (Figure 7) with:</p> <ul style="list-style-type: none"> • 9 m to the Class C Shrubland Upslope / Flat from each habitable building and camping site; and • 95 m to the Class C Shrubland Upslope / Flat from the Refuge Open Space. <p>These APZs are represented spatially in Figure 4 & Figure 11. Please note the Site facilities within the maps are indicative only for illustration purposes. These Site facilities have not been formally surveyed. All facilities will be 9 m setback from the Lot boundary to ensure the APZ can be managed entirely within Lot 62 and 303.</p> |

- **Fences:** within the APZ can be constructed from non-combustible materials (e.g. iron, brick, limestone, metal post and wire). It is recommended that solid or slatted non-combustible perimeter fences are used.
- **Objects:** within 10 metres of a building, combustible objects must not be located close to the vulnerable parts of the building (i.e. windows and doors).
- **Fine Fuel load:** combustible dead vegetation matter less than 6 millimetres in thickness reduced to and maintained at an average of two tonnes per hectare.
- **Trees (> 5 metres in height):** trunks at maturity should be a minimum distance of 6 metres from all elevations of the building, branches at maturity should not touch or overhang the building, lower branches should be removed to a height of 2 metres above the ground and/or surface vegetation, canopy cover should be less than 15% with tree canopies at maturity well spread to at least 5 metres apart so as not form a continuous canopy.

Figure 18: Tree canopy cover – ranging from 15 to 70 per cent at maturity

- **Shrubs (0.5 metres to 5 metres in height):** should not be located under trees or within 3 metres of buildings, should not be planted in clumps greater than 5m² in area, clumps of shrubs should be separated from each other and any exposed window or door by at least 10 metres. Shrubs greater than 5 metres in height are to be treated as trees.
- **Ground covers (<0.5 metres in height):** can be planted under trees but must be properly maintained to remove dead plant material and any parts within 2 metres of a structure, but 3 metres from windows or doors if greater than 100 millimetres in height. Ground covers greater than 0.5 metres in height are to be treated as shrubs.
- **Grass:** should be managed to maintain a height of 100 millimetres or less.

Figure 7 Asset Protection Zone Requirements from Guidelines for Planning in Bushfire Prone Areas (WAPC, Dec 2017)

Bushfire Protection Criteria - Element 3 - Vehicular Access

Intent: To ensure that the vehicular access serving a subdivision/development is available and safe during a bushfire event.

Performance Principle P3: The internal layout, design and construction of public and private vehicular access and egress in the subdivision/ development allow emergency and other vehicles to move through it easily and safely at all times.

| Acceptable Solution | Compliance | Assessment Statements |
|---|------------------------------|---|
| <p>A3.1 Two Access Routes</p> <p>Two different vehicular access routes are provided, both of which connect to the public road network, provide safe access and egress to two different destinations and are available to all residents/the public at all times and under all weather conditions.</p> | <p>Performance Principle</p> | <p>Access into the Site is via a barge from Steep Point, boat from Denham or light air craft.</p> <p>To get to Steep Point is via North West Coastal Highway, Shark Bay Road, Useless Loop Road and Cross Road to the Steep Point Track. Portions of the Steep Point 4WD track require low range 4WD with tyres deflated to 20psi. The barge from Steep Point operates 364 days a year 'on demand' from Blackie's Beach. Guests are able to travel with their 4WD vehicle on the barge to the island. Once at the island, 4WD sand tracks provide access to the campgrounds (Figure 9). These tracks have compliant horizontal and vertical clearances but are not trafficable for 2WD vehicles (Figure 10).</p> <p>Denham jetty is accessed from North West Coastal Highway, Shark Bay Road, Denham Road and Knight Terrace. The Naiad operates daily, transporting guests without their vehicles to the Island.</p> <p>In an emergency situation in proximity to the Site, guests would be advised to take shelter as detailed in Appendix C - Emergency Evacuation Plan. This proposal is unavoidable development within a remote location and full compliance with SPP 3.7 is not possible. The comprehensive evacuation plan and risk analysis (Appendix B) ensure that this proposal is not contrary to public interest. The Site is within a remote location and is not serviced by emergency service vehicles. Any assistance in an emergency situation would be provided via air or sea.</p> |

Resilience Performance Criteria - Element 2 - Vehicular Access

A3.2 Public Road

A public road is to meet the requirements in Table 6, Column 1 (Figure 6).

Performance Principle

No new public roads are to be constructed as part of this proposal. Existing roads in proximity to the Site vary in construction standard. North West Coastal Highway, Shark Bay Road, Useless Loop Road, Cross Road, Denham Road and Knight Terrace are accessible to 2WD vehicles, have sufficient trafficable surface, horizontal and vertical clearances. Steep Point Track and the tracks within Dirk Hartog Island are sand tracks and require a 4WD vehicle. Most guests within the island will have access to a 4WD vehicle to access Steep Point and the campgrounds, with sufficient 4WD vehicles available for all guests, staff and any other people within the Site to evacuate via 4WD in an emergency situation. This proposal is unavoidable development and is unable to comply to the full extent of SPP 3.7 due to the remote location of the campground and limited access available.

A3.3 Cul-de-sac (including a dead-end road)

Where no alternative exists (i.e. the lot layout already exists, demonstration required).

- Requirements in Table 6, Column 2 (Figure 8);
- Maximum length; 200 m (if public emergency access is provided between cul-de-sac heads maximum length can be increased to 600 m provided no more than eight lots are serviced and the emergency access way is no more than 600 m); and
- Turn-around area requirements, including a minimum 17.5 metre diameter head.

Performance Principle

The access into the Site from North West Coastal Highway is essentially a cul-de-sac, a testament of previous road design that did not take bushfire risk into consideration, as well as the remote location of the Site not allowing additional access by road. Alternative access/egress from the Site in an emergency situation will be via air or sea. This proposal is unavoidable development and is unable to comply to the full extent of SPP 3.7 due to the remote location of the campground and limited access available.

A3.4 Battle-axe

Not applicable to this Site.

| Bushfire Protection Criteria - Element 3 - Vehicular Access | | |
|--|-------------------------------------|---|
| <p>A3.5 Private driveway >50m</p> <ul style="list-style-type: none"> * Requirements in Table 6, Column 3 (Figure 8); * Required where a house site is more than 50 m from a public road; * Passing bays: every 200 m with a minimum length of 20 m and a minimum width of 2 m; * Turn-around areas designed to accommodate type 3.4 fire appliances and to enable them to turn around safely every 500 m (i.e. kerb to kerb 17.5 m) and within 50 m of a house; * Any bridges or culverts are able to support a minimum weight capacity of 15 t; and * All-weather surface (i.e. compacted gravel, limestone or sealed). | <p>Performance Principle</p> | <p>The access tracks within the Site will meet the minimum horizontal and vertical clearances, with sufficient area for the passing of vehicles. They are constructed of sand which provides a trafficable surface for the vehicles that are on the island, which are all low range 4WD capable.</p> |
| <p>A3.6 Emergency Access Way</p> | <p>Not applicable to this Site.</p> | |
| <p>A3.7 Fire Service Access Routes (perimeter roads)</p> | <p>Not applicable to this Site.</p> | |
| <p>A3.8 Firebreak Width</p> <p>Lots greater than 0.5 ha must have an internal perimeter firebreak of a minimum width of 3 m or to the level as prescribed in the local firebreak notice issued by the local government.</p> | <p>Performance Principle</p> | <p>Full compliance with the Shire of Shark Bay's Firebreak Notice, including 2 metre wide firebreaks immediately inside the external boundaries of the property, is not possible due to the vegetation of high ecological value within the Site. The APZs within the Site, as well as the internal access ways, are adequate measures to control the spread of bushfire and protect all areas of the development.</p> |

| TECHNICAL REQUIREMENTS | 1 Public road | 2 Cul-de-sac | 3 Private driveway | 4 Emergency access way | 5 Fire service access routes |
|---|---------------------|-----------------|--------------------------|------------------------------|---------------------------------------|
| Minimum trafficable surface (m) | 6* | 6 | 4 | 6* | 6* |
| Horizontal clearance (m) | 6 | 6 | 6 | 6 | 6 |
| Vertical clearance (m) | 4.5 | N/A | 4.5 | 4.5 | 4.5 |
| Maximum grade <50 metres | 1 in 10 | 1 in 10 | 1 in 10 | 1 in 10 | 1 in 10 |
| Minimum weight capacity (t) | 15 | 15 | 15 | 15 | 15 |
| Maximum crossfall | 1 in 33 | 1 in 33 | 1 in 33 | 1 in 33 | 1 in 33 |
| Curves minimum inner radius (m) | 8.5 | 8.5 | 8.5 | 8.5 | 8.5 |
| *Refer to E3.2 Public roads Trafficable surface | | | | | |

Figure 8 Vehicular access technical requirements (Guidelines for Planning in Bushfire Prone Areas Table 6)



Figure 9 Map showing tracks across Dirk Hartog Island



Figure 10 Access tracks within Dirk Hartog Island

| Bushfire Protection Criteria - Element 4 - Water | | |
|--|---|---|
| <p>Intent: To ensure that water is available to the subdivision, development or land use to enable people, property and infrastructure to be defended from bushfire.</p> <p>Performance Principle P4: The subdivision, development or land use is provided with a permanent and secure water supply that is sufficient for fire fighting purposes.</p> | | |
| Acceptable Solution | Compliance | Assessment Statements |
| A4.1 Reticulated Areas | Not applicable to this Site. | |
| A4.2 Non-reticulated Areas | Not applicable to this Site. | |
| <p>A4.3 Individual lots within non-reticulated areas Single lots above 500 m² need a dedicated static water supply on the lot that has the effective capacity of 10,000 L.</p> | Compliance with this element is achieved. | <p>There are a number of existing water tanks within the Site, including a 100,000 L tank to the south that will be dedicated to firefighting purposes.</p> <p>Additional 10,000 L water tanks will also be provided for each campers kitchen.</p> <p>These water tanks are indicated in Figure 11.</p> |

5.2 Performance Based Solutions

The Site assessment was conducted in accordance with AS 3959-2018 Simplified Procedure (Method 1). Due to the nature of the Site, Performance Based Solutions have been considered appropriate for Element 2 - Vehicular Access.

Access within the Site is 4WD only within the island and only by air or sea to access the island. The remote nature of this Campground and the environmental values within Dirk Hartog Island provides the tourism value which guests seek to experience. The campgrounds need to operate in a manner that has the least impact on the surrounding natural environment for the benefit of native fauna and flora and also for the benefit of the experience for guests. This proposal is classed as unavoidable development, defined as *'exceptional circumstances where full compliance with SPP 3.7 would be unreasonable as no alternative location exists and it can be proven that it is not contrary to public interests'* (WAPC, V1.3 Dec 2017).

The higher bushfire risk is managed with only additional temporary habitable structures proposed (tents, camper trailers etc) within the Site and implementing the Emergency Evacuation Plan (Appendix C), including sheltering in a Refuge Open Space in the event of a bushfire in proximity to the Site. Calculations used to identify the Refuge Open Space is provided in Appendix D.

The Proposal meets the remainder of the compliance requirements for the four Bushfire Protection Criteria Elements.

5.3 Summary of the Assessment Outcomes

This plan provides acceptable solutions and responses to the performance criteria outlined in the Guidelines for Planning in Bushfire Prone Areas (WAPC, 2017).

Due to the remote nature of this campground and inability to comply with Element 2 of the Guidelines, a performance based solution has been proposed with a Refuge Open Space within an area not exceeding 2 kW/m² (BAL-2 equivalent) being the only option in an emergency bushfire event. There are no new permanent habitable buildings proposed with camping sites proposed for temporary purposes and therefore the structural requirements of AS 3959-2018 are not triggered. The location of these temporary structures will be within BAL-29 with Asset Protection Zones and sufficient water within the Site.

There are no permanent habitable buildings to be constructed as part of this development. However, any class 1, 2, 3 or associated 10a structure that may be constructed in the future, or additions planned to existing dwellings, shall not be exposed to a radiant heat flux in excess of 29kW/m² (BAL-29) and designed and built to conform with Australian Standards AS3959-2018:

- BAL-29: sections 3 & 7;
- † BAL-19 sections 3 & 6; and

- BAL 12.5 sections 3 & 5.

A summary of the Bushfire Management Strategies to be implemented is provided in Figure 11.

5.4 Vulnerable Development

Appendix C includes an Emergency Evacuation Plan. This plan has followed the State Government of Victoria CFA Guide to Developing a Bushfire Emergency Plan to determine whether evacuation or shelter present the safest option. It has followed the NSW Rural Fire Service - Guide to Developing a Bush Fire Emergency Management Plan, the Bushfire Protection Guidelines WA, and AS 3745-2010 to identify the triggers for Evacuation.

Assumptions:

- The campsite will be hosted.
- The guests are able bodied.
- Guests can see and smell smoke and can see a fire
- Guests can read and understand the English language.

There are extensive areas of shrubland bordering the Site and only limited access tracks, therefore staying within the Refuge Open Space is the only option in a bushfire emergency until conditions become safe.

The most guests within the Site will be staying within non-permanent accommodation (eg. campers and tents) that does not provide sufficient protection from radiant heat. Therefore, staying within the Refuge Open Space is the only option during a bushfire event.

Key features of the Emergency Evacuation Plan to achieve occupant life safety include:

- Establishing alert triggers;
- Establishing evacuation procedures; and
- A clear display of evacuation procedures.

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

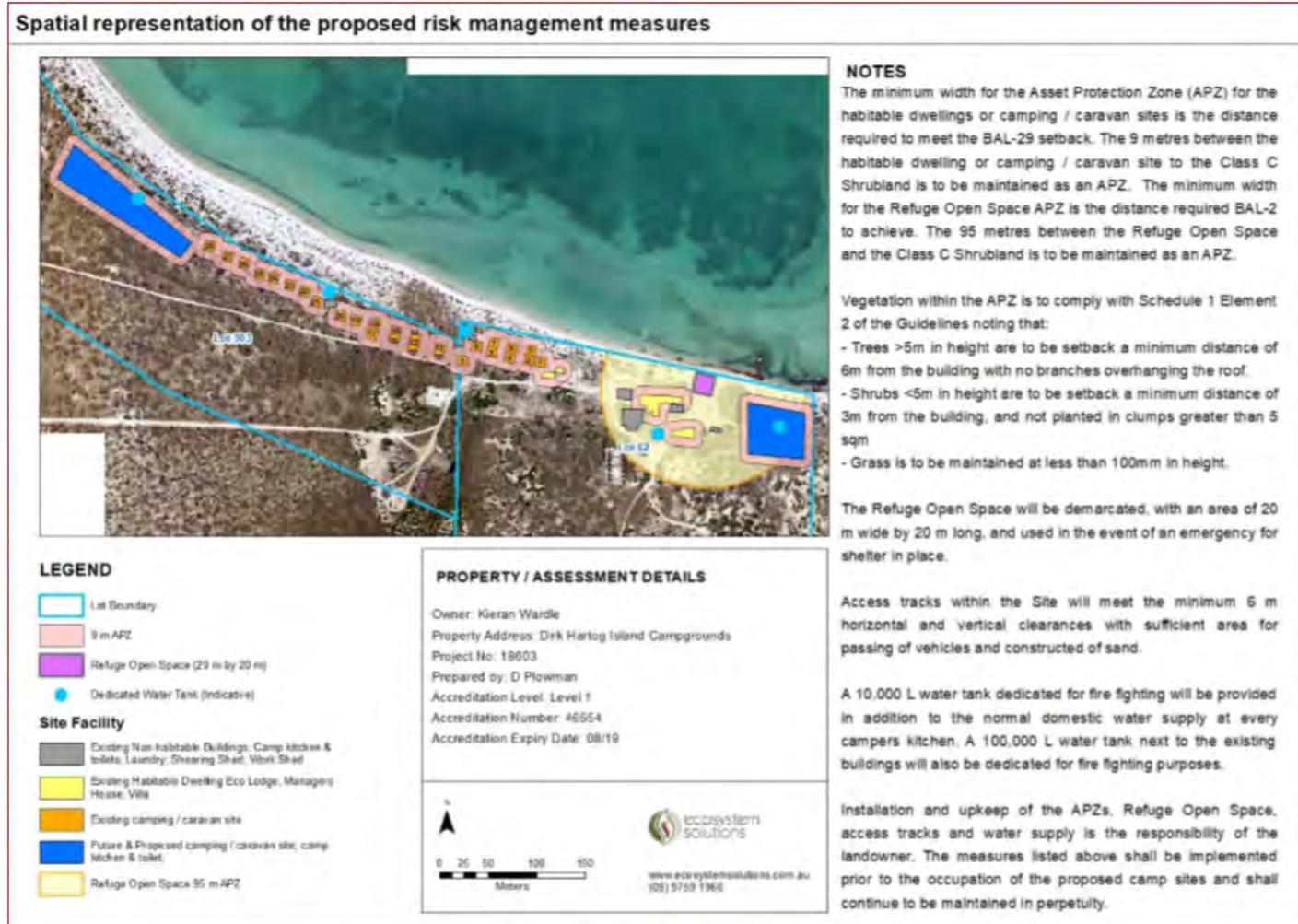


Figure 11 Map of Bushfire Management Strategies

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6 Responsibilities for Implementation and Management of the Required Bushfire Measures

The responsibilities for the Landowner/Occupier and Shire of Shark Bay are outlined in Table 3 and Table 4 respectively.

