

# Shire of Shark Bay

## Minutes of the Ordinary Council meeting held on the 27 July 2016



Dirk Hartog Voyage of Discovery Event  
21 – 25 October 2016



27 JULY 2016



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## MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

The minutes of the Ordinary meeting of the Shark Bay Shire Council held in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham on 27 July 2016 commencing at 3.00 pm.

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MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

**1. DECLARATION OF OPENING**

The President declared the meeting open at 3.00pm

**2. RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED**

**ATTENDANCES**

Cr C Cowell	President
Cr K Capewell	Deputy President
Cr L Bellottie	
Cr K Laundry	
Cr G Ridgley	
Cr B Wake	

Mr P Anderson	Chief Executive Officer
Ms C Wood	Executive Manager Finance and Administration
Ms L Butterly	Executive Manager Community Development
Mr B Galvin	Works Manager
Mrs R Mettam	Executive Assistant

**APOLOGIES**

Cr M Prior	Leave of Absence granted OCM 29 June 2016 Item 5.1
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**VISITORS**

Mr G Lockyer and Mrs I Lockyer

**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE**

There are no previous public questions on notice.

**4. PUBLIC QUESTION TIME**

The President opened Public Question Time at 3.00pm and as there were no questions from the public the President closed Public Question Time at 3.00pm

**5. APPLICATIONS FOR LEAVE**

There are no applications for leave presented.

**6. PETITIONS**

There were no petitions presented to Council.

**7. CONFIRMATION OF MINUTES**

**7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 29 JUNE 2016**

Moved	Cr Laundry
Seconded	Cr Ridgley

**Council Resolution**

**That the minutes of the Ordinary Council meeting held on 29 June 2016, as circulated to all Councillors, be confirmed as a true and accurate record.**

**6/0 CARRIED**

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

7.2 CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 13 JULY 2016

Moved Cr Capewell  
Seconded Cr Wake

**Council Resolution**

**That the minutes of the Special Council meeting held on 13 July 2016, as circulated to all Councillors, be confirmed as a true and accurate record.**

**6/0 CARRIED**

8. **ANNOUNCEMENTS BY THE CHAIR**

There were no announcements made by the President.

9. **PRESIDENT'S REPORT**

GV00002

Council Committee Membership

Member	Audit Committee
Member (Chair)	Western Australian Local Government Association Country Zone – Gascoyne Region Development Assessment Panel
Member	Shark Bay 2016 Commemoration Advisory Committee
Member (Chair)	Shark Bay 2016 Commemoration Advisory Committee
Deputy Delegate	Works Committee
Deputy Delegate	Gascoyne Regional Collaboration Group
Deputy Delegate	The Aviation Community Consultation Group

Other Committee Membership

Member	Gascoyne Development Commission Board
Member (Chair)	Gascoyne Development Commission Audit and Risk Sub-Committee
Acting Chair	Ningaloo-Shark Bay National Landscapes Steering Committee
Member (Chair)	Local Emergency Management Committee
Member	Gascoyne Tourism Board
Delegate	Western Australian Local Government Association – State Council

Meeting Attendance

2 June- 12 July 2016	On leave – nil report
13 July	Met with Northampton Shire representatives – Re proposal for coastal track
13 July	Special Council meeting Budget adoption

Signatures

Councillor	<i>Councillor Cowell</i>
Date of Report	18 July 2016

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Moved Cr Laundry  
Seconded Cr Wake

**Council Resolution**

**That the President's activity report for July 2016 be received.**

**6/0 CARRIED**

**10. COUNCILLORS' REPORTS**

10.1 Cr Prior  
GV00006

Committee Membership

Member	Audit Committee
Member	Shark Bay Commerce and Tourism Committee
Member	Shark Bay Arts Council
Member	The Aviation Community Consultation Group
Deputy Member	2 <sup>nd</sup> Deputy for Works Committee

Meeting Attendance

4 July 2016	Shark Bay Arts Council meeting
5 July	Shark Bay Commerce & Tourism Committee "Bubbles in the Bay"
13 July	Meeting with Northampton Council & Midwest Development Commission
13 July	Special Council meeting

Signatures

Councillor	<i>Councillor Prior</i>
Date of Report	16 July 2016

Moved Cr Wake  
Seconded Cr Capewell

**Council Resolution**

**That Councillor Prior's July 2016 report on activities as Council representative be received.**

**6/0 CARRIED**

10.2 Cr Bellottie  
GV00010  
Nil report for the July 2016 Ordinary Council meeting.

10.3 Cr Capewell  
GV00005

Committee Membership

Member	Works Committee
Member	Audit Committee
Deputy Delegate	Shark Bay Marine Facilities Management Committee
Deputy Delegate	Regional Road Group
Deputy Delegate	Gascoyne Zone of Western Australian Local Government Association

MINUTES OF THE ORDINARY COUNCIL MEETING

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Meeting Attendance

13 July 2016

Attended the meeting with the Shire of Northampton  
Attended the Special Council meeting

Signatures

Councillor

*Councillor Capewell*

Date of Report

19 July 2016

Moved            Cr Laundry  
Seconded       Cr Wake

Council Resolution

**That Councillor Capewell's July 2016 report on activities as Council representative be received.**

**6/0 CARRIED**

10.4 Cr Ridgley

GV00008

Nil report for the July 2016 Ordinary Council meeting.

10.5 Cr Laundry

GV00013

Nil report for the July 2016 Ordinary Council meeting.

10.6 Cr Wake

GV00007

Committee Membership

Member	Works Committee
Member	Audit Committee
Member	Gascoyne Regional Road Group
Member	Development Assessment Panel

Meeting Attendance

23 June 2016

24 June

29 June

13 July

27 July

Dinner at Upper Gascoyne Shire, Gascoyne Junction  
Western Australian Local Government Association Gascoyne  
Zone Meeting and the Regional Road Group Meeting, both at  
Gascoyne Junction.  
Ordinary Council Meeting.  
Joint Meeting with Shire of Northampton regarding proposed  
road link from Kalbarri to Useless Loop Road.  
Shire of Shark Bay 2016/2017 Draft Budget Meeting.  
Shire of Shark Bay Asset Management Plan 2016  
Ordinary Council Meeting.

General Matters

Good rainfall events in the pastoral area have occurred. After a significant local storm at Boolardy Station there is now a small flow of water in the Murchison River.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

Signatures

Councillor

*Councillor Wake*

Date of Report

19 July 2016

Moved Cr Bellottie

Seconded Cr Laundry

**Council Resolution**

**That Councillor Wake's July 2016 report on activities as Council representative be received.**

**6/0 CARRIED**

The President approved the presentation of urgent business item 19.1 Application for Service Station and Accommodation Units on Lot 3 North West Coastal Highway, Wannoo and advised that the item would be brought forward and dealt with next.

19.1 APPLICATION FOR SERVICE STATION AND ACCOMMODATION UNITS ON LOT 3 NORTH WEST COASTAL HIGHWAY, WANNOO  
P2027

AUTHOR

Liz Bushby

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Gray and Lewis

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 Wake

Nature of Interest: Proximity Interest as neighbouring property

Cr Wake left the Council Chamber at 3.08 pm

Moved Cr Laundry

Seconded Cr Capewell

**Council Resolution**

**That Council:**

**1. Approve the application for a service station and short term accommodation on Lot 3 North West Coastal Highway subject to the following conditions:**

- (i) The revised plans lodged with this application dated 6 May 2016 shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved in writing by the Shire Chief Executive Officer.**
- (ii) This approval is issued based on a proposed landuse of 'service station' and 'short term accommodation'. The shop component of**

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the development is limited to the retail sale of petroleum products, motor vehicle accessories and goods of an incidental/convenience retail nature.

- (iii) All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land or road reserve.
- (iv) Proposed internal driveways shall be constructed (bitumen), drained and maintained to a trafficable standard to the satisfaction of the Chief Executive Officer.
- (v) Prior to commencement, the owner / applicant to upgrade and modify the existing crossover (identified as Crossover 2 in the Traffic Impact Assessment by Transcore) to accommodate triple A vehicles (up to 53.5 metres long).
- (vi) Prior to commencement, the owner /applicant to modify and upgrade the most northern existing crossover (identified as crossover 3 in the Traffic Impact Assessment by Transcore) with a suitable treatment (such as a raised median) to ensure it is only utilised by traffic to enter and egress Lot 3.
- (vii) Lodgement of a separate signage plan for separate written approval by the Chief Executive Officer which includes:
  - Proposed advertising and commercial signage for the development;
  - Signage to manage truck movements in accordance with the Traffic Impact Assessment.
- (viii) The owner to undertake adequate measures to implement the recommendations of the Traffic Management Assessment and ensure truck movements are in accordance with the Traffic Impact Assessment approved as part of this application.
- (ix) Lodgement of a Bushfire Management Plan that includes a revised '*topography and classified vegetation map*' with clear annotated separation distances between the proposed development and classified vegetation for endorsement by the Chief Executive Officer.
- (x) Lodgement of a Risk Management Plan for flammable on-site hazards within 12 months from the issue of a building permit or an alternative time period agreed to in writing by the owner and Shire Chief Executive Officer.
- (xi) Installation of a dedicated concrete or metal 10,000 litre fire fighting water tank / supply to be maintained at the designated capacity at all times. The tank is to be fitted with a full flow gate valve and a 50mm or 100mm cam lock coupling of metal/alloy

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construction in accordance with Appendix 6 of the Bushfire Management Plan.

- (xii) A trafficable turnaround area suitable for a 3.4 appliance to be constructed and maintained within 3 metres of the water supply tank (required under Condition (xi)).
  - (xiii) Maintenance of a low fuel Asset Protection Zone within the lot boundaries at all times.
  - (xiv) The owner to lodge a written undertaking to the local government that:
    - Outlines a maintenance procedure for the fire fighting water tanks and;
    - Any future prospective purchasers will be provided with a copy of this planning approval and the Bushfire Management Plan.
  - (xv) The owner to provide a trafficable informal carparking area adjacent to the proposed accommodation units capable of accommodating 16 cars at any one time (to service guests).
  - (xvi) The development must be substantially commenced within the period of 2 years commencing from the date of this planning approval.
2. That the applicant be advised of the following through imposition of footnotes on the development approval:
- (a) Planning approval is not approval to commence works. You are required to lodge a separate Building Permit application prior to any on site works or construction. Please note that the Bushfire Management Plan only included indicative Bushfire Attack Levels and did not include a Bushfire Attack Level Certificate.
  - (b) In regards to Conditions (v) and (vi), please be advised that you need to lodge an *'application to construct works in the road reserve'* to Main Roads WA. All works within the North West Coastal Highway requires separate approval by Main Roads WA.  
  
The applicant is advised that the Shire has approved the Traffic Impact Assessment by Transcore and it forms part of this planning consent.
  - (c) In regards to condition (vii), the Shire notes that the Traffic Impact Assessment identifies that heavy vehicles can utilise existing crossovers (No 1 and 2). The owner needs to erect sufficient signage on site to:
    - Make it clear to heavy vehicle drivers that there is no entry to crossover 3 from the Highway and that it is for light vehicles only.
    - Sign post crossover 3 as a no exit for heavy vehicles as it is for light vehicles only.

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- **Use clear signage that will direct heavy traffic to the diesel bowser and assist to manage the truck movements as per the Traffic Impact Assessment.**
  
- (d) **In regards to Condition (ix) the applicant is advised that the Bushfire Management Plan is generally supported and will be formally endorsed by the Shire once a revised 'topography and classified vegetation map' is provided. The map should show annotated distances between proposed buildings 1-4 (for short term accommodation) and the vegetation classifications to more clearly demonstrate compliance with the distances outlined in Table 5.3.1 and compliance with the required minimum separation distances outlined in Table 7.2.1 of the Bushfire Management Plan.**
  
- 3. **Note that the Bushfire Management Plan has been supported by the Department of Fire and Emergency Services and authorise the Chief Executive Officer to formally endorse the Bushfire Management Plan once it has been revised to meet Condition (ix).**
  
- 4. **Note the submission by Main Roads WA (Attachment 2) and authorise the Chief Executive Officer to write to Main Roads A and request that they review traffic management for Wannoo townsite by considering the following actions:**
  - (a) **Reduced speed limit to minimise potential conflict between high speed through traffic on the North West Coastal Highway and trucks/ cars pulling onto the Highway at lower speeds to egress businesses on Lots 2 and 3.**
  
  - (b) **Limit entry and egress points into the Main Roads rest area adjacent to the Highway in Wannoo to minimise ad-hoc traffic movements between the rest area and the Highway.**
  
  - (c) **Consider appropriate signage and other mitigation measures to address the concerns raised in the submission by Nerren Nerren Pastoral Company on the recent planning application for a service station and short term accommodation on Lot 3 North West Coastal Highway.**
  
- 5. **Note the submissions and adopt the officer recommendation in Attachment 3.**
  
- 6. **Authorise Gray & Lewis to establish a Bushfire Management Plan register for the Shire (for record keeping purposes) and refer a final copy of the Bushfire Management Plan to the local fire brigade and the Shire Building Surveyor for information.**
  
- 7. **Notify all submitters of the Council decision.**

**5/0 CARRIED**

Cr Wake returned to the Council Chamber at 3.14pm

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BACKGROUND

- **Zoning**

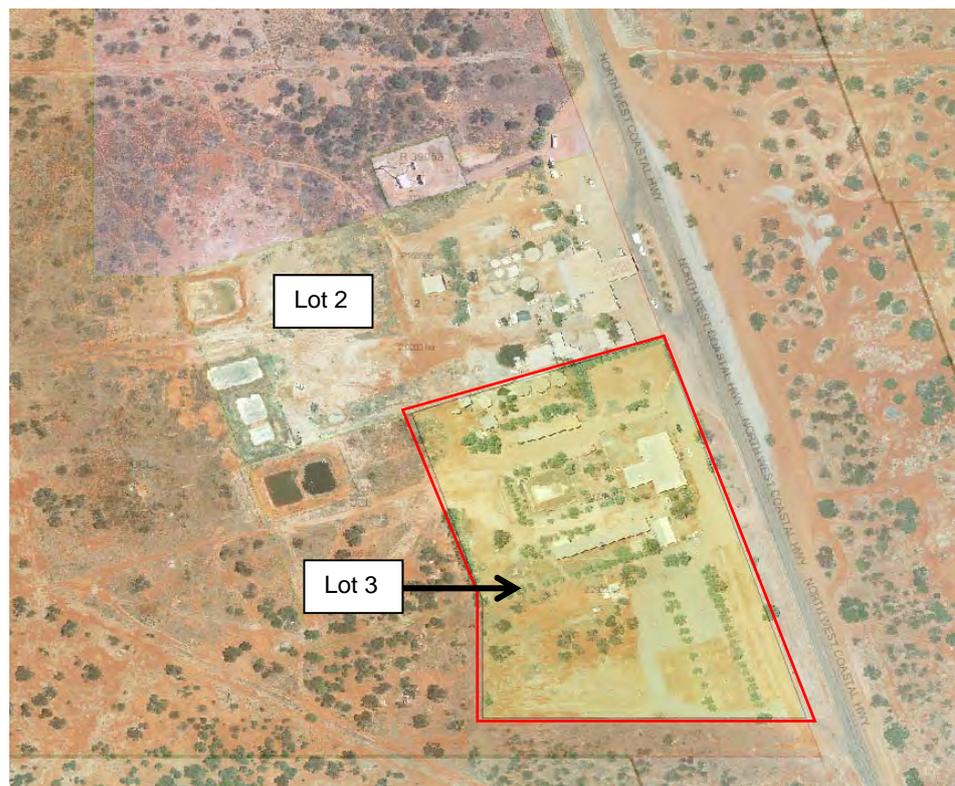
Lot 3 is zoned 'Special Use' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme').

Under Schedule 4 of the Scheme the Special Use zone applicable to Lot 3 allows for roadhouse, limited short term accommodation, wayside hotel, caravan park, service station, bulk fuel depot, shop, restaurant and transport depot (with Council approval).

- **Existing Development**

Lot 3 has been developed with the Billabong Homestead Hotel Motel which operates as a tavern / restaurant. There are existing short term accommodation units and a caravan park on the lot.

Adjacent Lot 2 has been developed with the Billabong Roadhouse and short term accommodation.



Source: Landgate Aerial circa 2012

COMMENT

- ***Description of proposed development***

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The application is summarised below:

- (a) A fully bituminised and bunded 24 hour fuel station consisting of 2 multi fuel bowzers (diesel, unleaded and high octane) and 1 high flow diesel bowser.

The light vehicle and heavy vehicle bowzers are separated to minimise potential traffic conflict within the site.

- (b) All bowzers will be connected to a card operated OPT management system (eg self fuelling).
- (c) There will be two (58 kilolitre) self bunded above ground tanks for fuel storage. The tanks will be setback 18 metres from the front lot boundary.
- (d) A 12m x 3m open floor transportable building proposed to be used as a fuel pay station / shop. The building will be immediately adjacent and south of the existing homestead – refer elevation below.



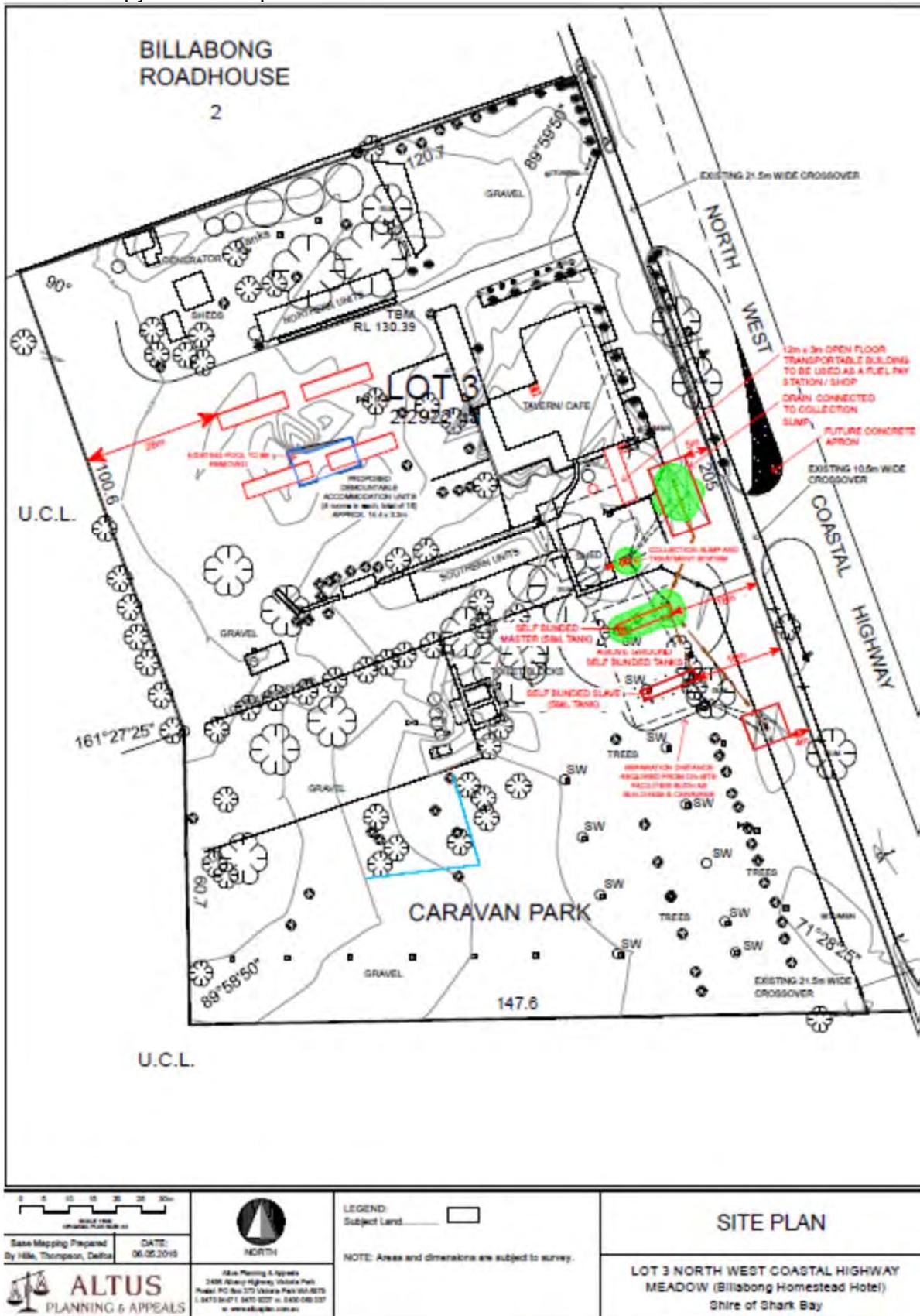
- (e) Four transportable buildings to the west of the existing tavern/ café which are proposed for short term accommodation. Each building will contain 4 rooms therefore a total of 16 rooms are proposed – refer example photograph below.

The transportable buildings will be located to the rear of the tavern and setback 28 metres from the rear lot boundary.



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A copy of the site plan as below.



Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

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- **Proposed landuses**

As outlined in the background section of this report, the Special Use zone applicable to Lot 3 specifically allows for a 'service station' and 'short term accommodation'.

A 'service station' is defined under the Scheme as '*means premises used for:*

*a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental/convenience retail nature; and*

*b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles, but does not include premises used for a transport depot, panel beating, spray painting, major repairs or wrecking'.*

The Scheme defines 'short term accommodation' as '*means two or more detached dwellings, chalets or similar, on one lot let for holiday purposes, none of which is occupied by the same tenant for continuous period of more than four months.'*

- **Traffic Impact Assessment**

The applicant was requested to address traffic management and has lodged a Traffic Impact Assessment by Transcore.

The aim of the Traffic Impact Assessment is to estimate the traffic which will be generated by the proposal and evaluate the traffic pattern on the surrounding road network. The Traffic Impact Assessment examines traffic patterns, trip rates, truck movements and crossovers.

- **Crossovers**

There are three existing crossovers connecting Lot 3 to the North West Coastal Highway which are proposed to be retained. The central 10.5 metre crossover is proposed to be widened to accommodate trucks up to 53.5 metres in length.



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The Traffic Impact Assessment states that A triple vehicles will enter and egress the site using crossovers 1 and 2 only. The proposed diesel bowser will be located between crossovers 1 and 2.

- **Truck Movement Plan**

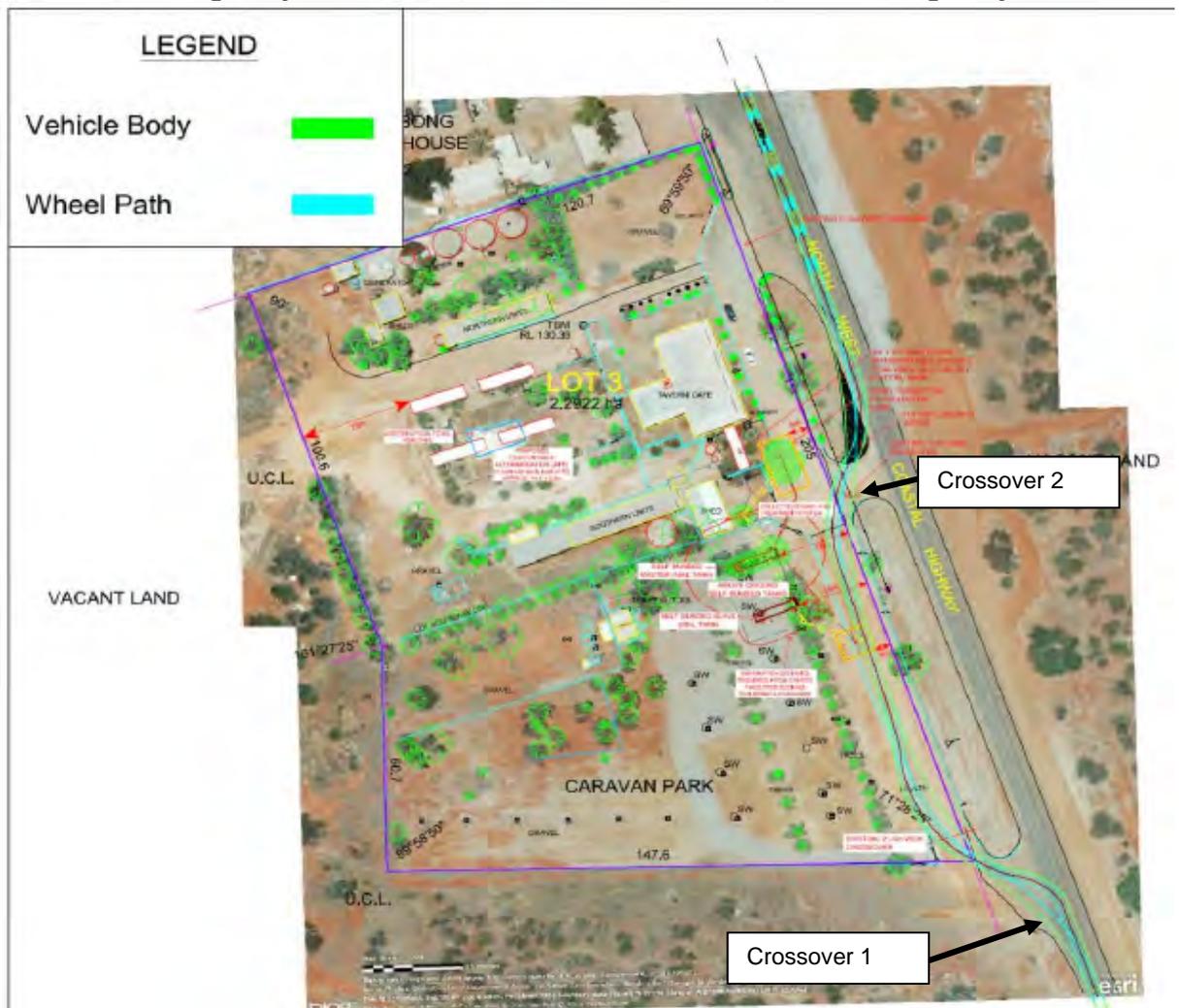
The Traffic Impact Assessment includes truck movement plans demonstrating that heavy vehicles can access the lot using existing crossovers.

The truck movement plans are included in this report for ease of reference.

As the truck movements are to be limited to Crossovers 1 and 2, it is recommended that signage be required to clearly identify that crossover 3 is for light vehicles only and there is no entry/egress for heavy or triple A vehicles.

It is also recommended that a condition be imposed requiring widening of crossover 2 to accommodate larger vehicles consistent with the recommendation of the Traffic Impact Assessment.

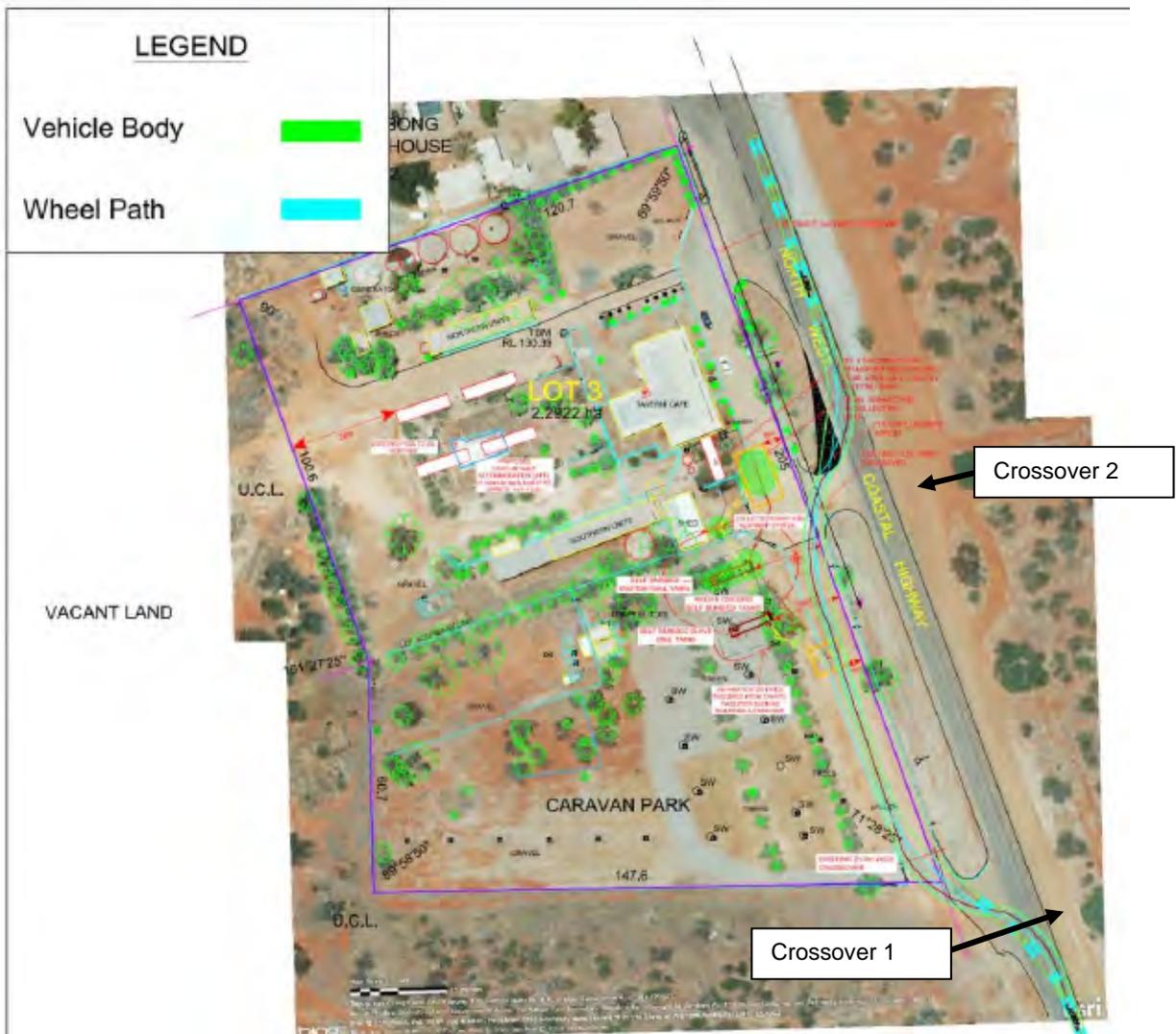
**Truck Movement Plan showing left turn entry from crossover 1 on North West Coastal Highway and left turn exit from crossover 2 onto the Highway**



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Source: Transport Impact Assessment by Transcore

**Truck Movement Plan showing left turn entry from crossover 2 on North West Coastal Highway and left turn exit from crossover 1 onto the Highway**



Source: Transport Impact Assessment by Transcore

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Service vehicles, including fuel tankers, are expected to access the site no more than 2-3 times per week and generally outside of peak activity periods.

- **Traffic**

The Traffic Impact Assessment has sourced existing traffic data through Main Roads Western Australia. The North West Coastal Highway carried average 5 weekdays and average 7 weekday/ weekend traffic flows of 1,175 vehicles per day and 1,229 vehicles per day north of Nerren Nerren in June 2015. These counts were collected in school holidays so included additional holiday traffic.

The same Main Roads WA data indicates 27.1% heavy vehicles on the Highway.

The Traffic Impact Assessment notes that 100% of the trips using the proposed service station are assumed to be from existing passing trade. This means the service station is not expected to generate any additional traffic as it simply relies on existing traffic that is already passing through on the Highway.

The Traffic Impact Assessment estimates that the redevelopment would conservatively generate a total of 839 vehicles per day with 91 vehicles per day during the peak critical hour. This takes into account cross trade within the site.

The Traffic Impact Assessment concludes that *'the proposed redevelopment is anticipated to have minimal impact on traffic operation of North West Coastal Highway'*.

- **Main Roads WA recommendations**

North West Coastal Highway falls under the care and control of Main Roads WA. The application was referred to Main Roads WA for comment – as per attachment # 2 below.

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Enquiries: Mark Willson on 08 9956 1234  
Our Ref: 05/7802, D16#351679  
Your Ref: 100840

20 July 2016

Liz Bushby  
Gray & Lewis Landuse Planners  
Suite 5, 2 Hardy Street  
South Perth WA 6151

By email: [liz@graylewis.com.au](mailto:liz@graylewis.com.au)

Dear Ms Bushby

**Proposed Service Station and Accommodation Units on Lot 3 North West Coastal Highway, Meadow**

Thankyou forwarding on the letter from Transcore on the 28 June 2016, which was in response to Main Roads comments on the development application and Traffic Impact Assessment. The response also included a revised development plan.

Following on from receiving the response from Transcore, Main Roads discussed the items in the response with Transcore and the Shire in order consider further what the Traffic impact Assessments should identify as outlined in the WAPC Transport Assessment Guideline.

Main Roads is able to support the development on condition that the items below are included in the Traffic Impact Assessment;

1. A suitable treatment is developed to prevent vehicles from using the combined crossover between lot 2 and 3 to travel between the existing road house and tavern / café. The treatment shall be in the form of a raised median and be designed to accommodate the existing traffic that uses the crossover to access lot 2 and lot 3.
2. The report identifies how vehicles can safely travel between the lot 2 and lot 3. Main Roads previous comment was that it considered an internal road linking the two lots may be a solution. This is understood to be an item that may require Council and Main Roads support.

After the Development Application and Traffic Impact Assessment has been successfully completed, the following items shall need to be included on a plan and submitted with attached an 'application to construct works in the road reserve' in order for Main Roads to provide approval;

1. A Suitable treatment as defined in condition 1.
2. Seal between crossovers 1 (southern) and 2 (middle).
3. If the pedestrian footpath is located in the road reserve as indicated on the development plan, it shall need to be well delineated in order to provide safe access between lot 2 and 3.
4. The widening of crossover 2 (middle) for road train turning movements only. The concrete apron proposed shall be raised with a mountable kerb around its edge in order to ensure smaller vehicles enter and exit the road in the correct manner,

Main Roads Western Australia  
Mid-West Gascoyne  
Geraldton Office, Eastward Road, PO Box 165, Geraldton WA 6531  
Cairnvarn Office, 470 Robbison Street, PO Box 480, Cairnvarn WA 6701

Website: [mainroads.wa.gov.au](http://mainroads.wa.gov.au)  
Email: [enquiries@mainroads.wa.gov.au](mailto:enquiries@mainroads.wa.gov.au)  
Telephone: (08) 9956 1200  
Facsimile: (08) 9956 1240

## MINUTES OF THE ORDINARY COUNCIL MEETING

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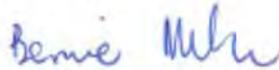
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The development submission, consideration of the WAPC Transport Assessment Guidelines and discussions with Transcore and the Shire planner resulted in Main Roads completing a preliminary review of the State road that passes through the Wannoo Townsite. Main Roads appreciates discussions with Transcore and the Shire, which have identified items for Main Roads to consider further, in order to ensure the safe and efficient options of the state road;

1. Width of the Billabong Service Station crossovers.
2. Width of lot 7 and R31285 crossover
3. R31285 informal access
4. Providing clear points of access to the rest area on the east side of the road, with the road reserve.

If you would like any further information please contact Mark Willson on 08 9956 1234

Yours sincerely



Bernie Miller  
**Regional Manager**  
**Mid West-Gascoyne Region**

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Main Roads WA has advised that they can support the development on condition that two items are included in the Traffic Impact Assessment:

Item 1. A suitable treatment is developed to prevent vehicles from using the combined crossover between Lot 2 and 3 to travel between the road house and the tavern/café. The treatment should be in the form of a raised medium and be designed to accommodate the existing traffic that uses the crossover to access Lot 2 and 3.

Officer Comment: It appears that Main Roads WA has concerns as traffic is informally using the road reserve / verge areas to travel between the businesses on Lot 2 and Lot 3. This is largely an existing situation however it is recognised that the proposed service station may result in increased use of crossovers and Main Roads concerns likely relate to traffic safety.

There may be conflict between traffic using the informal verge area to access both lots and traffic trying to enter Lot 3 from the Highway. Instead of requiring a revised Traffic Impact Assessment, Gray & Lewis simply recommends a condition requiring modification of the existing crossover (No 3) into Lot 3.

Item 2. The report identifies how vehicles can safely travel between Lot 2 and Lot 3. Main Roads previous comment was that it considered an internal road linking the two lots may be a solution. This is understood to be an item that may require Council and Main Roads support.