Table 3 Landowner/Occupier Responsibilities

| Number | Action | Due |
|--------|---|------------------------|
| 1 | Provide a copy and obtain endorsement of this Bushfire Management Plan by those with responsibility under this plan including the Shire of Shark Bay. | Post planning approval |
| 2 | Comply with the relevant Caravan Parks and Camping Grounds Regulations 1997 for nature based parks. | Ongoing |
| 3 | Establish and maintain in perpetuity all Asset Protection Zones (APZ) to the dimensions and standard stated in the BMP (A2.1). | Ongoing |
| 4 | Maintain vehicular access routes within the Site to the required surface condition and clearances (A3.5 and Bushfire Emergency Evacuation Plan) | Ongoing |
| 5 | Comply with the Shire of Shark Bays Firebreak Notice with the exception of fire breaks (refer to A3.8 in this BMP). | Ongoing |
| 6 | Install 10,000 L water tanks in each campers kitchen and maintain all dedicated water tanks in good working order with adequate water supply according to Figure 11 and A4.3. | Ongoing |
| 7 | Ensure that any builders (of future structures on the Lot) are aware of the existence of this Bushfire Management Plan and the responsibilities it contains regarding the application of construction standards corresponding to the determined BAL rating. | Ongoing |
| 8 | Ensure all future buildings the Landowner has responsibility for, are designed and constructed in full compliance with: (a) the requirements of the <i>WA Building Act 2011</i> and the bushfire provisions of the <i>Building Code of Australia (BCA)</i> as applicable to WA; and (b) with any identified additional requirements established by this BMP or the relevant local government. | Ongoing |
| 9 | Ensure no habitable buildings or camping sites are constructed in areas above a BAL-29 rating. | Ongoing |
| 10 | Be aware updating the Bushfire Management Plan may be required to ensure that the bushfire risk management measures remain effective. Bushfire plans do not expire and are a 'living document'. Updating is required in certain circumstances, including (but not limited to) if site conditions change, if further details are required at subsequent development stages or to reflect new technologies or methodologies in best practice bushfire risk management ('Guidelines' s4.6.4 and s4.6.5). | Ongoing |

MINUTES OF THE ORDINARY COUNCIL MEETING

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| | | |
|----|--|------------------|
| 12 | Review the Emergency Evacuation Plan, Appendix C | Annually |
| 13 | Install and maintain firefighting equipment in accordance with the Emergency Evacuation Plan (Appendix 3). | Ongoing |
| 14 | Conduct Seasonal and Daily (during the fire season) preparations (refer to Appendix 3). | Annually / Daily |
| 15 | Install and maintain demarcation of the Refuge Open Space area as depicted within this BMP to be used in a bushfire event. | Ongoing |

Table # Shire of Shark Bay's Responsibilities

| Number | Action | Due |
|--------|--|------------------------|
| 1 | Place a condition on the title, for the Landowner and succession owners to comply with the responsibilities outlined in this report, including the requirements of the Bushfire Emergency Evacuation Plan. A condition on title or development application should state: "The Campgrounds at Dirk Hartog Island is in a bushfire prone area. The use of the Campgrounds for tourist accommodation, is classified as a vulnerable development. The approval of the Campgrounds at Dirk Hartog Island for tourist accommodation is conditional to the details contained within the Bushfire Management Plan (BMP) dated 6 February 2019 and the accompanying Bushfire Emergency Evacuation Plan (BEEP)." | Post planning approval |
| 2 | Administer the Bushfire Act 1954 and monitor Landowner compliance. | Ongoing |
| 3 | Promote education and awareness of bushfire prevention and preparation measures through the community. | Ongoing |
| 4 | Administer the requirements of the Planning and Development Act 2005 and the Building Act 2011. | Ongoing |

7 References

Abbott, I. and Burbidge, A.A. (1995). *The occurrence of mammal species on the islands of Australia: a summary of existing knowledge*. CALMScience(3): 259-324.

Algar, D., Johnston M. and Hilmer, SS. (2011) *A pilot study for the proposed eradication of feral cats on Dirk Hartog Island, Western Australia*. In: Veitch, C. R.; Clout, M. H. and Towns, D. R. (eds.). *Island invasives: eradication and management*, pp. 10-16. IUCN, Gland, Switzerland.

Diss, Kathryn (2018-10-14). "Dirk Hartog Island turns back the clock 400 years to a time before European settlement". ABC News. Australian Broadcasting Corporation. Retrieved 2019-01-21.

NSW Rural Fires Service (2017) *Neighbourhood Safer Places, Guidelines for the Identification and Inspection of neighbourhood safer places in NSW*. NSW Government.

WAPC (v1.3, Dec 2017). *Guidelines for Planning in Bushfire Prone Areas*. Western Australian Planning Commission, Perth WA.

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Appendix A Shire of Shark Bay Firebreak Notice

26 JUNE 2019

SHIRE OF SHARK BAY
 85 Kingst Street
 Denmark WA 6202
 PO Box 128 Denmark WA 6202



Telephone: (08) 9948 1218
 Facsimile: (08) 9948 1237
 Email: admin@sharkbay.wa.gov.au
 An acknowledgement to the
 Chief Executive Officer

FOR ALL FIRES RING 000

DATES YOU MUST REMEMBER

| BURNING PERMITS REQUIRED | BURNING PROHIBITED | BURNING PERMITS REQUIRED |
|--|---|---|
| 1 OCTOBER EACH YEAR TO 14 DECEMBER EACH YEAR | 15 DECEMBER EACH YEAR TO 31 MARCH EACH YEAR | 1 APRIL EACH YEAR TO 30 APRIL EACH YEAR |
| INCLUSIVE | INCLUSIVE | INCLUSIVE |

THE ABOVE DATES ARE SUBJECT TO VARIATION

BUSH FIRE NOTICE AND REQUIREMENTS

NOTICE TO ALL OWNERS AND/OR OCCUPIERS OF LAND
IN THE SHIRE OF SHARK BAY

In accordance with Section 35 of the Bush Fires Act 1954-61, you are required to carry out fire prevention work on land owned or occupied by you in accordance with the provisions of this order. This order is made to advise individual land owners that it is their responsibility for fire prevention.

THE PENALTY FOR NON-COMPLIANCE WITH THIS NOTICE IS A MAXIMUM FINE OF \$5,000, AND NOTWITHSTANDING PROSECUTION, COUNCIL MAY ENTER UPON THE LAND AND CARRY OUT REQUIRED WORKS AT THE OWNER'S/ OCCUPIER'S EXPENSE.

An inspection of firebreaks and hazard removal will be carried out
in Rural and Urban areas
on or after 1 November each year.

26 JUNE 2019

SHIRE OF SHARK BAY

80 Knight Terrace
Denham WA 6537
PO Box 126 Denham WA 6537



Telephone (08) 9948 1218
Facsimile (08) 9948 1237
Email admin@sharkbay.wa.gov.au
All correspondence to the
Chief Executive Office

FIRE BREAK NOTICE 2017/18

FIRE BREAKS
Must be installed before 1 November
and maintained clear of inflammable material
up to and including 30 April

BUSH FIRES ACT 1954 - SHIRE OF SHARK BAY
NOTICE TO ALL OWNERS AND/OR OCCUPIERS OF LAND IN THE SHIRE OF SHARK BAY
FIRE BREAK NOTICE

Pursuant to the powers contained in Section 33 of the **BUSH FIRES ACT 1954**, owners or occupiers of land in the Shire of Shark Bay are hereby required to carry out firebreak work on land owned or occupied by you in accordance with provisions of this order.

"FIREBREAK" means ground from which all flammable material has been removed and on which no flammable material is permitted during the firebreak period.

"FLAMMABLE MATERIAL" defined for the purpose of this notice to include bush (as defined in the Bush Fires Act), boxes, cartons, paper and the like flammable materials, rubbish and also any combustible matter but does not include green standing trees, or growing bushes or plants in gardens or lawns.

Owners or occupiers of land in the Shire of Shark Bay are required to have firebreaks constructed prior to the firebreak period which is **FROM 1 NOVEMBER TO 30 APRIL INCLUSIVE**.

Persons who fail to comply with requirements of this order may be issued with an infringement Notice or prosecuted and face a fine of up to \$5,000. Additionally the Shire may carry out the required work at cost to the owner or occupier.

If for any reason it is considered impracticable to comply with the provisions of this order, you may make a **WRITTEN** application for a variation of the order which must reach the Shire not later than **1 November**. Approval to any such variation will only be granted where the Bush Fire Control Officer for the area has first signified his approval to the variation by his signature on the written application. If the application is not approved by the **SHIRE COUNCIL**, you shall comply with the requirements of this notice.

1 TOWNSITE LAND - In respect of land owned or occupied by you in the Townsite of Denham

- (a) Where the area of land is 2,024 square metres or less, remove all flammable material on the land from the whole of the land;
- (b) Where the area of land exceeds 2,024 square metres, construct firebreaks at least 2 metres wide immediately inside all external boundaries of the land and also immediately surrounding all buildings situated on the land;
- (c) In respect of any land owned or occupied by you, which there is situated any containers/installation used for the storage of flammable liquid or gas fuel, you shall clear the land of all flammable material.

2 RURAL LAND - Other than Townsite land

- (a) A firebreak shall be constructed not less than 2 metres in width immediately inside and along the whole of the external boundaries of the property or properties owned or occupied by you;
- (b) Where buildings are situated on the property, additional firebreaks not less than 2 metres in width must be provided within 20 metres of the perimeter of such buildings in such a manner as to completely enclose the building.

SPECIAL ORDERS - SECTION 33

The requirements of this order are considered to be the minimum standard of fire prevention work required to protect not only individual properties but the district generally. In addition to the requirements of this order, the Shire Council may issue separate special orders on owners or occupiers if hazard removal is considered necessary.

Protect Your Home and Property

Dirk Hartog Island Pty Ltd | Bushfire Management Plan

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Confirmed at the Ordinary Council meeting held on the 31 July 2019 – Signed by the President Cr Cowell _____ 118

BURNING PERMITS

**BURNING PERMITS
REQUIRED
1 OCTOBER
TO
30 APRIL
INCLUSIVE**

HOW TO OBTAIN PERMITS
Burning permits can be obtained from the Shark Bay Shire Office, Town Fire Brigade Captain and Chief Bush Fire Control Officer. See telephone numbers below. When applying for a permit you will be required to provide name and address, and street/road of the property for which the permit is to apply.

WHEN TO OBTAIN PERMITS
Permits are required:
1 For burning bush and grass at any time between 1 October and 30 April inclusive.

WHEN AND HOW TO BURN

HINTS FOR BURNING

- 1 Do not light fires on a hot windy day.
- 2 Do not try to burn more than you can control.
- 3 **INFORM YOUR NEIGHBOURS**
- 4 Make sure smoke and sparks will not affect neighbours washing or open windows.
- 5 Do not burn wet or green garden clippings, tyres, plastics and chemicals as they are likely to cause smoke, acid smoke and cause inconvenience to neighbours.
- 6 Do not burn bottles, aerosol cans, etc. as they are likely to explode.
- 7 Cut or rake long grass around trees, buildings and fences before burning.
- 8 Burn against the wind.
- 9 On mowing block, burn from the top down.
- 10 Have a hose or spray park to drench down flammable trees.

BURNING IS PROHIBITED ON VERY HIGH OR EXTREME FIRE DANGER DAYS.

ADVICE IS AVAILABLE
Further advice on how to protect your home, and when and how to burn off, is available from your Shire Council or your local Town Fire Brigade or Bush Fire Control Officer. If you have any questions contact them. The safety of the whole community is at stake.

VOLUNTEER BUSH FIRE AND TOWN BRIGADES
These Brigades will welcome people who are prepared to join in and assist in fire prevention and fire fighting. Ring your local area Fire Control Officer for the Bush Fire Brigade or 8940 1225/8946 1272 for the Town Brigade and say you would like to join. Induction training is available for all new volunteers.

PLEASE NOTE
Extra care is to be taken when burning off due to the heavy growth this year.

CONTROLLED

(Used offences may result in court action with fines ranging from \$5,000)

THE BIGGEST PENALTY OF ALL

Standing in the presence of your home or your neighbour's home knowing the emboldening message is your fault because YOU did not take the proper precautions.

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

DENHAM VOLUNTEER FIRE BRIGADE

Captain: Steve Colasand **Emergencies Only 000**

BUSH FIRE CONTROL OFFICER

Chief Fire Control Officer: Paul Anderson 9948 1216
Deputy Chief Fire Control Officer: Brian Galvin 9948 1216

PASTORAL STATIONS AND/OR FIRE CONTROL OFFICERS

| Name | Area | Phone |
|----------------------------------|----------------------|--------------|
| Tony Lovell & Larissa Lawler | Bermin Pool Station | 9942 8814 |
| Harold Crawford | North Nerran Station | 9953 9550 |
| Harold Crawford | Weslow Station | 9952 9592 |
| Ron Road | Tamala Station | 9948 3884 |
| Sam Ferry | Talardy Station | 9942 5900 |
| Shirley Bedy | Talaka Station | 9942 5900 |
| Sam Ferry | Carla Station | 9942 5915 |
| Tony Miller | Carriewong Station | 9948 3697 |
| Geoff & Daphne Broome | Cookin Station | 9942 5915 |
| Mungah Community Aboriginal Corp | Clwyd Station | |
| Shirley Johns | Karaga Station | 9948 3992 |
| Sam Ferry | Woodleigh Station | 9942 5915 |
| Ruston Wardle | Deliveridge Island | 9948 1211 |
| Phil Stally | Flora Island | 9350 9653 |
| Steven Nalson | DPAW Estate | 9948 2225 |

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Appendix B Risk Analysis

RISK ANALYSIS

NSW Rural Fire Service, 2014, *Development Planning: A guide to developing a Bushfire Emergency Management and Evacuation Plan*

| Site Information | | |
|--|---|----------------|
| Type of premise | Commercial | |
| Occupants | Tourists (camping or limited accommodation) for adults / youth/ children | |
| Needs | Unfamiliar with locality and may be unfamiliar with English language. | |
| Special health considerations | Occupants are able bodied, but some may suffer asthma/breathing difficulty in the presence of smoke. | |
| Facility is in a bushfire prone area | Yes | |
| Evacuation | | |
| How accessible is the premise | Accessibility to the Site is limited, with a low range 4WD capable vehicle required on the Island and transport off the Island only available via boat, barge or light aircraft. Evacuation in a timely manner is not guaranteed. | Limited |
| Quality of roads | Roads do not meet the requirements for <i>Guidelines for Planning in Bushfire Prone Areas</i> . They are sand based for 4WD vehicles only with the required vertical, horizontal clearances and have good sight lines. | Not compliant |
| Does the transport route go through a bush fire prone area | Yes, the entire Island is bushfire prone. | |
| Facilities | | |
| Building conditions | Proposal is for the existing campers kitchens and additional future camping sites, which will only be used for non-permanent accommodation including tents and camper vans. Therefore AS3959 construction standard does not apply, and the tents and camper vans are unfit for shelter. | Not applicable |
| Is the premise likely to be affected by significant radiant heat | The camp sites are within areas of BAL-29 with a Refuge Open Space within BAL-2 to be used in the event of a bushfire. | Suitable |
| Is a defensible space available | Yes, the Site will have an APZ maintained around each camping site and around the Refuge Open Space. Between the Site and the ocean will be also maintained in a low fuel state, providing additional areas of defensible space. | Suitable |
| Is there a designated assembly point | Yes, the Refuge Open Space. | Suitable |

26 JUNE 2019

Site information

Are ground conditions maintained

The Site will be maintained in low fuel state with designated APZ areas and low fuel zones managed according to the for *Guidelines for Planning in Bushfire Prone Areas*.

Suitable

CONCLUSION

Shelter in place within the Refuge Open Space is the only option in an emergency bushfire event due to limited access within and from the Site. This is reliant on the ongoing demarcation of the BAL-2 area and ongoing maintenance of the associated APZ to the standard in the *Guidelines for Planning in Bushfire Prone Areas*.

Temporary accommodation including tents and campervan will not provide sufficient protection if there is a bushfire attack. The existing structures do not comply with AS 3959 bushfire construction standards and are not required to due to the time they were constructed. A Refuge Open Space will provide an area for guests and staff where the anticipated Radiant Heat will not likely to exceed human limits.

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Appendix C Emergency Evacuation Plan

BUSHFIRE EMERGENCY EVACUATION PLAN

To be reviewed by the Landowner on an annual basis.

FACILITY DETAILS

| | |
|----------------|--------------------------------|
| Location | Campgrounds Dirk Hartog Island |
| Contact Person | Kieran Wardle |
| Position | Landowner / Manager |
| Phone | 08 9948 1211 |
| Occupants | Max 200 |

Table 1 Emergency Contact Details

| Name of Organisation | Service Provided | Phone Number/Website |
|--|---|---|
| Fire Brigade | Report a fire/receive assistance or life threatening emergency | 000 |
| Department of Fire & Emergency Services (DFES) | Emergency Information (Alerts and Warnings, Fire Danger Ratings and Total Fire Bans) General Enquiries | 13 3337 https://www.emergency.wa.gov.au/ www.dfes.wa.gov.au twitter.com/dfes.wa |
| Bureau of Meteorology | Fire Danger Ratings Weather Climate Outlook Video | bom.gov.au/weather/wa http://www.bom.gov.au/climate/outlooks/#/overview/video |
| ABC Local Radio North West WA | News and Updates | Radio frequency 846 AM http://www.abc.net.au/northwestwa/ |

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PREPARATION

7.1 Firefighting equipment

Install the following firefighting equipment (Landowner):

1. Install a 10,000 L water tank around every campers' kitchen with hose to access each part of the campers' kitchen. This tanks should have a 50 mm male coupling installed at the base to enable rapid attachment from a mobile pump if required.
2. Install fire extinguisher within each campers' kitchen with instructions of use.
3. It is also recommended that a dedicated trailer with a water supply and independent pump be available during the fire season for rapid deployment should it be required.
4. Post a copy of the evacuation plan within each campers' kitchen.

7.2 Seasonal preparation

Prior to each bushfire season, approximately December to March each year, it is important to be aware of the potential bushfire climate. The Bureau of Meteorology produces a quarterly climate outlook video which includes an assessment on the potential for a bushfire. It is recommended to watch this video prior to each bushfire season (Table 1).

Conduct seasonal works, to be undertaken at the commencement of the Bushfire Season (Landowner):

1. Ensure the Refuge Open Space is clearly demarcated according to the dimensions and area within the Bushfire Management Plan.
2. Ensure all access ways have the appropriate vertical and horizontal clearances in good traversable condition.
3. Ensure Asset Protection Zones are maintained in a low-fuel state.
4. Ensure all gas cylinders are positioned with pressure relief valve facing away from the building and not within 6m of a flammable material.
5. Ensure fire hoses and firefighting equipment is in working order. Check the charge level on all fire extinguishers is adequate.
6. Ensure the water tanks are full of water and in good working order.
7. Ensure the plan and evacuation details are clearly displayed and conveniently located for all guests.
8. Verify contacts.

3.1 Daily preparation during the fire season

Conduct daily preparation during the fire season, in the morning (Landowner):

1. Check the DFES website for any alerts.
2. Ensure guests upon arrival are bushfire aware and familiar with the evacuation and refuge procedures.
3. Inspect grounds to:
 - Ensure flammable materials are not stored adjacent to buildings.
 - Ensure firefighting equipment and access-ways are clear of any obstructions.

CARING FOR VULNERABLE PEOPLE

The maximum Bushfire Attack Level that will be experienced at the peak of the fire within the camping and existing habitable building sites is high (BAL-29 or 29 kW/m²). This is well above the level of human tolerance (BAL-3 or 3 kW/m²). Early evacuation from the Site in the case of a bushfire in the area is not possible due to the restricted 4WD access and time required to traverse the island to access the barge. The barge is also not guaranteed to hold all personnel from the island to evacuate in a timely manner.

Fire typically has a progressive build up to a peak followed by a progressive decay; the peak (fire front) lasting between two to five minutes.

Conditions during a fire can be hazardous and frightening. Ignited embers and heavy smoke can be expected, visibility can be significantly reduced, and it can be extremely windy and noisy. Unless prepared, and as may be expected of vulnerable guests - people can become frightened and make dangerous choices. Therefore, utilising the Refuge Open Space, is the only option in the event of a bushfire. This requires maintaining the Refuge Open Space and providing adequate information to guests prior to arrival so they can make an informed decision about their visit.

METHODS OF WARNING

The Department of Fire and Emergency Services provides community and emergency advice about predicted and current conditions that advise about the level of bushfire threat.

The Fire Danger Rating (FDR) is based on the forecast weather conditions, the higher the rating the higher the threat.

'Extreme' or 'Catastrophic' ratings are the highest level and represent unsafe conditions. On days where these FDR levels are achieved (or if known the day prior) guests will be advised by the Campgrounds

Manager of the heightened risk of a bushfire event that could occur at any time and that as a minimum they should stay within close proximity to the Site during the hottest part of the day (for example 10 am to 4 pm) to allow access to the Refuge Open Space in a timely manner. Due to the heightened risk of a bushfire event on these Extreme and Catastrophic days that could occur at any time, including at night, guests will be informed by the Campgrounds Manager of the evacuation procedure and be prepared to access the Refuge Open Space should a bushfire event arise.

It is assumed guests are able bodied, can smell smoke and see fire and understand the English language.

It is recommended that people use a range of sources to stay up to date about a bushfire. This includes using the sources listed in Table 1, being alert and aware of your surroundings and talking with guests and emergency services about your actions.

REFUGE OPEN SPACE

Alert Triggers

- Signs of thick smoke arising from nearby areas;
- Flames on the horizon; or
- Direct advice, Watch and Act or Emergency Warning from Emergency services (DFES, Police).

Actions (Manager)

1. Call - 000 - DFES and notify them of your actions;
2. Notify all personnel and guests to proceed to the designated Refuge Open Space and to remain there;
3. Account for all persons;
4. Check for regular updates by using the contact details provided in Table 1;
5. Call 000 for any life threatening emergency;
6. Once the All Clear has been issued from Emergency Services or when the fire front has passed and conditions appear safe, vacate the Refuge Open Space and inspect the Site for any smoldering fires which are to be extinguished (Manager only);
7. Once the Site appears safe allow guests to return to their belongings.
8. Manager to ensure all guests have adequate accommodation and transport to vacate the island once ready to do so.

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EVACUATION DIAGRAM

If you see thick smoke or fire is on the horizon:

SHELTER IN PLACE

1. Proceed to the Refuge Open Space immediately.
2. Call 000 Fire and notify them of your actions.
3. Account for all Persons.
4. Call 000 for any life threatening emergencies.
5. After the fire has passed, check grounds and extinguish any small fires.



Notify guests of the heightened bushfire risk on **Extreme** or **Catastrophic** days with the advice to remain within low bushfire risk areas (near the Site).
Monitor the ABC Local Radio North West WA, 684 AM, or the DFES website for updates.

- Refuge Open Space
- Site Facility**
- Existing Non-habitable Buildings; Camp kitchen & toilets; Laundry; Shearing Shed; Work Shed
- Existing Habitable Dwelling; Eco Lodge; Managers House; Villa
- Existing camping / caravan site
- Future & Proposed camping / caravan site; camp kitchen & toilet



FACILITY MANAGER

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Appendix D Refuge Open Space Calculation

REFUGE OPEN SPACE CALCULATION

An area of BAL-2 or less has been determined within the Site, for guests to use as a Refuge Open Space as the only emergency option in the event of a bushfire. Evacuation is not possible as the Site access tracks are not sufficient to evacuate in a timely manner with only 4WD tracks and the barge which provides egress off the island is not guaranteed to contain everyone from the island. Therefore, the best course of action is to stay within the Refuge Open Space until conditions become safe to leave.

The Refuge Open Space area has been determined by allowing 2 m² per person (total area of 400 m²) and classifying the vegetation surrounding the Site to calculate the setback required for a BAL-2 or lower rating. The area allocated for each person within the Refuge Open Space has been determined based on allowing people to sit or stand huddled together. There is no guidance provided on the amount of area required for each person in an emergency situation (NSW Rural Fires Service, 2017) and it is anticipated in an extreme event, such as a bushfire, people will want to stay in close proximity to each other.

The results are presented in Table 1, with Figure 1 illustrating the inputs and outputs.

Table 1 Distances required for BAL-2 rating

| Method 2 BAL Determination | | | | |
|--|---|----------------------------|---|------------------------|
| Fire Danger Index - 80 (AS3959-2018 Table 2.1) | | | | |
| Vegetation Classification | Effective Slope Under the Classified Vegetation (degrees) | Flame Temperature (Kelvin) | Separation Distance to the Classification Vegetation (metres) | Radiant heat flux |
| Class C Shrubland | Upslope / Flat | 1,200 | Minimum 95 m | 1.91 kw/m ² |
| Determined Bushfire Attack Level | | | BAL-2 | |

Default elements for a Method 1 calculation were used in this situation with the elements used for the calculations for each vegetation type detailed below.

Climate Data

- The default Fire Danger Index for Western Australia (Table 2.1 - AS 3959-2018) of 80 was used for these calculations.
- 45 km/h wind speed default was used for these calculations.

Fuel Loadings

- The default AS 3959-2018 measurements for Class C Shrubland was used in these assessments, 15 t/ha

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Vegetation Assessment

- Class C Shrubland classification has been used for this calculation. This classification determines the most appropriate bushfire model.
- The slope under the classified vegetation used measured using the Nikon Forest Pro was upslope / flat, therefore the effective slope is 0°.

Flame Temperature

A modified flame temperature of 1200 k has been used for plot 1 (Table 1) as per the *Design and Construction of Community Bushfire Refuges* (ACBC, 2014).

Calculations

The calculations for each vegetation class are shown in Figures 1.



Figure 1 Calculations for Class C Shrubland Upslope / Flat

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Potential Bushfire Attack Level.

Based on the calculations with the above inputs, the distances required from the classified vegetation to achieve BAL-2 or lower rating is 95 metres from the Class C Shrubland upslope / flat. The area determined to be BAL-2 or less is illustrated spatially in the emergency evacuation diagram within Appendix C of this document.

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ATTACHMENT # 3

SCHEDULE B – SPECIAL USE ZONES (Clause 24)

| No. | Description of Land | Special Use | Conditions |
|------|--|---|---|
| W114 | Lot 62, Lot 303, 304 & 305 Dirk Hartog Island | <p>As 'D' Use:</p> <ul style="list-style-type: none"> • Ancillary dwelling • Bed and breakfast • Camping ground • Caravan park • Car park • Convenience store • Educational establishment • Exhibition centre • Fuel depot • Holiday accommodation • Holiday house • Home occupation • Home office • Liquor store-small • Motor vehicle, boats or caravan sales • Nature based park • Office • Recreation-private • Restaurant/cafe • Shop • Single house • Tourist development • Workforce accommodation • Waste storage facility • Waste disposal facility <p>As 'A' Use:</p> <ul style="list-style-type: none"> • Airfield | <p>1) The objective of this zone is to provide for eco-tourism development.</p> <p>2) No subdivision of lots shall be permitted</p> <p>3) Prior to commencement of development of any of the four lots a Local Development Plan shall be prepared in accordance with Part 6 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and address the following:</p> <p>(i) A Management Plan that addresses visitor access, servicing, maintenance, waste disposal, effluent disposal, service areas, rubbish management and the transport of construction material;</p> <p>(ii) The proposed development is to be of a high architectural quality and be designed to be low scale and sympathetic to the location taking into account topography, physical characteristics and unique character of the surrounding area;</p> <p>(iii) Coastal setbacks in accordance with relevant state planning policy;</p> <p>(iv) Bushfire management in accordance with relevant state planning policy;</p> |

SCHEDULE B – SPECIAL USE ZONES (Clause 21)

| No. | Description of Land | Special Use | Conditions |
|-------|--|-------------|--|
| SM11A | Lot 62, Lot 303, 304 & 305 Dirk Hartog Island (continued) | | <p>(v) An environmental report that demonstrates that the Local Development Plan and proposed use and/or development will have a low impact on the natural environment, not compromise the high conservation values and have regard for the need to protect the ecological values and special attributes of the island. The report should include information on building envelopes, visitor numbers, a vegetation assessment and how biosecurity measures to mitigate the risks of feral incursions and disease impacts to the National Park will be achieved.</p> <p>(vi) Detailed design guidelines to control colours, materials, built form, scale, and achieve a development sympathetic to the natural character of the island may be required by the Local Government.</p> <p>4) Any staged development is to address the requirements indicated in (3) above.</p> <p>5) The local government will have due regard to coastal setbacks and bushfire management in accordance with relevant state planning policies and Clause 67, Schedule 2, Part 9 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</p> |

SCHEDULE B – SPECIAL USE ZONES (Clause 21)

| No. | Description of Land | Special Use | Conditions |
|-------|---|-------------|--|
| 01/14 | Lot 62, Lot 303, 304 & 305 Dirk Hartog Island (continued) | | 6) Notwithstanding condition (3), the local government may consider development in the absence of a Local Development Plan as provided for under Clause 58(2), Schedule 2, Part 8, of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> . 7) Any development or Local Development Plan shall demonstrate alignment with the objective of the zone. 8) Any development or Local Development Plan shall be referred to the Department of Biodiversity, Conservation and Attractions (Parks and Wildlife Services), the Shark Bay World Heritage Advisory committee and the Department of Planning Lands and Heritage for comment prior to determination. 9) Any design guidelines that form part of a Local Development Plan approved by the Local Government shall be enforced as if the requirements form part of the Scheme. 10) A Foreshore Management Plan may be required and referred to the Department of Biodiversity, Conservation and Attractions (Parks and Wildlife Services) for endorsement where a physical foreshore exists between the site and the coast as a condition of development. 11) A Visual Impact Assessment may be required to demonstrate that any development will not negatively impact on World heritage values or detract from the scenic quality of the land. |

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SCHEDULE B – SPECIAL USE ZONES (Clause 21)

| No. | Description of Land | Special Use | Conditions |
|------|--|--|---|
| 0114 | Lot 62, Lot 303, 304 & 305 Dirk Hartog Island (continued) | | 12) In relation to the land use 'Motor vehicle, boats or caravan sales' only hire of motor vehicles, boats or caravans may be considered by the local government. |
| 0115 | Lot 142 Denham Road / corner Dakley Ridge, Denham | As F' use: <ul style="list-style-type: none"> • Single house • Home office As I' use: <ul style="list-style-type: none"> • Car park As D' use: <ul style="list-style-type: none"> • Aged care facility • Bed and breakfast • Grouped dwelling • Holiday accommodation • Holiday house • Home Occupation • Tourist development As A' use: <ul style="list-style-type: none"> • Park Home Park • Workforce accommodation | 1) The objective is to provide flexibility for a wide range of tourist accommodation and cater for single or grouped dwellings which may also be used for holiday accommodation, guided by a Local Development Plan. 2) Development of the site shall be generally in accordance with an approved Local Development Plan, which has been prepared in accordance with Part 6, Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and approved by the local government. 3) A Local Development Plan can ensure a mix of landuses are strategically planned for and coordinated to the satisfaction of the local government. 4) Notwithstanding Condition (2), the local government may consider development prior to the approval of a Local Development Plan as provided for under Clause 58(2), Part 6, Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> . |
| SU16 | Lot 91 Monkey Mia Road, Denham | As F' use: <ul style="list-style-type: none"> • Airfield • Carpark | 1) The intent of this Special Use zone is to recognise the established Shark Bay airport as an essential component of regional transport infrastructure. |

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Shark Bay Shire Local Planning Scheme No 4

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12.3 PROPOSED BUSHFIRE MANAGEMENT PLAN – LOT 304 DIRK HARTOG ISLAND P4281

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 Fenny

Seconded Cr Burton

Council Resolution

That Council:

- A. Note and endorse the administration’s actions in seeking independent advice by RUIC Fire on the revised Bushfire Management Plan prepared by Geoff Wardle for Lot 304 on Dirk Hartog Island (under separate attachment).**
- B. Note the legal advice provided by the Shires solicitor in Confidential Attachment 3 outlining potential liability issues due to possible deficiency’s in Bushfire Management Plans.**
- C. Advise DHI Developments Pty Ltd (Geoff Wardle) that:**
 - (i) The revised Bushfire Management Plan cannot be endorsed by the Shire of Shark Bay as it is not sufficient and does not demonstrate compliance with State Planning Policy 3.7.**
 - (ii) The vegetation classifications in the Bushfire Management are not supported or demonstrated.**
 - (iii) The Shire has a mandatory obligation to give serious consideration to State Planning Policy 3.7 under Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**
 - (iv) The Shire may refer any revised Bushfire Management Plan submitted to a Level 3 consultant for independent advice to assist council in its legislative responsibilities.**

6/0 CARRIED

BACKGROUND

• **Location**

Lot 304 is located adjacent to Sunday Island Bay on Dirk Hartog Island.

• **Ownership**

Lot 304 is owned by DHI Developments Pty Ltd, John Gardner, Leon Hodges and Verity Hodges.

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- **History of Approvals**

Planning approval for 8 short term accommodation units (4 duplexes) and staff accommodation was originally issued on the 3 August 2015.

In 2017 the owner sought modification of Condition (iii) relating to the approved plans, and Condition (xix) for an extension of time to commence the development.

Revised conditions were supported in 2017 to give the owner additional time to substantially commence development.

Revised Condition (iii) as approved in 2017 states:

'(iii) All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer'

On the 27 June 2018 Council approved revised plans for building envelopes 17 & 23A.

Council also resolved that *'the variation only applies to the building envelopes 17 & 23A and any other variations to the 2015 approvals to building envelopes 1a, 1b,3, 6, 23B and internal driveway and parking areas will require a new development application.'*

- **Existing Council decision**

A report on a Bushfire Management Plan for Lot 304 Dirk Hartog Island was referred to the Ordinary Meeting of Council held on the 27 February 2019.

Council resolved as follows;

'A. Authorise the Shire Chief Executive Officer to:

- (i) Provide guidance to the owners of Lot 304 on revisions required to the Bushfire Management Plan to:
 - a) Delete any reference to any Shire responsibilities relating to compliance or implementation;
 - b) Delete information which is not deemed relevant;
 - c) Include reference that the Shire may require a new, revised or reviewed Bushfire Management plan for future development.
- (ii) Endorse an amended Bushfire Management Plan in writing once satisfied with a revised document.

B. Advise DHI Developments Pty Ltd (Geoff Wardle) that:

- (i) The Bushfire Management Plan is generally supported and the Shire only requires some minor modifications as deemed necessary by the Shire Chief Executive Officer.
- (ii) The co-owners will be responsible for implementation of the recommendations of the Bushfire Management Plan, and any required future review of the Bushfire Management Plan.

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- (iii) If proposed development significantly changes or a significant time period evolves before lodgement of any new proposal, the Shire reserves the right to request a new or revised Bushfire Management Plan.
- (iv) The Shire recognises that the freehold lots at Dirk Hartog Island are unique, and warrant special consideration for alternative bushfire management strategies that can be implemented by owners. ‘

COMMENT

In February 2019 Shire Administration endeavoured to assist Mr Wardle with progression of a Bushfire Management Plan.

The Bushfire Management Plan was difficult to review (at 83 pages) and contained significant duplication of information.

Mr Wardle has lodged a revised Bushfire Management Plan however Shire Administration have concerns due to a number of factors and based on new information;

- (i) The format of the revised Bushfire Management Plan has changed, however it is still difficult to follow and a number of statements are not demonstrated.

One of the major issues is the vegetation classification used in the plan which influences the bushfire attack level used to determine the level of construction standards to meet at the building permit stage.

- (ii) The Bushfire Management Plan was prepared by an unaccredited person and was being reviewed by Shire staff to try and assist the applicant. Significant officer time has been spent reviewing the plan.
- (iii) Shire Administration has since obtained advice on the Bushfire Management Plan by a Level 3 accredited fire consultant, who has independently confirmed that there are number of issues.
- (iv) Legal advice has also been obtained from the Shires solicitor. As a result there is concern over liability issues.

As a result of the above the Shire Chief Executive Officer is not prepared to endorse the revised Bushfire Management Plan under delegated authority.

It is considered appropriate that new information be reported to Council.

A copy of the Bushfire Management Plan is included as Attachment 1.

- *Independent fire consultant advice*

Comments on the revised Bushfire Management Plan were marked up by Shire Administration and the Shires Town Planning consultant.

The Shire referred the marked up Bushfire Management Plan to an accredited fire consultant to:

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- (1) Ensure that any comments provided to Mr Wardle were fair and reasonable.
- (2) Ensure all aspects of fire management had been identified as the document is extensive.
- (3) Protect the Shires interest as the determining authority and ensure an informed decision could be made.

Independent advice from RUIC Fire is included under separate attachment..

The advice is not replicated in this report however some of the more significant issues are:

- (i) RUIC agrees with the marked up comments by the Shire and Town Planning Innovations.
- (ii) RUIC identifies that the report is difficult to read and gauge what the requirements are. Formatting, additional information to be removed and succinctly addressing the criteria should be considered.
- (iii) The Bushfire Management Plan contains fundamental errors, exclusions and justifications, performance solutions and does not align to the requirements of the *Guidelines or planning in Bushfire Prone areas (V1.3)* in a number of areas.
- (iv) RUIC disagrees with the Bushfire Management Plan determination that the predominant vegetation within the assessment area and greater island is Class G Grassland. The photographic evidence provided within the Bushfire Management Plan supports this vegetation type classification of Class C Shrub land.
- (v) Areas of vegetation between the ocean and the 100m to the 'Subject Site' is excluded as is the east and west ends of the site. Only the sand portion of the coast may be excluded from assessment. All vegetated areas should be classified as Class C Shrub land.
- (vi) A standard 20m Asset Protection Zone all around each building will ensure Bushfire Attack Level-29 is not exceeded. This could be reduced based on actual slope and Class C Shrub land, however 20m is typically the minimum standard of the majority of Shires.
- (vii) The Emergency Evacuation Plan needs to be more comprehensive and provide an easy to read checklist to be used in an emergency.

- *Vegetation Classification*

Town Planning Innovations does not recommend that the vegetation classifications in the Bushfire Management be supported as:

- (i) Vegetation classification is one of the most significant parts of any Bushfire Management Plan as it influences the Bushfire Attack Level which is used to determine the required higher construction levels at the separate building permit stage.

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(ii) The Bushfire Management Plan recommends a Bushfire Attack Level of Bushfire Attack Level-12.5. Use of correct vegetation classifications is likely to result in a higher Bushfire Attack Level.

(ii) The photographs provided in the Bushfire Management Plan align with 'Class C Shrub land' and not 'Low Open Shrub land' – refer examples below.

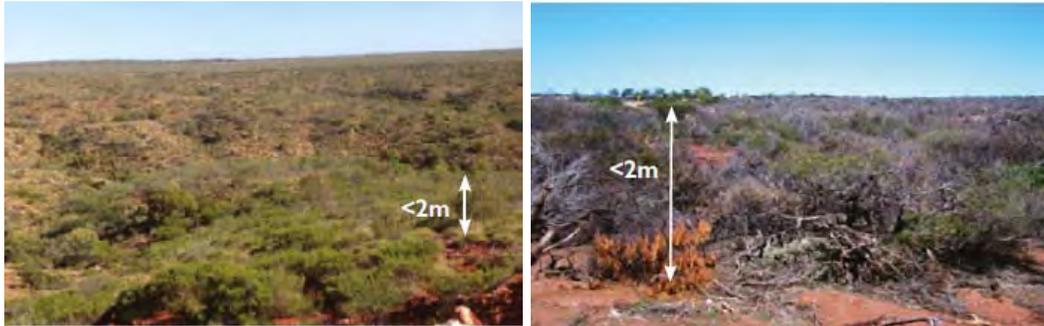
(iv) RUIC Fire is an experienced accredited fire consultant and has confirmed that the vegetation is 'Class C Shrub land'.

This is consistent with the separate findings of a Level 3 fire consultant in examining similar vegetation for a Bushfire Management Plan for Lots 62 and 303 on Dirk Hartog Island.