Officer Comment: It would not be valid to include this as a planning condition for the following reasons -

- (a) The proposed development is not reliant on a new internal access connecting with adjacent Lot 2 to the north. The Traffic Impact Assessment concludes that the existing crossovers (with modification) can adequately service the proposed development.
- (b) Any shared internal access connecting Lot 2 and 3 requires agreement between both landowners. It would not be fair or reasonable to impose a condition reliant on a third party approval (ie the owner of Lot 2).

Gray & Lewis previously discussed this matter with Main Roads WA and advised it would not be reasonable to impose any requirements for a shared internal access between the 2 lots in the absence of a strategic access plan / local planning policy.

It should be noted that Main Roads WA approval is required for any works in the road reserve.

- **State Planning Policy 3.7 - Planning in Bushfire Prone Areas**

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website. The proposed development is within an identified Bushfire Prone Area.

Service stations are identified as a high risk landuse within bushfire prone areas. In accordance with State Planning Policy 3.7 any application for a high risk landuse in a bushfire prone area is to be supported by a Bushfire Management Plan to be endorsed

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by the Department of Fire and Emergency Services, and the local government. An emergency evacuation plan is also required.

A comprehensive Bushfire Management Plan and Emergency Evacuation plan was lodged in support of the application.

The Bushfire Management Plan identifies and classifies all vegetation within 100 metres of Lot 3. Surrounding vegetation was classified predominantly as 'scrub' and 'grassland'.

A Bushfire Attack Level contour map identifies that some portions of Lot 3 are within 'flame zone'.

All proposed development subject of this application (including the service station and short term accommodation) is within an area with a lower Bushfire Attack Level of Bushfire Attack Level 12.5 which is acceptable. A Bushfire Attack Level 12.5 rating means the risk of radiant heat is low however there is primarily a risk of ember attack.

The Bushfire Management Plan was referred to the Department of Fire and Emergency Services. On the 15 June 2016, Department of Fire and Emergency Services confirmed in writing that the Bushfire Management Plan '*has met the requirements outlined in State Planning Policy – State Planning Policy 3.7*'.

The Bushfire Management Plan also requires endorsement by the local government.

Gray & Lewis is generally supportive of the Bushfire Management Plan however recommends that the Bushfire Management Plan only be endorsed by the Shire once:

1. The '*topography and classified vegetation map*' be revised to include clear annotated separation distances between the proposed development and classified vegetation.

Officer Comment: This will clarify where the distances have been measured on site as they need to be from the closest part of the proposed building to the nearest vegetation classification area and will more clearly demonstrate the Bushfire Attack Level outlined in Table 5.3.1 and compliance with the required minimum separation distances outlined in Table 7.2.1 of the Bushfire Management Plan.

It should be noted that both the Bushfire Management Plan and State Planning Policy 3.7 recommend a condition be placed on the Certificate of Title of Lot 3 to advise any future prospective purchaser that the site is located within a declared bushfire prone area.

Gray & Lewis has not recommended a notification as a condition as:

1. The fire mapping by Department of Fire and Emergency Services is relatively new and will continue to evolve. The existing mapping only captures a snapshot in time.
2. Any prospective purchaser will need to undertake their own due diligence.
3. A condition has been imposed requiring the owner to provide the Bushfire Management Plan to any prospective purchaser.
4. The Shire can compile a Bushfire Management Plan register for record keeping purposes.

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- **Consultation**

The application was referred to Main Roads WA and Department of Fire and Emergency Services as outlined in this report. The application was also advertised to nearby and adjacent landowners – refer Attachment 3 at the end of this report.

It is recommended that the submissions be noted however:

- A. A number of issues raised are not valid planning considerations;
- B. The applicant has substantially addressed traffic management in the Traffic Impact Assessment;
- C. Some of the issues raised do not relate to the development (eg speed limits) however warrant raising with Main Roads WA.

- **Carparking**

Carparking is at the discretion of Council. It is not considered that parking is an impediment to the proposed development having regard that the majority of customers will park at the bowser, pay and leave.

The proposed bowser bays are in effect the parking bays to service the proposed development. The lot has a sufficient area to accommodate parking on site.

LEGAL IMPLICATIONS

*Shire of Shark Bay Local Planning Scheme No 3* – Under Clause 4.7 a person must not use any land, or any structure or buildings on land, in a Special Use zone except for the purpose set out against that land in Schedule 4 and subject to compliance with any conditions set out in Schedule 4 with respect to that land.

Planning and Development (Local Planning Schemes) Regulations 2015 – Regulation 67 of the deemed provisions outlines matters that Council can have regard to including and not limited to state planning policies, the compatibility of the development with it's settings, amenity, the suitability of the land taking into bushfire risk, adequacy of egress and access,

It should be noted Regulation 67 (v) specifically excludes consideration of '*potential loss that may result from economic competition between new and existing businesses*'.

POLICY IMPLICATIONS

There are no policy implication relative to this report.

FINANCIAL IMPLICATIONS

The Shire pays Gray & Lewis consultancy fees for planning advice.

STRATEGIC IMPLICATIONS

No changes are earmarked for this area under the Shire of Shark Bay Local Planning Strategy.

RISK MANAGEMENT

This is a low risk item for Council.

VOTING REQUIREMENTS

Simple Majority Required

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

SIGNATURES

Author

*L Bushby*

Chief Executive Officer

*P Anderson*

Date of Report

23 July 2016

**ATTACHMENT # 3**

<b>SCHEDULE OF PUBLIC SUBMISSIONS</b>			
<b>Name/Address of Submitter</b>	<b>Summary of Submission</b>	<b>Officer Comment</b>	<b>Recommendation</b>
<p>1. Jacques Tranquile Billabong Roadhouse</p>	<p>1a. I am not in favour of this proposed development , as it has very little merit in contributing to the future needs of the township or the Shire of Shark Bay .</p> <p>1b. The reports containing average estimated trips to the township noted on the application are grossly over estimated . I am not sure where these figures were gathered but they are over stated.</p> <p>1c. The proposed bowser areas, although on private land, is actually on what is essentially being used and was approved for car parking on the original hotel application.</p> <p>1d. It also seems that this development has exposed issues in the town planning scheme in the town of Wannoo, within the Shire Of Shark Bay. The township of Wannoo was issued in 1962 , but at this stage , it would be wise for the council to hold further major development and consider the inclusion of Wannoo as a district of the Shark Bay shire and not a separate Township. Planning for a future where both the area of the current township works within a studied plan of what would benefit the total shire.</p>	<p>1a. Noted however this is not a planning consideration.</p> <p>1b. Noted. The information is based on MRWA data and traffic modelling. If figures are overstated then it caters for worst case scenario.</p> <p>1c. Historic approvals and plans for these sites have been problematical to trace, however it is considered that there is sufficient area for on site parking.</p> <p>1d. Noted. The Shire has a Local Planning Strategy endorsed by the WA Planning Commission and no changes for this area are earmarked.</p> <p>1e. Noted. The town is relatively small and remote from services, however individual business owners have opportunities to cater for passing trade.</p>	<p>That the submission be noted.</p>

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

<b>SCHEDULE OF PUBLIC SUBMISSIONS</b>			
<b>Name/Address of Submitter</b>	<b>Summary of Submission</b>	<b>Officer Comment</b>	<b>Recommendation</b>
	<p>1e. The township of Wannoo, is in the perfect strategic location to promote and further enhance the experience of the travelling public to the area of Shark Bay.</p> <p>1f. Increasing the costs of supplying fuel services in the area , through duplicating type developments, without a proper study on the affects it will have on the town of Denham, would be very short sighted.</p> <p>1g. Fuel is a big factor in roadhouses producing 50 % of their income. But the cost of fuel in running in a remote location pretty well balances this off 90% of this profit.</p> <p>1h. To increase your running costs with no real evidence of increase in traffic would reduce both sites ability to be consistent in providing good service and in providing a good quality product.</p> <p>1i. I hope the council considers the impact this would have to what is essentially the gate way to Denham, and move hold any further developments and to begin a study of the benefits that would be there for businesses and town alike, in including the township of Wannoo within the shires districts.</p>	<p>1f. Noted. Commercial competition and fuel prices are not valid planning considerations.</p> <p>1g. As per 1f.</p> <p>1h. As per 1f. It should be noted that both Lots 2 and 3 have short term accommodation available so there is some history of duplication of landuses.</p> <p>1i. Noted. This is not a planning consideration. The Shire has an obligation to assess the application based on merit.</p>	
2. Nerren Nerren	2a. The development of a service station and extra accommodation units on Lot 3 is	2a. Noted.	That the Shire authorise the Chief Executive officer to write to Main Roads WA and request

MINUTES OF THE ORDINARY COUNCIL MEETING

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<b>SCHEDULE OF PUBLIC SUBMISSIONS</b>			
<b>Name/Address of Submitter</b>	<b>Summary of Submission</b>	<b>Officer Comment</b>	<b>Recommendation</b>
<p>Pastoral Company</p>	<p>of no concern to us as owners of the surrounding pastoral lease.</p> <p>2b. We do however see problems with an increase in traffic congestion both onto and off of the highway, and also increasing the likelihood of traffic accidents and also dangerous interaction with through traffic, much of which is regular heavy transport and caravans during tourist season.</p> <p>We travel on this section of highway on a regular basis, sometimes 2-3 times a day. Over time we have been involved in some near misses.</p> <p>Previously Council requested and received Main Roads WA support to reduce the speed limit through the townsite to 90 km per hour. The speed limit should be reduced to 80 km per hour given the increase of traffic along the highway, and the increase in on off traffic at present and into the future. Binnu has an 80km per hour speed limit.</p> <p>A considerable number of trucks and caravan park along eastern and western side of the highway which can create a 'tunnel' effect. This could be addressed by no parking signs along the west of the townsite and kerbing or barrier along the east side to separate parking from the bitumen edge. There would have to be access and exits along any barrier.</p> <p>There is also a no standing access between lots 2 and 3 on the west side of the highway. This was created to allow vehicle access between Lots 2 and 3 without pulling onto the highway. At present this area is being used as parking creating a hazard with vehicles having to</p>	<p>2b. Noted. It is recommended that these broader concerns about traffic safety on the Highway be referred to Main Roads WA.</p>	<p>that they review traffic management for Wannoo townsite by considering the following actions:</p> <ol style="list-style-type: none"> <li>1. Reduced speed limit to minimise potential conflict between high speed through traffic on the Highway and trucks/cars pulling onto the Highway at lower speeds to egress businesses on Lots 2 and 3.</li> <li>2. Limit entry and egress points into the Main Roads rest area adjacent to the Highway in Wannoo to minimise ad-hoc traffic movements between the rest area and Highway.</li> <li>3. Consider appropriate signage and other mitigation measures to address the concerns raised in this submission.</li> </ol>

MINUTES OF THE ORDINARY COUNCIL MEETING

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<b>SCHEDULE OF PUBLIC SUBMISSIONS</b>			
<b>Name/Address of Submitter</b>	<b>Summary of Submission</b>	<b>Officer Comment</b>	<b>Recommendation</b>
	<p>pull onto the highway to access either business.</p> <p>The driveway in front of the caravan park is at times used as parking by heavy vehicles. These vehicles still require access to the highway or should be initially directed across the highway to the truck or heavy vehicle parking.</p>		

27 JULY 2016

**11. ADMINISTRATION REPORT**

**11.1 KALBARRI TO SHARK BAY ROAD  
RD00020**

AUTHOR

CHIEF EXECUTIVE OFFICER

DISCLOSURE OF ANY INTEREST

Nil

Moved            Cr Bellottie  
Seconded       Cr Capewell

**Council Resolution**

**That the Shire of Shark Bay support the proposal from the Shire of Northampton to seek funding from the Midwest Development and Gascoyne Development Commissions for the revision of the Kalbarri to Shark Bay Road planning study.  
6/0 CARRIED**

BACKGROUND

The concept of a road from Kalbarri to Shark Bay and Steep Point was commissioned by the Main Roads WA in October 1998.

The planning study was then undertaken by Halpern Glick and Maunsell and was finalised in April 2001. (Executive summary and brief detail attached)

The proposed road would link the Ajana- Kalbarri road in the south with Useless Loop road in the north providing access to the coast at various locations along the route, as well as other areas of tourist interest.

There were two routes originally identified, these routes were originally based upon a coastal route following a seismic line cut in the 1970s for oil exploration and an inland route along an old stock route.

Following a change of government in February 2001 the Minister for Transport did not pursue the concept of the road.

The Shire of Northampton now wishes to pursue the development of the road as a safari type road to boost tourism in the two regions, (Correspondence attached) and has requested the Shire of Shark Bay's support for the development of the road.

COMMENT

The proposed initial stages as indicated by the Northampton Shire is to obtain quotes for a revision of the original study.

It is proposed to lodge an expression of interest with both the Midwest Development Commission and the Gascoyne Development Commission to fund this revision.

## MINUTES OF THE ORDINARY COUNCIL MEETING

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If funding is forthcoming from the Development Commission's to fund the revision the Council following the completion can review the outcome and give consideration to the next course of action if required.

The agreement to seek funding for the revision of the 2001 study does not commit Council to any further development or expenditure on the proposed road at this point in time.

### LEGAL IMPLICATIONS

There are no legal implications relative to this report at this point in time.

### FINANCIAL IMPLICATIONS

The main costs at this stage will be administration costs, until such time as the cost of the original study revision of the study, and the commitment from the development commissions the financial implications from council's resources is unknown.

### STRATEGIC IMPLICATIONS

Addresses outcome 1.2 better transport services that improve connectivity and access

### RISK MANAGEMENT

There are a number of risks both financial and political associated with this concept, however this stage of the proposal is a review of a study to ascertain if the proposal is feasible. This will provide further information to enable the council to analyse any identified longer term risks and make an informed decision.

### VOTING REQUIREMENTS

Simple Majority Required

### SIGNATURES

Chief Executive Officer

*P Anderson*

Date of Report

19 July 2016

27 JULY 2016



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Our Ref: 12.1.18/OCR27713

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

Dear Paul,

**PROPOSED KALBARRI TO SHARK BAY ROAD**

I refer to our correspondence 28 January 2015 and our meeting Wednesday 13 July 2016 regarding the above proposed road.

As discussed the Northampton Shire Council wishes to pursue the development of this road as a "safari type" road to boost tourism in the two regions.

We seek your Councils support for the development of the road. The first step is to obtain quotes for a revision of the initial study undertaken on the road in 2001 and to assist in funding this revision we to jointly lodge an Expression of Interest to both the Mid West and Gascoyne Development Commissions.

Following the review of the initial study the two Councils can then determine which direction it is to take in association with other stakeholders.

My Council looks forward to your Councils favourable response and should you wish to further discuss the above please do not hesitate to contact me.

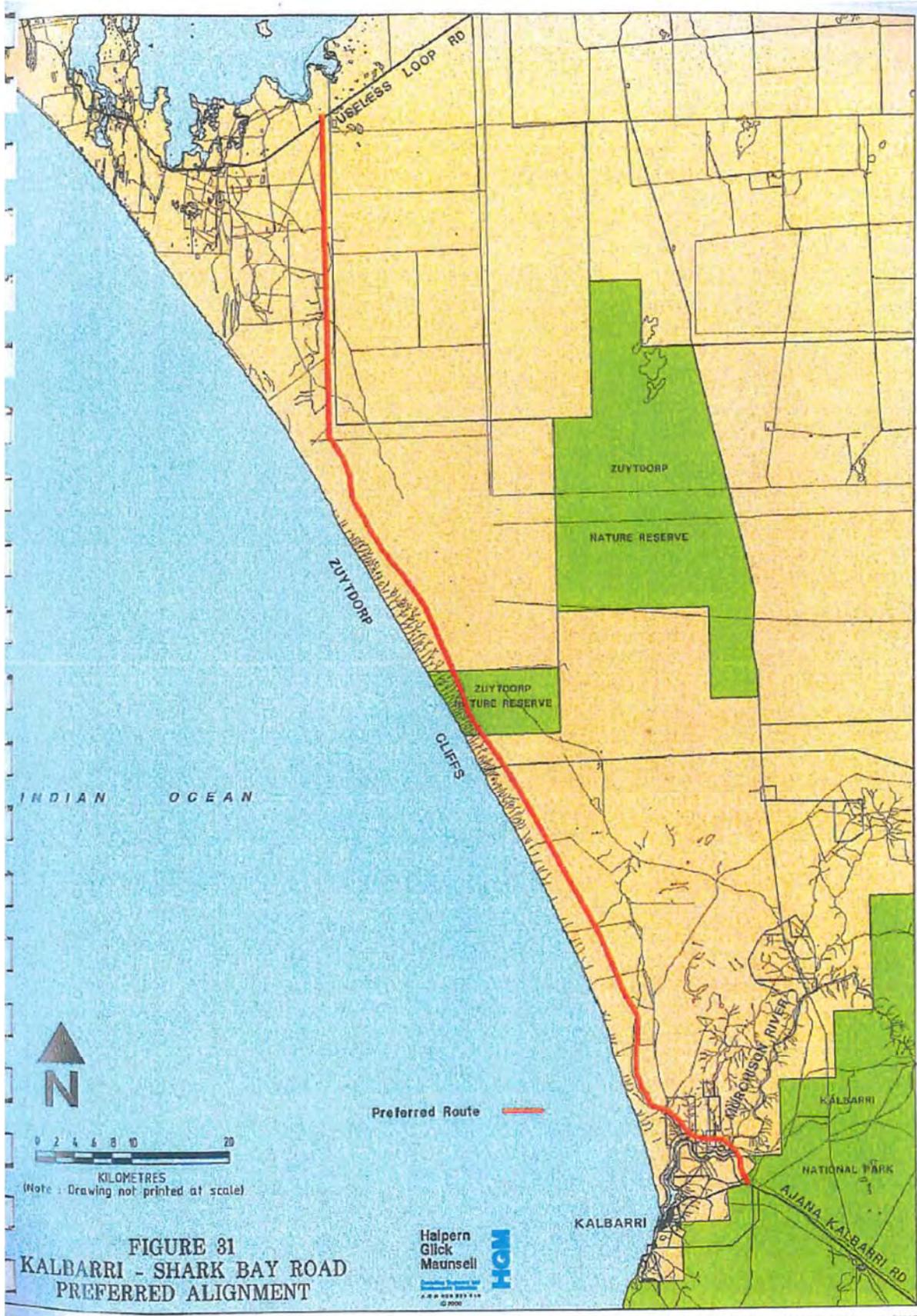
Yours faithfully

**GARRY L KEEFFE**  
**CHIEF EXECUTIVE OFFICER**

14/07/2016

Northampton • Kalbarri • Horrocks • Port Gregory • Isseka • Binhu • Ajana

27 JULY 2016



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HGM

## Executive Summary

### INTRODUCTION

This report entitled, Steep Point Road - Road Planning Study has been prepared by Halpern Glick Maunsell (HGM) on behalf of Main Roads WA (MRWA).

The HGM team was commissioned by Main Roads WA in October 1998 to undertake the Kalbarri to Shark Bay and Steep Point Road Planning Studies. The HGM study team included a number of sub-consultants for specific investigations required as part of the study. These investigations were as follows;

- Route Planning Studies for Kalbarri to Shark Bay and Steep Point Roads, Halpern Glick Maunsell
- Aboriginal Heritage Archaeological Surveys, Quartermaine Consultants
- European Heritage Surveys, Quartermaine Consultants
- Biological Surveys, Halpern Glick Maunsell
- Visual Quality Assessment, Thompson Palmer
- Recreation and Tourism Study, Taylor Burrell.

### STUDY BACKGROUND

Steep Point is the most westerly point of the Australian mainland and is located on a pastoral lease operated by Clough Engineering Pty Ltd. It is currently a popular remote fishing location and is the focus of several adventure 4WD tours based in Denham.

The only access road to Steep Point is from Shark Bay Road via Useless Loop Road and rough 4WD tracks. Between Shark Bay Road and Foster Outcamp, Useless Loop Road is constructed as a well formed gravel road suitable in the most part for 2WD vehicles (dependant on weather conditions). North of Foster Outcamp, Useless Loop Road is maintained as a private road. Access to the western side of Useless Inlet and the Evaporative ponds used for salt farming is via either the existing track running between Foster Outcamp and False Entrance, or via one of the three bars over the inlet (Clough's Bar, Carratti's Bar and Reid's Bar). The routes across the three bars are well formed but blocked to prevent access. Access to Steep Point from Useless Inlet is provided by rough formed 4WD track.

The Gascoyne Roads 2020 Regional Road Development Strategy identified strategies to upgrade the False Entrance Road and Useless Loop Road to improve the access for local communities and tourist destinations within the Shark Bay area.

The desire for a road to Steep Point is seen as needing to meet a number of objectives, which are as follows;

The desire for a road to Steep Point is seen as needing to meet a number of objectives, which are as follows;

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- Maximise
  - transport safety
  - transport efficiency for people and goods
  - accessibility locally and regionally
  - benefits to the Mid West and Gascoyne Regions
  - tourism potential for the region
- Minimise
  - adverse environmental and social impacts
  - road maintenance costs
  - road closures during flooding and resulting from flood damage

The proposed road would run from Foster Outcamp to Steep Point providing access to the coast at various locations along the route, as well as to other areas of tourist interest.

#### INITIAL ROUTE OPTIONS

Four alternative route options were outlined in the study brief for the section of the Steep Point Road between Foster Outcamp and the western side of Useless Inlet. These routes are as follows;

*Route A)*

*West from Foster Outcamp to False Entrance Well and then north along the existing route on the western side of Useless Inlet*

*Route B)*

*North along the private road from Foster Outcamp, across Reid's Bar and along the existing route on the western side of Useless Inlet.*

*Route C)*

*North along the private road from Foster Outcamp, across Caratti's Bar and along the existing route on the western side of Useless Inlet.*

*Route D)*

*Continues north along the private road north of Foster Outcamp and across Clough's Bar.*

Between Useless Inlet and Blind Inlet, a single route following the existing track provides the only proposed route option.

Between Blind Inlet and Shelter Bay two alternative route options were outlined in the study brief. These routes are as follows;

*Route Y)*

*From near Blind Inlet directly west to the western side of the Steep Point peninsula and along the western side of the peninsula before turning north to Shelter Bay.*

*Route Z)*

*Along the eastern and northern side of the Steep Point peninsula to Shelter Bay.*

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From Shelter Bay, only a single route following the existing tracks has been proposed to connect to Steep Point.

**ROUTE FUNCTION AND TRAFFIC STUDY**

An investigation was undertaken to establish the expected function of the road in terms of the type of traffic that will use the road, and the potential future traffic volumes on the road.

Traffic counts were obtained from Main Roads WA for the road network.

<u>Location</u>	<u>Daily Traffic Volume</u>
North West Coastal Highway	
⇒ South of Hamelin Pool – Denham Road	510 vpd
⇒ North of Hamelin Pool – Denham Road	425 vpd
Hamelin Pool – Denham Road	
⇒ West of North West Coastal Highway	250 vpd
⇒ North of Useless Loop Road	240 vpd
Useless Loop Road	
⇒ West of Hamelin Pool – Denham Road	20 vpd
⇒ North of Tamala Station	19 vpd
⇒ North of False Entrance Road	11 vpd
False Entrance Road	
⇒ West of Hamelin Pool – Denham Road	6 vpd

Consequently it is estimated that only approximately 10 vehicle movements currently occur between Useless Inlet and Steep Point on a daily basis

The figure of 10 vehicle movements per day should be acknowledged as being an average daily figure. During busy periods, this figure may increase substantially, whilst at other times, very little traffic may make the movement.

To establish the likely demand for the Kalbarri to Shark Bay Road, a survey was conducted in Kalbarri and Shark Bay. A total of 25 useable survey responses were received. A summary of these responses are as follows.

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		sealed	gravel
<b>Local Resident, Property Owner, Working in the area (19)</b>			
A1	How Often do you travel to Steep Point?	Median 1	
A2	Would you travel more often to Steep Point if there was a formed road?	Yes 5 No 14	Yes 4 No 15
A3	If Yes to question A2, how often / year?	Median 1	Median 1
A4	Would you be prepared to pay a toll on the road?	Yes 18 No 1	Yes 17 No 2
A5	If Yes to question A4, how much?	Median \$20	Median \$10
<b>Tourist, Visiting, Other (6)</b>			
B1	Have you just travelled to, or are you travelling to, Steep Point?	Yes 0 No 6	
B2	If No to question B1, would you have travelled to Steep Point if there was a formed road?	Yes 1 No 5	Yes 1 No 5
B3	Would you be prepared to pay a toll on the road?	Yes 1 No 5	Yes 1 No 5
B4	If Yes to question A4, how much?	Median \$10	Median \$10

These results indicate that the construction of a road to Steep Point would appear to result in only a minor increase in traffic movements to Steep Point.

Based on the existing traffic volumes and the survey results, it is estimated that the traffic demand that would occur on the road would be as follows;

	Sealed	Gravel
• Current movement to Steep Point	10 vpd	10 vpd
• Induced increase in local movements	½ vpd	½ vpd
• Induced tourism demand	2 vpd	2 vpd
<b>TOTAL</b>	<b>12½ vpd</b>	<b>12½ vpd</b>

**OPPORTUNITIES AND CONSTRAINTS**

Background Research was undertaken to identify the potential opportunities and constraints associated within the study area that may impact on one or more of the proposed alignments. These opportunities and constraints were investigated based on the following key factors;

- Traffic
- Engineering
- Aboriginal Heritage
- European and Natural Heritage
- Environmental
- Visual Quality
- Recreation and Tourism

The opportunities and constraints considered in each factor area are as follows;

*Traffic Considerations*

- not likely to be a significant difference in travel demand on each of the route options.

*Engineering Considerations*

- Route A is across mostly sand but crosses a number of birridas. This route is also expected to be flooded as part of the expansion of the salt mining activities at Useless Inlet.
- Route B is the route currently promoted and preferred by Clough.
- Mobile dunes in the section between Useless Inlet and Blind Inlet.
- The western side of the peninsula and the section to Steep Point from Shelter Bay are mostly limestone.
- The route near the eastern side of the peninsula is near to the existing beachfront and the high tide marks.

*Aboriginal Heritage*

49 archaeological sites have been recorded with the Culture and Heritage Division of the Aboriginal Affairs Department within the vicinity of the project study area.

*European and Natural Heritage*

The Register of the National Estate, the Heritage Council of WA, the National Trust and the relevant Municipal Inventories were consulted. Four heritage places within the vicinity of the project area are registered with the various agencies.

*Environmental Constraints*

- *Geology Constraints* - Limestone formations can be affected by groundwater level and chemical variations over the years. These limestone formations may have a greater impact on the coastal alignment. A geotechnical appraisal of the preferred alignment should be undertaken
- *Geomorphology Constraints* - mobile coastal dunes present a significant constraint to the location of the road. "Birridas" present a moderate constraint with significant engineering works required to construct a road through a birrida.
- *Soils Constraints* - Deep sands such as the calcareous sands and the siliceous sands are notable for excessive drainage and their susceptibility to wind erosion. The coastal option and provision of coastal spur roads will increase the potential for wind erosion. Blasting of granite may also be necessary in areas of shallow siliceous sands given that the depth to bedrock is only 40 cm.
- *Vegetation and Flora Constraints* - Although mangroves are not dominant within the study area, there is still a small mangrove community located along the coastal fringe of Bellefin Prong and the eastern side of Steep Point.
- *Declared Rare and Priority Flora Constraints* - There are no known Declared Rare Flora species occurring within the study area. However, there are records of Priority Species occurring within the study area. It is recommended, therefore, that a botanist be employed to undertake a rare flora survey of the preferred alignment once selected.

- *Fauna Constraints* - Numerous species of native mammals, reptiles and birds are at their northern or southern limits. Over 230 species or 35% of Australia's bird species have been recorded in the Shark Bay region
- *Threatened Fauna Constraints* - The results from the search of CALM's Threatened fauna database indicate that there are two species of Schedule 1 fauna, one species of Schedule 4 fauna and two species of Priority Taxa which are known to utilise the study area. It is recommended, that a zoologist be employed to undertake a threatened fauna survey of the preferred alignment.
- *Hydrology Constraints* - The "birridas" should be avoided when selecting the preferred alignment as significant engineering works will be required to construct a road through a birrida.
- *World Heritage* - The constraints relate to the impact of a road and an increase in people in the area on the two world heritage values applicable to the study area, these being the Zuytdorp Cliffs and the transitional zone between the two botanical provinces.

*Visual Quality Constraints*

- Route Y has attractive visual aspects along the tops of the cliffs.

*Other Constraints*

- Clough do not support the use of Routes C or D across Useless Inlet due to the impact of public access to those areas upon the salt mining operation..

**EVALUATION OF ROUTE OPTIONS**

To aid in the assessment of options, a multi-criteria evaluation technique has been utilised.

Each criteria is firstly weighted according to the perceived level of importance. This weighting was undertaken by each member of the Project Steering Committee. The scale of weightings used for this project were;

- Very important (VI)
- Important (I)
- Low Importance (LI)

The performance of each option against each criteria is then determined. For quantitative criteria, the performance is reported according to the relevant. For those criteria where quantitative rating of options is not suitable a qualitative assessment of the performance of each option against the criteria is undertaken.

To overcome any potential bias towards those criteria groups with larger numbers of criteria, a two step process was utilised for the multi-criteria assessment. Step one entailed the assessment of the relative performance of each route option within each criteria group to provide a score for each option for each of the engineering, biogeographical, land use, and recreation / tourism criteria groups.

Step two entailed the comparison of the route options against the criteria groups. The results of step two therefore provide the relative performance of the route options across all criteria and criteria groups for the selection of the best performing option.

**Assessment Criteria**

Based on the input from the Project Steering Committee, the review of the initial assessment criteria, and the other issues identified during the study, a list of assessment criteria was developed for the assessment of road alignment options for this study.

**ADOPTED ASSESSMENT CRITERIA**

Criteria	Unit of Assessment
<b>ENGINEERING</b>	
• Cost	\$M
• Length	km
• Ease of Construction	Qualitative - Performance
<b>BIOGEOGRAPHICAL</b>	
• World Heritage	Qualitative - Impact
• Future Tenure	Qualitative - Impact
• Fragile Cliffs	Qualitative - Impact
• Threatened Flora	Qualitative - Impact
• Birridas	Qualitative - Impact
• Mobile Coastal Dunes	Qualitative - Impact
<b>LAND USE</b>	
• Mining Operations	Qualitative - Impact
• Pastoral Leases	Qualitative - Impact
<b>ABORIGINAL HERITAGE</b>	
• Aboriginal Heritage	Number of sites
<b>HERITAGE</b>	
• Heritage	Number of sites
<b>VISUAL QUALITY</b>	
• Visual Quality	Qualitative - Performance
<b>RECREATION / TOURISM</b>	
• Access to Coast and Significant Features	Qualitative - Performance
• Diversity of view opportunities	Qualitative - Performance
• Convenience	Qualitative - Performance
• Visitor Risk	Qualitative - Performance

**Criteria Weighting**

A weighting for each criteria was provided by each member of the Project Steering Committee. These weightings were then averaged to arrive at an overall perceived importance weighting for each criteria.

Criteria		Criteria Average score	Criteria Group Average score
<i>Engineering</i>	Cost	0.65	0.60
	Length	0.53	
	Ease of Construction	0.62	
<i>Biogeographical</i>	World Heritage	0.56	0.52
	Future Tenure	0.5	
	Fragile Cliffs	0.59	
	Threatened Flora	0.5	
	Birridas	0.32	
	Mobile Coastal Dunes	0.62	
<i>Land Use</i>	Mining Operations	0.26	0.46
	Pastoral Leases	0.65	
<i>Aboriginal Heritage</i>		0.53	0.53
<i>European Heritage</i>		0.53	0.53
<i>Visual Quality</i>		0.68	0.68
<i>Recreation / Tourism</i>	Access to Coast and Significant Features	0.65	0.53
	Diversity of View Opportunities	0.59	
	Convenience	0.47	
	Visitor Risk	0.41	

**Useless Loop Section**

***Engineering Criteria Group***

This analysis identifies Option A as being clearly the highest performing option with a moderate separation to Options C and B which are the second and third best performing options.

Option A is equally easiest to build, only moderately more expensive than Option C which is the cheapest to build (not allowing for upgrading of Caratti's Bar.

***Biogeographical Criteria Group***

This analysis identifies Options B, C and D as all performing equally and slightly better than Option A.

Options B, C and D all score the same for all criteria. Option A performs worse on the Fragile Cliffs and Birridas criteria.

***Land Use Criteria Group***

This analysis identifies Option B as performing significantly better than all three of the other options.

All options perform the same for the Pastoral Lease criteria, but Option B performs better in the Mining Operations criteria.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

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**Recreation / Tourism Criteria Group**

This analysis identifies Option A as performing slightly better than the other options.

Option A performs best on the access to the coast and significant features, and on diversity of view opportunities.

**Overall Analysis for all Criteria Groups**

The results of the analysis for each of the;

- Engineering;
- Biogeographical;
- Land Use; and
- Recreation / Tourism

criteria groups were then used as an input to the overall analysis of the Useless Loop section of the Steep Point route. The scores for the;

- Aboriginal Heritage,
- Heritage, and
- Visual Quality

criteria groups were taken directly from the scores for the single criteria within the group.

The Planning Balance Sheet for the assessment of the Useless Loop section of the Steep Point Road against the criteria groups is detailed below.

**Planning Balance Sheet for Useless Loop Section  
All Criteria Group**

Criteria	Option A – South of Useless Inlet	Option B – Reid's Bar	Option C – Carroll's Bar	Option D – Clough's Bar
Engineering	0.14	0.10	0.11	0.08
Biogeographical	0.39	0.43	0.43	0.43
Land Use	0.36	0.53	0.36	0.36
Aboriginal Heritage	1 site	Nil	Nil	Nil
Heritage	Nil	Nil	Nil	Nil
Visual Quality	Fair/Poor	Fair/Poor	Fair/Poor	Fair/Poor
Recreation / Tourism	0.39	0.32	0.29	0.34

This analysis identifies Option B as performing marginally better than Options C, D, and A.

A review of scores within the Planning Balance Sheet indicates that the key reasons for the selection of Option B as the preferred route are as follows;

- Biogeographical Criteria; Option B is the equally best performing option.
- Land Use Criteria; Option B is the clearly the best performing option due to its being the option favoured by the Salt Mining operations
- Aboriginal Heritage Criteria; Options B impacts on no known Aboriginal heritage sites.
- European Heritage Criteria; Options B impacts on no known Heritage sites..
- Visual Quality Criteria; The visual characteristics of all options have been given equal scores.

Based on these results, route option B was selected as the preferred route for the Useless Loop section of the Steep Point Road.

**Blind Inlet to Shelter Bay Section**  
*Engineering Criteria Group*

This analysis identifies Option Z as being clearly the highest performing option with a large separation to Option Y.

Option Z is cheaper to build, and easier to construct than Option Y while only being slightly longer.

*Biogeographical Criteria Group*

This analysis identifies Option Z as performing better than Option Y.

Both options perform the same for a number of criteria, but Option Z performs better than Option Y in the Fragile Cliffs and Mobile Coastal Dunes criteria.

*Land Use Criteria Group*

This analysis identifies that both options scored identical on all criteria and hence perform equally well under this criteria group.

*Recreation / Tourism Criteria Group*

This analysis identifies Option Z as performing slightly better than Option Y.

Option Z performs better than option Y on the access to coast and significant features and the visitor risk criteria.

*Overall Analysis for all Criteria Groups*

The results of the analysis for each of the;

- Engineering;
- Biogeographical;
- Land Use; and
- Recreation / Tourism

criteria groups was then used as an input to the overall analysis of the northern section of the coastal route. The scores for the;

- Aboriginal Heritage,
- Heritage, and
- Visual Quality

criteria groups were taken directly from the scores for the single criteria within the group.

The Planning Balance Sheet for the assessment of the Blind Inlet to Shelter Bay section of the Steep Point Road against the criteria groups is detailed below

**Planning Balance Sheet for Blind Inlet to Shelter Bay section  
All Criteria Group**

Criteria	Option Y – Western side of Steep Point Peninsula	Option Z – Eastern side of Steep Point Peninsula
Engineering	0.05	0.15
Biogeographical	0.22	0.35
Land Use	0.53	0.53
Aboriginal Heritage	Nil	Nil
Heritage	Nil	Nil
Visual Quality	Good	Good/Fair
Recreation / Tourism	0.32	0.43

This analysis identifies Option Z as performing slightly better than Option Y.

A review of scores within the Planning Balance Sheet indicates that the key reasons for the selection of Option Z as the preferred route are as follows;

- Engineering Criteria; Option Z is clearly the best performing option.
- Biogeographical Criteria; Option Z is clearly the best performing option.
- Land Use Criteria; Options Z and Y perform equally well.
- Aboriginal Heritage Criteria; Options Z and Y perform equally well.
- European Heritage Criteria; Options Z and Y perform equally well.
- Recreation / Tourism Criteria; Option Z is clearly the best performing option.

Based on these results, route option Z was selected as the preferred route for the Blind Inlet to Shelter Bay section of the Steep Point Road.

**RECOMMENDATION**

The results of the assessment indicate that the recommended route the Steep Point Road, based on the objectives for the route, crosses Useless Loop at Reids Bar and follows the northern side of the peninsula from Blind Inlet to Steep Point. This route is shown in Figure 19.

For the section of the route across Useless Inlet, the preferred alignment was selected due to the Reid's Bar route being the best performing option in the Biogeographical, Land Use, Aboriginal Heritage, European Heritage, and Visual Quality Criteria Groups. This preferred route includes the crossing of Useless Inlet supported by Clough.

The section of the route between Blind Inlet and Shelter Bay along the northern side of the peninsula was preferred due to it being the preferred route for all criteria groups except for the visual quality criteria.

**DETAILED EVALUATION OF STEEP POINT ROAD**

Following the recommendations and Steering Committee endorsement of the preferred route for the Steep Point Road, a number of detailed site investigations were undertaken to confirm the suitability of the route and to ensure that no additional major constraints existed which may alter the selection of the preferred route.

**Aboriginal Heritage**

This survey identified that at least nine previously recorded Aboriginal sites are potentially in conflict with the alignment.

Based on the results of this survey it is recommended that the next stages of the planning for this road should carefully consider issues associated with Aboriginal Heritage in the vicinity of Sites P2026, P1935, P1933, P1932, P1918, P1920, P1949, P1950, P1968.

**European Heritage**

No recorded sites are in conflict with the alignment, but potentially significant unregistered sites may be affected by the project

Based on the results of this survey the following recommendations are made;

- a) It is recommended that, where possible, activities be directed to avoid disturbing archaeological sites.
- b) It is recommended that the Natta Outcamp, Bibby Giddy Outcamp, Foster Outcamp, Johnson's Bore, Willy's tank, Coolboo Well, and Bulgoo Well sites should also be avoided pending further archival and sub surface examination.

**Biological Survey**

- **Vegetation and Flora**
  - Sixteen vegetation types were identified in the survey area:
  - A total of 294 taxa, belonging to 176 genera from 69 families, was recorded. This is a relatively high number of species given the low level of sampling conducted, and the relative uniformity of much of the topography.
  - No Declared Rare Flora were recorded, however over 20 taxa were collected which are, or appear to be, Priority species
  - This represents a large number of significant flora, given the low level of sampling in the area. It is highly likely that further survey work would record additional populations of significant flora.
  - Twenty one introduced flora were recorded, none of which are Declared Noxious weeds under the Agriculture Protection Board Listing.
- **Fauna Habitats**
  - The survey recorded a combined total of 82 vertebrate species comprising two species of native mammals, five species of introduced mammals, 63 species of birds and 13 species of reptiles.
  - One Schedule One fauna, the Mallee Fowl *Leipoa ocellata* was recorded from the project area. No other species of conservation significance were noted. However, several additional species may occur

27 JULY 2016

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- *Potential Impacts of the Development*
  - Clearing of vegetation / fauna habitat;
  - Barrier to fauna movement;
  - Increased visitor access;
  - Increased risk of fire;
  - Increased risk of weeds;
  - Potential for introduction of plant diseases;
  - Impacts to wilderness values.

### RECOMMENDED ALIGNMENT

Following endorsement the recommended alignment, a concept design for the alignment was developed. The design criteria that were adopted in the development of the concept design are detailed below.

1. Design Speed      Horizontal 110km/h  
                                 Vertical 90km/h
2. Design Standard    7m wide sealed road on an 9 metre wide formation

#### *Concept Design*

The features of the alignment are as follows;

- Connects to Useless Loop Road at Foster Outcamp and follows the private road to Reid's Bar.
- Crosses Useless Inlet at Reid's Bar
- Follows the existing tracks along the western side of Useless Inlet.
- Follows existing tracks from Murchison House Station towards the coast
- Follows existing tracks from Useless Inlet directly west to Blind Inlet.
- Follows the existing tracks around the eastern and northern side of the peninsula to Shelter Bay.
- Follows existing tracks from Shelter Bay to Steep Point.

#### *Order of Magnitude Costing*

Order of Magnitude costings for the construction of the road between Kalbarri and Shark Bay are based on the following rates;

- The approximate cost for construction of a sealed road between Kalbarri and Useless Loop Road is approximately \$16.5M.
- The approximate cost for construction of a gravel road between Kalbarri and Useless Loop Road is approximately \$12.5M.

### OUTSTANDING ISSUES

This study is one of the first stages in the planning for a route between Kalbarri and Shark Bay. Based on the results of this study, a number of outstanding issues have been identified. These are as follows:

- Route Function –A more detailed traffic study, including more comprehensive interview surveys, should be undertaken to confirm the preliminary traffic estimates for the Steep Point road.
- It is imperative that an Aboriginal Ethnographic Survey be undertaken so that relevant issues can be accommodated in the planning for the road.

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- Further detailed Aboriginal Heritage Archaeological Surveys should be conducted during fine tuning of the route alignment.
- The Biological Survey was undertaken in the Spring of 1998. Additional surveys should be conducted during the fine tuning of the route alignment.
- Carrarang Station is an operating pastoral leases. Any road would need to take into consideration the operation of these pastoral leases.
- Refueling / Safety –The safety of tourists using this road needs to be considered if there are no opportunities for refuelling between destinations.
- Fragile Cliffs –the issue of fragile cliffs and public safety needs to be considered. The cliffs are generally not stable and collapses occur from time to time. Access to the few beach areas along the coast may need to be provided in a manner to encourage visitors to use those locations identified as safe. A detailed investigation to identify these locations is required.
- Given the length of the route, other appropriate tourist facilities need to be developed to maximise the route's potential. Preparation of a detailed plan for tourism activities in the region should be considered.
- World Heritage –Issues associated with the construction of a road through this areas and the associated timeframe to accomplish the appropriate approvals should be considered in any project programme.
- Existing survey mapping for the area is not suitable for development of more detailed designs with any confidence. Should further investigations be undertaken, more detailed survey mapping for the study area should be obtained.
- Due to the uncertain nature of the limestone underlying the alignment, a geotechnical appraisal of the preferred alignment should be undertaken to minimise impacts on construction.
- A botanist should be employed to undertake a rare flora survey of the preferred alignment following more detailed planning investigations.
- A zoologist should be employed to undertake a threatened fauna survey of the preferred alignment following more detailed planning and investigations.

### CONCLUSIONS

This planning study for the Steep Point road has been undertaken by Halpern Glick Maunsell on behalf of Main Roads WA.

The purpose of the road was to provide a more trafficable link to Steep Point to improve access to the area and consequently improve the tourism potential and hence the economic benefits to the region by adding further tourist opportunities in the region.

The constraints mapping and investigations allowed the development of a number of route alignments for the road to Steep Point.

The results of the assessment indicated that the preferred route crossed Useless Inlet at Reid's Bar and ran along the northern side of the peninsula to Steep Point.

Detailed evaluations of the preferred coastal route were then undertaken to establish if there were any significant additional constraints that may impact on the selection of the route. These investigations included, Aboriginal Heritage Archaeological Surveys, Heritage Archaeological Surveys, and Biological Surveys.

Whilst a number of additional issues were identified, it is considered that none of these provide a fatal flaw in terms of the recommendation of the coastal route.

These surveys therefore confirmed the suitability of the route for the planned Steep Point Road.

27 JULY 2016

18/07 '01 13:08 TX/RX NO. 1879 P03

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278

**Briefing Notes**

for

**Hon Minister for Planning and Infrastructure**

**Kalbarri – Shark Bay and Steep Point Road Planning Study**

**June 2001**

18 JUL 2016 13:08 TX/RX NO. 1879 P03

27 JULY 2016

18/07/16 13:06 JX/RX/XL 0878

Briefing Notes for Minister for Planning and Infrastructure, Hon Alannah MacTiernan, MLA L77**ISSUE**

Investigation of possible road alignments for a future coastal road link between Kalbarri and Shark Bay and to Steep Point.

**BACKGROUND**

Kalbarri and Shark Bay are popular tourist destinations along the Western Australian coast and access between the two areas is currently via separate spur roads from the North West Coastal Highway as shown in Plan 1 attached. A more direct coastal connection between Kalbarri and the Shark Bay area would provide significant distance savings and increase the tourism potential of the region.

Steep Point is the most westerly point of the Australian mainland and is a well known fishing location. Access to the area is only possible by four wheel drive vehicles. It is located on a pastoral lease owned by Clough Engineering Pty Ltd who have an interest in the Shark Bay Salt Works that operate on the lease. Clough manages the pastoral lease and has a full time ranger at Steep Point to manage access and camping in the area.

Clough is interested in developing small scale accommodation and tourist facilities at Steep Point and has previously indicated that they would be reluctant to proceed unless suitable road access could be provided. They have previously advised Government that they would fund and construct a road to Steep Point for a total of \$4.5M if the State could refund this expenditure by foregoing Shark Bay Salt's revenue receipts for 10 years.

Clough and a number of other key stakeholders, including the Mid West and Gascoyne Development Commissions and the Shires of Shark Bay and Northampton, have made a number of approaches to Government requesting that a study be undertaken to investigate possible future road alignments for a road link from the Useless Loop Road to Steep Point and between Kalbarri and Shark Bay.

The potential for improved coastal access between Geraldton and the Shark Bay area has been recognised in the State Planning Strategy (WAPC, 1997). South of Kalbarri a sealed coastal road provides access to Port Gregory and Geraldton via Northampton. North of Kalbarri road access is severely restricted by the Murchinson River and the lack of designated roads.

The Gascoyne and Mid West Regional Road Development Strategies (Roads 2020) identified as a review proposal the provision of a road link between Kalbarri and Shark Bay. It indicated that such a link would significantly reduce travel distances and times that will in turn result in an increase in tourists visiting both areas. The Gascoyne Roads 2020 Strategy included proposals for the upgrading of a number of the roads that currently provide access to Steep Point.

27 JULY 2016

904

6291 'ON X8/XJ 90:ET 10. 20/81

276

Briefing Notes for Minister for Planning and Infrastructure, Hon Ajannah MacTiernan, MLA

Main Roads commissioned consultants Halpern Glick Maunsell in late 1998 to undertake a planning study. The objective of the study was to identify possible road alignments for a road link between Kalbarri and the Useless Loop Road in the Shark Bay Region and from the Useless Loop Road to Steep Point.

The study has been overseen by a Steering Committee comprising representatives from the Shire of Shark Bay, Shire of Northampton, Mid West Development Commission, Gascoyne Development Commission, Department of Conservation and Land Management, Department of Commerce and Trade, Tamala Station, Murchison House Station, Yamatji Land and Sea Council and Main Roads.

**CURRENT STATUS**

The consultants have completed the study and have submitted the following reports recommending alignments for a coastal road link between Kalbarri and Shark Bay and from the Useless Loop Road to Steep Point.

- Kalbarri to Shark Bay – Road Planning Study
- Steep Point Road – Road Planning Study
- Aboriginal Sites Survey
- Archaeological Survey
- Biological Survey
- Visual Quality Assessment Study
- Recreation and Tourism Study

For the Kalbarri – Shark Bay route two alignment options, a coastal route and a more easterly route as shown in Plan 1, were identified and assessed against a number of criteria. The coastal route, coloured red in Plan 1, was recommended as the preferred alignment. Key reasons for the selection of this option were that it provides better access to the coast, coastal views would be possible and it will be a more direct link to Shark Bay. It would also have less impact on the currently operating pastoral leases and is supported by the current pastoral station leaseholders. The Steering Committee concluded that the main function of the route will be a coastal tourist route and as such there would need to be a compelling reason for the selection of a more easterly route.

The recommended route is approximately 130 km in length (Ajana – Kalbarri Road to the Useless Loop Road) and would reduce the travel distance between Kalbarri and Denham from about 380 km to about 260 km. It has been estimated that to seal the 130 km link with a floodway crossing of the Murchison River would cost in the order of \$50M while a gravel standard road with similar geometry standards would cost in the order of \$38M. To complete a sealed link between Kalbarri and Denham would also require the sealing of a section of the Useless Loop Road. The length requiring sealing is approximately 28 km which would cost in the order of \$6M. The total cost of providing a sealed link between Kalbarri and Denham would therefore be in the order of \$56M.

27 JULY 2016

90d

6281 'ON XI/XX 90:ET 10, 20/81

Briefing Notes for Minister for Planning and Infrastructure, Hon Alanah MacTiernan, MLA

275

To provide access to Steep Point a total of four alignment options, as shown in Plan 2, were identified and assessed against a number of criteria. A route via Reid's Bar across the Useless Loop Inlet was recommended as the preferred alignment. All route options involved crossing through Shark Bay Salt's mining lease and this was a significant factor in the selection of the recommended route. Key reasons for the selection of the recommended route were that it provides better access to coastal features, is located on more suitable terrain and the route through the mining lease is supported by Shark Bay Salt.

The length of recommended route from Foster's Outcamp on the Useless Loop Road to Steep Point is approximately 51 km. It has been estimated that to seal the 51 km link would cost in the order of \$17M while a gravel standard road with similar geometry will cost in the order of \$13M. Foster's Outcamp is located about 85 km along the Useless Loop Road from the Shark Bay Road (Denham access road) and to upgrade this length to a sealed standard would cost in the order of \$17M. Therefore the total cost of a sealed road to Steep Point would be in the order of \$34M.

A broad assessment of the likely level of traffic demand for both road links was undertaken as part of the study. This assessment indicated that the level of traffic demand for a link between Kalbarri and Shark Bay is not high and average likely traffic volumes would be in the order of 60-70 vehicles per day if a sealed road were provided and 30-40 for a gravel road. For the Steep Point Road it was estimated that only 10-15 vehicles per day would use the road whether it was sealed or gravel.

A number of key stakeholders, including the Ministry for Planning and Department of Environmental Protection, have indicated that they have some concerns regarding both road links. These concerns relate to possible environmental and broader land use impacts. To date there has been no detailed planning work undertaken on the future land use in this coastal area and it is desirable that the need for any road links should be considered within the context of the broader land use planning for the area.

#### PROPOSED ACTIONS

The study has fulfilled the original objectives in that it has identified alignment options and recommended preferred options for both the Kalbarri – Shark Bay Road and Steep Point Road.

It is unlikely in the short to medium term that any significant land development will occur along the corridors of the preferred road alignments. The risk that these corridors will be constrained by any future land development is therefore very minor.

MINUTES OF THE ORDINARY COUNCIL MEETING

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201 028T 'ON XR/XL 90:ET TO. 20/8T

Briefing Notes for Minister for Planning and Infrastructure, Hon Alannah MacTiernan, MLA

274

The findings of the study have been forwarded to the WAPC Transport Committee for noting with a recommendation that further road planning be deferred until the broader issues of land use and conservation along this section of the coastline have been considered. This will provide an appropriate context for any future provision of road access along the coast between Kalbarri and Shark Bay and to Steep Point.

Copies of the study report will also be forwarded to key stakeholders for information.

**MAIN ROADS**  
Western Australia

27 JULY 2016

201

18/07/2016 10:30 AM

Do # 112

279

MRWA : 60-1630-26

HON MINISTER FOR PLANNING AND INFRASTRUCTURE

1. As result of a number of requests from stakeholders, the previous Government requested that Main Roads undertake a planning study to investigate possible future road alignments for a road link between Kalbarri and Shark Bay and to Steep Point. These stakeholders included the Mid West and Gascoyne Development Commissions, Clough Engineering and the Shires of Shark Bay and Northampton.

2 In late 1998 Main Roads engaged consultants Halpern Glick Maunsell to undertake this planning study.

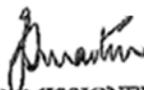
3 The study has been overseen by a Steering Committee comprising representatives from Shire of Shark Bay, Shire of Northampton, Mid West Development Commission, Gascoyne Development Commission, Department of Conservation and Land Management, Department of Commerce and Trade, Tamala Station, Murchison House Station, Yamatji Land and Sea Council and Main Roads.

4 The consultants have completed the study and reports documenting the outcomes of the study have been prepared. Briefing Notes which outline the background to the study and the outcomes are attached for your information.

5 Past experience indicates that there are likely to be further requests in the future for improved coastal road access from Kalbarri to Shark Bay and to Steep Point. However, the road planning which has been carried out indicates that these road projects will involve significant cost and may raise significant environmental and land use issues.

6 I have referred the report to the Transport Committee of the Western Australian Planning Commission for its information and recommended that no further road planning be undertaken until the future road use along this section of coastline has been considered.

7. Submitted for your information.

  
COMMISSIONER OF MAIN ROADS

6 JUL 2001

*Please require & return  
T13 to GSTRA -  
Report is circular,  
already assessed  
ER  
POWER  
6/7/2001*

MAIN ROADS Western Australia  
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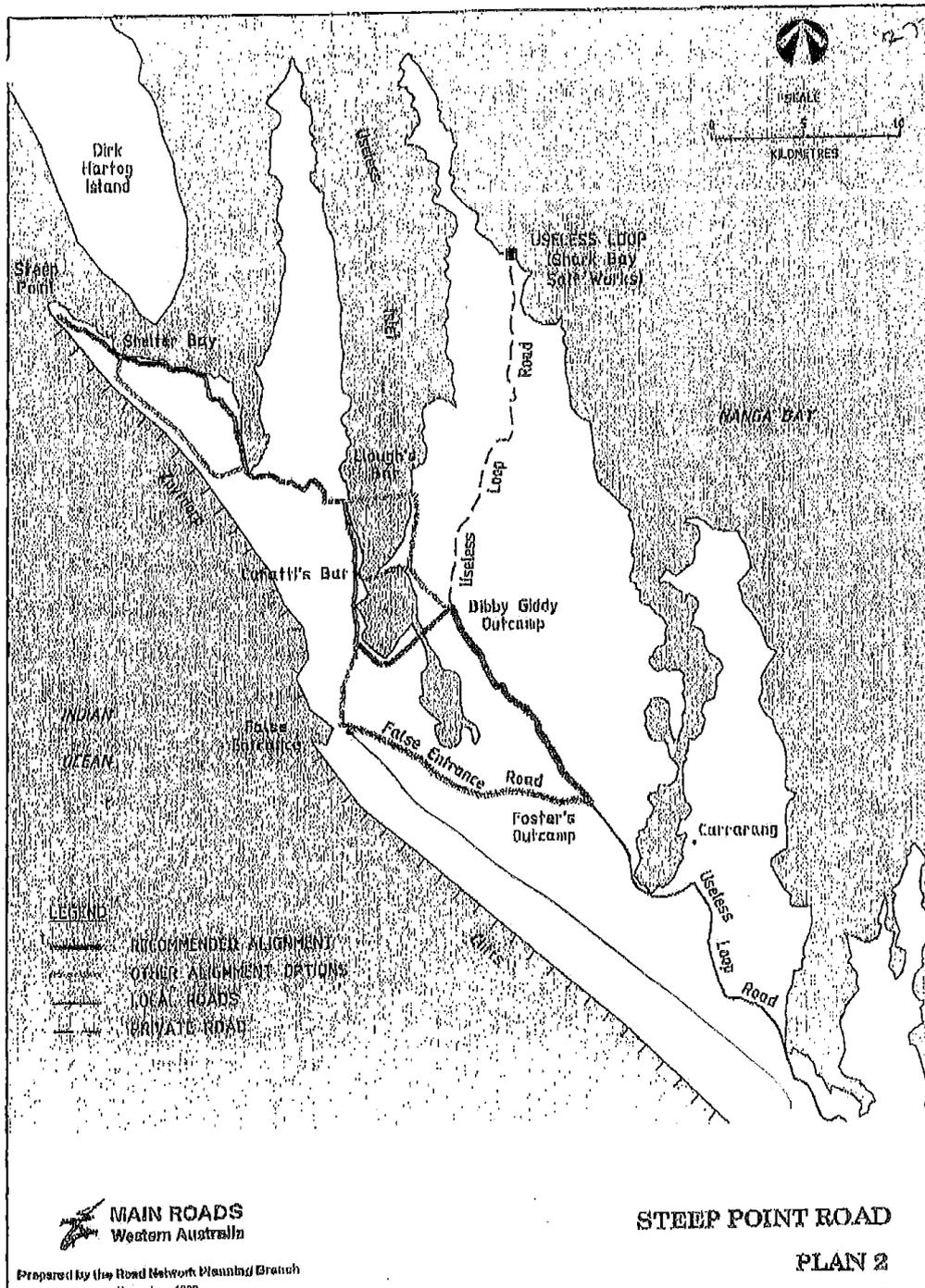
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27 JULY 2016

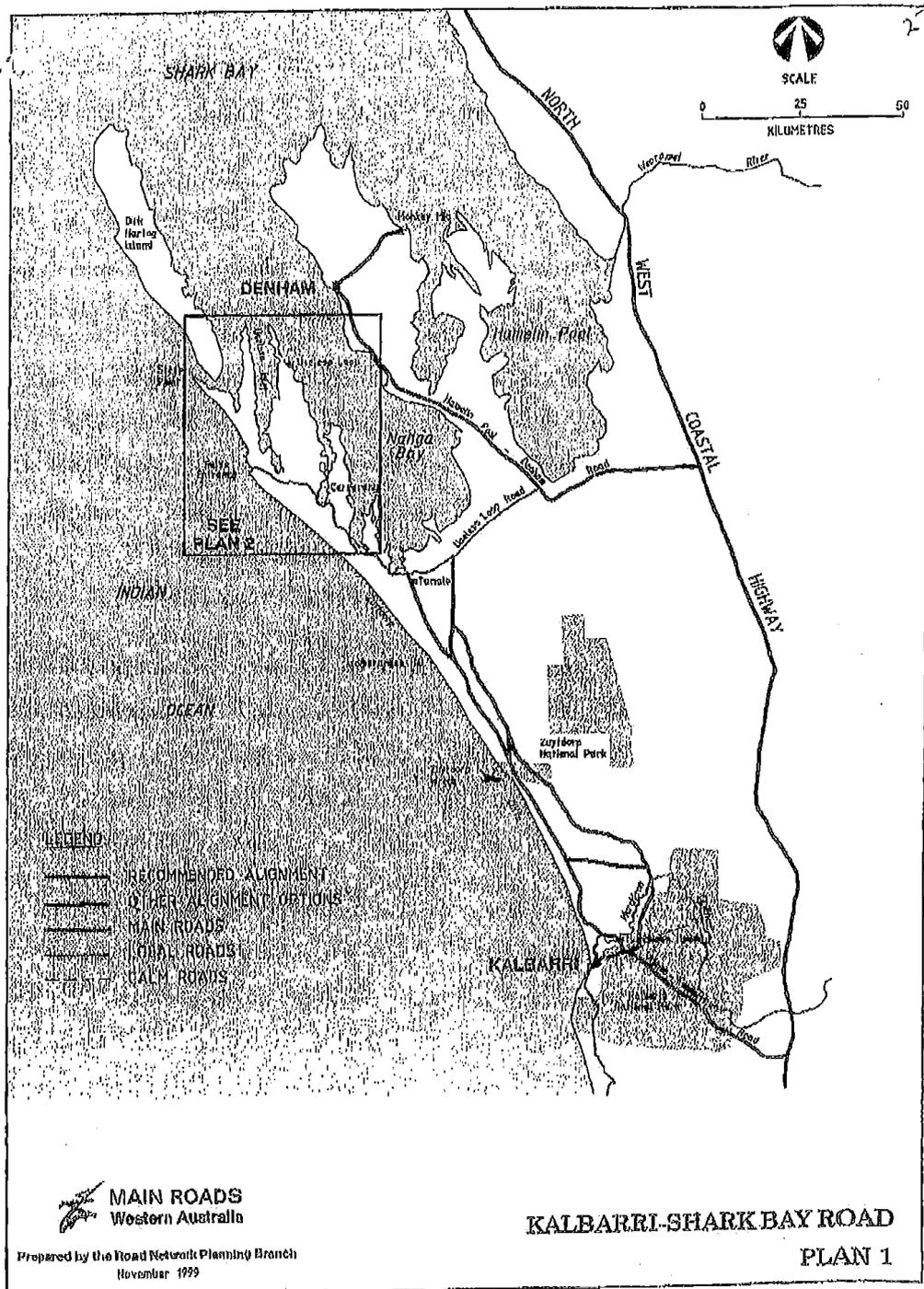
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18 JUL 2001 13:06 MAIN ROADS MR 08 98294547 P. 9/94

27 JULY 2016

18/07/01 13:06 TX/RX NO. 1879 P08



27 JULY 2016

11.2 FINANCIAL MANAGEMENT REVIEW 2016  
CM00036

AUTHOR

Chief Executive Officer

DISCLOSURE OF ANY INTEREST

Nil

Moved           Cr Capewell  
Seconded       Cr Laundry

**Council Resolution**

**That Council:-**

- 1. Adopt the Financial Management Review 2016;**
- 2. Note that the Chief Executive Officer has undertaken a review of the financial management systems and procedures in accordance with Regulation 5(2)(c) of the Local Government (Financial Management) Regulations and considers that the systems are appropriate and effective for Council's operations.**

**6/0 CARRIED**

BACKGROUND

Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 requires the Chief Executive Officer (CEO) to:

*(c) undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 4 financial years) and report to the local government the results of those reviews.*

The last review was undertaken in 2012. Moore Stephens was engaged to undertake the Financial Management Review and this was carried out in May 2016.

COMMENT

A copy of the report on the Financial Management Review is attached for Council's information.

The review examined the financial systems and procedures of Council including:

Bank Reconciliations	Trust Funds
Receipts and Receivables	Fees and Charges
Purchases and Payments	Payroll
Fixed Assets	Cost and Administration Overhead Allocations
Minutes and Meetings	Budget
Financial Reports	Registers
Delegations	Audit Committee
Insurance	Storage of Documents/Record Keeping
Plan for the Future	General Compliance

## MINUTES OF THE ORDINARY COUNCIL MEETING

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The report has highlighted opportunities for improvement in three areas. These areas are all low risk and relate to the following procedures.

1. Purchase Orders – it was noted that one purchase order was found to be dated subsequent to the invoice date.

Purchase orders should be dated prior to the invoice date in accordance with the Shire's Purchasing Policy. Training will be given to staff to ensure that compliance with Council's Purchasing Policy.

2. Employee Wage Rate – one of the tested employees did not have an approved wage rate on file.

This was an omission – wage rates are entered onto a commencement sheet however, in this instance, this notation was omitted.

3. Credit Card Transactions – it is recommended that a schedule of credit card transaction be presented to Council on a monthly basis.

This will be actioned from July and will form part of the schedule of payments item to Council.

Based on the work described in the report, Moore Stephens states that “ ***nothing has come to our attention to indicate the Shire of Shark Bay has not established and maintained, in all material respects, appropriate and effective financial management systems and procedures during the period covered by the review being 1 July 2015 to 30 April 2016***”.

The Audit Committee has reviewed the report and presents it to Council for its adoption.

### LEGAL IMPLICATIONS

Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 requires the CEO to undertake reviews of the appropriateness and effectiveness of the Financial Management systems and procedures.

### POLICY IMPLICATIONS

There are no policy implications associated with this item.

### FINANCIAL IMPLICATIONS

There are no financial implications associated with this item.

### STRATEGIC IMPLICATIONS

4.1 Outcome - the Shire is efficient in its operation, actively listens to the community and anticipates and responds to the community's needs.

4.1.3 Maintain accountability and financial responsibility

### RISK MANAGEMENT

This is a low risk item – there are no major issues in the Council's financial management systems and procedures.

MINUTES OF THE ORDINARY COUNCIL MEETING

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27 JULY 2016

VOTING REQUIREMENTS  
Simple Majority Required

SIGNATURES  
Chief Executive Officer

*P Anderson*

Date of Report

15 July 2016

27 JULY 2016

**MOORE STEPHENS**

**Financial Management Review**

**May 2016**

**Shire of Shark Bay**

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4.19 Compliance with Integrated Planning and Reporting	10
4.20 General Compliance and Other Matters	10

27 JULY 2016

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## Disclaimer

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The objective of this review as outlined in greater detail in Part 2.0 of this report as presented, is to assist the Chief Executive Officer of the Shire of Shark Bay discharge responsibilities in respect to Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 (as amended).

It has been prepared by Moore Stephens (WA) Pty Ltd for this sole purpose.

It is not intended to be used by any other individual or organisation.

Confidential – this document and the information contained in it are confidential and should not be used or disclosed in any way without our prior consent.

Moore Stephens (WA) Pty Ltd carries on business separately and independently from other Moore Stephens member firms around Australia and worldwide.

Services provided under this engagement are provided by Moore Stephens (WA) Pty Ltd and not by any other independent Moore Stephens member firm. No other independent Moore Stephens member has any liability for services provided by other members.

27 JULY 2016

## MOORE STEPHENS

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### 1.0 INDEPENDENT REVIEWER'S REPORT TO THE CHIEF EXECUTIVE OFFICER (CEO) OF THE SHIRE OF SHARK BAY

At the request of the CEO, Moore Stephens (WA) Pty Ltd was engaged to conduct a limited assurance review of the appropriateness and effectiveness of the Shire of Shark Bay's financial management systems and procedures. The objective of the review is to assist the CEO discharge responsibilities in respect to Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 (as amended). The review was conducted for the period 1 July 2015 to 30 April 2016.

#### CEO'S RESPONSIBILITY FOR MAINTAINING AND REVIEWING FINANCIAL MANAGEMENT SYSTEMS AND PROCEDURES

The CEO is responsible for implementing policies, procedures and controls which are designed to ensure the effective and efficient management of the Shire's resources. In accordance with Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 (as amended), the CEO is to undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures. At least once in every four financial years the CEO is to report the results of those reviews to Council.

#### OUR RESPONSIBILITY

Our responsibility is to provide a report expressing limited assurance, designed to enhance the confidence of the CEO to assist reporting on the appropriateness and effectiveness of the financial management systems as required by Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 (as amended). We conducted our engagement in accordance with Australian Standard on Assurance Engagements ASAE 3500 Performance Engagements issued by the Australian Auditing and Assurance Standards Board and the Audit Guidelines, in order to state whether, based on the procedures performed, anything has come to our attention that causes us to believe that Shire's financial management systems have not been operating effectively. Our engagement provides limited assurance as defined in ASAE 3500.

Our procedures were agreed to with the CEO in our engagement letter dated 2 February 2016.

#### LIMITATIONS OF USE

This report is made solely to the CEO of the Shire of Shark Bay for the purpose of reporting under Local Government (Financial Management) Regulation 5(2)(c). We disclaim any assumption of responsibility for any reliance on this report to any person other than the CEO of the Shire of Shark Bay, or for any purpose other than that for which it was prepared. We disclaim all liability to any other party for all costs, loss, damages, and liability that the other party might suffer or incur arising from or relating to or in any way connected with the contents of our report, the provision of our report to the other party, or the reliance on our report by the other party.

Liability limited by a scheme approved under Professional Standards Legislation. Moore Stephens (WA) Pty Ltd as agent - ABN 99 433 544 963. An independent member of Moore Stephens International Limited - members in principal cities throughout the world. The Perth Moore Stephens firm is not a partner or agent of any other Moore Stephens firm.

27 JULY 2016

**MOORE STEPHENS**

**1.0 INDEPENDENT REVIEWER'S REPORT TO THE CHIEF EXECUTIVE OFFICER (CEO) OF THE SHIRE OF SHARK BAY (CONTINUED)**

**INHERENT LIMITATIONS**

A limited assurance engagement is substantially less in scope than a reasonable assurance engagement conducted in accordance with ASAE 3500 and consequently does not allow us to obtain assurance that we would become aware of all significant matters that might be identified in a reasonable assurance engagement. Accordingly, we will not express an opinion providing reasonable assurance.

We cannot, in practice, examine every activity and procedure, nor can we be a substitute for management's responsibility to maintain adequate controls over all levels of operations and its responsibility to prevent and detect irregularities, including fraud. Accordingly, readers of our reports should not rely on the report to identify all potential instances of non-compliance which may occur.

Any projection of the evaluation of the level of compliance to future periods is subject to the risk that the systems may become inadequate because of changes in conditions, or that the degree of compliance with management procedures may deteriorate.

**INDEPENDENCE**

In conducting our engagement, we have complied with the independence requirements of the Australian professional accounting bodies.

**CONCLUSION**

Based on our work described in this report (which is not an audit), nothing has come to our attention to indicate the Shire of Shark Bay has not established and maintained, in all material respects, appropriate and effective financial management systems and procedures during the period covered by our review being 1 July 2015 to 30 April 2016.

For those aspects of the Shire of Shark Bay's Financial Management systems and procedures which were assessed as having opportunities for improvement, our findings are summarised as Part 3.0 of this report and detailed observations and comments are located at Part 4.0 of this report.

  
GREG GODWIN  
DIRECTOR

  
MOORE STEPHENS (WA) PTY LTD  
CHARTERED ACCOUNTANTS

Date: 23 June 2016  
Perth, WA

## 2.0 Objective, Scope and Overview of Findings

### OBJECTIVE

The objective of our engagement as outlined in our engagement letter is as follows:

To provide a report expressing limited assurance designed to enhance the confidence of the intended user (in this instance the CEO) in the performance of the control environment of the financial management system of the Shire of Shark Bay (administered by Shire staff being the Responsible Party) for which the intended user (CEO) is ultimately responsible in accordance with the Act and Regulations.

It includes the performance of assurance procedures designed to test the financial management system and report to the CEO on the appropriateness and effectiveness of the control environment within, as required by Financial Management Regulation 5(2)(c).

We trust this report will assist in the ongoing review and improvement of the Shire's financial management practices and procedures.

### SCOPE

As agreed our examination covered the period 1 July 2015 to 30 April 2016. To this end we examined the following financial systems and procedures of Council:-

- Bank Reconciliations
- Trust Funds
- Receipts and Receivables
- Rates
- Fees and Charges
- Purchases, Payments and Payables (Including Purchase Orders)
- Payroll
- Credit Card Procedures
- Fixed Assets (Including Acquisition and Disposal of Property)
- Cost and Administration Overhead Allocations
- Minutes and Meetings
- Budget
- Financial Reports
- Registers (Including Annual and Primary Returns)
- Delegations
- Audit Committee
- Insurance
- Storage of Documents/Record Keeping
- Plan for the future
- General Compliance and Other Matters

We did not necessarily examine compliance with provisions of the Act or Regulations, which were not financial in nature. That is, Parts 2, 4, 8 and 9 of the Act, some provisions of Parts 3 and 5 as well as most regulations (apart from the Financial Management Regulations), which did not impact on the areas examined above.

### OVERVIEW OF FINDINGS

As referred to in Part 1.0 of this report, a summary of our findings and detailed observations may be found in Parts 3.0 and 4.0 on the following pages.

Addressing the issues highlighted will help to ensure the controls and procedures established are not compromised in the future and the integrity of the financial management system is maintained.

### 3.0 Summary of Findings

The following is a brief summary of matters noted for improvement together with our assessment of the level of risk in relation to each item:

Key:				
S	Systems and Procedures		H	High Risk
C	Compliance Matter		M	Medium Risk
			L	Low Risk
FINDINGS	REF	PAGE	NATURE	RISK
<b>PURCHASE ORDERS</b> Based on testing, one purchase order was found to be dated subsequent to invoice date.	4.9	8	S	L
<b>EMPLOYEE WAGE RATE</b> One of the tested employees did not have an approved wage rate on file	4.10	8	S	L
<b>CREDIT CARD TRANSACTIONS</b> It is recommended that a schedule of credit card transactions be presented to council on a monthly basis.	4.8	8	C	S

**Please Note: The assessment of risk as detailed above is our assessment based on the circumstances surrounding the procedures performed. An assessment of "Low Risk" is to be read in the context of our assessment of risk to the organisation as a whole. It is not intended to indicate no further action is required. Our assessments are provided solely to assist you understand the nature of the matters raised and to prioritise any remedial action.**

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## 4.0 Areas Examined with Detailed Observations and Comments

---

### 4.1 BANK RECONCILIATIONS AND PETTY CASH

#### Bank Reconciliations

An examination of bank reconciliations and procedures for the period under review revealed they are up to date as well as being prepared regularly and promptly for all bank accounts.