(iv) The Department of Fire and Emergency Services commented that *'there is insufficient information on vegetation classification and the Bushfire Attack Level contour map.'*

The vegetation diagrams in the Australian Standards are supplemented by a 'Visual guide for Bushfire Risk Assessment in Western Australia' produced by the Department of Planning, Lands and Heritage which has specific vegetation examples from Western Australia.

It provides a useful reference for comparison of the vegetation on Lot 304.



Above: Visual examples of Class C scrubland
Source: 'Visual guide for Bushfire Risk Assessment in Western Australia'

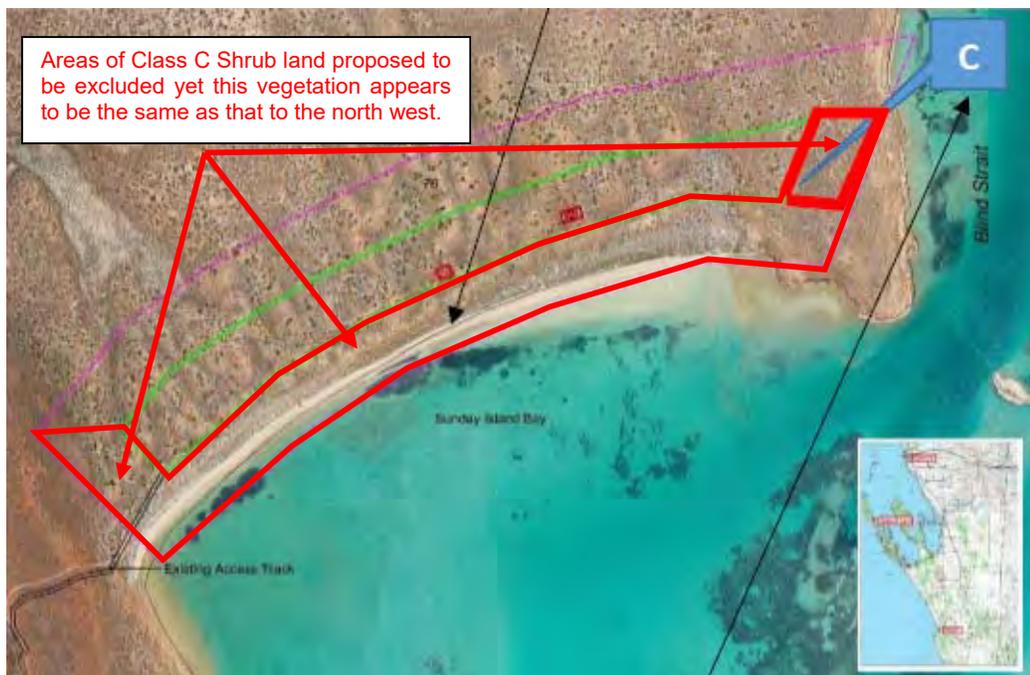
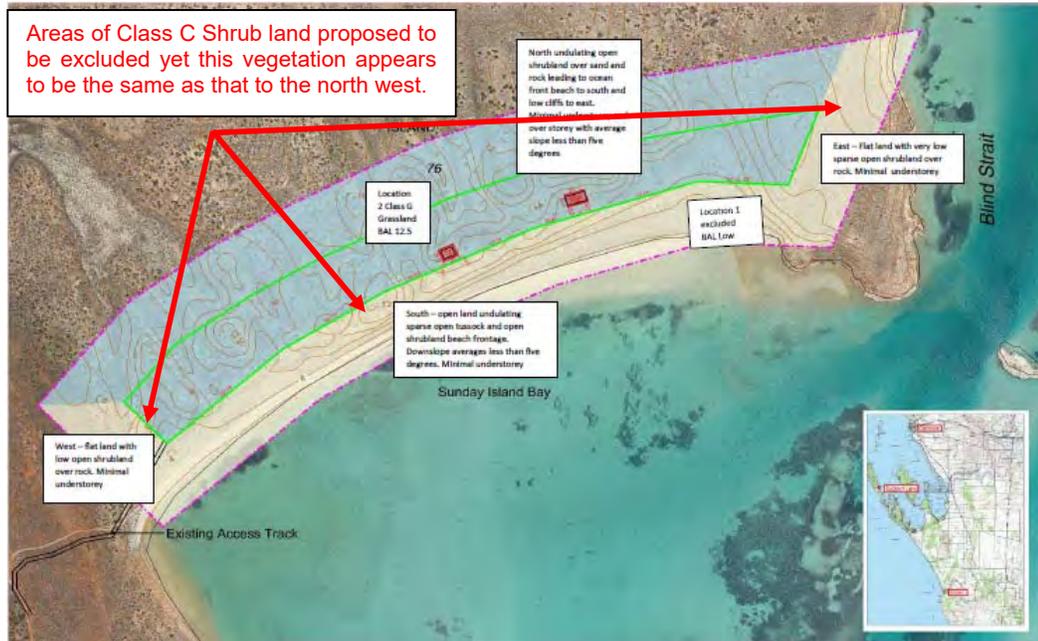
The photographs (below) from the Bushfire Management Plan by Mr Wardle are consistent with Class C Shrub land



Above: Photographs of Lot 304 vegetation

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Another major concern is the Bushfire Management Plan excludes large areas of vegetation, which appear to also be Class C Shrub land (so should not be excluded):



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The photographs below are examples of vegetation which has been excluded, including vegetation located between the lot and the sandy portion of the beach.



Looking East from foreshore



Looking East from above B



Looking west from AF

It is important to note that under the Australian Standard 3959-2018 only very limited vegetation that can be excluded, including for example:

- Vegetation that is more than 100 metres from a site;
- Multiple areas of vegetation less than 0.25 ha in area and not within 20 metres of the site;
- 20 metre wide strips of vegetation that are not within 20 metres of the site;
- non vegetated areas such as waterways, roads, footpaths, buildings and rocky outcrops.

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- Low threat vegetation such as grassland managed in minimal fuel condition (100mm high), maintained laws, golf courses, maintained parklands, vineyards, cultivated gardens, nurseries, and nature strips.

LEGAL IMPLICATIONS

Legal advice has been obtained and is included as Confidential Attachment.

POLICY IMPLICATIONS

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

State Planning Policy 3.7 states that any Bushfire Attack Level assessment or Bushfire Attack Level contour map should be prepared by an accredited Bushfire Planning Practitioner.

The Department of Planning, Lands and Heritage has published 'frequently asked questions' on bushfire which also states:

'a Bushfire Management Plan can be undertaken by an accredited Level 2 or Level 3 Bushfire Planning Practitioner. The Fire Protection Association can provide guidance on suitably qualified consultants offering services in Western Australia. You can find further information at www.fpa.com.au.'

Fire practitioners are accredited through Fire Protection Association Australia which is the national peak body for fire safety.

Accordingly Town Planning Innovations has always recommended that applicants engage an accredited fire consultant to prepare bushfire management plans in accordance with State Planning Policy.

When Bushfire Management Plans are prepared by an accredited fire consultant they assess vegetation and the Bushfire Attack Level based on Australian Standard 3959–2018.

As Mr Wardle sought to prepare his own Bushfire Management Plan, Town Planning Innovations liaised with the Department of Planning, Lands and Heritage directly on the policy requirement for Bushfire Management Plan's to be completed by accredited fire consultants.

A senior Department of Planning, Lands and Heritage officer has advised by email that:

- Unless the local government has an endorsed position, such as a local planning policy that mandates the requirement for accredited practitioners, I don't believe that the Bushfire Management Plan can be refused or demanded to be re-done on this basis alone (being that it was not prepared by an accredited consultant).
- We do strongly recommend the use of an accredited bushfire practitioner. For tourism proposals we would suggest the use of a Level 3 bushfire practitioner. However, as accreditation is not mandatory under the bushfire policy framework, refusing or

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requesting a re-do of a Bushfire Management Plan on this basis alone is difficult.

Town Planning Innovations recommends that Council give consideration to development of a Local Planning Policy requiring preparation of Bushfire Management Plans and Bushfire Attack Level assessments to be undertaken by an accredited bushfire practitioner for vulnerable or high risk landuses.

FINANCIAL IMPLICATIONS

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

The Shire has paid RUIC Fire to review the Bushfire Management Plan.

The Shire has paid fees to McLeods Barristers and Solicitors for legal advice.

STRATEGIC IMPLICATIONS

Legal advice has been obtained and is included as Confidential Attachment.

RISK MANAGEMENT

Legal advice has been obtained and is included as Confidential Attachment.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author *L Bushby*

Chief Executive Officer *P Anderson*

Date of Report 15 June 2019

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12.4 PROPOSED ACCOMMODATION - LOT 128 (4) MAINLAND STREET, DENHAM P1110

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 Laundry

Seconded Cr Bellottie

Council Resolution

That Council:

1. **Defer determination of the application for accommodation on Lot 128 Mainland Street, Denham to:**
 - (i) **Obtain further clarification on the length of stay for visitors to assess land use permissibility;**
 - (ii) **Explain the different types of land uses to the applicant;**
 - (iii) **Advise the applicant about the scheme requirements for short term accommodation; and**
 - (iv) **To enable further investigation on building requirements and the proposed use of power leads.**

2. **Authorise the Chief Executive Officer to advertise the application for public comment once the type of accommodation is clarified.**

5/1 CARRIED

BACKGROUND

Lot 128 has been developed with a single house and ancillary outbuildings. It has an approximate area of 1398m².

To the west is the Shark Bay Community Centre. Mainland Street has predominantly been developed with single houses however also contains some tourist accommodation on the southern side.

A location plan is included over page.

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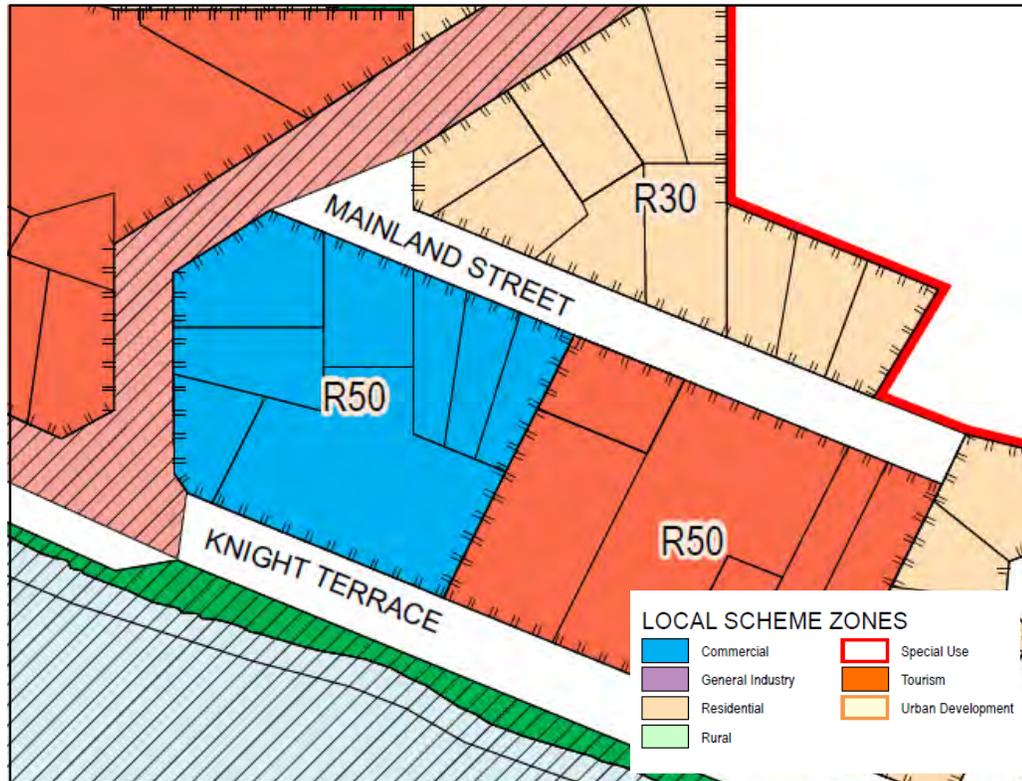
Lot 128 is zoned 'commercial' under the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

The objectives of the commercial zone include :

- To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites or activity centres.
- To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.
- To encourage new quality buildings / redevelopment that is not constrained by the characteristics of older developments in the locality and that will positively improve streetscape variation, add interest to the streetscape or introduce landmark features.

A full list of all the objectives of the Commercial zone is included under the 'legal implications' section of this report.

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COMMENT

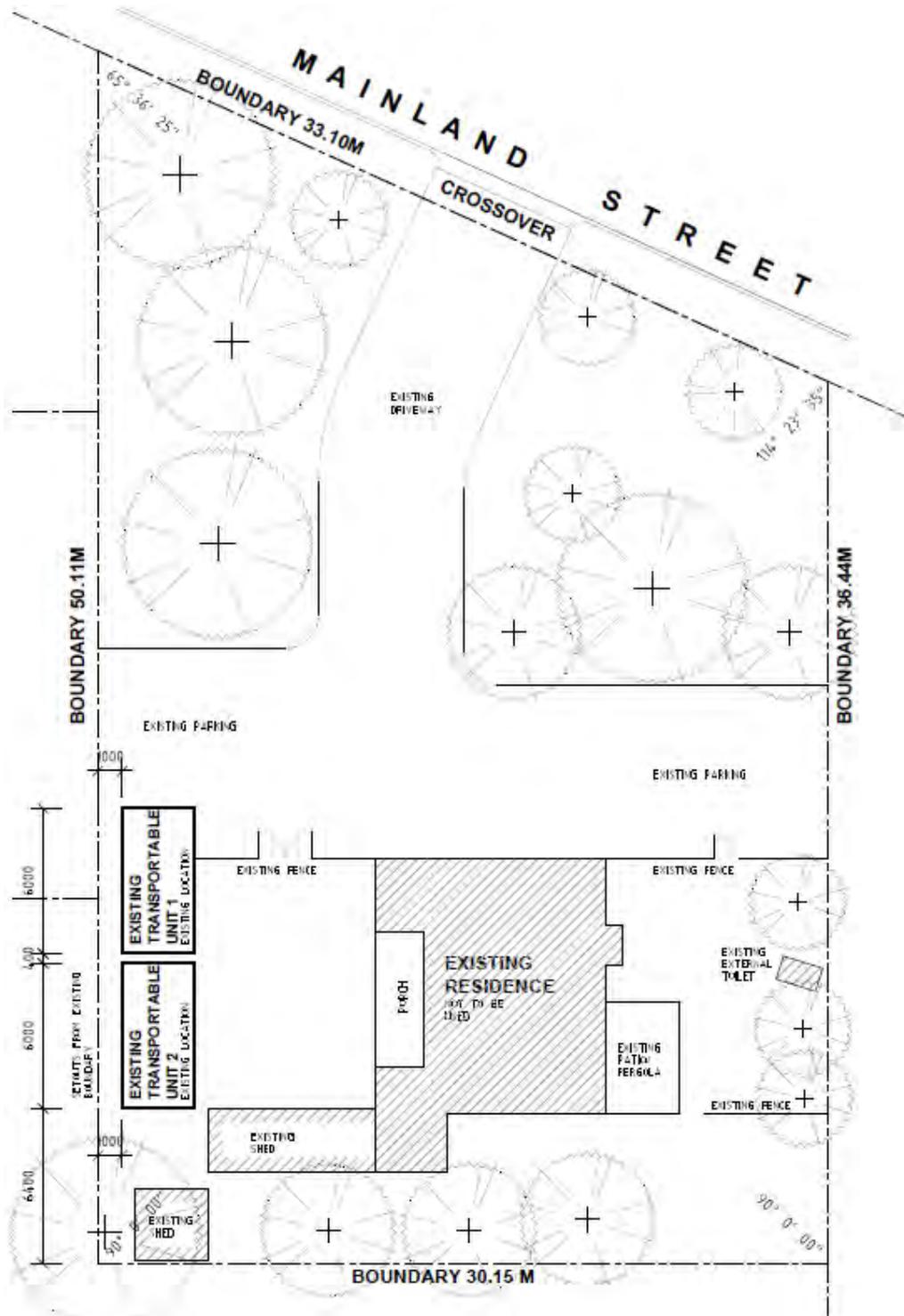
- *Description of Application*

Two transportable buildings have been placed on the lot. The Shire wrote to the owners and advised that planning approval is required for the development.

The owners have applied for retrospective approval of a 'granny flat for visiting family and friends'.

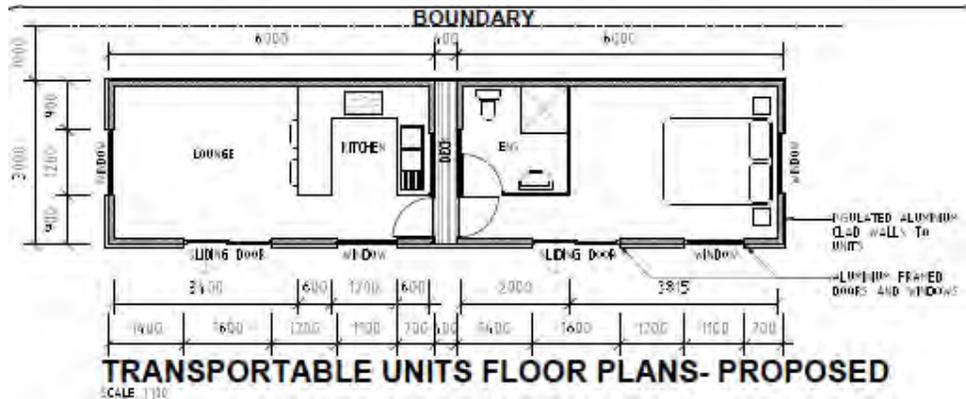
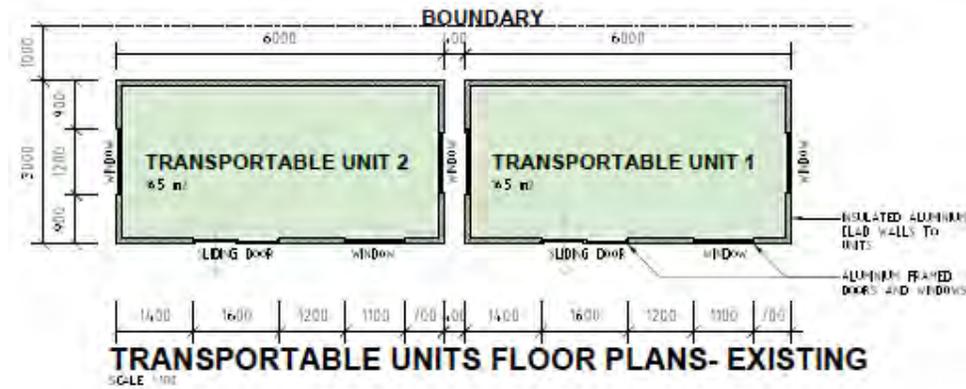
The transportable buildings are located to the west of the existing dwelling – refer site plan over page.

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It is proposed to modify the existing transportable buildings and effectively join them to form one accommodation building.