#### Petty Cash

No petty cash held.

### 4.2 TRUST FUNDS

Trust funds held by Council were examined to determine proper accountability in the Shire's financial management system and compliance with regulatory requirements.

Overall testing was completed satisfactorily. Controls and procedures are considered to be operating effectively and are appropriate for the Shire's current scope of operations.

### 4.3 RECEIPTS AND RECEIVABLES

Detailed testing of a sample of 20 receipts, randomly selected, was performed. This included tracing to individual receipt detail, bank deposits and the general ledger to ensure allocation/posting was correctly performed. The receivables system including raising of invoices was also reviewed with limited testing in respect to allocation/posting.

Overall testing was completed satisfactorily. Controls and procedures are considered to be operating effectively and are appropriate for the Shire's current scope of operations.

### 4.4 RATES

Council's rating procedures were examined to determine if they were adequate in ensuring rates were being imposed or raised correctly. This also included inspection of the rate record, rate notices, instalment notices, valuation reconciliations and general ledger.

We randomly selected and tested 15 rate notices, including annual and interim notices, for the period under review. This included:

- sighting the notices;
- re-performing the calculations;
- ascertaining whether the valuations applied agree to Landgate's valuation roll/report;
- ascertaining whether rates per dollar imposed are as adopted budget;
- ensuring the rate system is properly updated; and
- checking proper posting to the general ledger.

From testing, we concluded the rate system and record is being properly maintained, rates are correctly imposed as well as posted to general ledger.

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## 4.0 Areas Examined with Detailed Observations and Comments (Continued)

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### 4.5 FEES AND CHARGES

Fees and Charges imposed at the time of budget adoption were found to be in accordance with legislative requirements.

### 4.6 PURCHASES, PAYMENTS AND PAYABLES (INCLUDING PURCHASE ORDERS)

20 payment transactions were randomly selected and testing performed to determine whether purchases were authorised/budgeted and payments were supported, certified, authorised and correctly allocated. Council's purchases, payments and payables system was also examined to determine if adequate controls were in place to help ensure liabilities are properly recorded and payments are properly controlled.

It was noted that 1 purchase order appeared to be dated subsequent to the invoice date. Purchase orders should be dated prior to the invoice date to be in line with the shire's purchasing policy.

In general, controls and procedures over payments and payables are operating effectively and are appropriate for the Shire's current scope of operations.

### 4.7 SALARIES AND WAGES

10 individual employees and 6 pay runs were randomly selected for testing, which was performed to ensure:

- the employee existed;
- the correct rate of pay was used;
- non-statutory deduction authorities are on hand;
- time sheets are properly completed and authorised;
- hours worked are authorised; and
- allocations are reasonable and correctly posted.

In addition, we selected the first pay of 2 new employees and the last pay of 2 terminated employee (randomly selected).

The Shire's payroll system was also reviewed to determine if adequate controls were in place to help ensure wages and salaries were properly processed and payments are properly controlled.

It was noted that 1 employee did not have an approved pay rate on their personnel file, however, this was found to be an isolated issue relating only to this casual employee who, although is still employed by the shire, seldom does work for the shire.

Overall testing was completed satisfactorily. Controls and procedures are considered to be operating effectively and are appropriate for the Shire's current scope of operations.

## 4.0 Areas Examined with Detailed Observations and Comments (Continued)

### 4.8 CREDIT CARD PROCEDURES

A review of the Shire's credit card procedures was performed to determine if adequate controls were in place.

3 credit cards are currently in use. We randomly selected and tested credit card transactions from 1 July 2015 to 30 April 2016 to determine whether they are legitimate and usual in the context of the Shire's operations. This included:

- sighting tax invoices;
- ascertaining whether the transaction was for bona fide Shire's business; and
- determining whether transactions were in line with the Shire's policy.

It was noted that credit card transactions were only reported to the council as a summed total per month. It is preferred policy that a schedule of credit card transactions be presented to the council on a monthly basis rather than simply a summed total.

Overall testing was completed satisfactorily. Controls and procedures are considered to be operating effectively and are appropriate for the Shire's current scope of operations.

### 4.9 FIXED ASSETS (INCLUDING ACQUISITION AND DISPOSAL OF PROPERTY)

The fixed assets management system including controls over acquisition and disposal of assets, updating of the fixed assets register, depreciation of fixed assets and reconciliation of the fixed assets register to the general ledger was examined.

2 asset additions and 2 disposals were randomly selected and testing performed to ensure:

- the tax invoices existed;
- correct posting to the general ledger;
- fixed assets register was promptly updated;
- classification of assets was correct; and

Five assets were judgementally selected and testing performed to ensure the depreciation rate used was in line with Council's policy. Overall testing was completed satisfactorily.

### 4.10 COST AND ADMINISTRATION OVERHEAD ALLOCATIONS

The Shire's cost and administration allocation system was examined to determine if indirect costs have been properly reallocated to various jobs/programs. This included review of the allocation basis or rates used to ensure they are appropriate and regularly reviewed.

Our review noted the system is being properly maintained.

### 4.11 MINUTES AND MEETINGS

Council meeting minutes were reviewed to ensure compliance with procedures and protocols.

The procedures and protocols surrounding meetings and the quality of minutes were found to be of a satisfactory standard and in accordance with legislative requirements.

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## 4.0 Areas Examined with Detailed Observations and Comments (Continued)

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### 4.12 BUDGET

The 2015/16 budget document and documents surrounding budget adoption were reviewed to ensure compliance with regulatory requirements. All statutory requirements were satisfactorily met and the budget was of satisfactory form and content.

### 4.13 FINANCIAL REPORTS

The following reports were reviewed for compliance with legislative requirements:

- Annual Report;
- Annual Financial Report; and
- Monthly Financial Reports.

All were found to be of a satisfactory standard and in compliance with legislative requirements except for the following matter:

### 4.14 FINANCIAL INTEREST REGISTER

The register was examined to ensure compliance with regulatory requirements. Our review noted the register was deemed to be satisfactorily maintained and appropriate for Council needs.

### 4.15 DELEGATIONS

The delegations register was reviewed for completeness and compliance and deemed to be satisfactorily maintained and appropriate.

### 4.16 AUDIT COMMITTEE

The Council's establishment of its audit committee and the constituted membership was examined by us and deemed to be satisfactory.

### 4.17 INSURANCE

Discussions with staff and review of policy documents revealed policies are current. Evidence also exists to suggest an annual review of insurance risks occurs.

### 4.18 STORAGE OF DOCUMENTS AND RECORD KEEPING

The Shire's record keeping and document management facilities were reviewed and deemed to be satisfactory and appropriate.

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## 4.0 Areas Examined with Detailed Observations and Comments (Continued)

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### 4.19 COMPLIANCE WITH INTEGRATED PLANNING AND REPORTING

New regulations relating to Integrated Planning came into effect on 1 July 2013. Department of Local Government and Communities Circular no.15-2013 required local governments to have the following in place by 6 September 2013:

- Strategic Community Plan;
- Corporate Business Plan;
- Workforce Plan;
- Long Term Financial Plan; and
- Asset Management Plan(s).

All statutory requirements were satisfactorily met.

### 4.20 GENERAL COMPLIANCE AND OTHER MATTERS

The Shire's investment policy was reviewed to help ensure its adequacy and compliance with legislative requirements. Internal control procedures and restrictions over investments are properly maintained and adhered to and the investment policy complies with the requirements of Local Government (Financial Management) Regulation 19C.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

11.3 ENCROACHMENT – LOT 100 (14) DURLACHER STREET, DENHAM  
P1075

AUTHOR

CHIEF EXECUTIVE OFFICER

DISCLOSURE OF ANY INTEREST

Nil

Officer Recommendation

Option 1

Advise the owner of Lot 100 (14) Durlacher Street that Council's resolution of 25 May 2016 stands and they are to remove all structures encroaching on the Hughes Street road reserve.

OR

Option 2

That Council agree to the adjoining owner Mrs Hargreaves's request to purchase of a portion of the Hughes Street road reserve that is subject to the encroachment and rational realignment of the lot boundary and request the administration to commence proceedings, following confirmation from Mrs Hargreaves to meet all costs associated with the surveying and purchase costs.

Moved Cr Ridgley

Seconded Cr Wake

Council Resolution

**That Council suspend Standing Orders, clause 9.5 Limitation on number speeches to be suspended at 3.35pm for open discussion on the encroachment of Lot 100 (14) Durlacher Street, Denham.**

**6/0 CARRIED**

Moved Cr Laundry

Seconded Cr Wake

Council Resolution

**That Council resume Standing Orders at 3.47 pm.**

**6/0 CARRIED**

Moved Cr Capewell

Seconded Cr Laundry

Council Resolution

**That Council agree to the adjoining owner Mrs Hargreaves's request to purchase of a portion of the Hughes Street road reserve that is subject to the encroachment and rational realignment of the lot boundary and request the administration to commence proceedings, following confirmation from Mrs Hargreaves to meet all costs associated with the surveying and purchase costs.**

**6/0 CARRIED**

27 JULY 2016

BACKGROUND

At the Council meeting held in 25 May 2016 the Council was presented with a report on activities occurring at 14 Durlacher Street Denham, which in part dealt with encroachment onto the Hughes Street road reserve resolved the following:

***Authorise the Chief Executive Officer to write to the owner of Lot 100 (14) Durlacher Street Denham requesting removal of all structures encroaching into the Hughes Street road reserve in accordance with Regulation 6 and/or 7 of the Local Government (Uniform Local Provisions) Regulations 1996.***

Mrs and Mr Hargreaves have replied in writing to Council's resolution (attached) in which they stated;

*I confirm we will be making application to the lands dept. for the acquisition of that road reserve land we encroached upon running alongside the sump overflow drain.*

As indicated in the correspondence the Chief Executive Officer had a brief conversation with Mr Hargreaves in which Mr Hargreaves was advised that the road reserve was vested in the Council and he should apply to the Council to see if they would consider the option for Mr Hargreaves in the first instance to acquire the land.

COMMENT

The survey (attached) indicates the property boundary to be 2.0metres to 2.5metres from the colour bond fence that is constructed around the stormwater sump on the Hughes Street road reserve.

The area of land between the fence and the property boundary is difficult to access unless Council removes the fence and fills the sump to utilise the area as open space.

It would be viable to utilise the sump fence as a property boundary and take in all encroachments past this point to a junction on the Durlacher Street frontage as part of a new property boundary.

There is still sufficient road reserve to accommodate a realigned boundary on the Hughes Street frontage and any newly aligned boundary for the Durlacher Street frontage would not impact upon any traffic sight lines.

The Council has the following options:

Option 1

Reaffirm Council resolution and advise the owners that Council's resolution of 25 May 2016 stands and they are to remove all structures encroaching on the Hughes Street road reserve.

27 JULY 2016

Option 2

Agree to the owner's position of the acquisition of the area of road reserve that the encroachment is occurring on and commence proceedings for this to occur, with the applicant meeting all costs associated with the process.

Note while option 2 may appear to negate the Council resolution of May 2015 it would be advisable at this point in time not to rescind the original motion to ensure that if negotiations or there is some unknown impediment to the purchase and realignment of the boundaries Council's resolution to remove the encroachments is still in force and can be enacted upon.

While the correspondence indicates that Mrs and Mr Hargreaves will make application to the Department of Lands, it would be prudent for Council to have some control of this process to ensure that it reaches a conclusion in a timely manner.

The Council must also approve of any application to acquire any portion of the road reserve.

Prior to any further action being undertaken to commence the proceedings for the sale of the reserve and the realignment of the boundaries a commitment from Mrs Hargreaves to meet all costs associated, including those incurred by the Council in this process should also be confirmed.

LEGAL IMPLICATIONS

*Local Government (Uniform Local Provisions) Regulations 1996* - the issue of building across boundaries will in the first instance be addressed by notifying the owner that their building activity has encroached on the road reserve and requesting them to address the matter. A notice may need to be issued dependent upon the owner's actions to address the encroachment matter.

Under the *Local Government (Uniform Local Provisions) Regulations 1996* a person must not place on a public thoroughfare anything that obstructs it, and / or must remove any part of a structure encroaching on a public thoroughfare.

*Local Government Act 1995* – An offender may be given notice under Section 3.25(1) (b) of the Act for breaches of the *Local Government (Uniform Local Provisions) Regulations 1996*.

*Land Administration Act 1997* - regarding sale of reserve land.

FINANCIAL IMPLICATIONS

Option 1- if the property owner does not remove any encroachments there may be costs associated with legal action and the removal of the encroachments by Council.

Option 2 - All cost associated with the resurveying of the property and the acquisition of the land are the responsibility of the applicant/owner (Mrs Hargreaves).

MINUTES OF THE ORDINARY COUNCIL MEETING

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27 JULY 2016

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this report.

RISK MANAGEMENT

There is minimal risk associated with either option one or two. Both courses of action reduce the risk associated with the encroachment onto the road reserve.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Chief Executive Officer

*P Anderson*

Date of Report

22 July 2016

27 JULY 2016



FILED  
1-PR-21307

SHARK BAY CRISIS CENTRE

RECEIVED

14 JUL 2016

SHIRE OF SHARK BAY

*Under the auspices of the Shark bay Christian Fellowship and working in conjunction with the  
Department of Family and Community Services, and the WA Council of Social Services (WACOSS)*

Established 1983  
ABN 83.325.318.348

P.O Box 50 Shark Bay, West Australia 6537  
Telephone: (08)99481338

C.E.O. Mr. Paul Anderson  
C.C. all Councillors  
Mrs. Bushby – Grey & Lewis Planning  
Mr. Brian Galvin – Shire Works Manager

Shark Bay Crisis Centre – **Encroachment/Road Reserve/Hughes Street – 14 days notice to reply**  
(Your letter of the 30<sup>th</sup> June actually received by me on the 5h July.)

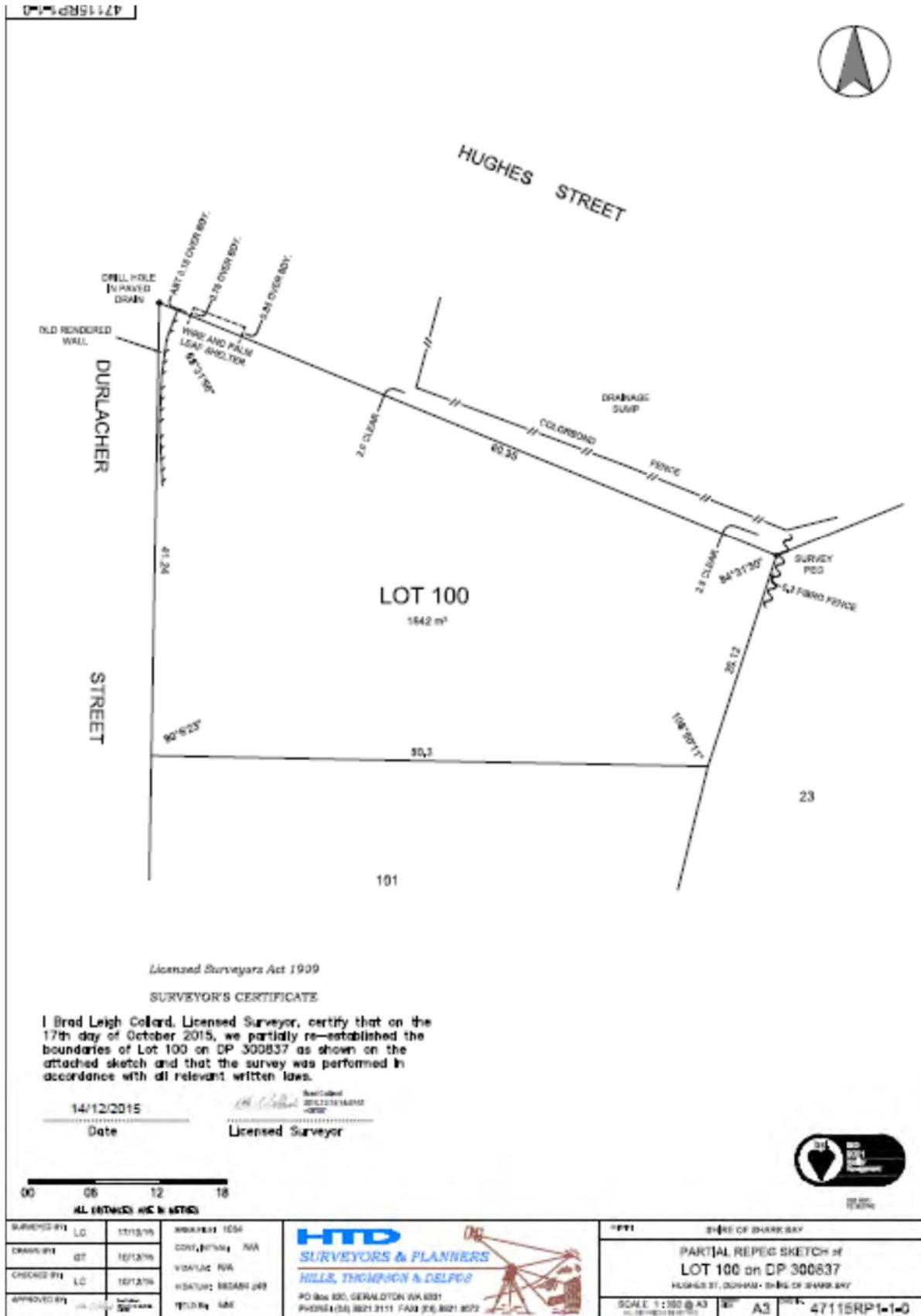
In confirmation of our brief conversation in the Shire Offices I confirm we **will be making application to the Lands Dept.** for the acquisition of that Road Reserve land we encroached upon running alongside the sump overflow drain.  
(signed)

T.W. &  M.A. Hargreaves

 M. Hargreaves 14 July 2016

Affiliated to the Australian Aboriginal Outreach under the Assemblies of God Missions Ministry; W.A. and in and ongoing involvement with, or support of the Good Samaritans; the Salvation Army; the Bible Society of W.A.; The Leprosy Mission; Christian Blind Mission International; Open Doors(Brother Andrew); Youth with a Mission (YWAM); Aerial Mission; Australian Federation for The Family; Christian Women Communicating Internationally (CWCI); Euro Vision; Australian Red Cross; Vision FM 87.6 Radio Station. 主耶稣中国教会 The China connection

27 JULY 2016



27 JULY 2016

**12. FINANCE REPORT**

**12.1 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 Bellottie

Seconded Cr Ridgley

**Council Resolution**

**That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$1,870,799.22 be accepted.**

**6/0 CARRIED**

Comment

The schedules of accounts for payment covering - Municipal fund account cheque numbers 26815 to 26820 totalling \$53,689.89

Municipal fund direct debits to Council for the month of June 2016 totalling \$21,898.09

Municipal fund account electronic payment numbers MUNI EFT 19613 to 19766 totalling \$1,635,147.79

Municipal fund account for June 2016 payroll totalling \$114,349.00

No Trust fund account cheque's were raised for June 2016

Trust fund Police Licensing for June 2016 cheque # 151612 totalling \$22,006.00 and

Trust fund account electronic payment numbers 19659, 19693, 19733, 19746 and 197744 to 19794 totalling \$23,708.45

The schedule of accounts submitted to each member of Council on 22 July 2016 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.

POLICY IMPLICATIONS

There are no policy implications associated with this item.

MINUTES OF THE ORDINARY COUNCIL MEETING

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27 JULY 2016

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>C Wood</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	15 July 2016

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

SHIRE OF SHARK BAY – MUNI CHEQUES

JUNE 2016

CHEQUE # 26815-26820

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
26815	09/06/2016	SHIRE OF SHARK BAY	TRANSFER OF NEW TRAILERS	-33.50
26816	20/06/2016	KELLY, IAN	SURVEY OF WANNOO TIP SITE	-9599.83
26817	29/06/2016	TELSTRA NETWORK & SERVICES	RELOCATION TELSTRA ASSETS AT LOT 302 KNIGHT TCE	-31432.90
26818	30/06/2016	WATER CORPORATION	QUARTERLY ACCOUNT	-9195.11
26819	30/06/2016	WATER CORPORATION	QUARTERLY ACCOUNT	-3039.97
26820	30/06/2016	CITY OF GREATER GERALDTON	DESIGN COMPLIANCE CERTIFICATE- BUILDING	-388.58
<b>TOTAL</b>				<b>\$53,689.89</b>

SHIRE OF SHARK BAY – DIRECT DEBITS

JUNE 2016

D/D	DATE	NAME	DESCRIPTION	AMOUNT
DD12948.1	06/06/2016	BANKWEST CORPORATE CARD	MONTHLY CREDIT CARD	-3202.92
DD12962.1	12/06/2016	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	-44.20
DD12962.2	12/06/2016	WESTPAC SECURITIES	SUPERANNUATION CONTRIBUTIONS	-193.21
DD12962.3	12/06/2016	MACQUARIE SUPER	SUPERANNUATION CONTRIBUTIONS	-199.71
DD12962.4	12/06/2016	REST	SUPERANNUATION CONTRIBUTIONS	-399.98
DD12962.5	12/06/2016	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-222.06
DD12962.6	12/06/2016	AMP SUPERANNUATION	PAYROLL DEDUCTIONS	-552.79
DD12962.7	12/06/2016	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-183.09

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

D/D	DATE	NAME	DESCRIPTION	AMOUNT
DD12962.8	12/06/2016	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-183.09
DD12962.9	12/06/2016	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-375.13
DD12975.1	21/06/2016	VIVA ENERGY AUSTRALIA	FUEL COSTS FOR MONTH	-49.72
DD12986.1	26/06/2016	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	-22.21
DD12986.2	26/06/2016	WESTPAC SECURITIES	SUPERANNUATION CONTRIBUTIONS	-193.21
DD12986.3	26/06/2016	MACQUARIE SUPER	SUPERANNUATION CONTRIBUTIONS	-193.08
DD12986.4	26/06/2016	REST	SUPERANNUATION CONTRIBUTIONS	-255.36
DD12986.5	26/06/2016	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-230.61
DD12986.6	26/06/2016	AMP SUPERANNUATION	PAYROLL DEDUCTIONS	-515.89
DD12986.7	26/06/2016	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-183.09
DD12986.8	26/06/2016	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-183.09
DD12986.9	26/06/2016	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-274.63
151607	07/06/2016	BANKWEST CORPORATE CARD	FUEL - BILLABONG ROADHOUSE	-69.52
DD12962.10	12/06/2016	ONE STEP SUPER	SUPERANNUATION CONTRIBUTIONS	-172.55
DD12962.11	12/06/2016	WA LOCAL GOV SUPER	PAYROLL DEDUCTIONS	-3901.67
DD12962.12	12/06/2016	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-690.90
DD12962.13	12/06/2016	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1522.44
DD12962.14	12/06/2016	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	-227.33
DD12962.15	12/06/2016	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-148.84
DD12962.16	12/06/2016	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-214.28
DD12962.17	12/06/2016	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	-164.92
DD12962.18	12/06/2016	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	-179.19
DD12986.10	26/06/2016	WA LOCAL GOV SUPER	PAYROLL DEDUCTIONS	-4055.51
DD12986.11	26/06/2016	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-686.86
DD12986.12	26/06/2016	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1269.02
DD12986.13	26/06/2016	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	-227.33
DD12986.14	26/06/2016	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-205.65
DD12986.15	26/06/2016	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-214.27
DD12986.16	26/06/2016	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	-119.11
DD12986.17	26/06/2016	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	-171.63
<b>TOTAL</b>				<b>\$21,898.09</b>

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

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27 JULY 2016

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Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

SHIRE OF SHARK BAY – MUNI EFT

JUNE 2016

EFT19613-19766

<b>EFT</b>	<b>DATE</b>	<b>COMPANY</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT19613	03/06/2016	ALLELECTRIX PTY LTD	INSTALL NEW TV BOX IN PENSIONER UNIT 4	-376.20
EFT19614	03/06/2016	BATTERY MART	BATTERIES – PRIME MOVER	-686.40
EFT19615	03/06/2016	BURTON TILING MAINTENANCE	REFURBISHMENT PENSIONER UNIT 5	-442.20
EFT19616	03/06/2016	DEPAW	MERCHANDISE-TWIN BAYS BOOKS	-67.28
EFT19617	03/06/2016	DAVID GRAY AND CO PTY LTD	FOGGING CHEMICALS	-2271.28
EFT19618	03/06/2016	CDH ELECTRICAL	YEARLY ELECTRICAL TEST AND TAG AT SBDC	-730.40
EFT19619	03/06/2016	FELICITY BETTESWORTH	TRAVEL COST-RELOCATION	-229.94
EFT19620	03/06/2016	GYM CARE	MAINTENANCE MATERIALS FOR MACHINES	-63.36
EFT19621	03/06/2016	GERALDTON MOWER & REPAIRS	HEDGE TRIMMER	-579.00
EFT19622	03/06/2016	THINK WATER GERALDTON	MATERIALS FOR REPAIR SBDC FIRE UNIT	-204.00
EFT19623	03/06/2016	HITACHI MACHINERY	OIL, FUEL & AIR FILTERS FOR GRADER	-539.58
EFT19624	03/06/2016	HERITAGE RESORT	ACCOMMODATION-G MASTERS STRUT & FRET	-612.00
EFT19625	03/06/2016	TOLL IPEC PTY LTD	FREIGHT WEEKLY ACCOUNT	-65.92
EFT19627	03/06/2016	LANDGATE	GRV VALUATION	-363.00
EFT19628	03/06/2016	MCLEODS BARRISTERS	LEGAL COSTS	-422.16
EFT19629	03/06/2016	MOORE STEPHENS	INTERIM BILLING FOR AUDIT-EOY 30.6.2016	-12549.87
EFT19630	03/06/2016	PURCHER INTERNATIONAL	AIR DRYER FILTER-PRIME MOVER	-86.08
EFT19631	03/06/2016	PLUMOVATION	PLUMBING WORK PENSIONER UNIT 4	-2026.20
EFT19632	03/06/2016	PROFESSIONAL PC SUPPORT	REMOTE SERVER MAINTENANCE	-140.00
EFT19633	03/06/2016	PAPER PLUS OFFICE NATIONAL	OFFICE STATIONERY & PRINTER INK	-1444.81
EFT19634	03/06/2016	R & L COURIERS	FREIGHT-SHIP PAINTING FROM THE GDC	-200.00
EFT19635	03/06/2016	RICHARD CLAUDE MORONEY	CLEAN UP & REMOVE RUBBISH -SBDC	-32.00
EFT19636	03/06/2016	SKIPPERS AVIATION	AUDITORS- MOORE STEPHENS.-SEPT 2016	-2512.00
EFT19637	03/06/2016	SHARK BAY FREIGHTLINES	DELIVERY OF PAVERS KNIGHT TERRACE	-11990.00
EFT19638	03/06/2016	SHARK BAY AIR CHARTER	CHERYL COWELL - INTERVIEWS GASCOYNE TOURISM BOARD – REIMBURSABLE FROM GDC	-789.35

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

EFT19639	03/06/2016	GET STITCHED	REPAIR TO 16 BANNERS	-800.00
EFT19640	03/06/2016	STRUT & FRET	EVENT MANAGEMENT 1616 FESTIVAL	-89375.00
EFT19641	03/06/2016	SHARK BAY CAR HIRE	CAR HIRE TRANSPORT DOCTOR	-495.00
EFT19642		CANCELLED		
EFT19643	03/06/2016	TELSTRA CORPORATION LIMITED	TELEPHONE SERVICE FOR SMS MESSAGES	-187.54
EFT19644	03/06/2016	THE BLOCK MAKERS	SHIRE OFFICE RETAINING WALL	-743.90
EFT19645	03/06/2016	TELEMALL COMMUNICATIONS	MESSAGE ON HOLD-QUARTERLY	-355.30
EFT19646	03/06/2016	URBANSTONE PTY LTD	SUPPLY OF PAVERS – KNIGHT TERRACE	-61482.19
EFT19647	03/06/2016	WORLEYPARSONS	PROVISION OF CONSULTANCY SERVICES FOR DENHAM FORESHORE REVITALISATION	-2613.05
EFT19648	03/06/2016	YADGALAH ABORIGINAL CORP	HIRE OF DIGGER FOR SHIRE OFFICE DRAINAGE SYSTEM	-875.00
EFT19649	03/06/2016	ALLELECTRIX PTY LTD	FIXED HOT WATER SYSTEM UNIT 2	-156.20
EFT19651	03/06/2016	ATOM-GERALDTON INDUSTRIAL	10 X WHEELIE BINS	-872.74
EFT19652	03/06/2016	TOLL IPEC PTY LTD	FREIGHT-WEEKLY ACCOUNT	-243.31
EFT19653	03/06/2016	PURCHER INTERNATIONAL	OIL, AIR & FUEL FILTERS & COOLANT LEVEL SENSOR FOR IVECO	-1566.89
EFT19654	03/06/2016	SHARK BAY CLEANING SERVICE	MONTHLY CLEANING ACCOUNT	-18173.80
EFT19655	03/06/2016	SHARK BAY AIR CHARTER	AIR CHARTER TO ISLAND FOR TERMITE INSPECTION	-720.00
EFT19656	03/06/2016	MCKELL FAMILY TRUST	STREET SWEEPING AND RUBBISH MONTHLY ACCOUNT	-10963.75
EFT19657	03/06/2016	THE BLOCK MAKERS	BLOCKS FOR SHIRE OFFICE CARPARK	-1912.20
EFT19658	10/06/2016	MARGARET ANNE HARGREAVES TRUST	REFUND OF TOWN COMMON LICENCE	-100.00
EFT19659				
EFT19660	14/06/2016	GERALDTON TOYOTA	RAV4 MOTOR VEHICLE CHANGEOVER	-19964.42
EFT19663	14/06/2016	ANNABEL TRENDS	MERCHANDISE - SBDC	-52958.18
EFT19664	14/06/2016	BOOKEASY AUSTRALIA PTY LTD	BOOKEASY COMMISSION	-572.89
EFT19665	14/06/2016	BOC LIMITED	CONTAINER RENTAL	-34.05
EFT19667	14/06/2016	BLACKWOODS ATKINS	WHEELSTOP SPIKES-HUGHES ST. CAR PARK	-1221.00

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

EFT19668	14/06/2016	EARTHCARE	DENHAM FORESHORE REVITALISATION PROJECT	-364450.51
EFT19669	14/06/2016	ETCHED GLASS DESIGN	MERCHANDISE - SBDC	-290.10
EFT19670	14/06/2016	ENVIROPACIFIC SERVICES PTY LTD	DEPT OF TRANSPORT FORESHORE-FUEL FACILITY RELOCATION	-437664.83
EFT19671	14/06/2016	DENHAM IGA X-PRESS	MONTHLY ACCOUNT	-480.55
EFT19673	14/06/2016	ATOM-GERALDTON INDUSTRIAL	SAFETY EQUIPMENT	-1502.61
EFT19674	14/06/2016	GRAY & LEWIS PLANNERS	PLANNING ADVICE - GENERAL	-8646.01
EFT19675	14/06/2016	HORIZON POWER	STREET LIGHTING	-3361.55
EFT19676	14/06/2016	HORIZON POWER	ELECTRICITY ACCOUNT BI MONTHLY	-6240.24
EFT19677	14/06/2016	TOLL IPEC PTY LTD	FREIGHT WEEKLY ACCOUNT	-237.81
EFT19678	14/06/2016	ITVISION	RATES TRAINING - DONNELLE OAKLEY	-550.00
EFT19679	14/06/2016	JASON SIGNMAKERS	SHARK BAY ROAD SIGNS	-12867.80
EFT19680	14/06/2016	MCLEODS BARRISTERS	LEGAL COSTS TO THE 30 JUNE 2016	-854.41
EFT19681	14/06/2016	TRUE VALUE HARDWARE	HARDWARE FOR MAY 2016	-937.63
EFT19682	14/06/2016	MOORE STEPHENS	2015/2016 WA LOCAL GOVERNMENT RATES COMPARISON REPORT	-209.00
EFT19683	14/06/2016	MURRAY VIEWS	MERCHANDISE - SBDC	-7932.34
EFT19684	14/06/2016	PROFESSIONAL PC SUPPORT	COMPUTER CABLES TO LINK SCREENS	-44.00
EFT19685	14/06/2016	RAY WHITE SHARK BAY	RENT ON 34 HUGHES ST	-1127.00
EFT19686	14/06/2016	SHARK BAY TAXI SERVICE	SHIRE/OVERLANDER RUN	-1452.00
EFT19688	14/06/2016	SHARK BAY CLEANING SERVICE	CLEANING OF COMMUNITY GYM FLOOR	-1521.44
EFT19689	14/06/2016	SALTWATER CAFE	REFRESHMENTS COUNCIL MEETING	-209.00
EFT19690	14/06/2016	TOTAL COUNT	DOOR COUNTER SBDC	-380.00
EFT19691	14/06/2016	WELLARD CONTRACTING & PLANT	WATER CART, SIDE TIPPER & LABOUR HIRE	-7848.50
EFT19692	16/06/2016	MARK BLACKBURN	GYM CARD DEPOSIT REFUND	-20.00
EFT19693		TRUST		
EFT19694	20/06/2016	WA MUSEUM	DEVELOPMENT OF DIRK HARTOG EXHIBITION	-27500.00
EFT19695	20/06/2016	CDH ELECTRICAL	HWS REPAIRS SHIRE OFFICES	-99.00
EFT19696	20/06/2016	ELGAS LIMITED	GAS BOTTLE-SHIRE HOUSE	-166.00
EFT19697	20/06/2016	HORIZON POWER	HORIZON POWER -FORESHORE	-18556.23

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

EFT19698	20/06/2016	HAMES SHARLEY PLANNING	PROJECT MANAGEMENT FOR FORESHORE	-2112.00
EFT19699	20/06/2016	TOLL IPEC PTY LTD	FREIGHT WEEKLY	-10.62
EFT19700	20/06/2016	ITVISION	MANAGING FINANCIALS - TRAINING 2 STAFF	-1100.00
EFT19701	20/06/2016	LANDGATE	GRV VALUATION	-64.00
EFT19702	20/06/2016	MCLEODS BARRISTERS	LEGAL COSTS TO 30 JUNE 2016	-1106.71
EFT19703	20/06/2016	OUTBACK COAST AUTOMOTIVES	REPAIR TYRE ON TOWN RANGERS UTE	-38.50
EFT19704	20/06/2016	PEST-A-KILL	MONTHLY PEST CONTROL ACCOUNT	-572.00
EFT19705	20/06/2016	PROFESSIONAL PC SUPPORT	REMOTE SERVER MAINTENANCE	-140.00
EFT19706	20/06/2016	PAULS TYRES	REPAIR - GRADER TYRES, 1 NEW TYRE	-2882.50
EFT19708	20/06/2016	REECE PTY LTD	VANDAL PROOF TAPS X 4	-66.84
EFT19709	20/06/2016	SKIPPERS AVIATION	FLIGHTS - FORESHORE PROJECT, F BURKE, D FIRNS	-1256.00
EFT19710	20/06/2016	SHARK BAY FREIGHTLINES	FREIGHT MONTHLY	-354.12
EFT19711	20/06/2016	WALGA	ADVERTISING 'WEST AUSTRALIAN'- RECRUITMENT EFMA	-6680.95
EFT19712	20/06/2016	COMFORT INN WENTWORTH HOTEL	ACCOMMODATION - TRAINING	-372.80
EFT19713	27/06/2016	THE PERTH MINT AUSTRALIA	COMMEMORATIVE COINS - DIRK HARTOG	-7427.53
EFT19714	27/06/2016	ALLELECTRIX PTY LTD	SOLAR LIGHT REPAIR-PENSIONER UNITS	-671.00
EFT19715	27/06/2016	AIR LIQUIDE	HIRE OF CYLINDERS-DEPOT	-462.07
EFT19716	27/06/2016	AUSTRAL PLUMBING	ONGOING REFURBISHMENT TO OLD JAIL	-2739.00
EFT19717	27/06/2016	BUNNINGS BUILDING	KITCHEN TAP FOR TOWN HALL	-65.00
EFT19718	27/06/2016	CORAL COAST PLUMBING	SUPPLY & INSTALL HWS SHIRE OFFICES	-1555.32
EFT19719	27/06/2016	ATOM-GERALDTON INDUSTRIAL	LIFTING HOOK FOR HIAB-DUAL CAB TRUCK	-50.22
EFT19720	27/06/2016	GERALDTON MOWER & REPAIRS	AIR FILTER, OIL CAP, PRIMER BULB, CARBI KIT & SPARK PLUG FOR POLE SAW	-82.20
EFT19721	27/06/2016	BRUZER FISHERIES	ALUMINIUM POLE FOR WIRELESS LINK	-118.80
EFT19723	27/06/2016	HERITAGE RESORT	3 NIGHTS STAY - WA MUSEUM	-972.00
EFT19724	27/06/2016	JOANNA YORKE	REIMBURSEMENT OF POLICE CLEARANCE	-62.80
EFT19725	27/06/2016	LANDGATE	GRV REVALUATION 2015/2016	-15000.00
EFT19726	27/06/2016	MIDWEST FIRE PROTECTION	QUARTERLY SERVICE ALARM SYSTEM	-1968.78
EFT19727	27/06/2016	PARKER BLACK & FORREST	BARREL LOCK-REC CENTRE	-15.00