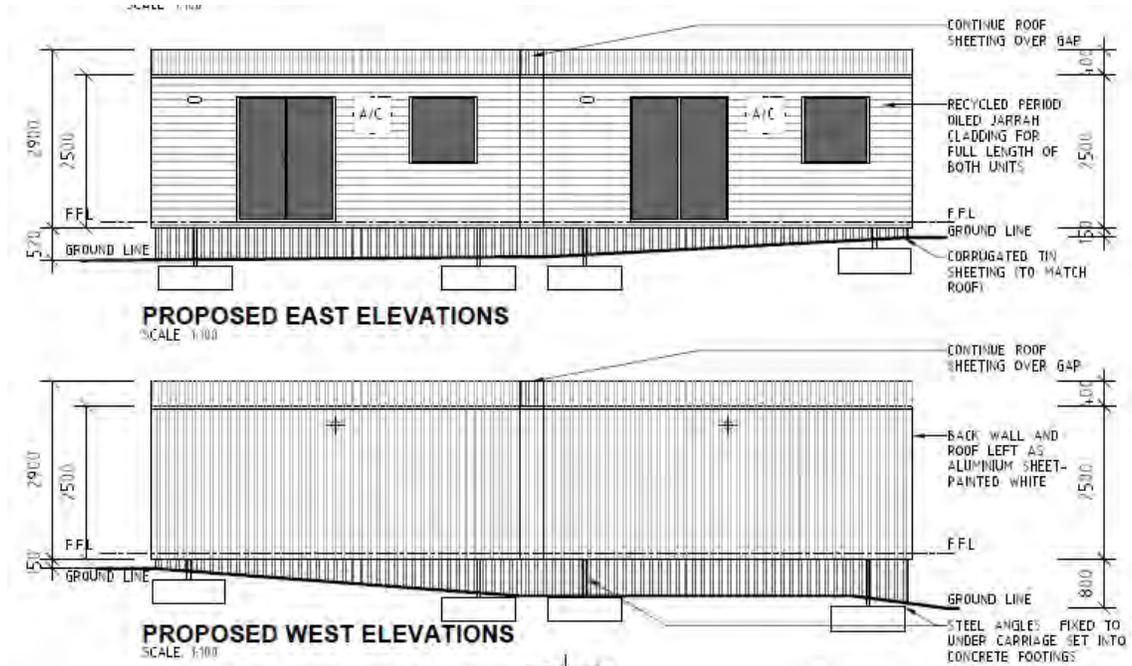


The applicant has advised that:

- a) The primary intent is to provide a self contained granny flat for visiting friends and family and is not for commercial rent or bed and breakfast purposes.
- b) The interior will include one double bed, ensuite, and a small kitchen. The building will be connected to power and sewer. Power is connected through 15AMP leads from the main house switchboard.
- c) External cladding and painting of the roof is intended for completion 3 months after planning approval is granted.
- d) The buildings will be attached to the ground using steel stilts set in concrete footings.
- e) The existing windows and doors are proposed to be retained.

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- *Landuse Classification and permissibility*

Council has to determine which land use classification applies to the development. The Scheme does not have a definition for 'granny flat'.

There are three options available as follows:

| Defined Land use | Permissibility |
|---|--|
| 'repurposed dwelling' means a building or structure not previously used as a single house, which has been repurposed for use as a 'dwelling'. | X - means that the use is not permitted by this Scheme. |
| 'ancillary accommodation' self contained dwelling on the same lot as a single house which may be attached to, intergrated with or detached from the single house. | D - means that the use is not permitted unless the local government has exercised its discretion by granting development approval; |
| 'short term' accommodation means temporary accommodation provided either continuously or from time to time with no guest accommodated for periods totalling more than 3 months in any 12 month period; | Use Not Listed |
| Note: A 'dwelling' is defined as 'a building or portion of building being used, adapted, or designed or intended to be used for the purpose of human habitation on a permanent basis by a single person, a single family, or no more than six persons who do not comprise a single family'. | |

Town Planning Innovations is of the view that the building does not likely fall under 'repurposed dwelling' or 'ancillary accommodation' as any dwelling is for '*human habitation on a permanent basis*'.

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The applicant has indicated that the building will be used from to time for visiting family and friends to stay for holidays. The length of stay will need to be clarified with the applicant.

Council could potentially consider the proposal as 'short term accommodation'.

As the use is not listed in 'Table 1 – Zoning Table' Council has three options to consider a 'short term accommodation' proposal:

- Option 1 - determine that the short term accommodation use is consistent with the objectives of the commercial zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government
- Option 2 - determine that the short term accommodation use may be consistent with the objectives of the commercial zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or
- Option 3 - determine that the short term accommodation use is not consistent with the objectives of the commercial zone and is therefore not permitted in the zone.

- *Scheme requirements*

Clause 32.3.4 is applicable to accommodation in the commercial zone and states:

“Despite any other provision in the Scheme the local government shall only approve any residential development, holiday accommodation, short stay and any form of tourism accommodation in the Commercial zone where:

- (a) The lot is not located on land identified as being prime for commercial and retail development in the Local Planning Strategy or Town Centre Strategy; or*
- (b) Council considers the use is highly compatible with surrounding landuses; and*
- (c) In the case of grouped or multiple dwellings the dwellings form part of a mixed use development with a substantial commercial component on the ground floor; and*
- (d) In the case of short term or any form of tourist accommodation the development is considered to be of a high quality and includes public facilities, shops or well-designed public spaces or public art which, in the opinion of the local government, will attract people into the Denham town centre and enhance existing amenity. “*

Some improvements are proposed to the building however Council has to consider whether it is 'high quality'. The applicant can be requested to provide further upgrading if desired by Council.

The applicant would need to provide some form of public art to meet Clause 3.2.4 (d) of the Scheme. Public Art comes in various forms and the applicant well may introduce

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something as part of the building design, such as a mural or creative use of recycled timber.

- *Recommendation*

It is recommended that the Shire write to the applicant to seek confirmation on whether they propose to provide short term accommodation for guests (no more than 3 months) or longer more permanent use of the building (exceeding 3 months).

It is also recommended that the Shire provide further advice to the applicant on the land use options as if they pursue any form of short term accommodation they will need to address Clause 32.3.4 which refers to provision of public spaces or public art.

In the interim Town Planning Innovations will also liaise with the Shires Building Services as there is concern over the proposal to utilise power leads instead of hardwired power, and it is expected that hard wired smoke alarms will be required.

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 -

Clause 32.3.3 outlines development requirements for the commercial zone.

In considering an application for development approval for a proposed development (including additions or alterations to an existing development) in the Commercial zone Council shall have regard to the following:

- (a) Opportunities to integrate the building layout and design with adjoining development and determine carparking layout, vehicular access and pedestrian circulation;
- (b) The colour, texture and external materials. Council may require expanses of glass fronting the primary street and walls visible from any road or public place to be painted;
- (c) The building size, height, bulk and roof pitch and whether the development design contributes positively towards the streetscape;
- (d) The setback and location of the building as it relates to existing surrounding good quality development;
- (e) The function of the building;
- (f) The need to ensure that the rear of buildings fronting Knight Terrace as viewed from public roads and places be treated aesthetically well to ensure they do not detrimentally impact on surrounding streetscape;

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- (g) Opportunities to incorporate view corridors and / or pedestrian connections in new building design to provide connectivity between Hughes Street and Knight Terrace with consideration of the objectives of the zone;
- (h) The extent to which the development complies with the objectives of the zone, Local Planning Strategy, Town Centre Strategy and any relevant Local Planning Policy.

The scheme includes a statement that 'A word or expression that is not defined in this Scheme —

- (a) has the meaning it has in the *Planning and Development Act 2005*; or
- (b) if it is not defined in that Act — has the same meaning as it has in the R-Codes.'

POLICY IMPLICATIONS

There are no local planning policies applicable to this development.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

| | |
|-------------------------|-------------------|
| Author | <i>L Bushby</i> |
| Chief Executive Officer | <i>P Anderson</i> |
| Date of Report | 20 June 2019 |

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12.5 PROPOSED WORKS – RESERVE 1686 AND RESERVE 49144, MONKEY MIA
RES1686 / RES49144

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 Ridgley

Nature of Interest: Impartiality Interest As works at Monkey Mia

Declaration of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as an Employee of the Department of
Biodiversity, Conservation and Attractions

Moved Cr Laundry

Seconded Cr Fenny

Council Resolution

That Council:

1. Reserve 49144

Note the aspirations of the Department of Biodiversity, Conservation and Attractions for Development on Reserve 49144 and confirm that the Shire looks forward to receiving more detailed plans to examine the interface with Reserve 1686 and that matters including but limited to the Environmental impact, view corridors, sea level rise/coastal setbacks and Bushfire management have been considered in the proposed development.

2. Reserve 1686

In regards to works proposed on Reserve 1686 advise the Department of Biodiversity, Conservation and Attractions that:

Reserve 1686 is under joint management, therefore the Department of Environment, Biodiversity, Conservation and Attractions (or any contractors) requires the Shires consent for any works on Reserve 1686 as the co-management body.

It is recommended that the Department conduct meaningful consultation with the Shire before detailed plans are progressed. The Shire expects to be consulted further on this proposal and how any proposed impact on vehicle access to the Commercial jetty is to be addressed.

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3. Shire of Shark Bays Commercial Jetty

In regards to works proposed on or adjacent to the Commercial Jetty advise the Department of Biodiversity, Conservation and Attractions that:

The purpose of the commercial jetty is to cater for existing and future commercial and recreational boat operating needs.

The proposal as presented appears to significantly limit vessels from safely utilising the Western side of the existing commercial jetty.

The Council considers that the proposal would require detailed structural engineering to ensure the integrity of the Shires jetty was not compromised and a detailed environmental impact assessment prior to any further consideration of a proposal to modify the existing jetty or adjacent areas.

The Commercial jetty itself and all works within 5 metres of the jetty are areas controlled by the Shire in accordance with the Shire of Shark Bay Local Government Property Local Law (operating in accordance with the *Local Government Act 1995*).

Whilst a public works exemption may apply to the Department that only relates to planning legislation, and does not necessarily exempt them from complying with the Shires Local Laws which are created under the *Local Government Act 1995*.

Cr Cowell left the Council Chamber at 4.01pm
Cr Laundry assumed the Chair.
Cr Ridgley left the Council Chamber at 4.01pm

4/0 CARRIED

Cr Ridgley and Cr Cowell returned to the Council Chamber at 4.01 pm
Cr Cowell assumed the Chair

BACKGROUND

- *Reserve 49144 – Lot 131*

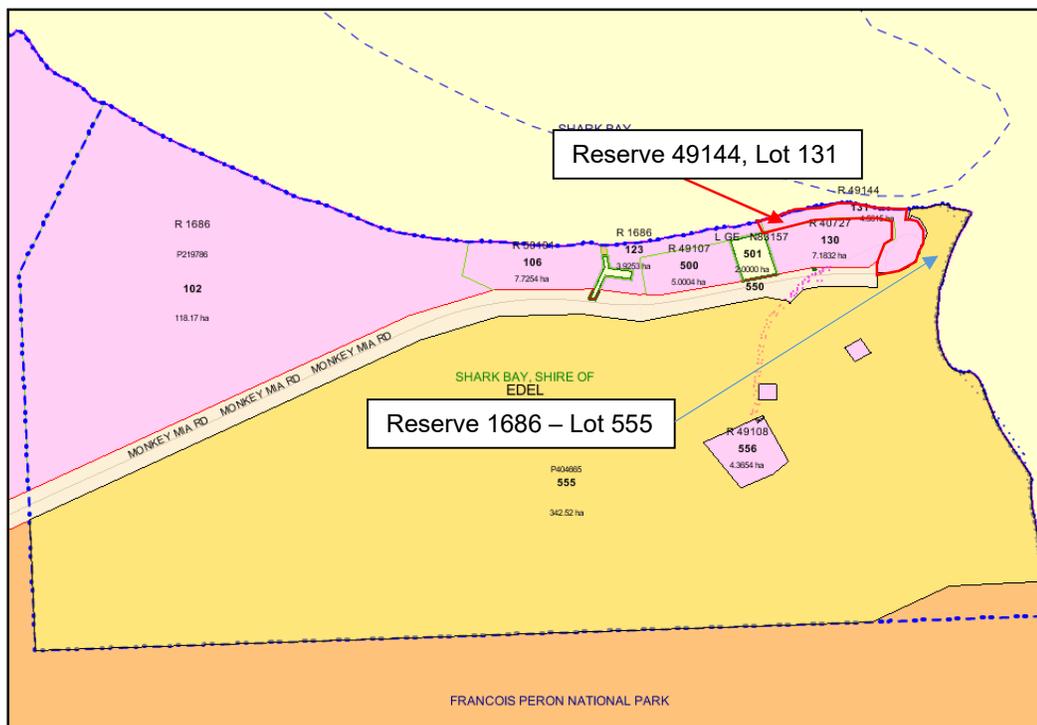
Reserve 49144 (Lot 131) is owned by the State of Western Australia. There is a Management Order to the Department of Environment and Conservation Commission of Western Australia for the purpose of 'conservation'. It has been developed with a visitor centre and carpark.

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A location plan is included below.

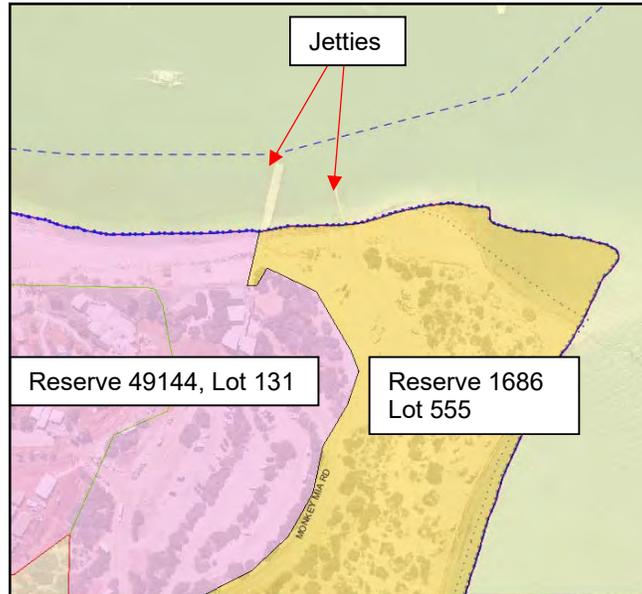


- Reserve 1686 – Lot 555

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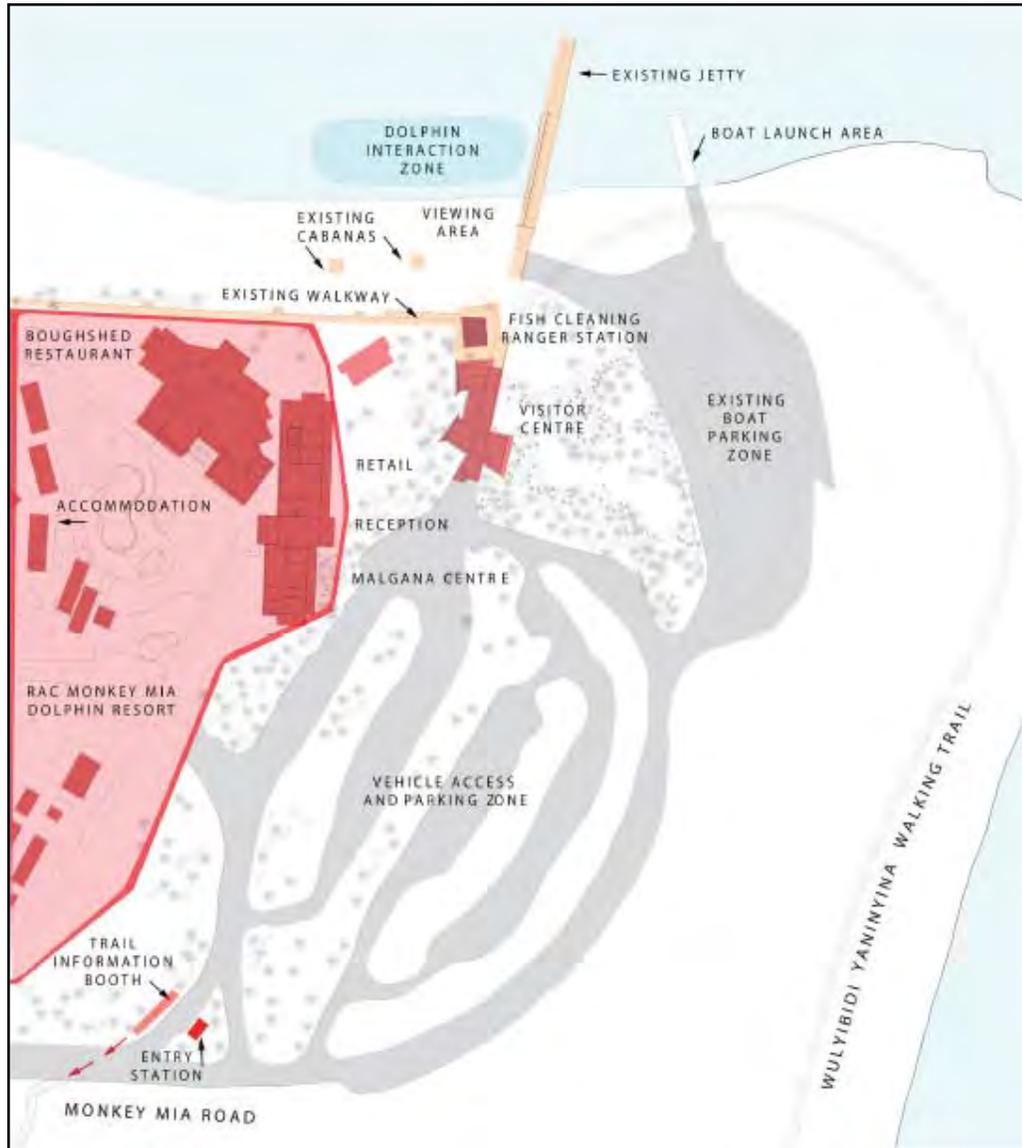
Reserve 1686 (Lot 555) is owned by the State of Western Australia. There is a Management Order to the Conservation and Land Management Executive Body and the Shire of Shire of Shark Bay for the purpose of 'recreation'.

Reserve 1686 has been developed with a commercial jetty, a recreation jetty and boat launching areas. Both jetties are accessed via Reserve 1686.



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The Department of Biodiversity, Conservation and Attractions has lodged a report which includes a plan of all existing development – refer plan below.

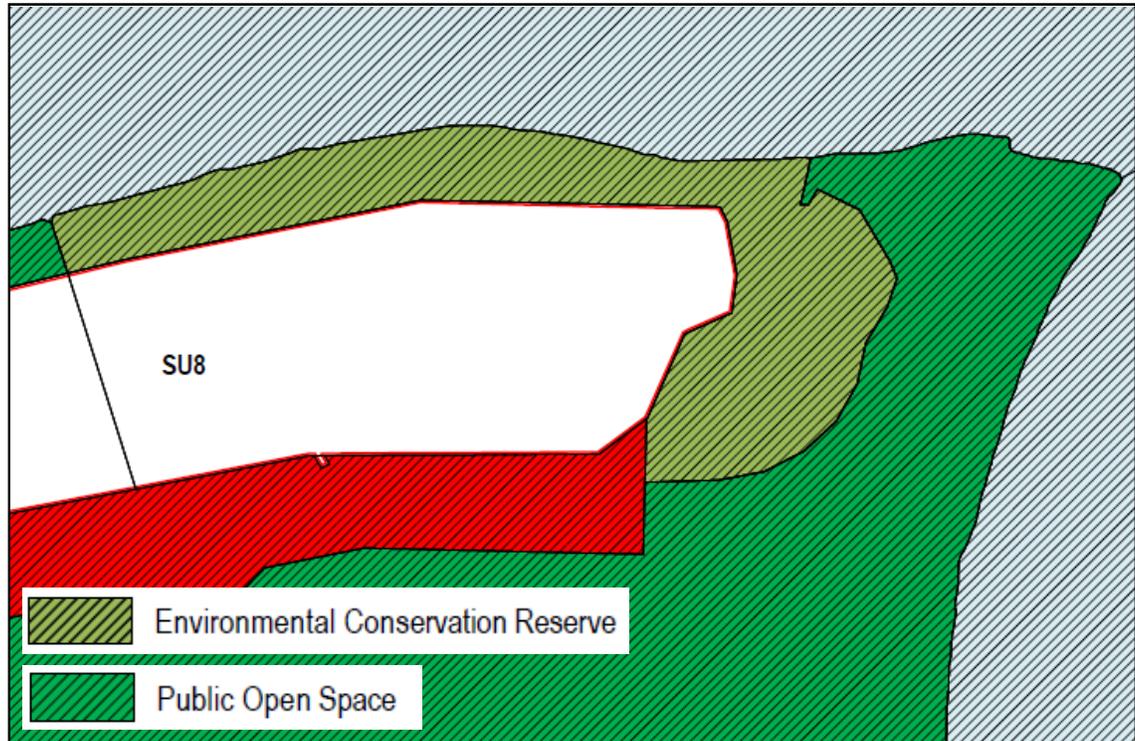


COMMENT

- *Local Scheme Reservations*

Lot 131 is reserved for 'Environmental Conservation Reserve' and Lot 555 is reserved for 'Public Open Space' under the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

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- *Proposed Development within Reserve 49144 – Lot 131*

The Department of Biodiversity, Conservation and Attractions has a vision to create a renewed, sustainable and exceptional visitor experience at Monkey Mia that interprets and promotes the World Heritage Values of Shark Bay.

They have engaged Paterson Group Architects who have prepared a report on future development. The report proposes the following within Reserve 49144:

- A seamless integration for visitors between the resort and park facilities that encourages visitors to wander, explore, learn, sit and observe.
- A new beachfront tiered seating area (approx. 500+ people) allowing visitors to be comfortable while rangers introduce them to the 'Dolphin Experience'. The tiered seating area would also function as a venue for further interpretation experiences and a casual relaxation area throughout the day and evening.
- Enhanced thematic interpretation of the 'Dolphin Experience' utilising the latest face to-face and electronic communication methods and technology.
- An extension of the boardwalk along the beachfront and new pedestrian walkways to strengthen links between the resort, visitor centre and dolphin interaction area.
- New beach furniture and shade along the foreshore to encourage visitors to stop and relax. Floating platforms to be considered to give visitors a different perspective of Monkey Mia and the area's marine life.
- New indoor and outdoor interpretive displays and exhibits that engage visitors with the Monkey Mia environment and other natural, historical and cultural values of Shark Bay. The concept of a World Heritage Garden will be explored.

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The report discusses changes to the existing parking area on Reserve 49144. It summarises major changes as including separation of the parking function from the boat launching and trailer parking function, the provision of dedicated coach bays and drive through car and caravan bays, and a change from one directional to two-directional flow through the majority of the carpark.



The plans provided are broad however the concept for upgrading existing facilities for visitors is noted.

It is recommended that the Department examine matters such as environmental impact, view corridors from the resort to the ocean, sea level rise/ coastal setbacks and bushfire management.

The Shire needs detailed plans to properly assess the interface of development on Reserve 49144 with existing use of Reserve 1686.

- *Proposed Development within Reserve 1686 – Lot 555*

The reserve and lot boundaries have not been shown on the plan.

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It appears the following works traverse or are immediately adjacent to Reserve 1686 and the commercial jetty which is Shire infrastructure:

- Multi-function, over-water viewing platforms extending west of the jetty with universal access, seating and vantage points for viewing and photographing the dolphin interaction.
- Some form of shade structure over the existing jetty and a future extension to the jetty.
- A boardwalk on Reserve 1686 that will connect to the jetty and boat ramp.

The Department of Environment, Biodiversity, Conservation and Attractions acknowledge that the Shire Administration have expressed concern that the boardwalk may impact on vehicle access to the jetty and indicate they are prepared to meet to discuss the issue and the proposed works.

It is not clear how any of the structures are proposed to be attached to the jetty.



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The following main issues have been identified:

- a) The purpose of the commercial jetty is to cater for existing and future commercial boat operating needs.
 - b) The proposal aims to prevent any boats from using and accessing the western side of the existing commercial jetty. This appears to be in direct conflict to the Shires Local Laws which controls activities and obstructions within 5 metres of the jetty. The jetty itself and all works within 5 metres of the jetty are areas controlled by the Shire in accordance with the Shire of Shark Bay Local Government Property Local Law (effected by the Local Government Act 1995).
 - c) Reserve 1686 is under joint management, therefore the Department of Environment, Biodiversity, Conservation and Attractions (or contractors) requires the Shires consent for any works to the jetty or on Reserve 1686 as the co-management body.
 - d) There is concern over potential conflict between tourism uses and commercial jetty use.
 - e) No development should occur that has potential to interfere or restrict boat access to the commercial jetty.
 - f) Access to the commercial jetty, recreational jetty and boat launch on Reserve 1686 is permitted by the Shires Local Laws or via a permit issued in accordance with the Local Laws.
 - g) Whilst a public works exemption may apply to the Department that only relates to planning legislation, and does not necessarily exempt them from complying with the Shires Local Laws which are created under the Local Government Act 1995.
 - h) There is no information on normal planning considerations including environmental impact, coastal setbacks, bushfire management, or world heritage.
- *Public Works*

The Department of Biodiversity, Conservation and Attractions have advised the Shire that the development does not require planning approval as it is a 'public work' and is being conducted on behalf of a 'public authority'.

It is feasible that a public work exemption could apply as:

| Legislation | Definitions / clauses | Town Planning Innovations Comment |
|---|--|---|
| Planning and Development Act 2005 | Defines a 'public authority' as a department of the public service, state trading concern, state instrumentality or state public utility | The Department of Biodiversity, Conservation and Attractions is a public authority. |
| Definition of a Public Work under the Public Works Act 1902 | Includes: (k) wharves, ferries, piers, jetties and bridges; (l) parks or gardens or grounds for public recreation (zb) any work incidental to any of the aforesaid works; | The works include extension of the jetty. Installation of gardens, signage, seating etc could be construed as 'grounds for public recreation' |

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| | | |
|--|--|------------------|
| | (zc) any land required for or in connection with any work as aforesaid; | |
| Public Works Act 1902 – Information from Western Australian Planning Commission Planning Bulletin 94 | If a private corporation undertakes a public work as part of a joint venture or private-public sector partnership with a government department, they are deemed to be undertaking that work on behalf of that body. As such, the section 6 exemption that the government department would be entitled to if it was undertaking the public work can be claimed by that private corporation. | For information. |

The Shire can obtain independent legal advice on whether the works constitute a 'public work' if desired.

Even if the proposed development is a public work, the Department of Biodiversity, Conservation and Attractions should obtain the Shires consent for any works that affect the jetty, or are proposed on Reserve 1686.

- *Environmental Impact*

The subject land is within the Shark Bay World Heritage Area. It is not known whether the Department of Biodiversity, Conservation and Attractions has consulted with the Shark Bay World Heritage Advisory Committee.

The Department of Biodiversity, Conservation and Attractions has a mandatory obligation to formally consult with the Shire, and have due regard for planning considerations.

It is recommended that the Department be requested to provide information on the environmental impact of the proposed development.

OPTIONS AVAILABLE TO COUNCIL -

Option 1 – Request Additional information and raise broad concerns

Shire Administration are concerned that only a broad concept plan has been provided, and there is no detailed information addressing normal planning considerations, such as environmental impact.

There is particular concern over any impacts on the commercial jetty, conflicts with the Shire Local Laws and interface of development on Reserve 1686 with existing boat facilities.

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Option 2 – Support the development unconditionally

It is understood that the Department of Biodiversity, Conservation and Attractions has previously consulted with the Shire and made a presentation on the proposal to Council.

If Council does not have any concerns then it is open to the Shire to support the development unconditionally.

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 objectives of the Environmental Conservation reserve are:

- (i) To identify areas with biodiversity and conservation value, and to protect those areas from development and subdivision.
- (ii) To identify and protect areas of biodiversity conservation significance within National Parks and State and other conservation reserves.
- (iii) Provide for preservation, protection, rehabilitation and restoration of the natural attributes and/ or environmental values of an area, place, land parcel or reserve.
- (iv) Accommodate a wide of range of development that contributes towards increased safety, security, enhancement or ongoing management of an area, place, land parcel or reserve.
- (v) Cater for programs and activities that promote education, research and increased public awareness of minimising environmental impact when visiting a conservation reserve.
- (vi) Promote development that enhances public enjoyment of land reserved conservation balanced with the need to protect, mitigate, control and/or manage impacts on the natural environment.

The objectives of the Environmental Conservation reserve are:

- (i) To set aside areas for public open space, particularly those established under the *Planning and Development Act 2005* s.152.
- (ii) To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.
- (iii) Accommodate a wide range of development including and not limited to buildings, structures, landscaping, amenities, carparks, caravan parks, campsites, or other activities for the general enjoyment, relaxation, exercise, play or entertainment of the local community, visitors, tourists and the general public.

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Shire of Shark Bay Local Government Property Local Law -

The Shire has an existing Local Law which applies throughout the district and in the sea adjoining the district for a distance of 200 metres seawards from the Western district boundary which is bounded by the shores of the Indian Ocean and the inlets therefrom.

The Local Law covers the commercial jetty, the recreational jetty and the boat ramp defining them as:

- boat ramp means the place adjacent to Reserve 1686 where vehicles equipped with trailers launch and retrieve vessels;
- commercial jetty means the western jetty, being a concrete and steel structure extending northwards for 55 metres, located adjacent to Reserve 1686, and includes the approaches to the jetty within 5 metres of built infrastructure;
- recreational jetty means the eastern jetty located adjacent to Reserve 1686 and utilised for launching and retrieval of vessels, and includes the approaches to the jetty within 5 metres of built infrastructure;

POLICY IMPLICATIONS

There are no local planning policies applicable to this development.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

There is potential for conflict between the proposal and the Shires Local Laws. There is also potential for conflict between the proposal and commercial use of the existing jetty on Reserve 1686.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

| | |
|-------------------------|-------------------|
| Author | <i>L Bushby</i> |
| Chief Executive Officer | <i>P Anderson</i> |
| Date of Report | 20 June 2019 |

26 JUNE 2019

13.0 TOURISM, RECREATION AND CULTURE REPORT

13.1 MS MARIGULA MURIOPULOS – MODERN AND CONTEMPORARY DANCE CP00004

AUTHOR

Community Development Officer

DISCLOSURE OF ANY INTEREST

Nil

Officer Recommendation

1. Council approves the request for Ms Marigula Muriopulos for the free use of the Denham Town Hall, to conduct dance and fitness classes for adult community members. As per the Shire's Fees and Charges, Ms Muriopulos would be considered a long term seasonal users (twice or more a week). The use of Council facility be subject to and in accordance with Council's Recreation and Culture Policy.

Or

2. An annual charge of \$840 is requested from Ms Muriopulos, as per the Shire's Fees and Charges for long term seasonal use (twice or more a week) at Denham Town Hall.

Moved Cr Burton option 1

Seconded Cr Bellottie

Council Resolution

Council approves the request for Ms Marigula Muriopulos for the free use of the Denham Town Hall, to conduct dance and fitness classes for adult community members. As per the Shire's Fees and Charges, Ms Muriopulos would be considered a long term seasonal users (twice or more a week). The use of Council facility be subject to and in accordance with Council's Recreation and Culture Policy. Free use of the Denham Town Hall being from the 1 July 2019 to 30 June 2020, and include other local domicile community groups.

6/0 CARRIED

BACKGROUND

Ms Marigula Muriopulos will be providing professional adult dance and fitness classes, such as Contemporary, Jazz Ballet, Dance Conditioning, Stretch and Flex at the Denham Town Hall during multiple days on a weekly basis. Subject to availability Ms Muriopulos has proposed conducting these classes on Thursday, Friday, Saturday and Sunday. These classes will be charged on a casual basis of \$20 per class or a discounted package of \$180 per ten classes.

Ms Muriopulos has commenced Gentle Gym class at George Wear Park on Thursday 13 June 2019 and will continue to provide this class on a weekly basis. Participants are charged a casual rate of \$10 per class or discounted package of \$80 per ten classes. If the weather is not suitable to host the class outside, Ms Muriopulos has requested the use of the Denham Town Hall to conduct the Gentle Gym class.

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Ms Muriopulos is a sole trader and has previously hired the Denham Town Hall from 6 October 2017 until 24 December 2018 on a weekly basis, for her own personal use to upskill her dance practice. Ms Muriopulos was charged \$50 per week to hire the Denham Town Hall and payment was received accordingly. Ms Muriopulos first preference of location is the Denham Town Hall as an alternative to the Shark Bay Recreation Centre, due to utilising the newly installed audio system and mirrors.

At the November 2018 Ordinary Council meeting, Council endorsed the Recreation and Culture Policy –General stipulates:

Section 1: *'Use of all Shire venues for fund raising activities is to be made available to as many local organisations as practicable and monopolising of prime venue booking times by any organisation is to be avoided when there are other organisations seeking to use the venue'*

Section 3: *'Bookings accepted on a regular basis may be cancelled to allow special events at the discretion of the Chief Executive Officer'.*

COMMENT

The Shire Administration has advised Ms Muriopulos of regular scheduled bookings at the Denham Town Hall and Ms Muriopulos will conduct her classes subject to this availability. As per the Shire's Recreation and Culture Policy, bookings accepted on a regular basis may be cancelled to allow special events at the discretion of the Chief Executive Officer.

Ms Muriopulos has liaised with Coral Coast Dance Academy who provides children and youth dance classes at the Denham Town Hall, and has confirmed there is no conflict of interest. Coral Coast Dance Academy provide three different styles of dance and charge \$50 per school term, to attend one class per week with a discounted offer for additional classes. Coral Coast Dance Academy have been receiving in-kind support from the Shire for free of use of the Denham Town Hall since 2016 and operate from this premise twice a week.

In addition, the Shire provides in-kind support for free of use at the Denham Town Hall to the following not-for-profit community groups:

- Karate (Shukokai)
- The Shark Bay Bridge Club
- Denham Seniors
- Denham Crafters.

The sponsorship that the Shire is providing through the free use of the Town Hall, the Community Development Officer will encourage Ms Muriopulos to include the Shire's logo in any promotional materials (e.g. Inscription Post and Social Media) outlining "Proudly supported by the Shire of Shark Bay".

Participation in active recreation contributes to an individual's mental and physical well-being, and the development of strong networks and support structures within the community. Ms Muriopulos's expertise knowledge and proposed activities will be beneficial to creating an active Shark Bay community and supports the Shire's Strategic Community Plan.

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LEGAL IMPLICATIONS

There are no legal implications relating to this report.

POLICY IMPLICATIONS

Recreation and Culture

STANDARD CONDITIONS FOR HIRE OF SHIRE VENUES, FACILITIES AND EQUIPMENT.

FINANCIAL IMPLICATIONS

Fees & Charges Room Hire

- Long-term Seasonal Use Community Groups (Shark Bay domiciled)
- Twice or more week user: \$840 annual charge.

STRATEGIC IMPLICATIONS

Social Objective: A safe, welcoming and inclusive community

3.1 Strong sense of spirit and pride in an inclusive community.

RISK MANAGEMENT

Ms Muriopulos has provided her Certificate of Currency to the Shire Administration.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

C Uszka

Chief Executive Officer

P Anderson

Date of Report

17 June 2019

26 JUNE 2019

12th June 2019

Shire of Shark Bay
65 Knight Terrace
Denham WA 6537

Modern and Contemporary Dance

Re: Dance and Fitness classes for Shark Bay community

To whom it may concern,

I am pleased to have this opportunity to provide dance and fitness classes for the general community in Shark Bay. I have extensive experience in dance for more than 34 years and have worked alongside industry professionals. I have found that being exposed to a variety of genres has also provided me with valuable experience and knowledge. I feel as though these skills would be well suited in promoting fitness and wellbeing for the Shark Bay community.

My aim is to provide professional dance and fitness classes such as Contemporary, Jazz Ballet, Dance Conditioning, Stretch & Flex, Gentle Gym and expand on offering other genres at a later date. I have structured classes to cater for individuals that range from Seniors to Adult classes and allowing for expression of interest from other age groups. With classes for Seniors starting as of Thursday 13th June and being held every successive weekday after, at George Wear Park on the foreshore. The pricing structure for Senior classes is based on a casual rate of \$10 per class with an option of a discounted price of \$80 per ten class pass.

Alternatively classes for Adults will generally run from Thursday's to Sunday's with the option of flexible casual hours with scheduled, subject to availability of the Town Hall. Certain specific dance and exercise classes will be restricted to Adults only, i.e. Hip Hop and Urban dance styles. The pricing structure for Adult classes is based on a casual rate of \$20 per class with an option of a discounted price of \$180 per ten class pass. Additionally private lessons will also be offered at a base rate of \$50 per session. Prices for Seniors and Adult classes are aligned with based prices in Perth and are inclusive of GST. Classes will generally run for 75minutes in duration for both Senior and Adult classes, with sessions for Senior classes available once a week, and four days a week for Adult classes. Additionally private lessons offered to my clientele will run for a duration of 45 minutes per session. All classes that are run by Modern and Contemporary Dance will change periodically based on a ten week structure allowing for all dance and exercise techniques to change more frequently to provide a diversity of classes to engage continued public interest.

Modern and Contemporary Dance is an organisation that wants to encourage individuals to have a place where they can freely express themselves creatively. Therefore I would like to apply for a fee waiver for the Denham Community Town Hall, to enable me to provide a safe environment for my clientele. I would also like the option of utilising the Town Hall for my Senior classes during the winter months and returning back to George Wear Park during summer months.

Finally, I am confident in my ability to engage my knowledge and skills and provide a great benefit for the community and assist in promoting health and wellbeing. Additionally this will allow me to provide a high level of professionalism and my services as a Dance and Fitness trainer, while enabling me to give back to the Shark Bay residents that have also welcomed me into their community. I will inform the Shire council should my circumstances change at any time. Furthermore I would welcome the opportunity to discuss my application further and look forward to hearing from you shortly.