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

EFT19728	27/06/2016	PERTH PAVING PTY LTD	PAVING WORKS TO KNIGHT TERRACE	-31537.00
EFT19729	27/06/2016	SHARK BAY SKIPS	MAIN ROADS PICK UP SKIP BINS	-5137.00
EFT19730	27/06/2016	TELSTRA CORPORATION LIMITED	MONTHLY ACCOUNT	-1819.90
EFT19731	27/06/2016	TOTAL UNIFORMS	UNIFORMS - OFFICE	-530.41
EFT19734	29/06/2016	GERALDTON TOYOTA	PURCHASE OF CAMRY HYBRID ATARA SL	-18418.68
EFT19735	29/06/2016	DPAW	MONKEY MIA PASSES	-792.00
EFT19736	29/06/2016	COOL THATCH	RE- THATCH GAZEBO - FORESHORE	-7645.00
EFT19737	29/06/2016	CDH ELECTRICAL	ELECTRICAL TAGGING DEPOT	-420.20
EFT19738	29/06/2016	ATOM-GERALDTON INDUSTRIAL	DIAMOND BLADE FOR CIRCULAR SAW	-693.69
EFT19739	29/06/2016	HORIZON POWER	CONNECTION APPLICATION FOR FORESHORE	-2936.27
EFT19740	29/06/2016	HERITAGE RESORT	MEALS – WA MUSEUM CONSULTANT	-29.50
EFT19741	29/06/2016	TOLL IPEC PTY LTD	FREIGHT-WEEKLY ACCOUNT	-91.45
EFT19743	29/06/2016	SHARK BAY CLEANING SERVICE	MONTHLY CLEANING ACCOUNT	-18173.80
EFT19744	29/06/2016	SHARK BAY AIR CHARTER	AIR TRAVEL TO GASCOYNE JUNCTION-4 PERSONS REGIONAL ROAD GROUP AND WALGA ZONE MEETING	-1320.00
EFT19745	29/06/2016	WELLARD CONTRACTING & PLANT HIRE	WATER CART, SIDE TIPPER AND LABOUR HIRE	-5480.75
EFT19746		TRUST		
EFT19747	30/06/2016	RAC TOURISM ASSETS	RATES REFUND FOR ASSESSMENT A4347	-63594.00
EFT19748	30/06/2016	DIRK HARTOG ISLAND TOURS	DRIVE TO CAPE INSCRIPTION FOR INSPECTION	-600.00
EFT19749	30/06/2016	ADP STOREFIXTURES	BROCHURE HOLDERS-SBDC	-207.46
EFT19750	30/06/2016	ASHDOWN INGRAM	BATTERY TERMINALS FOR VARIOUS VEHICLES	-348.54
EFT19752	30/06/2016	BUNNINGS BUILDING	DOOR CLOSER -65 BROCKMAN	-19.95
EFT19753	30/06/2016	BOOLBARDIE COUNTRY CLUB	DONATION & FINANCIAL ASSISTANCE 2015/16	-3750.00
EFT19755	30/06/2016	CARNARVON MOTOR GROUP	BUS INSPECTION	-101.80
EFT19756	30/06/2016	JOE CURRAN	REIMBURSEMENT FUEL FOR BUS INSPECTION	-70.00
EFT19757	30/06/2016	LANDGATE	GEOSPATIAL DATA-SYNERGY MAPPING UPDATE	-2217.85
EFT19758	30/06/2016	LUKE JOSEPH PORTER	REIMBURSEMENT TRUCK DRIVERS LICENCE	-154.80

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

EFT19759	30/06/2016	MARKETFORCE PTY LTD	NOTICE OF INTENTION TO IMPOSE DIFFERENTIAL RATES 2016/17 - MIDWEST TIMES	-600.28
EFT19760	30/06/2016	MOORE STEPHENS	FINANCIAL MANAGEMENT REVIEW	-9350.00
EFT19761	30/06/2016	OUTBACK COAST AUTOMOTIVES	SERVICE OF CEO'S VEHICLE	-322.30
EFT19762	30/06/2016	PARKER BLACK & FORREST	GST NOT PAID ON ORIGINAL INVOICE	-1.50
EFT19763	30/06/2016	DPAW	MONKEY MIA PASSES	-1800.00
EFT19764	30/06/2016	SHARK BAY SKIPS	MAIN ROADS PICK UP SKIP BINS	-6138.00
EFT19765	30/06/2016	SMC MARINE PTY LTD	UPGRADES TO THE DENHAM RECREATIONAL BOAT RAMP	-131630.81
EFT19766	30/06/2016	SHIRE OF CARNARVON	CONTRIBUTION FOR EMERGENCY MANAGEMENT	-6942.46
<b>TOTAL</b>				<b>\$1,635,147.79</b>

SHIRE OF SHARK BAY – TRUST CHEQUE  
JUNE 2016  
TRUST CHEQUE # 151612

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
151612	30/06/2016	COMMISSIONER OF POLICE	POLICE LICENSING JUNE 2016	-22006.00

SHIRE OF SHARK BAY – TRUST EFT  
JUNE 2016  
EFT 19659, 19693, 19733, 19746, 19744-19794

EFT	Date	Name	Description	Amount
EFT19659	10/06/2016	GARRY JOHN MITCHELL	GYM CARD DEPOSIT REFUND	-20.00
EFT19693	16/06/2016	MARTIN CZIKOWSKI	GYM CARD DEPOSIT REFUND	-20.00

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

EFT19733	28/06/2016	GEOFFREY RICHARD BROWN	LIBRARY DEPOSIT REFUND	-50.00
EFT19746	30/06/2016	JUNE LYSLE	GYM CARD DEPOSIT REFUND	-20.00
EFT19774	30/06/2016	MAC ATTACK FISHING CHARTERS	BOOKEASY JUNE 2016	-297.50
EFT19775	30/06/2016	BAY LODGE MIDWEST OASIS	BOOKEASY JUNE 2016	-935.00
EFT19776	30/06/2016	BLUE LAGOON PEARLS	BOOKEASY JUNE 2016	-59.50
EFT19777	30/06/2016	SHARK BAY COASTAL TOURS	BOOKEASY JUNE 2016	-1398.25
EFT19778	30/06/2016	DENHAM SEASIDE CARAVAN PARK	BOOKEASY JUNE 2016	-121.97
EFT19779	30/06/2016	HARTOG COTTAGES	BOOKEASY JUNE 2016	-1907.20
EFT19780	30/06/2016	HINCHY PUBLICATIONS	BOOKEASY JUNE 2016	-22.16
EFT19781	30/06/2016	MONKEY MIA YACHT CHARTERS	BOOKEASY JUNE 2016	-3785.76
EFT19782	30/06/2016	MONKEYMIA WILDSIGHTS	BOOKEASY JUNE 2016	-3634.52
EFT19783	30/06/2016	NANGA BAY RESORT	BOOKEASY JUNE 2016	-340.00
EFT19784	30/06/2016	WA OCEAN PARK PTY LTD	BOOKEASY JUNE 2016	-810.90
EFT19785	30/06/2016	OCEANSIDE VILLAGE	BOOKEASY JUNE 2016	-251.80
EFT19786	30/06/2016	SHARK BAY SCENIC QUAD BIKE TOURS	BOOKEASY JUNE 2016	-1275.00
EFT19787	30/06/2016	SHARK BAY COACHES AND TOURS	BOOKEASY JUNE 2016	-158.40
EFT19788	30/06/2016	SHARK BAY AIR CHARTER	BOOKEASY JUNE 2016	-671.88
EFT19789	30/06/2016	SHARKBAY CARAVAN PARK	BOOKEASY JUNE 2016	-1139.00
EFT19790	30/06/2016	PRAGUE HOLDINGS PTY LTD	BOOKEASY JUNE 2016	-1207.00
EFT19791	30/06/2016	SHIRE OF SHARK BAY	BOOKEASY COMMISSION JUNE 2016	-4125.77
EFT19792	30/06/2016	THREE ISLANDS WHALE SHARK DIVE	BOOKEASY JUNE 2016	-385.00
EFT19793	30/06/2016	TRADEWINDS SEAFRONT APARTMENTS	BOOKEASY JUNE 2016	-721.60
EFT19794	30/06/2016	WULA GUDA NYINDA (CAPES)	BOOKEASY JUNE 2016	-350.24
			<b>TOTAL</b>	<b>\$23,708.45</b>

27 JULY 2016

12.2 FINANCIAL REPORTS TO 30 JUNE 2016

CM00017

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved           Cr Ridgley  
Seconded       Cr Wake

**Council Resolution**

**That the monthly financial report to 30 June 2016 as attached be received.**

**6/0 CARRIED**

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **30 June 2016** are attached.

This report is not the final report for the 2015/2016 financial year as end of year entries still need to be processed. The final result will be presented with the Annual Report after the audit.

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

*C Wood*  
*P Anderson*  
20 July 2016

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

<b>SHIRE OF SHARK BAY</b>			
<b>MONTHLY FINANCIAL REPORT</b>			
<b>For the Period Ended 30 June 2016</b>			
<b>LOCAL GOVERNMENT ACT 1995</b>			
<b>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</b>			
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Note 9	Rating Information		
Note 10	Information on Borrowings		
Note 11	Grants and Contributions		
Note 12	Trust		
Note 13	Capital Acquisitions		

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

SHIRE OF SHARK BAY							
STATEMENT OF FINANCIAL ACTIVITY							
(Statutory Reporting Program)							
For the Period Ended 30 June 2016							
	Note	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Governance		50,388	50,388	47,400	(2,988)	(5.93%)	▼
General Purpose Funding - Rates	9	1,214,780	1,214,780	1,250,862	36,082	3.0%	▲
General Purpose Funding - Other		1,000,973	1,000,973	1,137,420	136,447	13.6%	▲
Law, Order and Public Safety		85,125	85,125	103,390	18,265	21%	▲
Health		750	750	1,006	256	34.13%	▲
Housing		86,110	86,110	86,977	867	1.0%	▲
Community Amenities		282,000	282,000	297,559	15,559	5.52%	▲
Recreation and Culture		222,900	222,900	247,719	24,819	11.1%	▲
Transport		464,056	464,056	978,091	514,035	110.8%	▲
Economic Services		738,380	738,380	775,554	37,174	5.0%	▲
Other Property and Services		25,000	25,000	51,811	26,811	107.2%	▲
<b>Total Operating Revenue</b>		<b>4,170,462</b>	<b>4,170,462</b>	<b>4,977,789</b>	<b>807,327</b>	<b>19.36%</b>	
<b>Operating Expense</b>							
Governance		(342,993)	(342,993)	(331,183)	11,810	(3.4%)	▲
General Purpose Funding		(138,795)	(138,795)	(196,489)	(57,694)	41.6%	▼
Law, Order and Public Safety		(359,490)	(359,490)	(395,805)	(36,315)	10.1%	▼
Health		(69,356)	(69,356)	(91,295)	(21,939)	31.6%	▼
Housing		(191,106)	(191,106)	(184,949)	6,157	(3.2%)	▲
Community Amenities		(604,665)	(604,665)	(604,725)	(60)	0.0%	▼
Recreation and Culture		(2,058,824)	(2,058,824)	(2,065,095)	(6,271)	0.3%	▼
Transport		(1,490,829)	(1,490,829)	(2,970,496)	(1,479,667)	99.3%	▼
Economic Services		(1,345,660)	(1,345,660)	(1,211,665)	133,995	(10.0%)	▲
Other Property and Services		(25,000)	(25,000)	52,397	77,397	(309.6%)	▲
<b>Total Operating Expenditure</b>		<b>(6,626,717)</b>	<b>(6,626,718)</b>	<b>(7,999,305)</b>	<b>(1,372,587)</b>	<b>20.7%</b>	
<b>Funding Balance Adjustments</b>							
Add back Depreciation		1,831,805	1,831,805	1,798,990	(32,815)		
Adjust (Profit)/Loss on Asset Disposal	8	39,165	39,165	42,697	3,532		
Adjust Provisions and Accruals		0	0	0			
<b>Net Cash from Operations</b>		<b>(585,286)</b>	<b>(585,286)</b>	<b>(1,179,829)</b>	<b>(594,543)</b>	<b>101.58%</b>	
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	7,488,610	7,488,610	2,936,118	(4,552,492)	(60.8%)	▼
Proceeds from Disposal of Assets	8	250,000	250,000	238,698	(11,302)	4.5%	▼
<b>Total Capital Revenues</b>		<b>7,738,610</b>	<b>7,738,610</b>	<b>3,174,816</b>	<b>(4,563,794)</b>	<b>(59.0%)</b>	
<b>Capital Expenses</b>							
Land Held for Resale							
Land and Buildings	13	(175,675)	(175,675)	(159,425)	16,250	9.25%	▲
Infrastructure - Roads	13	(1,146,642)	(1,146,642)	(842,056)	304,586	26.6%	▲
Infrastructure - Public Facilities	13	(7,817,630)	(7,817,630)	(1,861,253)	5,956,377	76.2%	▲
Infrastructure - Streetscapes	13	(50,000)	(50,000)	(3,709)	46,291	92.6%	▲
Infrastructure - Footpaths	13	(50,000)	(50,000)	(46,407)	3,593	7.2%	▲
Infrastructure - Drainage	13	(40,000)	(40,000)	(48,450)	(8,450)	(21.1%)	▼
Heritage Assets	13	(50,000)	(50,000)	(13,811)	36,189	72.4%	▲
Plant and Equipment	13	(819,000)	(819,000)	(661,132)	157,868	19.3%	▲
Furniture and Equipment	13	(24,500)	(24,500)	(6,550)	17,950	73.3%	▲
<b>Total Capital Expenditure</b>		<b>(10,173,447)</b>	<b>(10,173,447)</b>	<b>(3,642,793)</b>	<b>6,530,654</b>	<b>64.2%</b>	
<b>Net Cash from Capital Activities</b>		<b>(2,434,837)</b>	<b>(2,434,837)</b>	<b>(467,977)</b>	<b>1,966,860</b>	<b>80.78%</b>	
<b>Financing</b>							
Proceeds from New Debentures		0	0	0	0		
Transfer from Reserves	7	1,558,489	1,558,489	952,000	(606,489)	0.00%	
Repayment of Debentures	10	(111,745)	(111,745)	(111,745)	0	0.0%	
Transfer to Reserves	7	(859,190)	(859,190)	(871,764)	(12,574)	0.0%	
<b>Net Cash from Financing Activities</b>		<b>587,554</b>	<b>587,554</b>	<b>(31,509)</b>	<b>(619,063)</b>	<b>105.36%</b>	
<b>Net Operations, Capital and Financing</b>		<b>(2,432,569)</b>	<b>(2,432,569)</b>	<b>(1,679,315)</b>	<b>753,254</b>	<b>30.97%</b>	<b>▲</b>
<b>Opening Funding Surplus(Deficit)</b>	3	<b>2,432,569</b>	<b>2,432,569</b>	<b>2,432,569</b>	<b>0</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>0</b>	<b>0</b>	<b>753,254</b>	<b>753,254</b>		<b>▲</b>

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.  
Refer to Note 2 for an explanation of the reasons for the variance.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

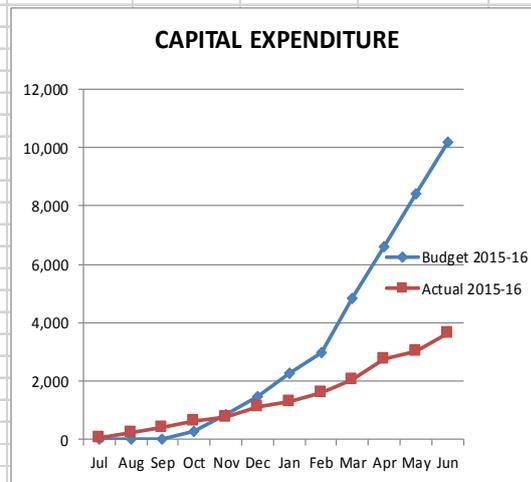
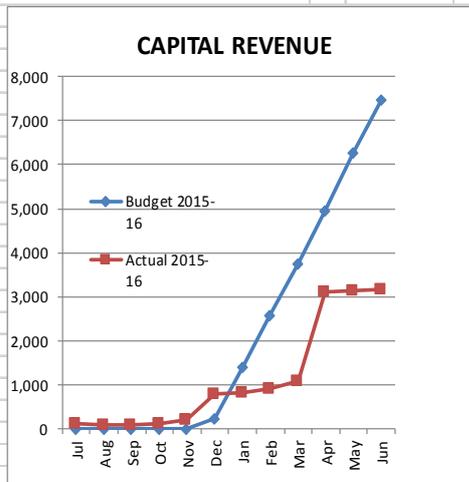
SHIRE OF SHARK BAY				
STATEMENT OF FINANCIAL ACTIVITY				
(By Nature or Type)				
For the Period Ended 30 June 2016				
	Note	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)
<b>Operating Revenues</b>		\$	\$	\$
Rates	9	1,206,379	1,206,379	1,240,510
Operating Grants, Subsidies and Contributions	11	1,431,854	1,431,854	1,953,252
Fees and Charges		1,203,675	1,203,675	1,288,567
Interest Earnings		75,694	75,694	206,283
Other Revenue		209,175	209,175	245,033
Profit on Disposal of Assets	8	43,684	43,684	44,144
<b>Total Operating Revenue</b>		<b>4,170,461</b>	<b>4,170,461</b>	<b>4,977,789</b>
<b>Operating Expense</b>				
Employee Costs		(2,004,610)	(2,004,610)	(1,991,156)
Materials and Contracts		(2,163,725)	(2,163,725)	(3,478,847)
Utility Charges		(148,750)	(148,750)	(149,082)
Depreciation on Non-Current Assets		(1,831,805)	(1,831,805)	(1,798,990)
Interest Expenses		(20,433)	(20,433)	(17,815)
Insurance Expenses		(158,178)	(158,178)	(149,196)
Other Expenditure		(216,367)	(216,367)	(294,066)
Loss on Disposal of Assets	8	(82,849)	(82,849)	(120,153)
<b>Total Operating Expenditure</b>		<b>(6,626,717)</b>	<b>(6,626,717)</b>	<b>(7,999,305)</b>
<b>Funding Balance Adjustments</b>				
Add back Depreciation		1,831,805	1,831,805	1,798,990
Adjust (Profit)/Loss on Asset Disposal	8	39,165	39,165	42,697
Adjust Provisions and Accruals		0	0	0
<b>Net Cash from Operations</b>		<b>(585,286)</b>	<b>(585,286)</b>	<b>(1,179,829)</b>
<b>Capital Revenues</b>				
Grants, Subsidies and Contributions	11	7,488,610	7,488,610	2,936,118
Proceeds from Disposal of Assets	8	250,000	250,000	238,698
<b>Total Capital Revenues</b>		<b>7,738,610</b>	<b>7,738,610</b>	<b>3,174,816</b>
<b>Capital Expenses</b>				
Land Held for Resale		0	0	0
Land and Buildings	13	(175,675)	(175,675)	(159,425)
Infrastructure - Roads	13	(1,146,642)	(1,146,642)	(842,056)
Infrastructure - Public Facilities	13	(7,817,630)	(7,817,630)	(1,861,253)
Infrastructure - Streetscapes	13	(50,000)	(50,000)	(3,709)
Infrastructure - Footpaths	13	(50,000)	(50,000)	(46,407)
Infrastructure - Drainage	13	(40,000)	(40,000)	(48,450)
Heritage Assets	13	(50,000)	(50,000)	(13,811)
Plant and Equipment	13	(819,000)	(819,000)	(661,132)
Furniture and Equipment	13	(24,500)	(24,500)	(6,550)
<b>Total Capital Expenditure</b>		<b>(10,173,447)</b>	<b>(10,173,447)</b>	<b>(3,642,793)</b>
<b>Net Cash from Capital Activities</b>		<b>(2,434,837)</b>	<b>(2,434,837)</b>	<b>(467,977)</b>
<b>Financing</b>				
Proceeds from New Debentures		0	0	0
Transfer from Reserves	7	1,558,489	1,558,489	952,000
Repayment of Debentures	10	(111,745)	(111,745)	(111,745)
Transfer to Reserves	7	(859,190)	(859,190)	(871,764)
<b>Net Cash from Financing Activities</b>		<b>587,554</b>	<b>587,554</b>	<b>(31,509)</b>
<b>Net Operations, Capital and Financing</b>		<b>(2,432,569)</b>	<b>(2,432,569)</b>	<b>(1,679,315)</b>
<b>Opening Funding Surplus(Deficit)</b>	3	<b>2,432,569</b>	<b>2,432,569</b>	<b>2,432,569</b>
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(0)</b>	<b>0</b>	<b>753,254</b>

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

SHIRE OF SHARK BAY								
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING								
For the Period Ended 30 June 2016								
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	\$ 12,669	\$ 146,756	\$ 159,425	\$ 175,675	\$ 175,675	\$ 16,250	
Infrastructure Assets - Roads	13	0	842,056	842,056	1,146,642	1,146,642	304,586	
Infrastructure Assets - Public Facilities	13	94,026	1,767,227	1,861,253	7,817,630	7,817,630	5,956,377	
Infrastructure Assets - Footpaths	13	46,407	0	46,407	50,000	50,000	3,593	
Infrastructure Assets - Drainage	13	0	48,450	48,450	40,000	40,000	(8,450)	
Infrastructure Assets - Streetscapes	13	3,709	0	3,709	50,000	50,000	46,291	
Heritage Assets	13	0	13,811	13,811	50,000	50,000	36,189	
Plant and Equipment	13	0	661,132	661,132	819,000	819,000	157,868	
Furniture and Equipment	13	0	6,550	6,550	24,500	24,500	17,950	
<b>Capital Expenditure Totals</b>		<b>156,811</b>	<b>3,485,982</b>	<b>3,642,793</b>	<b>10,173,447</b>	<b>10,173,447</b>	<b>6,530,654</b>	



Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

SHIRE OF SHARK BAY						
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY						
For the Period Ended 30 June 2016						
<b>1. SIGNIFICANT ACCOUNTING POLICIES</b>						
<b>(a) Basis of Preparation</b>						
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.						
<b>The Local Government Reporting Entity</b>						
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>(b) Rounding Off Figures</b>						
All figures shown in this report, other than a rate in the dollar, are rounded to the nearest dollar.						
<b>(c) Rates, Grants, Donations and Other Contributions</b>						
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.						
<b>(d) Goods and Services Tax (GST)</b>						
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.						
<b>(e) Superannuation</b>						
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

27 JULY 2016

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 30 June 2016	
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>	
<b>(f) Cash and Cash Equivalents</b>	
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.	
	1
<b>(g) Trade and Other Receivables</b>	
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.	
<b>(h) Inventories</b>	
<b>General</b>	
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.	
<b>Land Held for Resale</b>	
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.	
<b>(i) Fixed Assets</b>	
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.	
<b>Mandatory Requirement to Revalue Non-Current Assets</b>	
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

27 JULY 2016

SHIRE OF SHARK BAY							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 30 June 2016							
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>							
<b>(j) Fixed Assets (Continued)</b>							
<b><i>Land Under Control</i></b>							
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.							
<b><i>Initial Recognition and Measurement between Mandatory Revaluation Dates</i></b>							
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

27 JULY 2016

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 30 June 2016	
<b>1.</b>	<b>SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>
	<b>(j) Fixed Assets (Continued)</b>
	<b>Revaluation</b>
	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.
	<b>Transitional Arrangement</b>
	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 <b>Initial Recognition</b> section as detailed above.
	Those assets carried at fair value will be carried in accordance with the <b>Revaluation Methodology</b> section as detailed above.
	<b>Land Under Roads</b>
	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.
	<b>Depreciation</b>
	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

27 JULY 2016

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 30 June 2016	
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>	
<b>(j) Fixed Assets (Continued)</b>	
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.	
<b>Capitalisation Threshold</b>	
Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.	
<b>(k) Fair Value of Assets and Liabilities</b>	
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

27 JULY 2016

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 30 June 2016	
<b>1.</b>	<b>SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>
	<b>(k) Fair Value of Assets and Liabilities (Continued)</b>
	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.
	<b>Fair Value Hierarchy</b>
	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:
	<b>Level 1</b>
	Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.
	<b>Level 2</b>
	Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.
	<b>Level 3</b>
	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.
	<b>Valuation techniques</b>
	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:
	<b>Market approach</b>
	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

27 JULY 2016

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 30 June 2016	
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>	
<b>(k) Fair Value of Assets and Liabilities (Continued)</b>	
<b>Income approach</b>	
Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.	
<b>Cost approach</b>	
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.	
<b>(l) Financial Instruments</b>	
<b>Initial Recognition and Measurement</b>	
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.	
<b>Classification and Subsequent Measurement</b>	
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

27 JULY 2016

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 30 June 2016	
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>	
<b>(I) Financial Instruments (Continued)</b>	
	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.
	<i>(i) Financial assets at fair value through profit and loss</i>
	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.
	<i>(ii) Loans and receivables</i>
	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.
	Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.
	<i>(iii) Held-to-maturity investments</i>
	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.
	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.
	<i>(iv) Available-for-sale financial assets</i>
	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.
	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.
	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.
	<i>(v) Financial liabilities</i>
	Non-derivative financial liabilities (excl. financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in the profit or loss.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 30 June 2016	
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>	
<b>(l) Financial Instruments (Continued)</b>	
<b><i>Impairment</i></b>	
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.	
<b><i>Derecognition</i></b>	
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.	
<b>(m) Impairment of Assets</b>	
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

27 JULY 2016

SHIRE OF SHARK BAY											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
For the Period Ended 30 June 2016											
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>											
<b>(m) Impairment of Assets (Continued)</b>											
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.											
<b>(n) Trade and Other Payables</b>											
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.											
<b>(o) Employee Benefits</b>											
<b>Short-Term Employee Benefits</b>											
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.											
<b>Other Long-Term Employee Benefits</b>											
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

27 JULY 2016

SHIRE OF SHARK BAY						
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY						
For the Period Ended 30 June 2016						
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>						
<b>(p) Borrowing Costs</b>						
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.						
<b>(q) Provisions</b>						
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.						
<b>(r) Current and Non-Current Classification</b>						
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

27 JULY 2016

Shire of Shark Bay					
EXPLANATION OF MATERIAL VARIANCES					
For the Period Ended 30 June 2016					
Note 2: EXPLANATION OF MATERIAL VARIANCES					
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	(2,988)	(5.9%)	▼	Timing	Reduced profit on sale of vehicles.
General Purpose Funding - Rates	36,082	3.0%	▲	Permanent	Variance is due to interim rates charged for MM resort.
General Purpose Funding - Other	136,447	13.6%	▲	Permanent	Variance is due to the interest revenue on the WATC investment and General funds.
Law, Order and Public Safety	18,265	21.5%	▲	Permanent	Variance is for reimbursement of Woodleigh/Yaringa fire.
Health	256	34.1%	▲	Permanent	Variance is due to sale of food vendors licence.
Housing	867	1.0%	▲	Permanent	Variance is due to insurance reimbursement for pensioner unit burst pipe damage.
Community Amenities	15,559	5.5%	▲	Permanent	Refuse site fees and domestic rubbish removal higher than expected.
Recreation and Culture	24,819	11.1%	▲	Permanent	Increase sales at Shark Bay Discovery Centre.
Transport	514,035	110.8%	▲	Permanent	Increase is due to the Royalties for Regions Grant for the DOT area at the Foreshore.
Economic Services	37,174	5.0%	▲	Timing	Increased revenue for the Shark Bay Road works for Main Roads
Other Property and Services	26,811	107.2%	▲	Permanent	Diesel fuel rebate income higher than expected and increase in refunds income.
<b>Operating Expense</b>					
Governance	11,810	(3.4%)	▲	Permanent	Reduction in Administration Expenses
General Purpose Funding	(57,694)	41.6%	▼	Timing	Write off of Monkey Mia Rates
Law, Order and Public Safety	(36,315)	10.1%	▼	Permanent	Increase is due to recoverable expenses for SES and Woodleigh/Yaringa Fire. Variance is due to Demolition of
Health	(21,939)	31.6%	▼	Permanent	Ambulance building.
Housing	6,157	(3.2%)	▲	Permanent	Reduced spending on staff housing
Community Amenities	(60)	0.0%	▼	Timing	No reportable variance
Recreation and Culture	(6,271)	0.3%	▼	Timing	Reduced spending on Heritage assets
Transport	(1,479,667)	99.3%	▼	Timing	Increase due to Foreshore DOI Area being charged to this program.
Economic Services	133,995	(10.0%)	▲	Timing	Expenditure on 1616 celebrations carried forward to 16/17
Other Property and Services	77,397	(309.6%)	▲	Timing	Over recovery on labour overheads and stock issues - to be reallocated.
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(4,552,492)	(60.8%)	▼	Timing	Capital grants still to be received for foreshore project - will be received in
Proceeds from Disposal of Assets	(11,302)	4.5%	▼	Permanent	Variance due to less proceeds from the disposal of vehicles.
<b>Capital Expenses</b>					
Land and Buildings	16,250	9.3%	▲	Timing	Projects to be completed and carried forward to 16/17.
Infrastructure - Roads	304,586	26.6%	▲	Timing	Road projects to be completed in 16/17.
Infrastructure - Public Facilities	5,956,377	76.2%	▲	Timing	Foreshore Project to be carried forward 16/17.
Infrastructure - Footpaths	3,593	7.2%	▲	Timing	Footpath program completed for 15/16
Infrastructure - Drainage	(8,450)	(21.1%)	▼	Timing	Drainage program completed - overspend on Shire office carpark drainage
Heritage Assets	36,189	72.4%	▲	Timing	progressing.
Plant and Equipment	157,868	19.3%	▲	Timing	Plant Replacement program finished and
Furniture and Equipment	17,950	73.3%	▲	Timing	Community Bus deferred to 16/17. projects completed for 15/16
<b>Financing</b>					
Loan Principal	0	0.0%	▼	Timing	No reportable variance

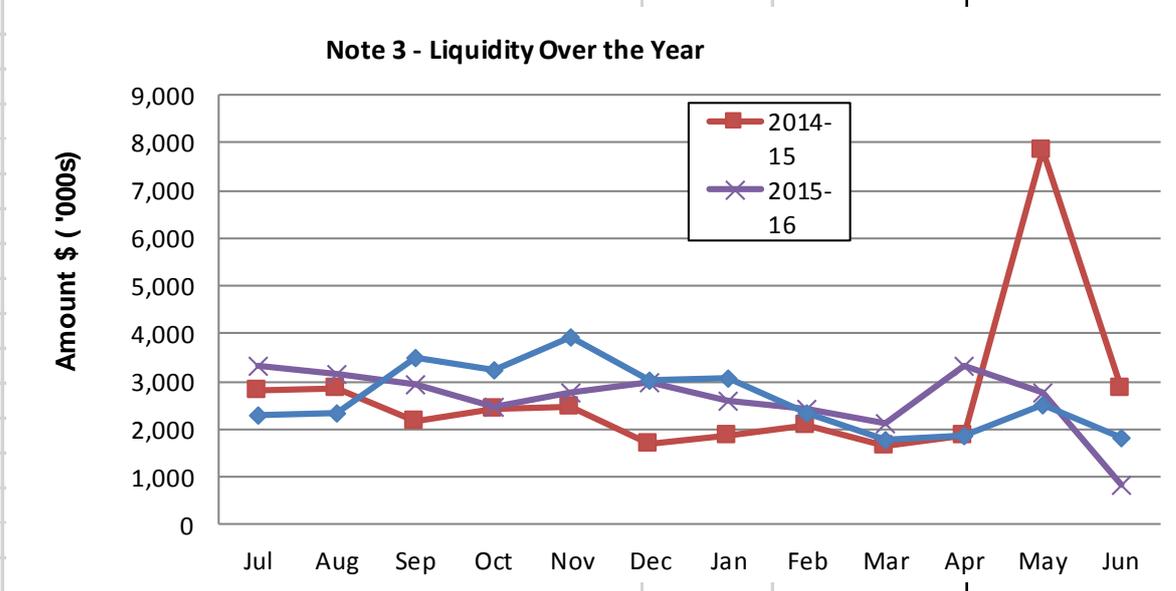
Note: YTD budgets are an estimation at the time of preparing the annual budget.

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

<b>Note 3: NET CURRENT FUNDING POSITION</b>			
		Positive=Surplus (Negative=Deficit)	
		Note	
		30 June 2016	30th June 2015
		\$	\$
<b>Current Assets</b>			
Cash Unrestricted	4	5,204,528	2,225,145
Cash Restricted	4	1,955,268	7,744,335
Receivables - Rates	6	32,321	12,610
Receivables -Other	6	196,341	505,672
Interest / ATO Receivable		8,541	5,522
Inventories		101,434	110,379
		<b>7,498,433</b>	<b>10,603,663</b>
<b>Less: Current Liabilities</b>			
Payables		(1,314,810)	(208,647)
Provisions		(275,101)	(226,944)
Royalties for Regions Funding		(3,200,000)	(5,700,000)
		<b>(4,789,911)</b>	<b>(6,135,591)</b>
Less: Cash Reserves	7	(1,955,268)	(2,035,504)
<b>Net Current Funding Position</b>		<b>753,254</b>	<b>2,432,569</b>



**Comments - Net Current Funding Position**

Liquidity lower due to expenditure on Foreshore project without funding which will be received in 16/17

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

Shire of Shark Bay							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 30 June 2016							
<b>Note 4: CASH AND INVESTMENTS</b>							
	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) <b>Cash Deposits</b>							
Municipal Bank Account	0.10%	99,627			99,627	Bankwest	At Call
Reserve Bank Account	0.00%		1,955,268		1,955,268	Bankwest	At Call
Telenet Saver	1.80%	1,796,689			1,796,689	Bankwest	At Call
Trust Bank Account	0.00%			11,432	11,432	Bankwest	At Call
Cash On Hand		800			800		On Hand
(b) <b>Term Deposits</b>							
WATC Grant Funding	1.70%	3,307,412			3,307,412	WATC	At Call
Muni Term Deposit No 7	2.00%	0			0	Bankwest	
Trust	3.00%			95,343	95,343	Bankwest	Sept 2016
Reserve Investment No 6	2.75%		0		0	Bankwest	June 2016
Reserve Investment No 7	2.00%		0		0	Bankwest	June 2016
<b>Total</b>		<b>5,204,528</b>	<b>1,955,268</b>	<b>106,775</b>	<b>7,266,571</b>		
<b>Comments/Notes - Investments</b>							
Surplus funds invested for terms conducive to cashflow requirements							

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

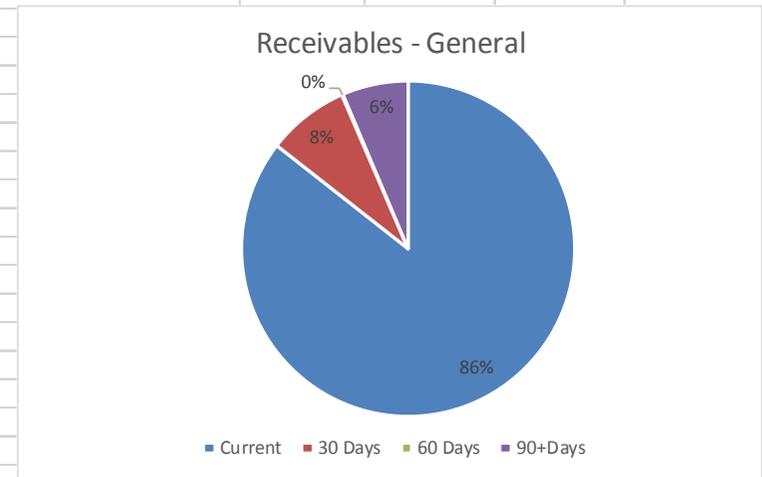
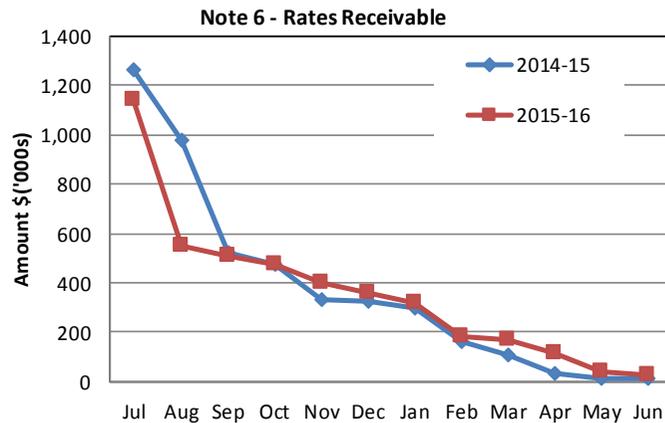
Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 June 2016

**Note 6: RECEIVABLES**

Receivables - Rates Receivable	30 June 2016	30 June 2015	Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$		\$	\$	\$	\$
Opening Arrears Previous Years	5,744	6,217	Receivables - General	167,945	15,583	240	12,573
Levied this year	1,175,951	1,119,537	<b>Total Receivables General Outstanding</b>				<b>196,341</b>
Less Collections to date	(1,155,881)	(1,120,010)	<b>Amounts shown above include GST (where applicable)</b>				
Equals Current Outstanding	25,814	5,744					
<b>Net Rates Collectable</b>	<b>25,814</b>	<b>5,744</b>					
% Collected	97.82%	99.49%					



**Comments/Notes - Receivables Rates**

\$11,848 was collected on the 1st July 2016 which brings the collection rate for 15/16 to 99%.