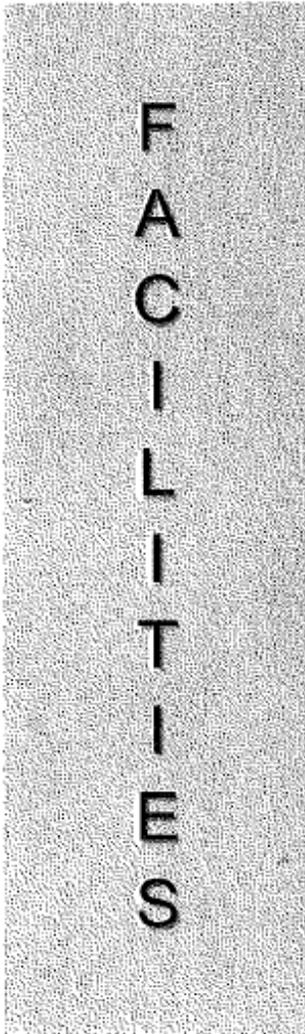
Yours Sincerely

Marigula Muriopulos

26 JUNE 2019



PO Box 126,
Denham WA 6537
ph: 08 9948 1218
fax: 08 9948 1237
admin@sharkbay.wa.gov.au
www.sharkbay.wa.gov.au



Application Form - Regular User Facility Hire

Other Requirements:

Example: Chairs, Sprinklers turned off etc.

Denham Hall - may use chairs, sound system,
floor mats & tables.

Rec Centre courts - used if Denham Hall
Unavailable or workshops during school
holidays.

Denham Foreshore - George Wear Park
possible location for seniors class
for gentle gym.

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Terms and Conditions – Community Facilities

Hours of Hire

Bookings must be completed within the hours of hire.

Booking Payments

Booking payments are payable in advance or as arranged with the Shire of Shark Bay. If payment is not received in advance or as arranged, the Shire has the right not to allow the facility to be used until payment is made.

Building Access

Keys can be collected from the Shire of Shark Bay or as arranged with Customer Service.

Exiting the Buildings

Ensure all lights and equipment is switched off, including fans and air conditioners. Keys are to be returned to Shire of Shark Bay as soon as possible after the booking period ends.

Smoking

Smoking is not permitted in any Shire of Shark Bay buildings.

Cleaning

It is expected for all users to leave Community Facilities clean and tidy for the next user. All rubbish removed and placed in outside bin. If kitchen facilities used all dishes washed, benches wiped, floors cleaned as necessary. Stack chairs and tables neatly.

Waste

The Shire provides a standard number of bins for waste disposal. Hirers are responsible for all areas to be left clean and free of litter with waste placed in the bins provided.

Reporting of Damage

Damage to a Community Facility should be reported immediately to the Shire Office.

Alcohol Usage

Alcohol Consumption

If alcohol is to be consumed then you are required to apply for an **Alcohol Permit** obtained from the Shire of Shark Bay. Please allow 5 working days for approval. The Shire may also require you to obtain a licence from the Department of Racing Gaming and Liquor.

Sale of Alcohol

A licence from the Department of Racing Gaming and Liquor (DRGL) is required for the sale of alcohol. Note: DRGL require written permission from the Shire of Shark Bay confirming the booking prior to a licence being issued.

Public Liability

All clubs/groups are required to have **Public Liability Insurance** to cover their activities. (If so, please provide a copy of the certificate of currency to the Shire). Clubs/Groups that do not have **Public Liability Insurance** are encouraged to contact the Shire of Shark Bay for assistance.

DECLARATION

I have read and understood the above Terms and Conditions – Community Facilities and agree to uphold them for the term of the hire agreement.

MARIGULA MURIOPULOS
Name


Signature

16/04/2019
Date

26 JUNE 2019



Certificate Of Currency

Policy Number: SPTBRIS1180

Period of insurance: From: 12/03/2019 **To:** 12/03/2020 Both days 4pm at local time

Insured: Modern and Contemporary Dance

Business Occupation: Principally Dance Conditioning including but not limited to jazz ballet, hip hop, ballroom dancing with core, cardio and flexibility activities.

Interested Party: Not Applicable

Policy: Gallagher Sports Insurance PDS and Policy Wording v1.16

Limit of Indemnity:

| | | |
|-------------------------------|--------------|---|
| Public Liability | \$10,000,000 | any one claim and in the aggregate in respect of Products Liability |
| Professional Indemnity | \$2,000,000 | any one claim and in the aggregate |

Retroactive Date: Unlimited Excluding Known Claims

Deductible:

| | |
|------------------------------|---------|
| Public & Products Liability: | \$1,000 |
| Professional Indemnity: | \$1,000 |

It is hereby declared that the above policy is current to the date shown unless subsequently cancelled.

Ed Vincent



On behalf of Offshore Market Placements

9/04/2019

MINUTES OF THE ORDINARY COUNCIL MEETING

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13.2 COMMUNITY ASSISTANCE GRANTS
GS00001

AUTHOR

Community Development Officer

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Burton

Nature of Interest: Impartiality Interest as a committee member on numerous committees – Shark Bay Speedway Club Inc. and Parents and Citizens committee.

Moved Cr Laundry

Seconded Cr Ridgley

Council Resolution

Council approve the below five applications for Round 2 of the 2018/2019 Shire of Shark Bay Community Assistance Grants totalling \$13,950.80

| Group | Requested \$ | Recommended \$ |
|---|--------------------|--------------------|
| The Shark Bay Bowling, Sport and Recreation Club Inc. | \$5,000 | \$5,000 |
| The Shark Bay Entertainers Inc. | \$1,464.65 | \$1,464.65 |
| Useless Loop Parents and Citizens Association Inc. | \$986.15 | \$986.15 |
| Shark Bay Speedway Club Inc. | \$5,000 | \$5,000 |
| Shark Bay Parents and Citizens Association Inc. | \$1,500 | \$1,500 |
| Total | \$13,950.80 | \$13,950.80 |
| <i>Community Assistance Grants Allocation for Round 2 2018/2019: <u>\$30,000</u></i> | | |

6/0 CARRIED

BACKGROUND

The Round 2 of the 2018/2019 Community Assistance Grants applications were open from 6 May 2019 until 7 June 2019. This was advertised on the Shire of Shark Bay website, Shire of Shark Bay Facebook page and Shark Bay Community Facebook groups, Inscription Post and emails were sent to all clubs and groups in Shark Bay region. Five applications were received during this period.

The allocated funds for Round 2 of the 2018/2019 Community Assistance Grants total \$30,000. If the five applications mentioned above, are approved with the Officer's recommendation a total of \$13,950.80 will be granted under Round 2 of the 2018/2019 Community Assistance Grants.

At the May 2017 Ordinary Council Meeting, Council approved the one-off use of Round 2 of the 2017/2018 Community Assistance Grants allocated budget of \$40,000, for the purpose of supporting local community groups to use specifically for the Rendezvous Festival held in September 2018. Majority of the funds were applied for and contributed

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significantly to community groups hosting various programmes throughout the three-day event.

Round 1 of the 2018/2019 Community Assistance Grants was not made available for community groups due to the reallocation of funding towards the Rendezvous Festival.

Therefore at the reconvened May 2019 Ordinary Council Meeting, Council approved the request for two community groups to access the remaining funds from Round 2 of the 2017/2018 Community Assistance Grant to be allocated to their annual events:

- \$874 allocated to the Shark Bay Bridge Club to host the Shark Bay-Geraldton Bridge Tournament. Event hosted on 23 May 2019
- \$1,500 allocated to Boolbardie Country Club for the Denham Open Golf Club Championship. Event scheduled for 22 June 2019.

COMMENT

Round 2 of the 2018/2019 Community Assistance Grants has received a low number of submission, total of five applications. The Community Development Officer will continue to offer assistance to groups and clubs regarding future Shire's Community Assistance Grant Rounds and identify external grant funding opportunities suitable for the community group.

The Community Development Officer will begin advertising the new Significant Events Sponsorship Funding commencing on 1 July 2019, as approved at the March 2019 Ordinary Council Meeting.

STRATEGIC OBJECTIVE - A SAFE, WELCOMING AND INCLUSIVE COMMUNITY
3.1 STRONG SENSE OF SPIRIT AND PRIDE IN AN INCLUSIVE COMMUNITY

APPLICATION 1

Group: **The Shark Bay Bowling, Sport and Recreation Club Inc.**

Amount requested: **\$5,000**

Project: **Shark Bay Annual Bowling Carnival**

Funding category: **Event**

Strategic Community Plan (category): **Social**

The Shark Bay Bowling, Sport and Recreation Club Inc. currently have twenty active bowlers and the participation numbers double during the winter season. The Shark Bay Annual Bowling Carnival promotes exercise, social interaction and a healthy competition between Shark Bay and other regional bowling clubs. The Shark Bay Bowling, Sport and Recreation Club Inc. has sourced sponsorship from Horizon Power (\$1,500) and have requested additional funds from the Shire of Shark Bay to assist with the running of the event on 3 and 4 August 2019.

The Community Assistance Grant will contribute to the following event items:

- Trophy and prizes
- Catering
- Stationary and printing
- Travel and accommodation costs for Bowling Officials
- Green preparation and maintenance.

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The grant application included:

- Letter of Support from Jill Deschamp, Boolbardie Country Club Inc.
- Letter of Support from Judy Britza, Shark Bay Community Resource Centre
- Group's constitution
- Balance Sheet – refer to 'Confidential' items folder

Officer Recommendation:

The Shark Bay Bowling, Sport and Recreation Club Inc. have indicated the total cost of the Shark Bay Annual Bowling Carnival to be \$10,000. The requested Community Assistance Grant amount of \$5,000 will contribute to variety of aspect to the overall cost of the event. The application outlines \$3,000 will be spent with local businesses for various items and the event is expected to attract 100 visitors to Town. The Shark Bay Bowling, Sport and Recreation Club Inc. supports the Shire's Strategic Community Plan.

It is recommended that Council approve \$5,000 to the Shark Bay Bowling, Sport and Recreation Club Inc. to assist with the running of the Shark Bay Annual Bowling Carnival.

APPLICATION 2

Group: **The Shark Bay Entertainers Inc.**

Amount requested: **\$1,464.65**

Project: **21st Over the Fence Comedy Film Festival**

Funding category: **Event**

Strategic Community Plan (category): **Social**

The Shark Bay Entertainers Inc. will be hosting the '21st Over the Fence Comedy Film Festival' at the Denham Town Hall on 14 July 2019. This event includes 14 short comedy films and will be held during School Holidays, with an estimated of 150 people participating. The Film Festival event will showcase the newly installed equipment at the Denham Town Hall. Refreshments and snacks will be provided on the night and sourced from local businesses. The Shark Bay Entertainers Inc. are still deciding if they are to charge a gold coin entry fee to view the films. The Shark Bay Entertainers Inc. submitted their Casual Facility Hire Form in April, the booking has been confirmed and the hire was provided free of charge.

The Community Assistance Grant will contribute to the following event items:

- Registration and film fee
- Public Liability Insurance

The grant application included:

- Letter of Support from Natt Dull, Shark Bay Community Resource Centre
- Letter of Support from Johan Bakker, The Shark Bay Bowling, Sport and Recreation Club.
- Group's constitution
- Balance Sheet – refer to 'Confidential' items folder

Officer Recommendation:

The Shark Bay Entertainers Inc. have been in operation for 5 years providing variety of entertainment for the Shark Bay community. This year's event supports the use of the newly renovated Shire of Shark Bay facilities, contributes to the Shire's Lotterywest

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grant outcome and the Shire's Strategic Community Plan. The Shark Bay Entertainers Inc. currently do not have Public Liability insurance, as this is a requirement to hire the Shire's facility it is recommended assisting with the cost to purchase the insurance. When providing confirmation of receiving the grant, the letter will clearly outline the contribution towards the insurance as a one-off assistance.

It is recommended the Council approve \$1,464.65 to the Shark Bay Entertainers Inc. to assist with the running of the '21st Over the Fence Comedy Film Festival'.

APPLICATION 3

Group: **Useless Loop Parents and Citizens Association Inc.**

Amount requested: **\$986.15**

Project: **Upgrade to the School Greenhouse**

Funding category: **Infrastructure**

Strategic Community Plan (category): **Environment and Social**

The Useless Loop Parent and Citizens Association Inc. are upgrading their existing Greenhouse located at the Useless Loop Primary School. The infrastructure improvement provides school aged students to learn life-long environmental skills in how to maintain garden edible items. Due to the unique location of Useless Loop, the applicant will not purchase items locally and the materials will be sourced from Bunnings, Geraldton. The application has stated they will purchase items from True Value Hardware Store when maintaining the Greenhouse in the future. It is predicted 47 people will participate and/or be involved in this project.

The Community Assistance Grant will contribute to the following event items:

- Garden beds
- Gardening materials
- Seedlings
- Sprinkler materials

The grant application included:

- Letter of Support from Marita Henry, Principal at Useless Loop Primary School
- Email of Support from Cameron Holmes, School Council Chairperson at Useless Loop Primary School
- Group's constitution
- Audit Report – refer to 'Confidential' items folder

Officer Recommendation:

Useless Loop Parents and Citizens Association Inc. has not previously requested funding from the Shire of Shark Bay, although the School itself has successfully received funding. The upgraded Greenhouse infrastructure supports the Shire's Strategic Community Plan under two categories, Environment and Social. Due to the unique location, it is understandable the funded project will not benefit Denham community directly but will benefit the Useless Loop community.

It is recommended that Council approve \$986.15 to the Useless Loop Parent and Citizens Association Inc. to provide the materials of the upgrade to the Useless Loop Primary School Greenhouse.

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APPLICATION 4

Group: **Shark Bay Speedway Club Inc.**
Amount requested: **\$5,000**
Project: **32nd Far Western Championships**
Funding category: **Event and Equipment**
Strategic Community Plan (category): **Economic and Social**

The Shark Bay Speedway Club Inc. has been in operation for over 30 years in the Shark Bay community, providing a suitable area and administration for those interested in motor racing. The funding will contribute towards purchasing a new freezer and the running of the annual Far Western Championships scheduled for 13 July 2019. The freezer will be purchased locally second hand and will be utilized in the canteen area at the Shark Bay Speedway. It is anticipated the event will attract 500 people to Shark Bay. The event involves a number of local businesses and volunteers that contribute to successfully running the event.

The Community Assistance Grant will contribute to the following event items:

- Freezer
- Catering
- Licenses/permits/insurances
- Advertising
- Merchandise
- Racing Officials
- Awards/prizes
- Entertainment

The grant application included:

- Letter of Support from Brian Childs, Shark Bay Fishing Club Inc.
- Letter of Support from Natt Dul, Shark Bay Parents and Citizens Association Inc.
- Group's constitution
- Transaction Listing – refer to 'Confidential' items folder

Officer Recommendation:

The Far Western Championship is a popular annual Shark Bay event that attracts a large number of people into Town, providing an economic value to our local businesses. The Shark Bay Speedway Club Inc. supports the Shire's Strategic Community Plan under two categories, Economic and Social. It will be recommended the Shark Bay Speedway Club Inc. apply for the Significant Event Sponsorship commencing in July 2019 for future Shark Bay Speedway events.

It is recommended the Council approve \$5,000 to the Shark Bay Speedway Club Inc. to assist with the running of the 32nd Far Western Championships.

APPLICATION 5

Group: **Shark Bay Parents and Citizens Association Inc.**
Amount requested: **\$1,500**
Project: **Lego Club**
Funding category: **Equipment**
Strategic Community Plan (category): **Social**

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The Shark Bay Parents and Citizens Association Inc. are seeking to purchase Lego to run a new initiative, Lego Club for the Shark Bay School children for after school hours. The benefits of a Lego Club can enhance a range of skills that children can utilise in their everyday life. Through play-based programs, children learn to communicate with others, express their feelings and develop problem-solving skills. The Shark Bay Parents and Citizens Association Inc. will provide in-kind value by contributing to the ongoing maintenance, and cleaning of the Lego equipment. The Lego Club will be provided free of charge and in the future provide a snack-bar to make the Lego Club sustainable. The snack-bar will support local business by purchasing the snack-bar items locally. The Shark Bay School currently has 88 students enrolled, the Lego Club could potentially impact majority of local students and families.

The Community Assistance Grant will contribute to the following event items:

- Various Lego items
- Storage boxes

The grant application included:

- Letter of Support from Geoff Blyth (relieving Principal) at Shark Bay Primary School
- Email of Support from Latisha Browne, Community Member
- Group's constitution
- Treasure's Report – refer to 'Confidential' items folder

Officer Recommendation:

The Shark Bay Parents and Citizens Association Inc. will provide a recreational activity for students after School to participate in a fun and inclusive play-based program. The Lego Club supports the Shire's Strategic Community Plan by being a safe, welcoming and inclusive community. The Shark Bay Parents and Citizens Association Inc. have confirmed they are willing to hire out the Lego to other community groups if requested.

It is recommended that Council approve \$1,500 to the Shark Bay Parent and Citizens Association Inc. to provide the materials for the Lego Club.

LEGAL IMPLICATIONS

There are no legal implications associated with this report

POLICY IMPLICATIONS

These recommendations comply with current Policies made by Council 2.2 Financial Assistance/Donations.

FINANCIAL IMPLICATIONS

An amount of \$30,000 is included in the 2018/2019 Council budget review and was increased from \$20,000 as a result of the remaining funds from the Rendezvous Festival.

As approved at the May 2019 Ordinary Council Meeting, the following two community group's requests were granted to access the remaining funds:

- \$874 allocated to the Shark Bay Bridge Club to host the Shark Bay-Geraldton Bridge Tournament.

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- \$1,500 allocated to Boolbardie Country Club for the Denham Open Golf Club Championship.

Total funding requested in the Round 2 of 2018/2019 Community Assistance Grants is \$13,950.80

If these five applications are approved, there will be a surplus of \$13,675.20 left in the 2018/2019 budget.

STRATEGIC IMPLICATIONS

The Strategic Outcomes as directed by the Strategic Community Plan are noted against each application.

RISK MANAGEMENT

There is no risk associated with this report.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Community Development Officer *C Uszka*

Chief Executive Officer *P Anderson*

Date of Report 17 June 2019

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13.3 SHELL COLLECTION
RC00022

AUTHOR
Chief Executive Officer

DISCLOSURE OF ANY INTEREST
Declaration of Interest: Cr Bellottie
Nature of Interest: Financial Interest as a Director of Malgana Aboriginal Corporation

Cr Bellottie left the Council Chamber at 4.14pm

Moved Cr Burton
Seconded Cr Fenny

Council Resolution

That Council note the legal opinion in regard to ownership of the Ivy Mallard Shell Collection donated to the Shire in 2002 by Mr Michael Moore.

5/0 CARRIED

Moved Cr Burton
Seconded Cr Laundry

Council Resolution

Council consider revoking the decision of the ordinary February Council meeting item 15.2 Shell Collection being:

That Council donate the Shires Shell collection to the Malgana Aboriginal Corporation

5/0 CARRIED

Moved Cr Laundry
Seconded Cr Fenny

Council Resolution

That Council revoke the decision made at item 15.2 Shell Collection of the Ordinary Council meeting held on 27 February 2019 being:

That Council donate the Shire's shell collection to the Malgana Aboriginal Corporation.

5/0 CARRIED

Moved Cr Laundry
Seconded Cr Fenny

Council Resolution

Council endorse and approve for signing the agreement for display of the Ivy Mallard Shell Collection with the donor Mr Michael Moore.