No major issues at this time - major debtor is Main Roads who has subsequently paid and ATO which will be received in July.

MINUTES OF THE ORDINARY COUNCIL MEETING

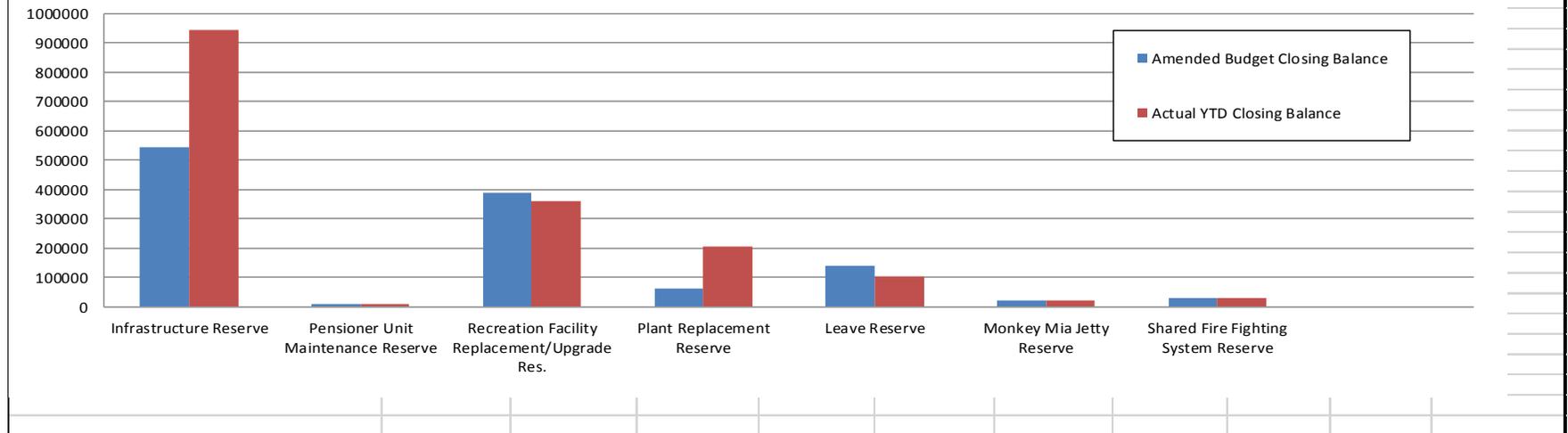
27 JULY 2016

Shire of Shark Bay  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 30 June 2016

**Note 7: Cash Backed Reserve**

2015-16										
Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Infrastructure Reserve	1,279,923	23,880	35,746	397,944	397,944	(938,614)	(411,415)		763,133	1,302,198
Pensioner Unit Maintenance Reserve	28,049	709	786	10,000	10,000	(28,675)	(28,675)		10,083	10,160
Recreation Facility Replacement/Upgrade Res.	401,657	8,505	14,637	0	0	(70,200)	(50,000)		339,962	366,294
Plant Replacement Reserve	152,853	3,824	6,452	400,000	400,000	(493,000)	(418,843)		63,677	140,462
Leave Reserve	126,569	3,163	4,419	10,000	0	(28,000)	(43,067)		111,732	87,921
Monkey Mia Jetty Reserve	19,866	498	761	0	0	0	0		20,364	20,627
Shared Fire Fighting System Reserve	26,587	667	1,019	0	0	0	0		27,254	27,606
	<b>2,035,504</b>	<b>41,246</b>	<b>63,820</b>	<b>817,944</b>	<b>807,944</b>	<b>(1,558,489)</b>	<b>(952,000)</b>		<b>1,336,205</b>	<b>1,955,268</b>

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



Higher balance in Infrastructure Reserve due to expenditure deferred to 16/17 and in the plant reserve due to better return on the sale of vehicles.

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

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Shire of Shark Bay					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 30 June 2016					
<b>Note 7a: Cash Backed Reserve Detail</b>					
2015-16	Opening Balance	Source of Funds	Transfers In (+)	Transfers Out (-)	Closing Balance
Name	\$		\$	\$	\$
<b>Infrastructure Reserve</b>	<b>1,279,923</b>				
Interest		Investment	23,880		
Transfer of funds		General Revenue	397,944		
Foreshore project				516,458	
Admin Office Carpark				30,000	
Staff Housing				27,000	
Gazebo Reroofing				10,000	
Recreation Boat Ramp Denham				29,156	
Valsheda Shade cover				10,000	
Footpath Upgrades				50,000	
Drainage Upgrades				40,000	
Town oval Bore				30,000	
Information Signage				50,000	
Shade Shelters Eastern Foreshore				20,000	
Denham Hall				20,000	
Charlie Sappie Park				28,500	
Town Oval Bore 14-15 CFWD				27,500	
Old Jail and Stables 14-15 CFWD				50,000	
	<b>1,279,923</b>		<b>421,824</b>	<b>938,614</b>	<b>763,133</b>
<b>Pensioner Unit Maintenance Reserve</b>	<b>28,049</b>				
Interest		Investment	709		
Transfer of Funds		General Revenue	10,000		
Upgrade to Units				28,675	
	<b>28,049</b>		<b>10,709</b>	<b>28,675</b>	<b>10,083</b>
<b>Recreation Facility Replacement/Upgrade Res.</b>	<b>401,657</b>				
Interest		Investment	8,505		
Childcare Centre Softfall				10,000	
Rectification Works Rec Centre				10,000	
Nettas Upgrade 14-15 CFWD				9,200	
Sound Proofing Rec Centre				41,000	
	<b>401,657</b>		<b>8,505</b>	<b>70,200</b>	<b>339,962</b>
<b>Plant Replacement Reserve</b>	<b>152,853</b>				
Interest		Investment	3,824		
Depreciation		General Funds	400,000		
5 ton Truck				65,000	
Major Plant items				20,000	
3 Ton Truck				40,000	
Bobcat and Trailer				100,000	
Refuse Site Loader				155,000	
CEO Vehicle				27,000	
EMFA Vehicle				17,000	
EMCD Vehicle				17,000	
Gardener Vehicle				25,000	
Country Supervisor Vehicle				27,000	
	<b>152,853</b>		<b>403,824</b>	<b>493,000</b>	<b>63,677</b>
<b>Leave Reserve</b>	<b>126,569</b>				
Interest		Investment	3,163		
Transfer of Funds		General Funds	10,000		
LSL Taken				28,000	
	<b>126,569</b>		<b>13,163</b>	<b>28,000</b>	<b>111,732</b>
<b>Monkey Mia Jetty Reserve</b>	<b>19,866</b>				
Interest		Investment	498	0	
	<b>19,866</b>		<b>498</b>	<b>0</b>	<b>20,364</b>
<b>Shared Fire Fighting System Reserve</b>	<b>26,587</b>				
Interest		Investment	667	0	
	<b>26,587</b>		<b>667</b>	<b>0</b>	<b>27,254</b>
<b>Total</b>	<b>\$2,035,504</b>		<b>\$859,190</b>	<b>\$1,558,489</b>	<b>\$1,336,205</b>

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 June 2016

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal					Original Budget		
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 30 06 2016		
\$	\$	\$	\$		Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
				<b>Plant and Equipment</b>			
				<b>Governance</b>			
66,264	(22,112)	50,909	6,757	CEO Vehicle	6,757	6,757	0
33,086	(13,234)	16,364	(3,488)	EMFA Vehicle	5,381	(3,488)	(8,869)
160,825	(90,345)	0	(70,480)	Furniture & Equipment	(70,500)	(70,480)	20
				<b>Recreation and Culture</b>			
1,921	(332)	0	(1,589)	SBDC Furniture & Equipment	(2,000)	(1,589)	411
				<b>Transport</b>			
26,134	(13,452)	16,364	3,682	Ute - Ranger	7,318	3,682	(3,636)
40,050	(12,703)	27,789	442	Ute - Country Supervisor	440	442	2
55,667	(29,991)	38,182	12,506	5 Tonne Tip Truck	(1,621)	12,506	14,127
43,757	(21,171)	24,545	1,959	Truck - Gardeners	1,960	1,959	(1)
25,000	(11,260)	12,000	(1,740)	Case Tractor	(2,480)	(1,740)	740
2,500	(1,126)	0	(1,374)	Slasher	(1,248)	(1,374)	(126)
0	0	0	0	Road Broom	0	0	0
0	0	0	0	Auger	0	0	0
26,667	(12,464)	33,000	18,797	Front end Loader	18,788	18,797	9
8,589	(2,881)	0	(5,708)	Plant and Equipment	(5,000)	(5,708)	(708)
				<b>Economic Services</b>			
35,700	(13,693)	19,545	(2,462)	EMCD Vehicle	3,040	(2,462)	(5,502)
<b>526,159</b>	<b>(244,764)</b>	<b>238,698</b>	<b>(42,697)</b>		<b>(39,165)</b>	<b>(42,697)</b>	<b>(3,532)</b>

Comments - Capital Disposal/Replacements

Some disposals relate to the tidy up of the assets register, and relate to assets that are no longer held or are of a minor value. eg Furniture and Equipment  
These disposals result in a loss on sale.

MINUTES OF THE ORDINARY COUNCIL MEETING

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Shire of Shark Bay											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
For the Period Ended 30 June 2016											
Rate Type	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
<b>Note 9: RATING INFORMATION</b>											
<b>Differential General Rate</b>											
GRV Rateable Property	8.8769	276	3,270,517	273,135	(28)		273,107	290,321	1,000		291,321
GRV Vacant	8.8769	22	605,530	53,752			53,752	53,752			53,752
GRV - Commercial	8.8769	43	2,088,443	181,182			181,182	185,389			185,389
GRV - Industrial/Residential	8.8769	44	673,769	55,579			55,579	59,810			59,810
GRV Industrial /Residential Vacant	8.8769	1	12,150	1,079			1,079	1,079			1,079
GRV Rural Commercial	8.8769	5	316,160	28,065			28,065	28,065			28,065
GRV Resort	8.8769	2	1,220,800	108,369			108,369	108,369			108,369
UV General	19.5858	5	691,348	135,406	64,587		199,993	135,406	1,000		136,406
UV Mining	19.5858	1	21,362	4,185			4,185	4,184			4,184
UV Pastoral	12.5412	12	654,760	82,115			82,115	82,115			82,115
UV Exploration	19.5858	10	650,624	139,593			139,593	142,399			142,398
<b>Sub-Totals</b>		<b>421</b>	<b>10,205,463</b>	<b>1,062,460</b>	<b>64,559</b>	<b>0</b>	<b>1,127,019</b>	<b>1,090,889</b>	<b>2,000</b>	<b>0</b>	<b>1,092,888</b>
<b>Minimum Payment</b>											
GRV Rateable Property	800.00	91	709,717	72,800			72,800	72,800			72,800
GRV Vacant	800.00	82	308,670	64,800			64,800	65,600			65,600
GRV - Commercial	800.00	26	177,274	20,800			20,800	20,800			20,800
GRV - Industrial/Residential	800.00	4	31,263	3,200			3,200	3,200			3,200
GRV Industrial /Residential Vacant	800.00	1	7,850	800			800	800			800
Rural Commercial	800.00		0	0			0	0			0
GRV Resort	800.00		0	0			0	0			0
UV General	800.00	5	7,858	4,000			4,000	4,000			4,000
UV Mining	800.00	3	3,063	2,400			2,400	2,400			2,400
UV Pastoral	800.00		0	0			0	0			0
UV Exploration		0	0	800			800	0			0
<b>Sub-Totals</b>		<b>212</b>	<b>1,245,695</b>	<b>7,200</b>		<b>0</b>	<b>169,600</b>	<b>169,600</b>			<b>169,600</b>
Concessions							(94,577)				(94,577)
<b>Amount from General Rates</b>							<b>1,202,042</b>				<b>1,167,911</b>
Specified Area Rates							38,468				38,468
<b>Totals</b>							<b>1,240,510</b>				<b>1,206,379</b>
<b>Comments - Rating Information</b>											
The variance between the budget and the actual amounts is due to the transfer of rates paid in advance in 2014/15 being applied to 2014/15 and reversed in 2015/16. Should the same trend of excess payments continue in 2015/16 then the level of rates received should reach the budgeted amount.											

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 30 June 2016								
10. INFORMATION ON BORROWINGS								
(a) Debenture Repayments								
Particulars	Principal 1-Jul-15	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Loan 48 - McCleary Property	27,749	0	27,749	27,749	0	0	530	2,373
Loan 48 - Shire Office	23,638	0	23,638	23,638	0	0	453	2,021
Loan 53 - Staff Housing	81,389	0	18,444	18,444	62,945	62,945	2,870	5,559
Loan 56 - Staff Housing	94,377	0	14,962	14,962	79,415	79,415	5,363	6,292
Loan 57 - Monkey Mia Bore	249,239	0	26,952	26,952	222,287	222,287	8,598	10,788
	476,392	0	111,745	111,745	364,647	364,647	17,814	27,033

All debenture repayments are financed by general purpose revenue except Loan 57 which is funded through a Specified Area Rate.  
Loan 48 will finish this financial year.

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MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

Shire of Shark Bay  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the Period Ended 30 June 2016

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details	Grant Provider	Approval	2015-16 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
Grants Commission - General	WALGGC	Y	720,952	0	720,952	0	720,952	0
Grants Commission - Roads	WALGGC	Y	192,727	0	192,727	0	192,727	0
<b>LAW, ORDER, PUBLIC SAFETY</b>								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	6,100	0	6,100	0	4,427	1,673
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Y	25,875	0	25,875	0	40,275	(14,400)
FESA SES Capital Grants	Dept. of Fire & Emergency Serv.	Y	0	0	0	0	0	0
<b>RECREATION AND CULTURE</b>								
Foreshore Revitalisation	Royalties for Regions	Y	6,450,000	0	0	6,450,000	2,000,000	4,450,000
Community Bus	Lotterywest	N	120,000	0	0	120,000	0	120,000
Town Oval Bore - Non Cash Contribution	Department of Transport	Y	0	0	0	32,192	32,192	0
Grants - Decals on SBDC	Tourism WA	Y	0	0	8,495	0	8,495	0
<b>TRANSPORT</b>								
Road Preservation Grant	State Initiative	Y	91,900	0	91,900	0	91,900	0
Useless Loop Road - Mtce	Main Roads WA	Y	300,000	0	300,000	0	300,000	0
Contributions - Road Projects	Pipeline	N	8,500	0	8,500	0	8,000	500
Roads To Recovery Grant - Cap	Roads to Recovery	Y	599,630	0	0	599,630	571,187	28,443
Foreshore Revitalisation DOT	Royalties for Regions	Y	0	0	500,000	0	500,000	(500,000)
RRG Grants - Capital Projects	Regional Road Group	Y	202,355	0	0	202,355	216,540	(14,185)
MM Carpark	Recreational Boating Facilities Scheme	Y	0	0	0	116,199	116,199	0
Denham Recreational Boat Ramp	Recreational Boating Facilities Scheme	Y	116,625	0	0	116,625	0	116,625
<b>ECONOMIC SERVICES</b>								
Contributions-Seniors Projects	Council of the Aged WA	N	800	0	800	0	0	800
Grants - Community Activities	Dept. of Communities	Y	0	0	1,000	0	1,000	0
Contribution - Monkey Mia	Dept. of Parks and Wildlife	Y	50,000	0	50,000	0	50,475	(475)
Contribution - Signage	Gascoyne Development Commission	N	0	0	12,727	0	0	12,727
Grants - 2016 Celebrations	Dept Premier and Cabinet	Y	35,000	0	0	0	35,000	(35,000)
<b>TOTALS</b>			<b>8,920,464</b>	<b>0</b>	<b>1,919,076</b>	<b>7,637,001</b>	<b>4,889,369</b>	<b>4,166,708</b>
			Operating		1,431,854		1,953,251	
			Non-operating		7,488,610		2,936,118	
					8,920,464		4,889,369	
<b>Comments - Operating and Non Operating Grants</b>								
The majority of the Royalties for Regions grant for the Denham Foreshore will be received in 16/17								

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

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<b>Shire of Shark Bay</b>				
<b>NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY</b>				
<b>For the Period Ended 30 June 2016</b>				
<b>Note 12: TRUST FUND</b>				
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 15	Amount Received	Amount Paid	Closing Balance 30-Jun-16
	\$	\$	\$	\$
BCITF Levy Income	0	1492	(1,380)	112
Library Card Bond	200	550	(650)	100
Hall Bond	0	270	(270)	0
Kerb/Footpath Deposit	4,200	4,000	(3,900)	4,300
Building Completion Bond	0	60	(60)	0
Election	0	480	(480)	0
Bond Key	2,310	1,880	(1,740)	2,450
Police Licensing	2,386	274,997	(272,913)	4,470
Marquee Deposit	700	0	(700)	0
Building Licence Levy	41	2,239	(2,280)	0
Sunter Place - Recreation Reserve	92,320	3,023	0	95,343
Billabong Tickets	0	300	(300)	0
Bookeasy Sales	0	465,629	(465,629)	0
	<b>102,157</b>	<b>754,920</b>	<b>(750,302)</b>	<b>106,775</b>

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MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

CAPITAL WORKS PROGRAM 2015/16								
Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
<b>Land and Buildings</b>								
<b>Governance</b>								
Admin Office Carpark	3.7.1	WKM	(30,000)	(30,000)	(30,109)	109	30,109	Project will carry over into 16/17
<b>Governance Total</b>			<b>(30,000)</b>	<b>(30,000)</b>	<b>(30,109)</b>	<b>109</b>		
<b>Buildings</b>								
<b>Health</b>								
Demolition of Ambulance Building	3.7.1	WKM	(12,000)	(12,000)	(12,669)	669		Project completed.
<b>Health Total</b>			<b>(12,000)</b>	<b>(12,000)</b>	<b>(12,669)</b>	<b>669</b>		
<b>Housing</b>								
Staff housing Capital Works								
Staff Housing - 5 Spaven Way	1.2.4	CEO	(3,500)	(3,500)	0	(3,500)	0	
Staff Housing - 65 Brockman St	1.2.4	EMCD	(10,000)	(10,000)	(7,400)	(2,600)	7,400	Project completed.
Staff Housing - 51 Durlacher St	1.2.4	EMFA	(10,000)	(10,000)	(14,701)	4,701	14,701	Project completed.
Staff Housing - 80 Durlacher St	1.2.4	EMCD	(3,500)	(3,500)	(1,859)	(1,641)	1,859	Project completed.
Pensioner Units Capital	3.7.1	EMCD	(43,675)	(43,675)	(47,454)	3,779	47,454	Project completed.
<b>Housing Total</b>			<b>(70,675)</b>	<b>(70,675)</b>	<b>(71,414)</b>	<b>739</b>		
<b>Recreation and Culture</b>								
Denham Town Hall	3.7.1	EMCD	(20,000)	(20,000)	(2,475)	(17,525)	2,475	Project will be carried forward into 16/17.
Overlander Hall - c/fwd		WKM	0	0	0	0	0	Project completed.
Recreation Centre - Sound Proofing - c/fwd	3.7.1	EMCD	(41,000)	(41,000)	(40,802)	(198)	40,802	Project completed.
<b>Recreation and Culture Total</b>			<b>(61,000)</b>	<b>(61,000)</b>	<b>(43,277)</b>	<b>(17,723)</b>		
<b>Transport</b>								
Replacement of Depot Air Conditioners	3.7.1	WKM	(2,000)	(2,000)	(1,956)	(44)	1,956	Project completed.
<b>Transport Total</b>			<b>(2,000)</b>	<b>(2,000)</b>	<b>(1,956)</b>	<b>(44)</b>		
<b>Land and Buildings Total</b>			<b>(175,675)</b>	<b>(175,675)</b>	<b>(159,425)</b>	<b>(16,250)</b>		
<b>Drainage/Culverts</b>								
<b>Transport</b>								
Drainage upgrades	3.7.1	WKM	(40,000)	(40,000)	(48,450)	8,450	48,450	Project completed
<b>Transport Total</b>			<b>(40,000)</b>	<b>(40,000)</b>	<b>(48,450)</b>	<b>8,450</b>		
<b>Drainage/Culverts Total</b>			<b>(40,000)</b>	<b>(40,000)</b>	<b>(48,450)</b>	<b>8,450</b>		
<b>Footpaths</b>								
<b>Transport</b>								
Footpath Construction	3.7.1	WKM	(50,000)	(50,000)	(46,407)	(3,593)		Project completed.
<b>Transport Total</b>			<b>(50,000)</b>	<b>(50,000)</b>	<b>(46,407)</b>	<b>(3,593)</b>		
<b>Footpaths Total</b>			<b>(50,000)</b>	<b>(50,000)</b>	<b>(46,407)</b>	<b>(3,593)</b>		

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MINUTES OF THE ORDINARY COUNCIL MEETING

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Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
<b>Furniture &amp; Office Equip.</b>								
<b>Governance</b>								
Office Furn & Equipment		EMFA	(2,500)	(2,500)	(2,475)	(25)		Project completed.
Council Chambers - Speaker System	1.2.1	EMFA	(12,000)	(12,000)	0	(12,000)		Project will not proceed.
<b>Governance Total</b>			<b>(14,500)</b>	<b>(14,500)</b>	<b>(2,475)</b>	<b>(12,025)</b>		
<b>Recreation And Culture</b>								
Discovery Centre - Furniture & Equipment	2.4.1	EMCD	(10,000)	(10,000)	(4,075)	(5,925)	4,075	Project completed.
<b>Recreation And Culture Total</b>			<b>(10,000)</b>	<b>(10,000)</b>	<b>(4,075)</b>	<b>(5,925)</b>		
<b>Furniture &amp; Office Equip. Total</b>			<b>(24,500)</b>	<b>(24,500)</b>	<b>(6,550)</b>	<b>(17,950)</b>		
<b>Heritage Assets</b>								
<b>Recreation And Culture</b>								
Refurbishment of Old Jail and Stables - c/fwd	2.2.2	WKM	(50,000)	(50,000)	(13,811)	(36,189)	13,811	Project will be carried forward into 16/17
<b>Recreation And Culture Total</b>			<b>(50,000)</b>	<b>(50,000)</b>	<b>(13,811)</b>	<b>(36,189)</b>		
<b>Heritage Assets Total</b>			<b>(50,000)</b>	<b>(50,000)</b>	<b>(13,811)</b>	<b>(36,189)</b>		
<b>Plant , Equipment and Vehicles</b>								
<b>Law, Order And Public Safety</b>								
Vehicle - Ranger	3.7.1	WKM	(45,000)	(45,000)	(32,418)	(12,582)	32,418	Project completed.
<b>Law, Order And Public Safety Total</b>			<b>(45,000)</b>	<b>(45,000)</b>	<b>(32,418)</b>	<b>(12,582)</b>		
<b>Recreation and Culture</b>								
Community Bus	1.1.6	WKM	(120,000)	(120,000)	0	(120,000)	0	Project will be carried forward to 16/17.
<b>Recreation and Culture</b>			<b>(120,000)</b>	<b>(120,000)</b>	<b>0</b>	<b>(120,000)</b>		
<b>Transport</b>								
CEO Vehicle	1.1.6	WKM	(71,000)	(71,000)	(62,993)	(8,007)	62,993	Purchase completed.
EMFA Vehicle	1.1.6	WKM	(45,000)	(45,000)	(34,765)	(10,235)	34,765	Purchase completed.
EMCD Vehicle	1.1.6	WKM	(45,000)	(45,000)	(36,051)	(8,949)	36,051	Purchase completed.
5 Tonne Truck	1.1.6	WKM	(90,000)	(90,000)	(103,965)	13,965	103,965	Purchase completed.
3 Tonne Truck	1.1.6	WKM	(45,000)	(45,000)	(57,239)	12,239	57,239	Purchase completed.
Major Plant Items	1.1.6	WKM	(20,000)	(20,000)	(6,212)	(13,788)	6,212	Purchase completed.
Bobcat and Trailer	1.1.6	WKM	(110,000)	(110,000)	(102,000)	(8,000)	102,000	Purchase completed.
Refuse Site Loader	1.1.6	WKM	(180,000)	(180,000)	(187,984)	7,984	187,984	Purchase completed.
Utility - Country	1.1.6	WKM	(48,000)	(48,000)	(37,505)	(10,495)	37,505	Purchase completed.
<b>Transport Total</b>			<b>(654,000)</b>	<b>(654,000)</b>	<b>(628,714)</b>	<b>(25,286)</b>		
<b>Plant , Equipment and Vehicles Total</b>			<b>(819,000)</b>	<b>(819,000)</b>	<b>(661,132)</b>	<b>(157,868)</b>		

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Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
<b>Public Facilities</b>								
<b>Community Amenities</b>								
Town Oval Bore - c/fwd	3.7.1	WKM	(27,500)	(27,500)	(27,500)	0	27,500	Project completed.
Town Oval Bore	3.7.1	WKM	(30,000)	(30,000)	(65,664)	35,664	65,664	Project completed.
Refuse Tip and Recycling	2.4.2	WKM	(378,341)	(378,341)	0	(378,341)		Project Deferred to 16/17.
<b>Community Amenities Total</b>			<b>(435,841)</b>	<b>(435,841)</b>	<b>(93,164)</b>	<b>(342,677)</b>		
<b>Recreation And Culture</b>								
Recreation Grounds	1.6.7	WKM	(55,000)	(55,000)	(3,055)	(51,945)	3,055	Project will be carried forward to 16/17.
Denham Recreational Boat Ramp	3.7.1	WKM	(145,781)	(145,781)	(162,891)	17,110	162,891	Project completed.
Foreshore Revitalisation	3.7.1	CEO	(6,966,458)	(6,966,458)	(1,403,073)	(5,563,385)	1,403,073	Foreshore Project continuing - majority of expenditure will be incurred in 16/17.
Western Foreshore Gazebo Reroofing	3.7.1	WKM	(10,000)	(10,000)	(7,060)	(2,940)	7,060	Project completed.
Replacement Gazebo - Nettas c/fwd			(9,200)	(9,200)	(9,174)	(26)	9,174	Project completed.
Replace Shade shelters - Eastern Foreshore	3.7.1	WKM	(20,000)	(20,000)	(12,355)	(7,645)	12,355	Project completed.
TV and Radio Broadcasting Upgrade	3.7.1	WKM	0	0	(4,628)	4,628	4,628	Project completed.
Childcare Centre Softfall	3.7.1	WKM	(10,000)	(10,000)	0	(10,000)	0	Project will be carried forward to 16/17.
Charlie Sappie Park - c/fwd	3.7.1	WKM	(28,500)	(28,500)	(28,058)	(442)	28,058	Project completed.
<b>Recreation And Culture Total</b>			<b>(7,244,939)</b>	<b>(7,244,939)</b>	<b>(1,630,294)</b>	<b>(5,614,645)</b>		
<b>Transport</b>								
Monkey Mia Jetty - c/fwd	1.6.5	WKM	(92,850)	(92,850)	(94,026)	1,176	0	Project completed.
Monkey Mia Boat Ramp Carpark - c/fwd	1.6.5	WKM	(44,000)	(44,000)	(43,769)	(231)	43,769	Project completed.
<b>Transport Total</b>			<b>(136,850)</b>	<b>(136,850)</b>	<b>(137,795)</b>	<b>945</b>		
<b>Public Facilities Total</b>			<b>(7,817,630)</b>	<b>(7,817,630)</b>	<b>(1,861,253)</b>	<b>(5,956,377)</b>		

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
<b>Roads (Non Town)</b>								
<b>Transport</b>								
Woodleigh-Bryo Floodway RRG	1.1.6	WKM	(137,712)	(137,712)	(149,740)	12,028	149,740	Project completed.
Useless Loop Road - RRG 14/15	1.1.6	WKM	(75,800)	(75,800)	(75,800)	0	75,800	Project completed.
Useless Loop Road - RRG 15/16	1.1.6	WKM	(303,500)	(303,500)	(313,943)	10,443	313,943	Project completed.
Hamelin Pool - Repair seal, shoulders etc	1.1.6	WKM	(30,000)	(30,000)	(22,907)	(7,093)	22,907	Project completed.
R2R Knight Terrace Upgrade	1.1.6	WKM	(248,000)	(248,000)	(186,624)	(61,376)	186,624	Project to be completed in 16/17
R2R Hughes Street	1.1.6	WKM	(104,798)	(104,798)	(93,042)	(11,756)	93,042	Project completed.
R2R Cycle Ways - Foreshore	1.1.6	WKM	(218,389)	(218,389)	0	(218,389)	0	Project will be carried forward to 16/17.
Road Projects R2R 15/16	1.1.6	WKM	(28,443)	(28,443)	0	(28,443)	0	Balance of funds will be utilised in 16/17.
<b>Transport Total</b>			<b>(1,146,642)</b>	<b>(1,146,642)</b>	<b>(842,056)</b>	<b>(304,586)</b>		
<b>Roads (Non Town) Total</b>			<b>(1,146,642)</b>	<b>(1,146,642)</b>	<b>(842,056)</b>	<b>(304,586)</b>	<b>0</b>	
<b>Streetscapes</b>								
<b>Economic Services</b>								
Tourism and Information Bay Signage	2.1.3	EMCD	(50,000)	(50,000)	(3,709)	(46,291)		Project will be carried forward to 16/17.
<b>Economic Services Total</b>			<b>(50,000)</b>	<b>(50,000)</b>	<b>(3,709)</b>	<b>(46,291)</b>		
<b>Streetscapes Total</b>			<b>(50,000)</b>	<b>(50,000)</b>	<b>(3,709)</b>	<b>(46,291)</b>		
<b>Capital Expenditure Total</b>			<b>(10,173,447)</b>	<b>(10,173,447)</b>	<b>(3,642,793)</b>	<b>(6,530,654)</b>		

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

27 JULY 2016

12.3 INTERIM AUDIT REPORT 2015 / 2016  
FM00003

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved           Cr Laundry  
Seconded       Cr Ridgley

**Council Resolution**

**That Council notes the advice from the auditors, Moore Stephens, that the interim audit has been completed and there are no matters to be raised with the Committee.**

**6/0 CARRIED**

Background

The Shire's auditor, Moore Stephens, conducted its interim audit visit in May 2016.

Generally, the interim audit report and the matters raised are provided for general information and do not form part of the formal audit reporting process. This report provides an opportunity for the matters to be addressed and assists with ensuring compliance with legislation.

Comment

Moore Stephens has advised that the interim audit has been completed and that there are no matters which the auditor wishes to bring to the attention of the Council.

A copy of the auditor's letter is attached for Council's information.

The Audit Committee recommends that the advice be noted by Council.

Legal Implications

Although the interim audit is not part of the final audit report, it does assist the auditor to confirm the Shire's compliance with legislation under Part 7 of the *Local Government Act 1995*.

Policy Implications

There are no policy issues with this matter.

MINUTES OF THE ORDINARY COUNCIL MEETING

---

27 JULY 2016

Financial Implications

The interim audit forms part of the overall engagement of the auditor.

Strategic Implications

4.1 Outcome - the Shire is efficient in its operation, actively listens to the community and anticipates and responds to the community's needs.

4.1.3 Maintain accountability and financial responsibility

Risk Management

This item is low risk as there are no matters requiring attention.

Voting Requirements

Simple Majority Required

Signature

Executive Manager Finance  
and Administration

*C Wood*

Chief Executive Officer

*P Anderson*

Date of Report

15 July 2016

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

**MOORE STEPHENS**

15 June 2016

Level 13, Exchange Tower,  
2 The Esplanade, Perth, WA 6000  
PO Box 5785, St Georges Terrace,  
WA 6531

T +61 (0)8 9225 5355  
F +61 (0)8 9225 6181

[www.moorestephens.com.au](http://www.moorestephens.com.au)

Cr C Cowell  
The Chair  
Audit Committee  
Shire of Shark Bay  
65 Knight Terrace  
DENHAM WA 6537

Dear Cr Cowell

**INTERIM AUDIT VISIT – SHIRE OF SHARK BAY**

We completed our onsite procedures in respect of our interim audit visit on 9, 10 and 11 May 2016. There are no matters that we wish to bring to the attention of the audit committee at this stage.

This letter is provided for the purposes of general information only and is not part of our formal audit reporting process. Our audit and management reports will be formally issued at the conclusion of our audit in respect of the year ended 30 June 2016.

If you have any queries regarding these or other matters, please contact me.

Yours sincerely



GREG GODWIN  
PARTNER

Liability limited by a scheme approved under Professional Standards Legislation. Moore Stephens ABN 15 874 357 907. An independent member of Moore Stephens International Limited - members in principal cities throughout the world. The Perth Moore Stephens firm is not a partner or agent of any other Moore Stephens firm.

Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

27 JULY 2016

**13 TOWN PLANNING REPORT**

**13.1 PROPOSED AQUICULTURE LEASE / LICENCE IN WATERWAYS ADJACENT TO NANGA P4174**

AUTHOR  
Liz Bushby

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Gray and Lewis

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 Cowell

Nature of Interest: Impartiality Interest as Executive Officer World Heritage Advisory Committee referral

Moved            Cr Ridgely  
Seconded       Cr Capewell

**Council Resolution**

**That Council:**

1. **Authorise the Chief Executive Officer to write to the Department of Fisheries and request that they place the lease/licence application on hold due to the following:**
  - (i) **The ocean subject of the lease/licence proposal is a Local Scheme Reserve for Waterways under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme').**
  - (ii) **The proposal to utilise the area for aquiculture requires planning approval. The applicant should secure local government approval prior to any separate issue of a lease/licence.**
  - (iii) **The planning application will need to be signed by the owner. The Shire is liaising with the Department of Transport to determine which government agency has jurisdiction or authority to sign a planning application as the proposal is within ocean waters.**
  - (iv) **The Shire, Department of Parks and Wildlife and the Shark Bay World Heritage Advisory Committee require a copy of the Management and Environmental Management Plan which contains additional information in order to make meaningful comment on the proposal. Given the lease/licence area is within a world heritage area the Management and Environmental Management Plan is essential to assessment of the proposal.**
2. **Authorise the Chief Executive Officer to advise Pan Holdings Pty Ltd of the Council resolution with information on the application requirements.**

**6/0 CARRIED**

27 JULY 2016

BACKGROUND

**Zoning**

The ocean to the immediate west of Nanga is a Local Scheme Reserve for 'Waterways'. Waterways is also listed as a local scheme reserve under Clause 3.1 of the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme').



The red line on the scheme map that follows the coastline is the local government boundary.

The local government boundary has changed since gazettal of the Scheme.

COMMENT

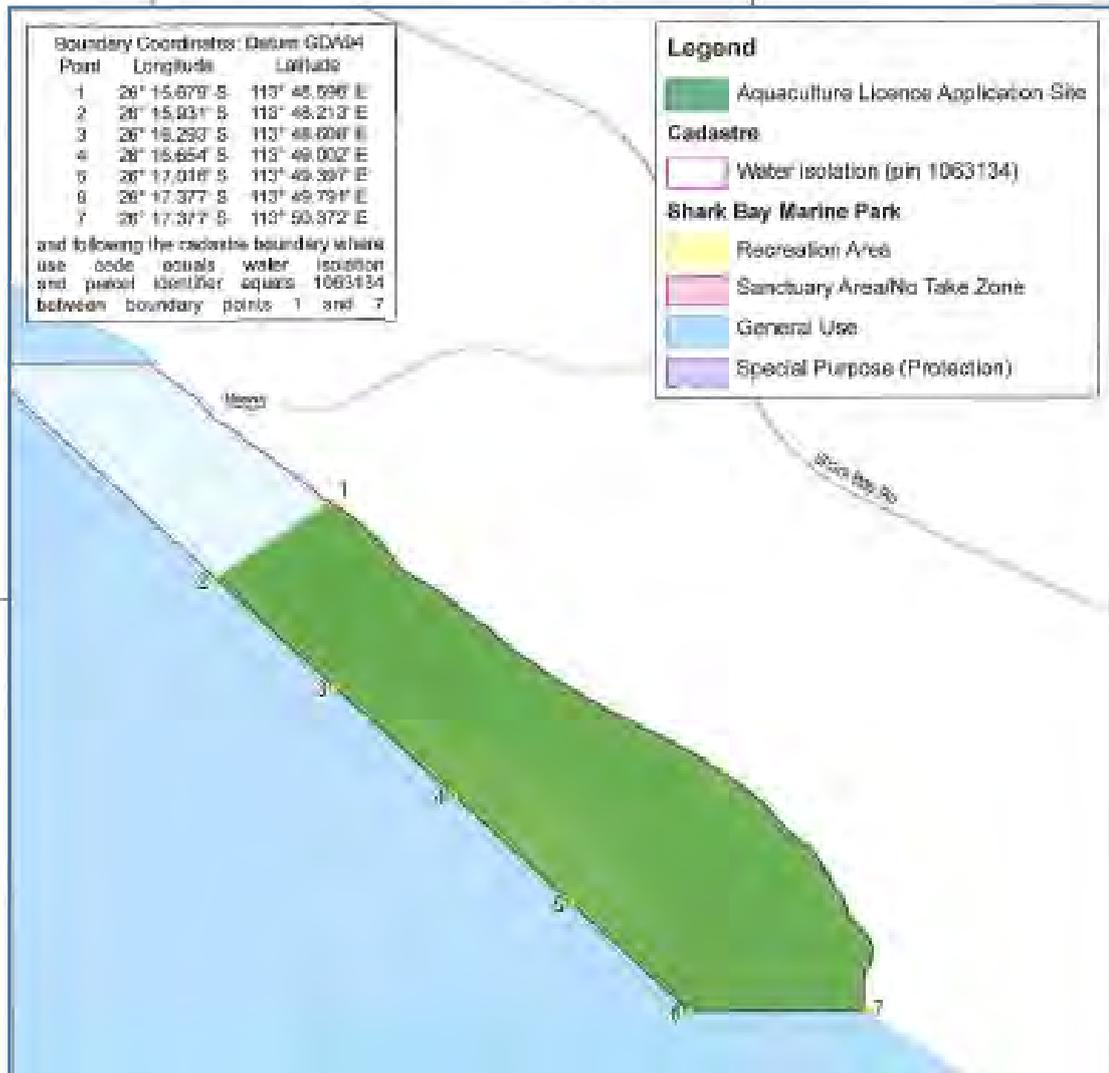
**Description of Application**

An application has been lodged to the Department of Fisheries by Pan Holdings Pty Ltd for an aquiculture licence and lease.

The Department of Fisheries has referred the application to the Shire and requested comments by the **14 August 2016**.

The applicant seeks to utilise a 400.6 hectare area for aquiculture – refer plan overpage.

27 JULY 2016



The proposed species include rock oyster, black lipped pearl oyster, akoya pearl oyster, shark bay pearl oyster, penguin shell, clams / cockles, sea cucumbers/sandfish, sponges and abalone.

A copy of the application is included as attachment at the end on this report. The Department of Fisheries has advised the applicant has lodged a Management and Environmental Management Plan however they have not provided a copy as part of consultation.

**Consultation**

On behalf of the Shire, Gray & Lewis has referred the application to the Shark Bay World Heritage Advisory Committee and Department of Parks and Wildlife.

The Shark Bay World Heritage Advisory Committee and the Department of Parks and Wildlife has requested a copy of the Management and Environmental Management Plan from Department of Fisheries. They are waiting for the more detailed information from the Management and Environmental Management Plan so they are in a position to provide more meaningful comments.

27 JULY 2016

The Department of Parks and Wildlife has provided some preliminary comments raising concern over the lack of details provided and potential for impact on the adjacent marine reserve.

***Scheme Requirements***

Clause 3.2.1 of the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme') states that '*a person must not (a) use a Reserve; or (b) commence or carry out development on a Local Reserve, with first having obtained planning approval...*'

Accordingly the proposed aquiculture use requires planning approval.

***Future planning application***

Any planning application will need an 'owners signature'. Gray & Lewis has liaised with the Department of Fisheries, Department of Transport and Department of Parks and Wildlife to investigate which government agency has jurisdiction over this section of ocean.

The proposed lease / licence area is specifically excluded from the adjacent marine park so falls outside of the Department of Parks and Wildlife's jurisdiction. Gray & Lewis is waiting for clarification on the issue from the Department of Transport.

LEGAL IMPLICATIONS

***Planning and Development (Local Planning Schemes) Regulations 2015*** – Regulation 61 outlines 'development for which development approval is not required' and does not provide any exemption for development in a local scheme reserve.

***Shire of Shark Bay Local Planning Scheme No 3*** – Clause 3.2.2 requires the local government to have regard the matters set out in Clause 10.2, and the ultimate purpose intended for the reserve.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Gray & Lewis 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  
Chief Executive Officer  
Date of Report

*L Bushby*  
*P Anderson*  
20 July 2016

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016

I-AP-21239 P2037 Lot 2 Nanga



Government of Western Australia  
Department of Fisheries

*Fish for the future*

Our ref: L23/16 & 209/16  
Enquiries: D. Hartshorn (08) 9482 7252

Chief Executive Officer  
Shire of Shark Bay  
65 Knight Terrace  
DENHAM WA 6537

**RECEIVED**

21 JUN 2016

SHIRE OF SHARK BAY

**APPLICATIONS FOR AN AQUACULTURE LICENCE AND AN AQUACULTURE LEASE – NANGA, SHARK BAY**

Having regard to the *Fish Resources Management Act 1994* and Ministerial Policy Guideline No. 8: *Assessment of applications for authorisations for Aquaculture and Pearling in coastal waters of Western Australia*, I write to invite your comments on applications the Department of Fisheries (Department) received from Pan Holdings Pty Ltd (Pan) for an aquaculture licence and an aquaculture lease.

Pan has applied to culture various species at an offshore site near Nanga, Shark bay. The relevant information to the applications is enclosed.

To ensure your comments are taken into account, your submission is to be received by the Department in writing no later than **Sunday 14 August 2016** and marked for the attention of Danielle Hartshorn.

When preparing your response, please ensure that:

- comments or enquiries are of a substantive nature and relevant to your area of expertise or legislative charter; and
- your submissions include all relevant information, supporting data, evidence and justification.

A copy of all responses received will be forwarded to Pan to provide an opportunity for it to respond. This process allows a balanced consideration of the applications and an opportunity for the applicant to make appropriate amendments to them.

In its assessment of the applications, the Department will consider all substantive issues raised and document the process in a Statement of Decision.

**Head Office**  
3rd Floor, The Atrium, 168 - 170 St Georges Terrace, Perth WA 6000; Locked Bag 39, Cloisters Square WA 6850  
Telephone (08) 9482 7333 Facsimile (08) 9482 7389 [customerservice@fish.wa.gov.au](mailto:customerservice@fish.wa.gov.au)  
[www.fish.wa.gov.au](http://www.fish.wa.gov.au)  
ABN: 55 689 794 771

MINUTES OF THE ORDINARY COUNCIL MEETING

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27 JULY 2016

I look forward to any comments you may wish to make.

Yours sincerely



Danielle Hartshorn  
**Management Officer (Aquaculture)**

15 June 2016  
att.

27 JULY 2016

**RECEIVED**

21 JUN 2016

SHIRE OF SHARK BAY

**APPLICATIONS FOR AN AQUACULTURE LICENCE AND LEASE**

by

**Pan Holdings Pty Ltd**

**Shark Bay WA**

**June 2016**

27 JULY 2016

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**DEPARTMENT OF FISHERIES**  
**APPLICATIONS FOR AN AQUACULTURE LICENCE AND LEASE**  
**PAN HOLDINGS PTY LTD**  
**SHARK BAY WA**

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<b>File Ref</b>	L23/16 and 209/16
<b>Date of Application</b>	19 January 2016
<b>General Location</b>	Shark Bay, WA
<b>Area of Proposed New Site</b>	400.6 ha
<b>Species</b>	Non-maxima oysters Clams/cockles Sea cucumbers/sandfish Sponges Abalone
<b>Culture Method</b>	Longlines, bottom culture
<b>Further Information</b>	Contact Danielle Hartshorn at the Department of Fisheries on (08) 9482 7252 or <a href="mailto:Danielle.Hartshorn@fish.wa.go.au">Danielle.Hartshorn@fish.wa.go.au</a> .

27 JULY 2016

**Information provided by the applicant relevant to applications for an aquaculture licence and lease**

*Pan Holdings Pty Ltd*

May 2016

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**Introduction**

This document outlines the information for consideration by agencies, stakeholders and community and industry groups regarding applications submitted by Pan Holdings Pty Ltd (Pan) for an aquaculture licence and lease.

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**Background**

On 19 January 2016, Pan applied to the Department of Fisheries for an aquaculture licence and an aquaculture lease in waters of Nanga, Shark Bay.

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**Proposal**

Pan proposes to establish an aquaculture operation in a 400.6 hectare area within Shark Bay. Proposed Species are:

- Rock oyster (*Saccostrea glomerata*, *Saccostrea cucullata*, *Saccostrea scyphophilla*);
- Black-lipped pearl oyster (*Pinctada margaritifera*);
- Akoya pearl oyster (*Pinctada fucata*);
- Shark Bay pearl oyster (*Pinctada albina*);
- Penguin shell (*Pteria penguin*);
- Clams/cockles (Family *Veneridae* – species of Venus clams endemic to Shark Bay, including *Callista inpar*, *Gomphina undulosa*, *Callista planatella*, *Antigona lamellaris*, *Circe rivularis*, *Circe sulcate*, *Paphia crassisulca*, *Paphia semirugata*, *Pitar nancyae*);
- Sea cucumbers/sandfish (*Holothuria scabra* & other endemic *Holothurial/Stricopus* species);
- Sponges (*Spongidae* (Order *Dictyoceratida*), *Irinidae* (Order *Dictyoceratida*), *Thorectidae* (Order *Dictyoceratida*), *Hymedesmiliidae* (Order *Poecilosclerida*), *Latrunculiidae* (Order *Poecilosclerida*), *Mycalidae* (Order *Poecilosclerida*), *Raspailiidae* (Order *Poecilosclerida*)); and
- Abalone (Roe's (*Haliotis roei*)).

---

**Source of Stock and Methods**

Rock oysters, pearl oysters and abalone may be obtained from existing shellfish hatcheries where there is the capacity to spawn and culture the desired species from local Shark Bay broodstock. Pan is also investigating the feasibility of a small multi-species hatchery close to the site with the aim to supply broodstock to the Shark Bay marine aquaculture farm in the future.

All other species will be sourced locally.

Various methodologies for farming the species will be tested at the site. Pan intends to utilise surface/sub-surface longlines and/or fencelines/racks with baskets and/or panels as the culture methods for rock and pearl oysters. Sponges, which can be grown alongside/within an existing set up, may be attached directly to longlines, or in baskets.

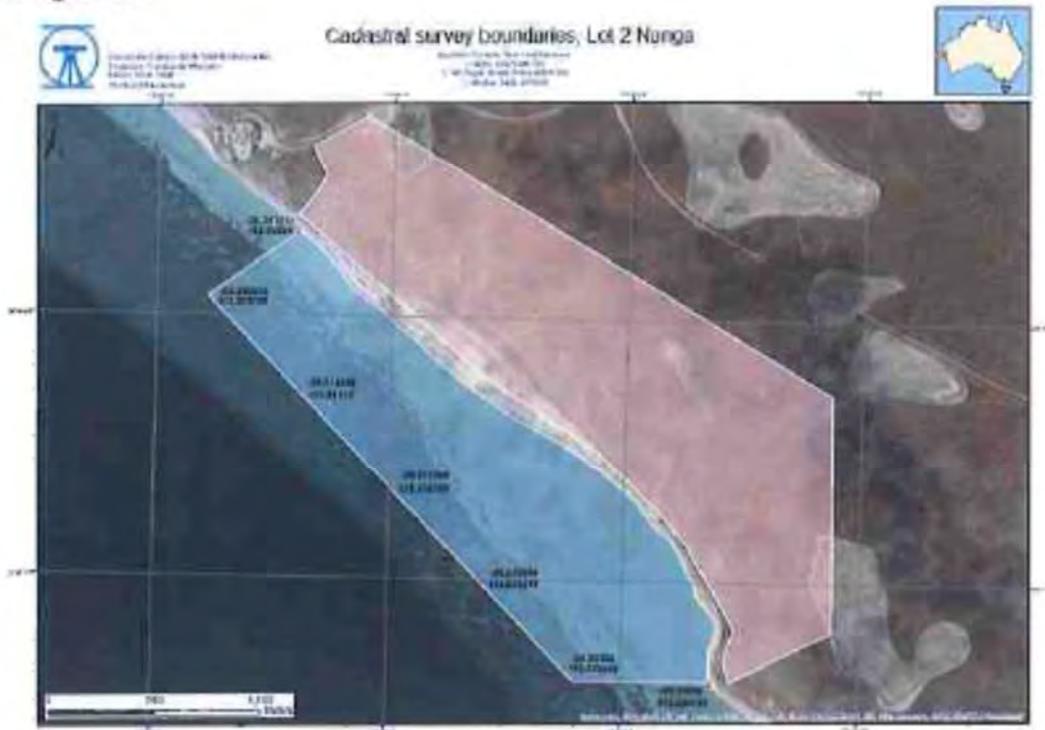
27 JULY 2016

Common culture methods of clams/cockles include bottom cages or bottom bags, which will be trialled if a licence is obtained.

Sea cucumbers are likely to be "ranched", where juveniles are introduced into the site and grown out. Ranching requires minimal material costs; however, a larger lease area is required, which would suit the proposed site at Nanga Bay.

Abalone is likely to be cultured using grow-out structures. Juvenile abalone will be stocked on to purpose-made habitat structures deployed on sandy areas of the proposed area.

## Diagrams



**Figure 1: Proposed site (marine area only)**

## Risks

The proposed site is located in an area excluded from the Shark Bay Marine Park (SBMP). Waters immediately beyond the proposed site are "general use" areas, which allow for commercial activities including aquaculture. Nonetheless, aquaculture at the proposed site will need to ensure that no water pollution will occur in the SBMP.

There will be no requirement to feed bivalves, sea cucumbers, abalone and sponges being stocked at the site. Therefore, the aquaculture of the proposed species is considered to pose no significant environmental or ecological issues, with identified risks accommodated by Pan's Management and Environmental Monitoring Plan (MEMP).

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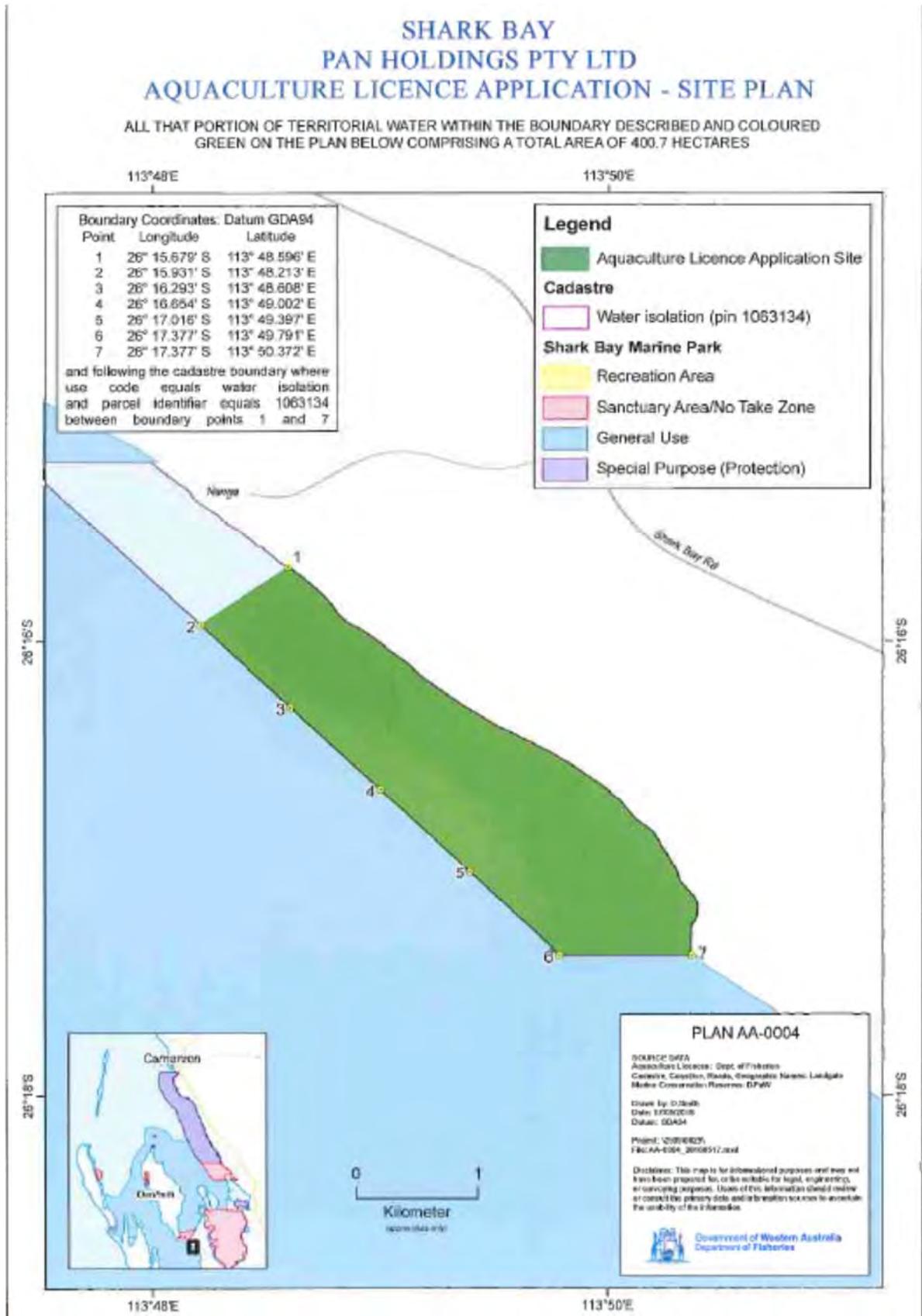
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**Oversight and Experience**

Pan has been in business since 1981 and the board is highly experienced in running private Australian companies.

Personnel with the required experience and expertise will be contracted and employed to design, build, commission and run the proposed operations.

27 JULY 2016



27 JULY 2016

13.2 PROPOSED RETAINING WALL – LOT 78 (31) BROCKMAN STREET, DENHAM P1217

AUTHOR

Liz Bushby

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Gray and Lewis

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 Capewell

Nature of Interest: Impartiality Interest as brother owns property next door

Moved Cr Laundry

Seconded Cr Wake

Council Resolution

That Council:

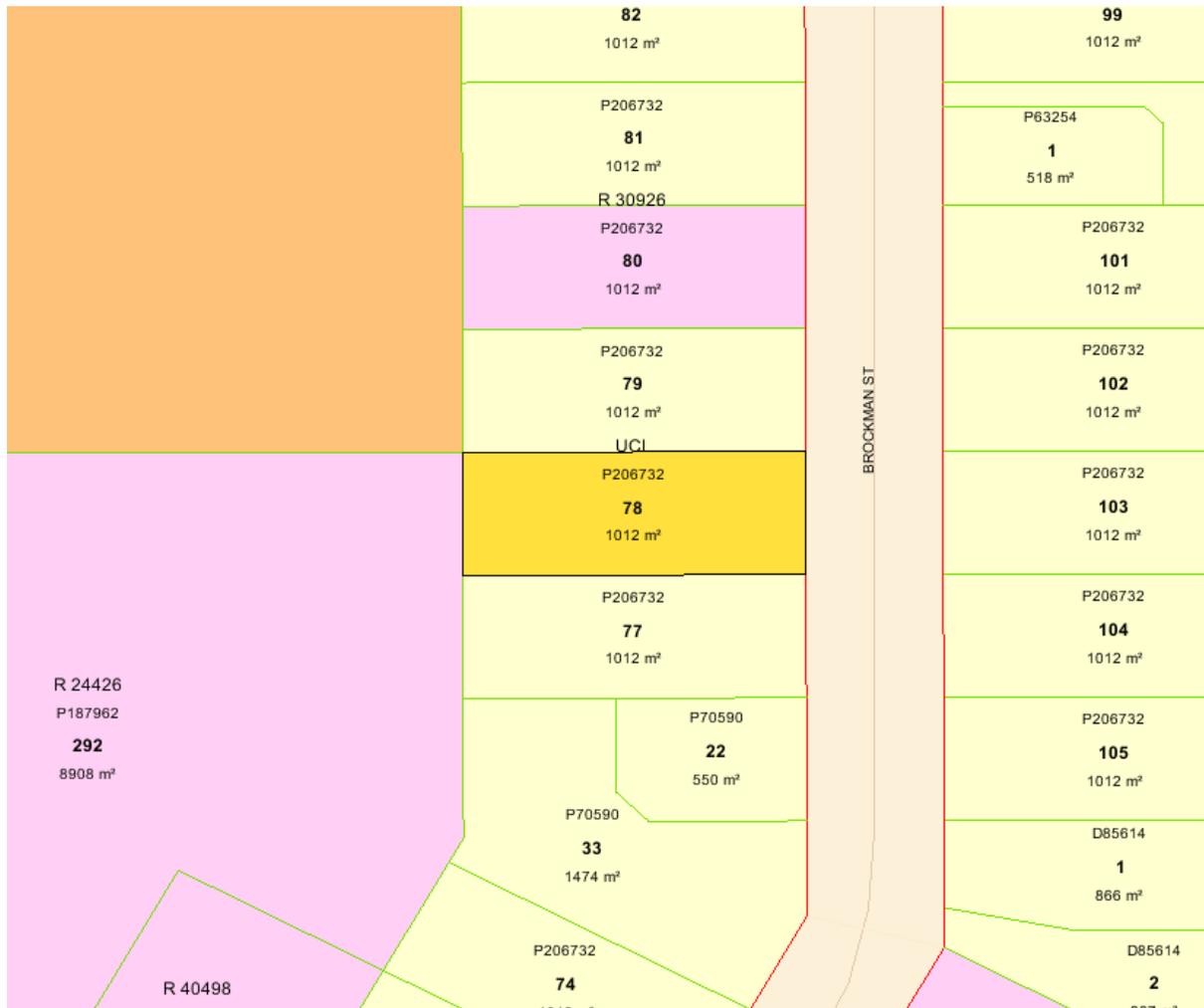
1. **Approve the application for a 600mm retaining wall along the north boundary of Lot 78 (31) Brockman Street, Denham subject to the following conditions:**
  - (i) **All development to be in accordance with the plans submitted and approved as part of this application, unless otherwise approved in writing by the Chief Executive Officer.**
2. **Advise the applicant via footnotes that:**
  - (a) **A separate building permit may be required. Planning consent is not an approval for construction.**
  - (b) **Planning approval is not required for the 300mm high section of retaining wall as that component complies with the ‘deemed to comply’ criteria of the Residential Design Codes.**
  - (c) **Approval of the retaining wall is not an approval for dividing fencing. Dividing fences come under the jurisdiction of the Dividing Fences Act and is a matter between both affected landowners.**
  - (d) **The portion of dividing fence in the front setback area should not exceed a height of 1.2 metres.**

**6/0 CARRIED**

BACKGROUND

Lot 78 contains an existing dwelling that is under the care and control of the Department of Housing. The natural ground level of Lot 78 is higher than the natural ground level of adjacent Lot 79 to the north.

27 JULY 2016



COMMENT

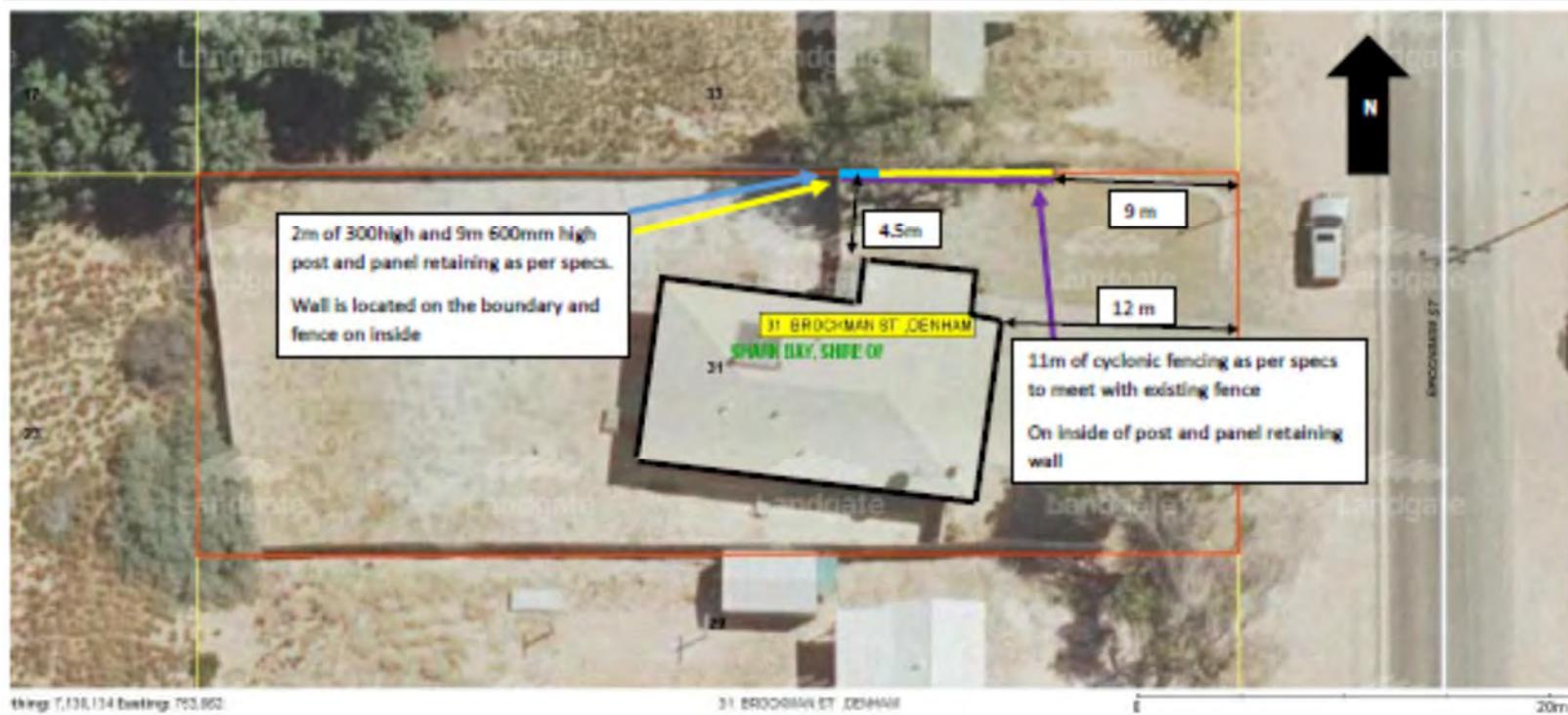
• ***Description of application***

An informal rock garden wall is currently used to retain the higher ground level of Lot 78. The wall is at an angle and this application proposes new retaining so that new dividing fencing can be erected above it.

A 600 millimetre high post and panel retaining wall is proposed along a portion of the north boundary of Lot 78. The wall will be setback 9 metres from the front boundary, and will have a length of approximately 9 metres.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016



thing 7,131,134 being 753,862

31 BROOKMAN ST, DENHAM

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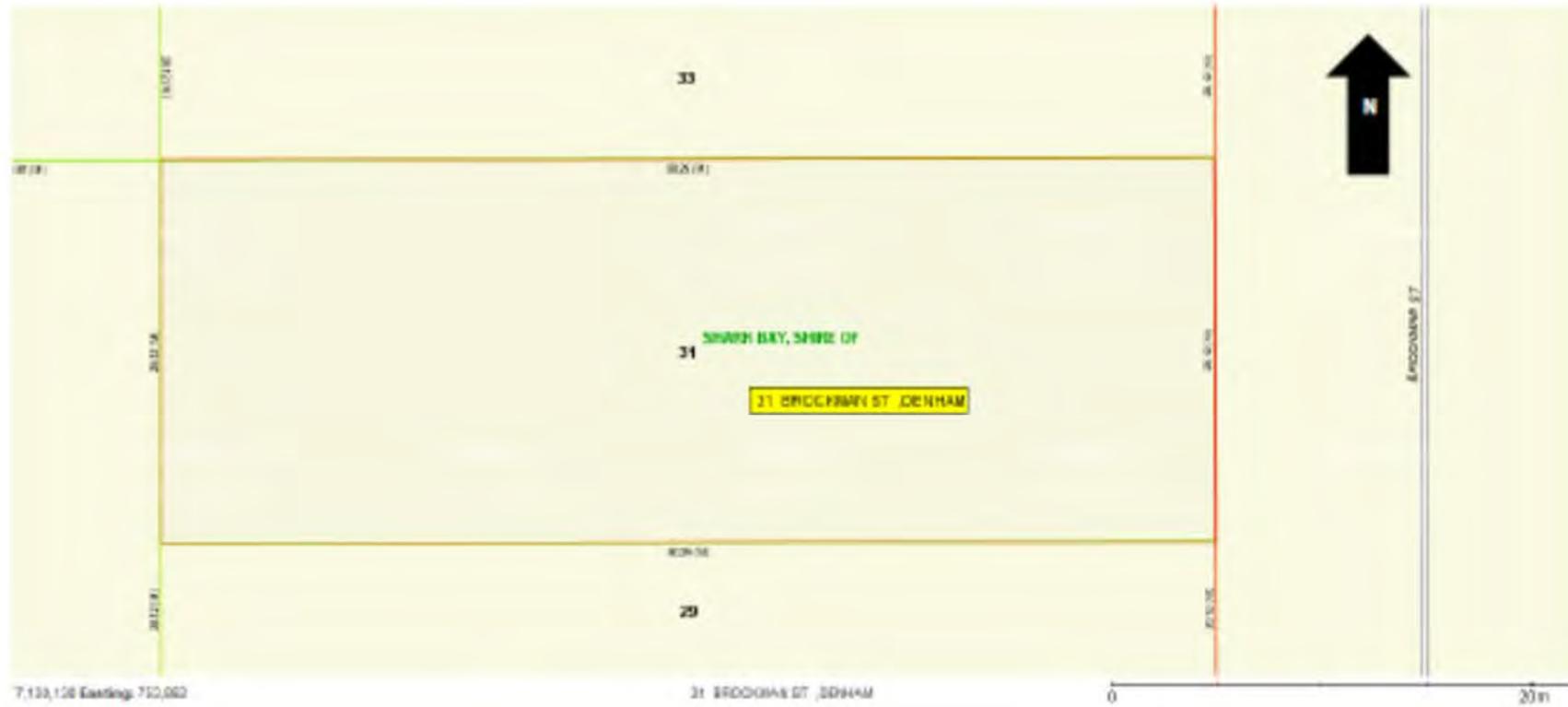
20m

-  Wall 300mm high
-  Wall 600mm high
-  Fence

**PROPOSED:**  
11m of retaining on Right hand side of dwelling  
11m of fence on inside of wall RHS

MINUTES OF THE ORDINARY COUNCIL MEETING

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Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

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- **Residential Design Codes**

A 2 metre long section of 300mm retaining wall is also proposed along the north boundary however that part of the proposal does not require planning approval.

The Residential Design Codes ('R-Codes) allow for retaining less than 0.5 metres on a lot boundary to allow for an area assigned for landscaping. The 300mm high retaining wall is adjacent to a landscaping area so complies with the R-Codes.

Gray & Lewis recommends approval of the 600mm high retaining wall along part of the northern boundary as it meets Design Principle 5.3.8 P8 of the R-Codes as it results in land that can be effectively used for the benefit of residents and does not have any detrimental effect on adjoining properties.

The proposed retaining wall will simply retain the existing ground level difference between Lot 78 and Lot 79.

- **Consultation**

The application was referred to the adjacent landowner of Lot 79 to the north and no adverse submissions have been received.

LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 3 – Lot 78 is zoned Residential R12.5/30.

Planning and Development (Local Planning Schemes) Regulations 2015 – Planning approval is required for any variation to the deemed to comply requirements of the R-Codes.

POLICY IMPLICATIONS

There are no policy implication relative to this report.