The current proposed draft would give a commitment the Council would not sell the Ivy Mallard Shell Collection, this option is dependent upon the Council revoking the February 2019 resolution.

AND

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Council endorse the agreement for the loan and display of the Shires Shell Collection including the Ivy Mallard collection and utilise the agreement for any future proposed loans of the Councils Shell Collection.

5/0 CARRIED

Cr Bellottie returned to Council Chamber at 4.22 pm

BACKGROUND

Council is aware that the Ivy Mallard Shell Collection has been in the possession of the Shire since the date of the donation in 2002 and at the time, the Shire paid to have the entire collection catalogue by Australian Seashells Pty Ltd. According to the catalogue there are:

- 165 shell species from Shark Bay
- 138 from North West
- 29 from South West
- 48 from Australia
- 104 from overseas

It is understood there is also a number of shells from the McCleary collection (not specifically identified) and at the time there was a range of ornamental shell pieces and spare shells which Council decided to offer for sale by tender with proceeds to go towards the displaying the main Shell Collection in the Shark Bay World Heritage Discovery and Visitor Centre.

Throughout the seventeen years, the challenges associated with the ownership of the Shell Collection and there has been no formal agreement and conditions of the donation.

The Ivy Mallard collection only forms part of the overall collection that was donated by Mr Moore in 2002, predominately the collection of shells from Shark Bay.

At the 2019 February Ordinary Council Meeting, Council resolved the following:

That Council donate the Shires Shell collection to the Malgana Aboriginal Corporation.

Subsequently correspondence was received from Mr Moore regarding the Council decision and at the April 2019 meeting the following was resolved:

Seek legal advice on the Shire's position of ownership of the Shell Collection on the basis that it has been in the Shire's possession for seventeen years.

COMMENT

Legal advice has been sought from McLeods which concludes

- (a) *The shire is the owner of the collection as ownership was transferred by virtue of the Donors intention to give the collection to the shire accompanied by the physical transfer of possession of the collection to the Shire*

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- (b) It would not have been open to the Donors to impose conditions on the transfer of ownership to the Collection that were contrary to the Shires ordinary rights of ownership and;*
- (c) It is unlikely that a relationship of trust would arise in the absence of any express declaration of trust accompanying the transfer of the collection to the Shire*

Based on this advice the Council has a legal ownership of the shells and has all normal rights of property ownership and these rights would have to be disputed by the donor in the courts.

The intent expressed by Mr Moore was that the shells be displayed, however through the donation and transfer of ownership, and in the absence of any written agreement this condition could not be enforced on the Council.

The Council may now wish to consider in the first instance confirming the agreement to display of Shell Collection by way of written agreement (Draft attached under confidential cover) with Mr Moore.

This will ensure the transaction is recorded and there can be no further claims or doubts regarding the donation by Mr Moore in 2002 and ownership by the Shire following the donation. The agreement also clarifies the implied agreement that the shire would use its best endeavours to display the collection.

The Council in light of the legal advice received may reconsider the implications of the resolution of February 2019 being, to donate the Shires Shell collection to the Malgana Aboriginal Corporation.

While the intent was to donate the collection with the view to displaying the collection in the new Malgana Cultural Heritage Centre at Monkey Mia Dolphin Resort, this intent is not clear and full ownership of the collection passes with the donation.

It is not possible to transfer absolute ownership with conditions that are contrary to the ordinary rights and incidents of ownership.

In consideration of this advice and the original intent of the donation Council may consider retaining ownership and entering into a loan agreement (Draft attached under confidential cover) with the Malgana Aboriginal Corporation.

This would ensure Council retains ownership and has the right to loan any or all of the shell collection as it sees fit and dispose of any shells not subject to any other agreements.

This would require revoking the February 2019 decision to donate the Shire Shell Collection to the Malgana Aboriginal Corporation and resolving to enter into a loan agreement with the Malgana Aboriginal Corporation utilising the attached draft loan agreement.

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The Council could consider the following options:

Option 1

Council consider revoking the decision of the ordinary February Council meeting item 15.2 Shell Collection being:

That Council donate the Shires Shell collection to the Malgana Aboriginal Corporation

If the Council does not revoke the resolution of February 2019 the donation would relinquish any and all rights the Council has the Shell Collection.

Option 2

Council endorse and approve for signing the agreement for display of the Ivy Mallard Shell Collection with the donor Mr Michael Moore.

The current proposed draft would give a commitment the Council would not sell the Ivy Mallard Shell Collection, this option is dependent upon the Council revoking the February 2019 resolution.

Option 3

Council endorse the agreement for the loan and display of the Shires Shell Collection including the Ivy Mallard collection and utilise the agreement for any future proposed loans of the Councils Shell Collection.

This agreement would retain ownership with the shire and enable long term loans.

LEGAL IMPLICATIONS

The legal opinion clarifies council ownership of the Shell Collection following the donation in 2002 and the draft agreements can then be used for any proposed loans of the collection.

10. Revoking or changing decisions (Act s. 5.25(1)(e))

- (1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported —
 - (a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or
 - (b) in any other case, by at least $\frac{1}{3}$ of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

POLICY IMPLICATIONS

There are no policy implication relating to this report

FINANCIAL IMPLICATIONS

There are no financial implication relating to this report

STRATEGIC IMPLICATIONS

OUTCOME 3.1.2 Encourage inclusion, involvement and wellbeing.

MINUTES OF THE ORDINARY COUNCIL MEETING

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RISK MANAGEMENT

There are no risks associated with this item.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Chief Executive Officer

P Anderson

Date of Report

13 June 2019

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13.4 TOURIST WATER FACILITY (STANDPIPE) DENHAM
P4017

AUTHOR
CHIEF EXECUTIVE OFFICER

DISCLOSURE OF ANY INTEREST
Nil

Moved Cr Cowell
Seconded Cr Ridgley

Council Resolution

That Council note the correspondence from the Water Corporation regarding the proposed terms and conditions of Council taking over the Tourist Water Facility and authorise the Chief Executive Officer to finalise and sign the agreement with the Water Corporation.

6/0 CARRIED

BACKGROUND

The Council discussed a report in April 2019 regarding the Water Corporations review of their coin operated water dispensing facilities and the option for Council to take over the operations of the facility.

The Council subsequently resolved:

That Council instruct the Chief Executive Officer to negotiate with the Water Corporation as to the conditions that Council will consider taking over the provision of the coin operated water dispensing and report back to Council.

Correspondence from the Water Corporation regarding the is attached.

COMMENT

The Water Authority in the correspondence and draft agreement provided greater clarity in regard to the terms of the Council taking over the provision of the facility.

The charge to the Council for the provision of desalinated water to the facility has been clarified with no quota provision being applied, the pricing for the water is in line with the charge applicable throughout the State.

The Water Corporation will ensure the Council has access to the facility for any repairs, maintenance or collection of moneys for the sale of the water.

LEGAL IMPLICATIONS

There are no policy implications relative to this report.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

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FINANCIAL IMPLICATIONS

The Council would be responsible for the purchase of the water from the Water Corporation and as indicated this cost was \$446.56 and was offset by income of \$5,100. As indicated the Water Corporation do not include the operational costs of the facility.

It is unknown what the life of the current asset at the water authority is and what the estimated costs would be to replace the unit at this point. As indicated the current unit cost \$10,000 5 years ago.

Any replacement unit in the future may require different technology due to the use of cards rather than coin.

Based on the figures presented by Water Corporation the facility would not at the current charges and taking into consideration power, operation and asset replacement costs the facility may not produce an income and more than likely be a loss making service provision. However may if/when relocated and promoted to a greater extent reduce the taking of water from other Council facilities.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

There is a financial risk associated with this proposal both if the Council takes over and continue to provide the service and if the service is discontinued.

The unknowns in the financial cost may be offset if a lower rate for the provision of water can be negotiated with Water Corporation and a possible increase in charges is considered.

The discontinuation of the service will likely result increased water being taken from the Council and public facilities, which is difficult to control which will result in increased charges to the Council.

The taking of water from Council and other public facilities will continue regardless if Council takes on the provision of the public pay for water standpipe.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Chief Executive Officer *P Anderson*

Date of Report 13 June 2019

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14.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There were no motions of which previous notice haven been given.

15.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Moved Cr Burton

Seconded Cr Fenny

Council Resolution

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

15.1 Leases – Annual Payment Request

15.2 Infringement – Monkey Mia Jetty

16.1 Confidential Item – Management Conditions of Reserve 50101 Edel Location 106

6/0 CARRIED

15.1 LEASES – ANNUAL PAYMENT REQUEST

RES 40344, RES 40771, RES29363

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Disclosure of Interest: Cr Burton

Nature of Interest: Impartiality Interest as committee member on Shark Bay Speedway Inc committee

Disclosure of Interest: Cr Laundry

Nature of Interest: Impartiality Interest as a member of the Shark Bay Bowling Club committee

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as Secretary for the Shark Bay Pistol Club

Moved Cr Ridgley

Seconded Cr Bellottie

Council Resolution

That Council:-

- 1. Charge the Shark Bay Bowling Club an amount of \$150 for the 2019/2020 financial year in accordance with its lease agreement; and**
- 2. Charge the Shark Bay Speedway Club an amount of \$150 for the 2019/2020 financial year in accordance with its lease agreement.**
- 3. Charge the Shark Bay Pistol Club an amount of \$150 for the 2019/2020 financial year in accordance with its lease agreement.**

6/0 CARRIED

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Background

Council has in place lease agreements with the Shark Bay Bowling Club, the Shark Bay Speedway Club and the Shark Bay Pistol Club which provides for Council to impose lease payments for the use of the land on an “on demand” basis.

Therefore, each year Council needs to determine whether the payment should be charged. Over the last 14 years charges have been applied as follows:

| Year | Shark Bay Speedway | Shark Bay Bowling Club | Shark Bay Pistol Club |
|---------|--------------------|------------------------|-----------------------|
| 2018-19 | Paid | Paid | Paid |
| 2017-18 | Paid | Paid | Paid |
| 2016-17 | Paid | Paid | N/A |
| 2015-16 | Paid | Paid | N/A |
| 2014-15 | Paid | Paid | N/A |
| 2013-14 | Waived | Waived | N/A |
| 2012-13 | Not Raised | Not Raised | N/A |
| 2011-12 | Not Raised | Not Raised | N/A |
| 2010-11 | Paid | Paid | N/A |
| 2009-10 | Paid | Paid | N/A |
| 2008-09 | Paid | Paid | N/A |
| 2007-08 | Paid | Paid | N/A |
| 2006-07 | Paid | Paid | N/A |
| 2005-06 | Paid | Paid | N/A |

Legal Implications

There are no legal implications associated with this item. Leases are in place with these organisations.

Policy Implications

There are no policy implications associated with this item.

Financial Implications

The imposition of these charges will generate an increase in revenue of \$450 which has been included in the 2019/2020 budget.

Strategic Implications

There are no strategic implications associated with this report.

Risk Management

This item is low risk as the lessees have existing leases in place.

Voting Requirements

Simple Majority Required

Signatures

Author
Chief Executive Officer
Date of Report

A Pears
P Anderson
24 June 2019

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15.2 INFRINGEMENT – MONKEY MIA JETTY
LE00011

AUTHOR
Chief Executive Officer

DISCLOSURE OF ANY INTEREST
Nil

Officer Recommendation
That Council:

Option 1
Request the administration to withdraw infringement # O-FM-17710 and advise Mr Morgan that no further action will be taken in regard to this matter.

OR

Option 2
Refuse the request to withdraw infringement O-FM-17710 and instruct the administration to advise Mr Morgan that the infringement is due and payable and to take the necessary action to further prosecute the infringement if required.

Moved Cr Ridgley
Seconded Cr Fenny

Council Resolution

That Council:

Request the administration to withdraw infringement # O-FM-17710 and advise Mr Morgan that no further action will be taken in regard to this matter.

5/1 CARRIED

BACKGROUND

On the 4 June 2019 infringement # O-FM-17710 was issued to a vessel that was moored to the Monkey Mia jetty in Excess of the two hour limit in breach of the Shire of Shark Bay Local Government Property Local Law part 7 Monkey Mia jetties and Boat Ram section 7.3(1)(c)(iii).

The infringement was identified by the ranger utilising the CCTV equipment located at Monkey Mia.

COMMENT

Mr Jamie Morgan has sent an email on 25 June 2019 requesting that this infringement be considered by Council.

Dear Paul

I have received an infringement for extended use of the jetty at Monkey Mia on the 27 April 19 During this time I was loading our pearl farm pontoon with 40 tonnes of equipment to service a contract for the oyster farm at Bush Bay .

It is simply impossible to load the pontoon with that much equipment in the 3 hour time limit given to use the jetty .

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It is also impractical as I have tides to deal with that make it harder to load the pontoon which then makes it unsafe .
Leaving the jetty and then returning later to gap the time is also not an option with the size and weights I am dealing with .
I understand why these rules have been put in place but unfortunately they just don't suit some commercial operator's needs .

Could you please present this letter to council for consideration to have the jetty infringement revoked.

Thankyou Jamie Morgan

LEGAL IMPLICATIONS

The infringement has been issued in accordance with the Shire of Shark Bay Property Local Law part 7 Monkey Mia jetties and Boat Ram section 7.3(1)(c)(iii)

7.3 When vessels may be moored

- (1) Without the prior written authorisation of the local government, a person in control of a vessel may moor the vessel to the commercial jetty if –
- (a) the vessel is in distress, and then only –
 - (i) to effect the minimum repairs necessary to enable the vessel to be moved elsewhere;
 - (ii) the vessel is moored to the side of the jetty; and
 - (iii) is not deemed to be obstructing in accordance with clause 7.5;
 - (b) the vessel is not a commercial vessel, and –
 - (i) the embarking or disembarking of passengers is in progress;
 - (ii) is not deemed to be obstructing in accordance with clause 7.5;
 - (iii) the vessel is moored for no longer than 30 minutes; and
 - (iv) a period of more than 30 minutes has passed since the vessel last departed the jetty;
 - (c) the vessel is a commercial vessel other than a fishing vessel, and –
 - (i) the person has made payment of berthing fees imposed in accordance with clause 7.4;
 - (ii) is not deemed to be obstructing in accordance with clause 7.5;
 - (iii) the vessel is moored for not more than two hours; and
 - (iv) a period of more than one hour has passed since the boat last cast off from the jetty.
 - (d) the vessel is a fishing vessel, and –
 - (i) the person has made payment of berthing fees imposed in accordance with clause 7.4;
 - (ii) is not deemed to be obstructing in accordance with clause 7.5;
 - (iii) for not more than two hours; and
 - (iv) a period of more than one hour has passed since the boat last cast off from the jetty.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

The modified penalty for the infringement is \$500.00.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council.

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Chief Executive Officer

P Anderson

Date of Report

25 June 2019

O-FM-17710 / LE00011
Paul Anderson

04 June 2019

BLUE LAGOON PEARLS
PO BOX 437
DENHAM WA 6537

Dear Jamie

Infringement Notice

It is alleged that on 27 April 2019 from 12:05:30 to 17:15:07 your vessel Pontoon exceeded the time that is allowed by the Local Government Property Local Law Part 7 - Monkey Mia Jetties and Boat Ramp by 3 hours and 4 minutes.

In accordance with the Local Law please find attached Infringement Notice No. O-FM-17710.

For your information I can advise that the Council at the ordinary meeting held in February 2019 resolved the following:

That Council consider the application of the Shire of Shark Bay Local Government Property Local Law part 7 Monkey Mia Jetty clause 7.3 when Vessels may be moored and instruct the administration not to consider any applications for mooring at the Monkey Mia jetty in excess of the two hour limit and that any disputed infringements issued for mooring over this limit are to be presented to Council for consideration.

If you require any further information relative to the above, please contact Paul Anderson, Chief Executive Officer on (08) 99 481 218 or email ceo@sharkbay.wa.gov.au .

Yours sincerely

Paul Anderson
Chief Executive Officer

26 JUNE 2019

O-FM-17710 / LE00011

Local Government Act 1995

Shire of Shark Bay Local Government Property Local Law

INFRINGEMENT NOTICE

Date: 04 June 2019

SHIRE OF SHARK BAY

To:

BLUE LAGOON PEARLS

Of:

PO BOX 437

DENHAM WA 6537

It is alleged that on 27 April 2019 from 12:05:30 to 17:15:07 your vessel Pontoon exceeded the time that is allowed by the Local Government Property Local Law Part 7 - Monkey Mia Jetties and Boat Ramp by 3 hours and 4 minutes.

Section 7.3(c)(iii) of the *Shire of Shark Bay Local Government Property Amendment Local Law 2015* states:

7.3 WHEN VESSELS MAY BE MOORED

- (1) Without the prior written authorisation of the local government, a person in control of a vessel may moor the vessel to the commercial jetty if –
- (c) the vessel is a commercial vessel other than a fishing vessel, and –
 - (iii) the vessel is moored for not more than two hours

The modified penalty for the offence is \$500 and is due 28 days from the date the infringement is issued.

If you do not wish to have a complaint of the alleged offence heard and determined by a court, the amount of the modified penalty may be paid to an authorised person at 65 Knight Terrace, Denham, within a period of 28 days after the giving of this notice.

Signature.....

Paul Anderson

Chief Executive Officer

26 JUNE 2019

Council staff and the one visitor in the gallery left the Council Chamber at 4.41pm

16.0 MATTERS BEHIND CLOSED DOORS

Moved Cr Fenny
Seconded Cr Burton

Council Resolution

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

6/0 CARRIED

16.1 MANAGEMENT CONDITIONS OF RESERVE 50101 EDEL LOCATION 106 RES 50101

Author
Chief Executive Officer

Disclosure of Any Interest
Disclosure of Interest: Cr Bellottie
Nature of Interest: Financial Interest as a Director of Malgana Aboriginal Corporation

Cr Cowell invited Cr Bellottie to speak about the item before he left Council Chamber.
Cr Bellottie spoke about the item and then left the Council Chamber at 4.47pm

Moved Cr Fenny
Seconded Cr Burton

Council Resolution

That the confidential report by the Chief Executive Officer regarding the management conditions of Reserve 50101 Edel Location 106 be considered and that Council provide direction to the administration.

5/0 CARRIED

Moved Cr Burton
Seconded Cr Fenny

Council Resolution

That Council note the agreement of the Malgana Aboriginal Corporation Board of Directors to the location of an 1.5 ha area of land as depicted on the attached map,(boundary with Reserve 1686, 10 metre road frontage to Monkey Mia Road, 74 metre beach frontage) to be set aside on Reserve 50101 in accordance with the Management Order for the Reserve purposes of Aquaculture and Associated Tourism.

5/1 CARRIED

Cr Bellottie returned to the Council Chamber at 4.55 pm

MINUTES OF THE ORDINARY COUNCIL MEETING

26 JUNE 2019

Moved Cr Ridgley
Seconded Cr Burton

Council Resolution

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

5/0 CARRIED

At 4.56pm the President read aloud the Council decision that had been taken during the time the meeting was closed to the public in accordance with Council's Local Laws relating to Standing Orders clause 12.7(3)(a)(b)(c)(d)(e).

17.0 DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 31 July 2019, commencing at 3.00 pm.

18.0 CLOSURE OF MEETING

As there was no further business the President closed the Ordinary Council meeting at 4.57pm.