FINANCIAL IMPLICATIONS

The Shire pays planning consultancy fees to Gray & Lewis for 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 July 2016

27 JULY 2016

13.3 PROPOSED RETAINING WALL – LOT 79 (57) HARTOG CRESCENT, DENHAM  
P1138

AUTHOR

Liz Bushby

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Gray and Lewis

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

Moved            Cr Capewell  
Seconded       Cr Bellottie

**Council Resolution**

**That Council:**

1. **Approve the application for a 300mm and 600mm retaining wall along the east boundary of Lot 79 (57) Hartog Crescent, Denham subject to the following conditions:**
  - (i) **All development to be in accordance with the plans submitted and approved as part of this application, unless otherwise approved in writing by the Chief Executive Officer.**
2. **Advise the applicant via footnotes that:**
  - (a) **A separate building permit may be required. Planning consent is not an approval for construction.**
  - (b) **Planning approval is required for the 300mm high section of retaining wall as it is adjacent to a driveway as opposed to an assigned landscaping area.**
  - (c) **Approval of the retaining wall is not an approval for dividing fencing. Dividing fences come under the jurisdiction of the Dividing Fences Act and is a matter between both affected landowners.**
  - (d) **The portion of dividing fence in the front setback area should not exceed a height of 1.2 metres.**

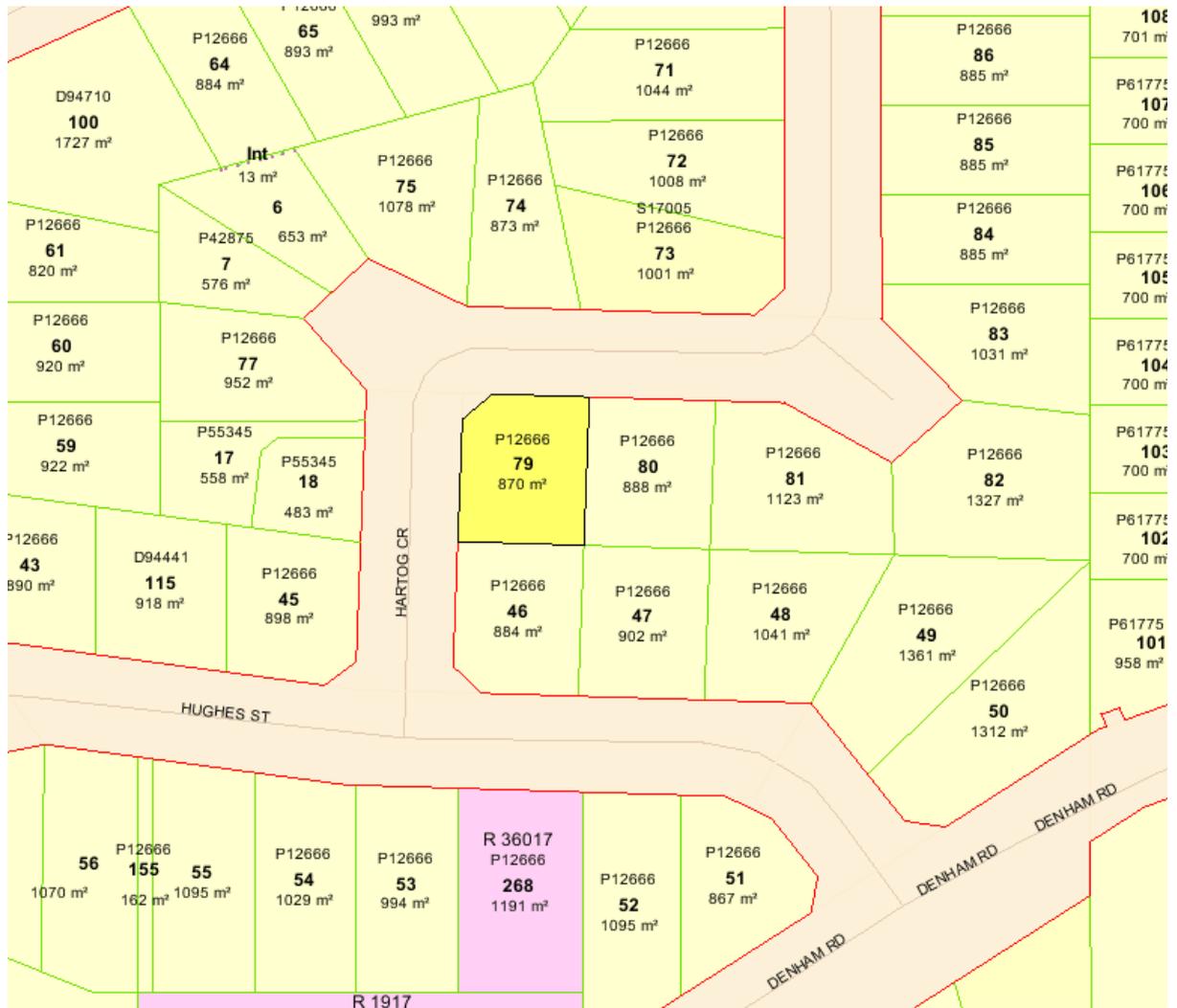
**6/0 CARRIED**

BACKGROUND

Lot 79 contains an existing dwelling that is under the care and control of the Department of Housing. The natural ground level of Lot 79 is higher than the natural ground level of adjacent Lot 80 to the east.

MINUTES OF THE ORDINARY COUNCIL MEETING

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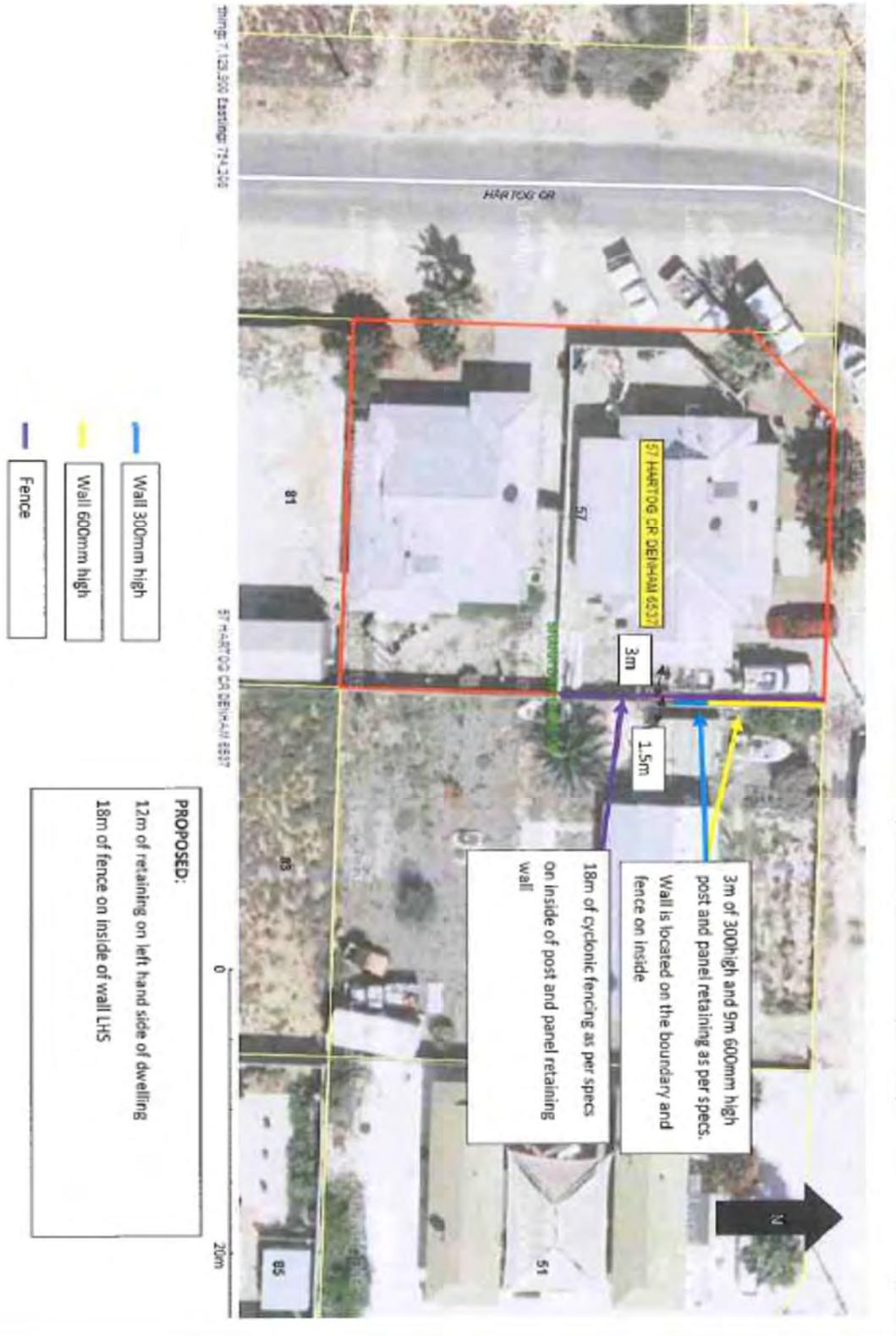


COMMENT

- **Description of application**

A 600 millimetre high post and panel retaining wall is proposed along a portion of the east boundary of Lot 79. The retaining wall will commence from the front lot boundary for a length of 9 metres (in a southerly direction).

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A 3 metre long section of 300mm retaining wall is also proposed along a portion of the eastern lot boundary immediately adjacent to the existing house and driveway.

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• **Residential Design Codes**

The Residential Design Codes ('R-Codes) allow for retaining less than 0.5 metres on a lot boundary to allow for an area assigned for 'landscaping'. The 300mm high retaining wall is adjacent to a driveway which is not a landscaping area.

Gray & Lewis is of the view that the proposed 300mm wall requires planning approval unless Council considers a driveway to be 'landscaping'.

The R-Codes define 'landscaping' as '*land developed with garden beds, shrubs and trees, or by the planting of lawns, and includes such features as rockeries, ornamental ponds, swimming pools, barbeque areas or playgrounds or any other such area approved of by the decision maker as landscaped area*'.

Gray & Lewis recommends approval of the 300mm and 600mm high retaining wall along part of the eastern boundary as they meet Design Principle 5.3.8 P8 of the R-Codes as they result in land that can be effectively used for the benefit of residents and do not have any detrimental effect on adjoining properties.

The proposed retaining wall will simply retain the existing ground level difference between Lot 79 and Lot 80.

• **Consultation**

The application was referred to the adjacent landowner of Lot 80 to the east and no submissions have been received.

LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 3 – Lot 79 is zoned Residential R12.5/30.

Planning and Development (Local Planning Schemes) Regulations 2015 – Planning approval is required for any variation to the deemed to comply requirements of the R-Codes.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

The Shire pays planning consultancy fees to Gray & Lewis for 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  
Chief Executive Officer  
Date of Report

*L Bushby*  
*P Anderson*  
20 July 2016

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**14**     **BUILDING REPORT**  
There is no building report for this agenda

**15**     **HEALTH REPORT**  
There is no health report for this agenda

**16**     **WORKS REPORT**

16.1    Proposed Road Schedule 2016/2017  
FM00005

AUTHOR  
Works Manager

DISCLOSURE OF ANY INTEREST  
Nil

Moved        Cr Ridgley  
Seconded     Cr Capewell

**Council Resolution**

**That the 12 month proposed rural road schedule for 2016/2017 be noted and endorsed.**

**6/0 CARRIED**

**BACKGROUND**

The following proposed road works schedule contains an estimated duration and time for maintenance works on rural roads within the Shire of Shark Bay for the next 12 months.

**COMMENT**

A schedule of maintenance works for rural roads within the Shire of Shark Bay has been established.

This schedule has been put into place to show the projected times and duration of works on individual roads within the Shire.

Due to the fact that certain events are out of the Shire's control, the projected times shown in the inserted schedule are estimates of proposed works and should be used as a guide only.

This schedule will be reviewed as regularly as required to ensure that the required works for the year are completed.

**LEGAL IMPLICATIONS**

There are no legal implications associated with this report.

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POLICY IMPLICATIONS

There are no policy implications associated with this report.

Financial IMPLICATIONS

There are no financial implications associated with this report

STRATEGIC IMPLICATIONS

Outcome 1.2

1.2.1 Conduct a review of operations to ensure the Shire is operating efficiently and effectively, and work towards full cost recovery.

RISK MANAGEMENT

There are no risk implications associated with this report.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author	<i>B Galvin</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	19 July 2016

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Shire of Shark Bay Proposed Road Schedule 2016/2017		Proposed Road Schedule 2016/2017																																																							
		July				August				September				October				November				December				January				February				March				April				May				June											
Month	Week	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4												
Road Name	Week																																																								
Useless Loop Rd RRG																																																									
Useless Loop Rd Maintenance																																																									
Tamala Rd																																																									
Carrarang Rd																																																									
Woodleigh Byro Rd																																																									
Carbla Rd																																																									
Talisker Rd																																																									
Gilroyd Rd																																																									
Yalardy Rd																																																									
Yalardy-Talisker Rd																																																									
Talisker Rd																																																									
Woodleigh Rd																																																									
Woodleigh East Rd																																																									
Butchers Track																																																									
Meadow Rd																																																									
Nerren-Nerren Rd																																																									
Hamelin Pool Station Rd																																																									
Hamelin Pool Rd																																																									
Golf Club Access Rd																																																									
Airstrip Rd																																																									
Little Lagoon Rd																																																									
Common Rd																																																									
New Tip Rd																																																									
Town Lookout Rd																																																									
Eagle Bluff Rd																																																									
Eagle Bluff Lagoon Rd																																																									
Fowlers Camp Rd																																																									
Whalebone Rd																																																									
Goulet Bluff Rd																																																									
Shark Bay Rd																																																									
Monkey Mia Rd																																																									

Shire Christmas Break  
 Estimated Projected Time  
 Proposed Plant Maintenance and Training

27 JULY 2016

16.2 FIVE (5) YEAR ROAD CAPITAL PLAN 2016/2017 - 2020/2021  
FM00005

Author

Works Manager

Disclosure of Any Interest

Nil

Moved            Cr Wake  
Seconded       Cr Capewell

**Council Resolution**

**That the 5 year Road Capital plan as attached to the Works Managers report dated 19 July 2016, for the years 2016/2017 through to 2020/2021, within the Shire of Shark Bay, be endorsed.**

**6/0 CARRIED**

Background

The 5 year Road Capital plan proposed road works schedule contains an estimated Capital expenditure on roads within the Shire of Shark Bay for the next 5 years.

Comment

There is an established 5 year road capital plan for capital works on rural and urban roads within the Shire of Shark Bay. This plan has been put into place to show the projected years that works will be completed and also the sections of those roads that, at this point in time, have been deemed to be in most need for capital works.

As road use changes and given the fact that certain events will occur out of our control, the projected years shown in the inserted spread sheet are estimates of the proposed works and time frames involved.

This Road Capital plan is a living document and needs to be reviewed annually. This will ensure that capital expenditure will be spent in a most productive manner.

Regional Road Group projects for 2016/2017 include a re-sheet program on the Useless Loop Road between SLK 13 to SLK 18.5. This will involve contractors carting sheeting material from the gravel pit at SLK 28 and Shire laying out the material to achieve a 150mm coverage. Some extra works will be undertaken to do some minor realignments and form work in preparation for the expected 2017/18 seal program on the Useless Loop Road. It is estimated these works will come to \$377,600.00. Also included in the RRG funding is the part resealing of the Nanga Road, associated costs will be \$90,000.00.

The Shire of Shark Bay has an allocation of approximately 1.26 million dollars over the next 3 years. A workshop with councillor participation was held on the 11<sup>th</sup> of February 2016 to discuss potential road requirements within the Shire. Councillors indicated that

## MINUTES OF THE ORDINARY COUNCIL MEETING

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they would like to concentrate primarily on town streets with some expenditure on the Woodleigh-Byro Road.

The following table represents the Roads to Recovery allocations for the Shire of Shark Bay.

Year	Previous	New allocation	Increase/Decrease
2016/17	\$199,877	\$659,891	\$460,014
2017/18	\$199,877	\$199,877	Nil
2018/19	\$399,754	\$399,754	Nil
	\$1,199,260	\$1,830,708	\$631,448

With this in mind the following roads have been costed and presented for Council approval for 2016/17.

### **Woodleigh-Byro Road:**

The Woodleigh-Byro Road from SLK 84 (Cross Roads) to SLK 120 (Shire Boundary). This section of the Woodleigh-Byro Road is in need of some maintenance. It is proposed to resheet the road as required with forming and shaping in the remaining areas. Extra drainage will be installed as required with grids cleaned and batters maintained. The estimated cost involved with this project will be \$150,000.00.

### **Knight Terrace:**

Knight Terrace from the western end round-a-bout to the eastern end round-a-bout will be resealed with asphalt. The cost implication involved would be approximately \$360,000.00. This reseal would enhance the foreshore revitalisation projects already underway.

### **Old Knight Terrace:**

Old Knight Terrace in conjunction with Knight Terrace would be looked at to formalise the parking at and around the Shark Bay Supermarket whilst also implementing a suitable path for the jinker to navigate the western end round-a-bout. The storm water drainage issues would also be addressed at this stage. An allocation of \$150,000.00 has been given to this project.

### Legal Implications

There are no legal implications associated with this report

### Policy Implications

There are no policy implications associated with this report

### Financial Implications

The Regional Road Group funding is based on a two thirds one third contribution from the Shire. In the 2016/2017 financial year the total Regional Road Group budget will

## MINUTES OF THE ORDINARY COUNCIL MEETING

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be \$467,000.00. The required contribution from the Shire is one third, this equates to \$155,666.00.

Roads to Recovery funding does not require any contributions from the Shire. The total spend from Roads to Recovery will be \$695,800.00

### Strategic Implications

Outcome 1.1

1.1.7 Develop and maintain sustainable transport infrastructure.

Outcome 1.2

1.2.5 Allocate resources to deliver economic development and population growth.

### RISK MANAGEMENT

There are no risks associated with this report.

### Voting Requirements

Simple Majority Required

### Signatures

Author	<i>B Galvin</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	19 July 2016

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SHIRE OF SHARK BAY																								
Road Capital Program 2015/16 to 2019/20																								
Regional Road Group																								
Road	Year	Place		Amount	2016/17				2017/18				2018/19				2019/20				2020/21			
		From	To		Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost
Useless Loop Road	16/17	13.00	18.30	5.30	Resheet	July/16	Shire	\$ 377,600.00																
	17/18	77.00	82.50	5.50					Resheet	July/17	Shire	\$ 229,000.00												
	18/19	33.00	38.50	5.50									Resheet	July 18	Shire	\$ 229,000.00								
	19/20	74.00	77.00	3.00													Resheet	July/19	Shire	\$ 120,000.00				
	19/20	63.00	65.50	2.50													Resheet	July/19	Shire	\$ 109,000.00				
20/21	50.40	55.90	5.50																	Resheet	July/20	Sjire	\$ 229,000.00	
Stella Rowley Drive	19/20	0.00	4.30	4.30													Shoulders	Nov/19	Shire	\$ 90,000.00				
Nanga Road	16/17	0.00	1.40	1.40	Reseal	Feb/17	Contractors	\$ 90,000.00																
	17/18	1.40	2.65	1.25					Reseal	Feb/18	Contractors	\$ 90,000.00												
Ocean Park Road	20/21	0.00	2.50	2.50																Reseal	Nov/18	Contract	\$ 90,000.00	
Eagle Bluff Road	18/19	0.00	4.38	4.38									Resheet	Nov/ 18	Shire	\$ 90,000.00								
<b>Total RRG</b>								<b>\$ 467,600.00</b>					<b>\$ 319,000.00</b>				<b>\$ 319,000.00</b>						<b>\$ 319,000.00</b>	
RRG								\$ 311,733.33					\$ 212,666.67				\$ 212,666.67						\$ 212,666.67	
Balance								-\$ 155,866.67					-\$ 106,333.33				-\$ 106,333.33						-\$ 106,333.33	
<b>Roads to Recovery</b>																								
Road	Year	Place		Amount	2016/17				2017/18				2018/19				2019/20				2020/21			
		From	To		Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost
Woodleigh- Byro	16/17	84.00	120.00	36.00	Reconstruct	Sept/16	Contractor	\$ 150,000.00																
Knight Terrace	16/17	0.00	0.90	0.90	Reseal	Feb/17	Contractor	\$ 361,150.00																
Old Knight Terrace	16/17	0.00	0.14	0.14	Reconstruct	Mar/17	Contractor	\$ 150,000.00																
Brockman Street	17/18	0.00	0.59	0.59					Reconstruct	Feb/18	Contractors	\$ 199,877.00												
Durlacher Street	18/19	0.00	1.12	1.12									Reconstruct	Feb/19	Contractors	\$ 399,745.00								
<b>Total R2R</b>								<b>\$ 661,150.00</b>					<b>\$ 199,877.00</b>				<b>\$ 399,745.00</b>						<b>\$ -</b>	
R2R																								
<b>Grand Total</b>								<b>\$ 1,128,750.00</b>					<b>\$ 518,877.00</b>				<b>\$ 718,745.00</b>						<b>\$ 319,000.00</b>	

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**17 TOURISM, RECREATION AND CULTURE REPORT**

**17.1 DEPARTMENT OF PREMIER & CABINET CAPE INSCRIPTION & DENHAM INVITATIONS ED00005**

AUTHOR

EXECUTIVE MANAGER COMMUNITY DEVELOPMENT

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Ridgely  
Seconded Cr Cowell

**Council Resolution**

**That Council provide the administration guidance as to an official invitation list for the following two events:**

- 1. Denham Foreshore, Art piece and Closing event, and**
- 2. Commemoration event at Cape Inscription.**

**6/0 CARRIED**

BACKGROUND

As part of the Dirk Hartog 400 Year Commemorations, confirmation has now been received on the formal events being officiated in Denham by both the Premier and the Minister for Regional Development on Tuesday 25 October, 2016.

Official events from 2.00pm-4.00pm such as unveiling of the Community Art piece and the foreshore development; followed by the Closing Event at the Discovery Centre.

The Minister for Environment & Heritage will be officiating at the Commemoration event to be held at Cape Inscription, Dirk Hartog Island in the morning of the 25 October, 2016 from 10.00am. Fisheries WA will be transporting officials and invited guests on board the Houtman from Denham to Withnell Bay and then onto Cape Inscription.

COMMENT

The office of the Premier has requested an official invite list of up to 150 guests who will be invited to attend the Denham events and for an official representative from Council to attend the Commemoration event at Cape Inscription. The Houtman can only take up to 12 guests, so official invitations will be limited for this event.

LEGAL IMPLICATIONS

There are no legal implications for this report

POLICY IMPLICATIONS

There are no policy implications for this report

FINANCIAL IMPLICATIONS

There are no financial implications for this report

MINUTES OF THE ORDINARY COUNCIL MEETING

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STRATEGIC IMPLICATIONS

Outcome 4.4

A well informed, engaged community that actively participates.

RISK MANAGEMENT

This is a low risk item to Council

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

*L Butterly*

Chief Executive Officer

*P Anderson*

Date of Report

19 July 2016

MINUTES OF THE ORDINARY COUNCIL MEETING

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17.2 NINETY DEGREES FIVE (ND5) 2016 INSCRIPTION PHOTOGRAPHIC EXHIBITION  
ED00005

AUTHOR

EXECUTIVE MANAGER COMMUNITY DEVELOPMENT

DISCLOSURE OF ANY INTEREST

Nil

Moved           Cr Laundry  
Seconded       Cr Ridgely

**Council Resolution**

**That Council agree to purchase the Ninety Degrees Five (ND5) 2016 Inscription Photographic Exhibition for \$5,000 ex GST.**

**6/0 CARRIED**

BACKGROUND

\$15,000 of the \$90,000 Dirk Hartog Commemorative event grant received from the Department of Premier and Cabinet was allocated to contracting the Ninety Degrees Five (ND5) 2016 Inscription Exhibition.

A contract between the Shire of Shark Bay and Ninety Degrees Five has been formalised and payment made. The photographic exhibition will be displayed in the Rose De Freycinet gallery from the first week in October.

Following the contract process, Tony Hewitt representing ND5 has forwarded via email a preliminary offer to the Shire of Shark Bay to purchase the entire collection – 16-20 pieces for \$5,000 (ex GST). The total approximate value of the exhibition to be installed for the Festival is in the vicinity of \$40,000-\$50,000 – dependent on space and how many can be hung.

The collection can be viewed at: [www.nd5.com.au](http://www.nd5.com.au) under the heading of 'Collections' Shark Bay Inscription and then click on to each individual Photographer, [or a series of photos from a previous exhibit is attached.](#)

COMMENT

The exhibition represent aerial shots of Shark Bay taken in 2015. Each piece is mounted (unframed) and sizes vary from 150cms<sup>2</sup> to 1100cms<sup>2</sup>.

LEGAL IMPLICATIONS

Adequate insurance cover

POLICY IMPLICATIONS

There are no policy implications related to this item.

FINANCIAL IMPLICATIONS

The cost of purchase of the 2016 Inscription Photographic Exhibition is \$5,000 (ex GST). There will be additional costs related to insurance for the collection. Art & Culture Budget allocation for 2016/2017.

MINUTES OF THE ORDINARY COUNCIL MEETING

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STRATEGIC IMPLICATIONS

Outcome 2.2

To increase investment opportunities, improve attractiveness and the diversity of uses to add to the Town Centre vibrancy.

2.2.1 Implement Cultural Arts Strategies.

RISK MANAGEMENT

Storage for the pieces when other exhibitions come into the gallery. This may represent a minor space issue.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author	<i>L Butterly</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	19 July 2016

MINUTES OF THE ORDINARY COUNCIL MEETING

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27 JULY 2016

Tony Hewitt [tony@tonyhewitt.com](mailto:tony@tonyhewitt.com)

TO: Linda Butterly

Hello again Linda

Just to follow up on our conversation regarding the ND5 exhibition in Shark Bay and other opportunities.

As mentioned we will look to deliver the exhibition in the first week of October 2016 with the view to having it displayed for at least a month, In addition we have discussed the idea of a backended option whereby the entire collection could be purchased outright by Shark Bay, to be used throughout the shire in various venues & offices etc. as seen fit. ( Although not to be onsold as the cost is a heavily subsidised one).

The cost would be \$5000 (ex GST) for the 16-20 pieces, (each piece is mounted for exhibition but unframed.

The total approx. value of the exhibition to be installed for the festival is in the vicinity of \$40,000 - \$50,000, dependent on the space available and how many are able to be hung?

Linda, we can forward a more formal proposal if and when needed but this should suffice as an indication of our intentions.

We look forward to speaking to you again soon.

Tony

Tony Hewitt

G.M.Photog Hon FAIPP FNZIPP  
+61 411555508

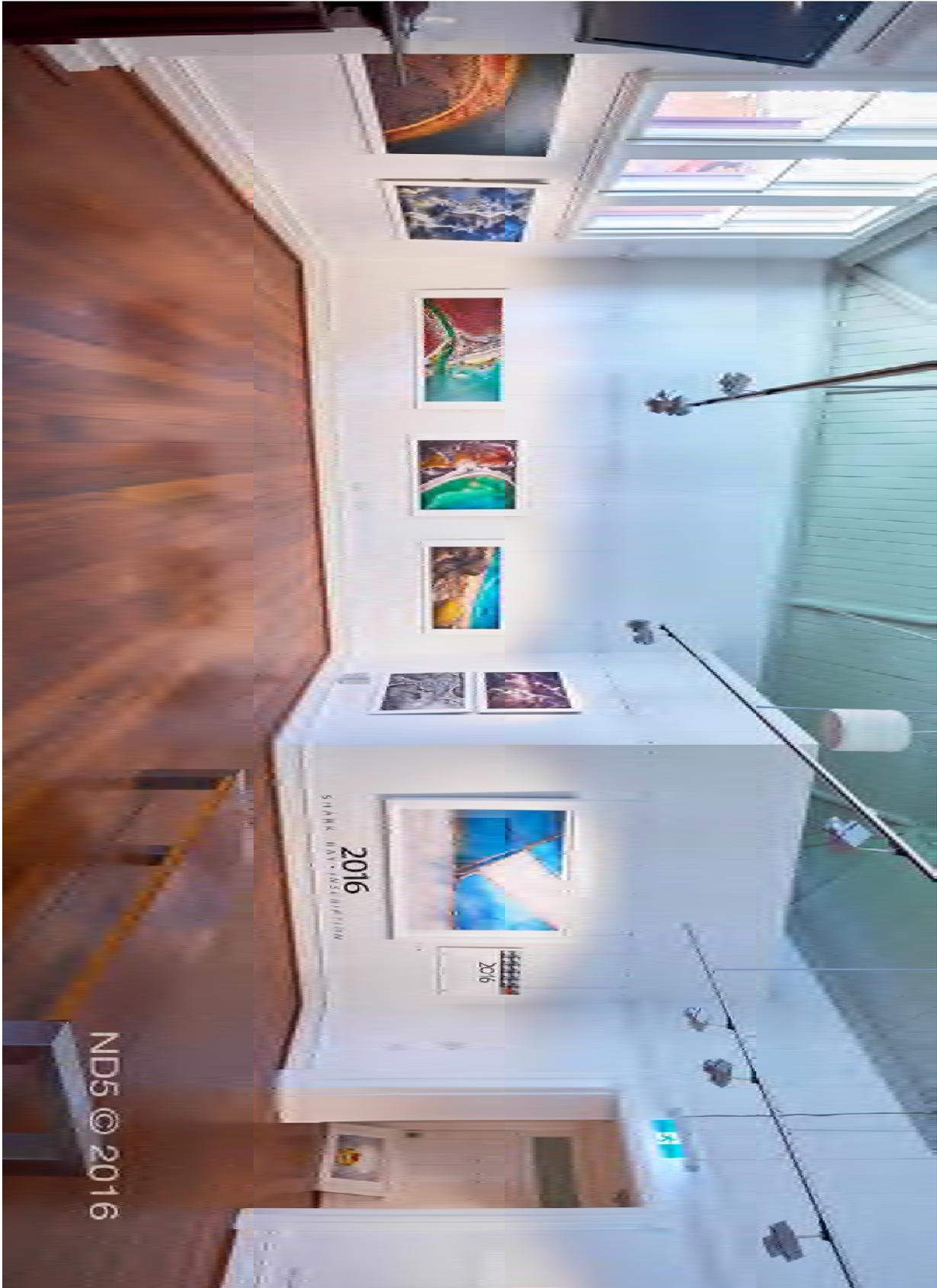


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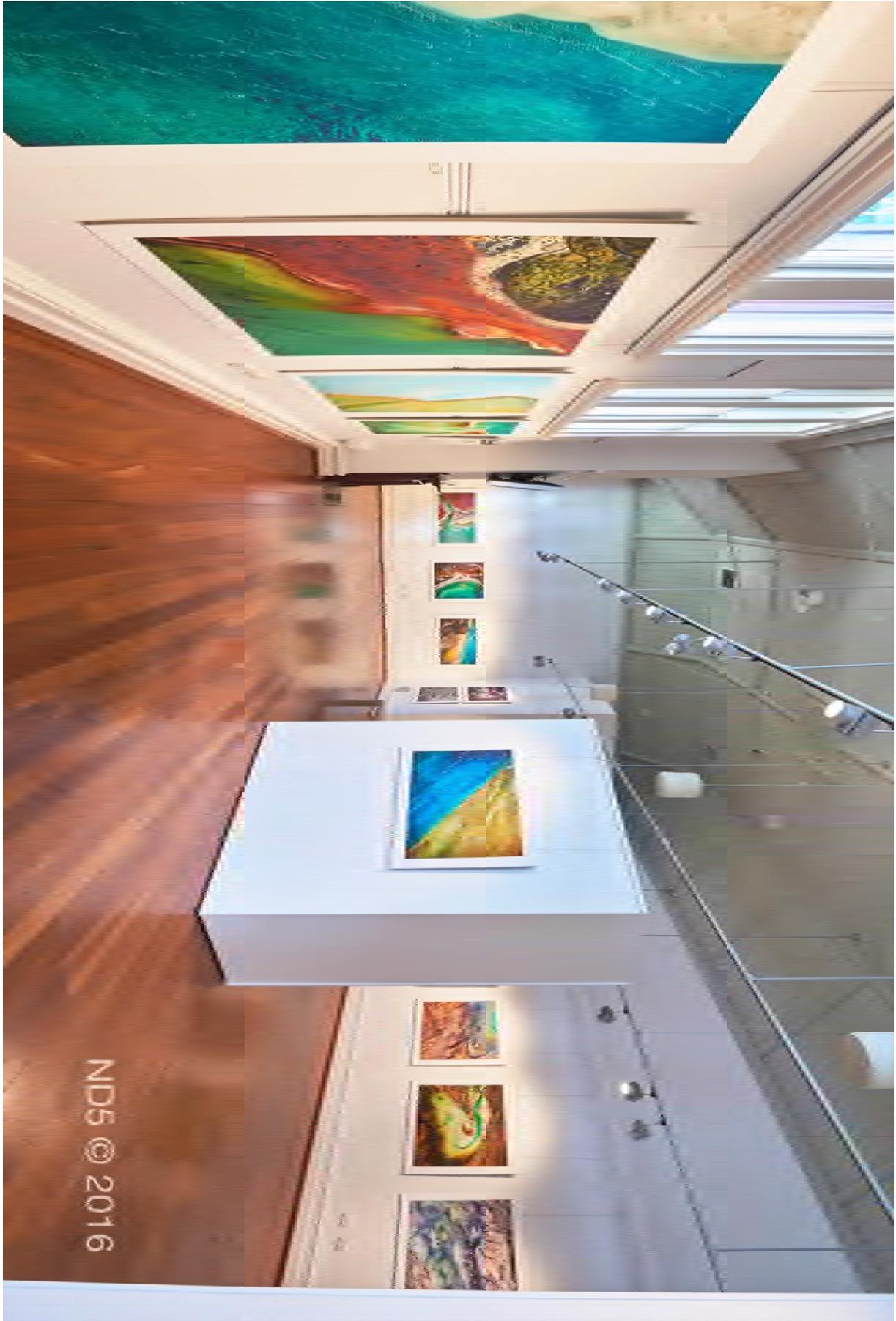
**2013 Australian Professional Photographer of the Year**  
2013 Australian Landscape Photographer of the Year  
2015 International Landscape Award WPPI Las Vegas USA  
2015,2013,2009,2004 WA AIPP Landscape Photographer of the Year  
2013 NZIPP Overseas Photographer of the Year

[tony@tonyhewitt.com](mailto:tony@tonyhewitt.com)  
[www.tonyhewitt.com](http://www.tonyhewitt.com)  
[www.hewittstudios.com.au](http://www.hewittstudios.com.au)

27 JULY 2016

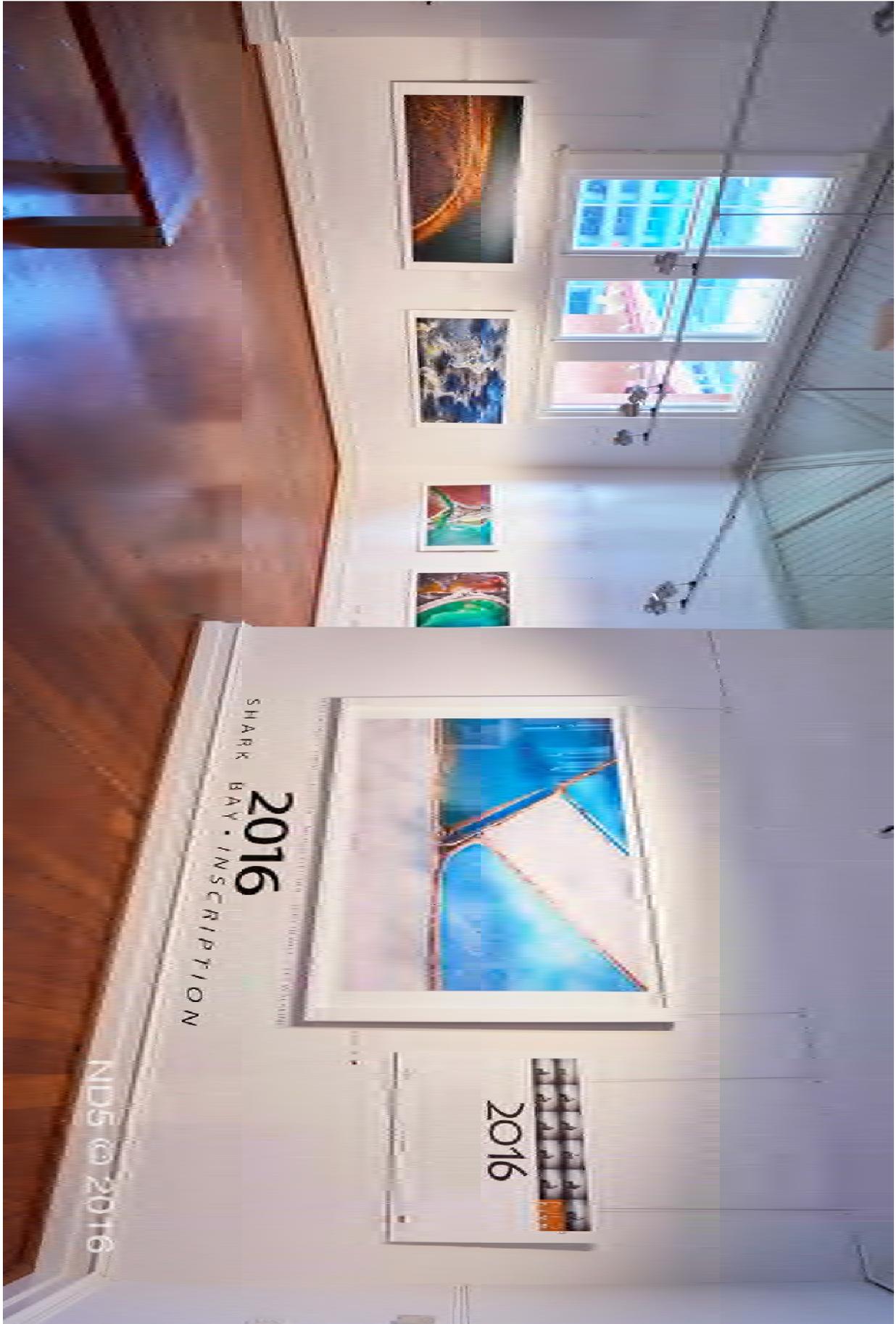


27 JULY 2016



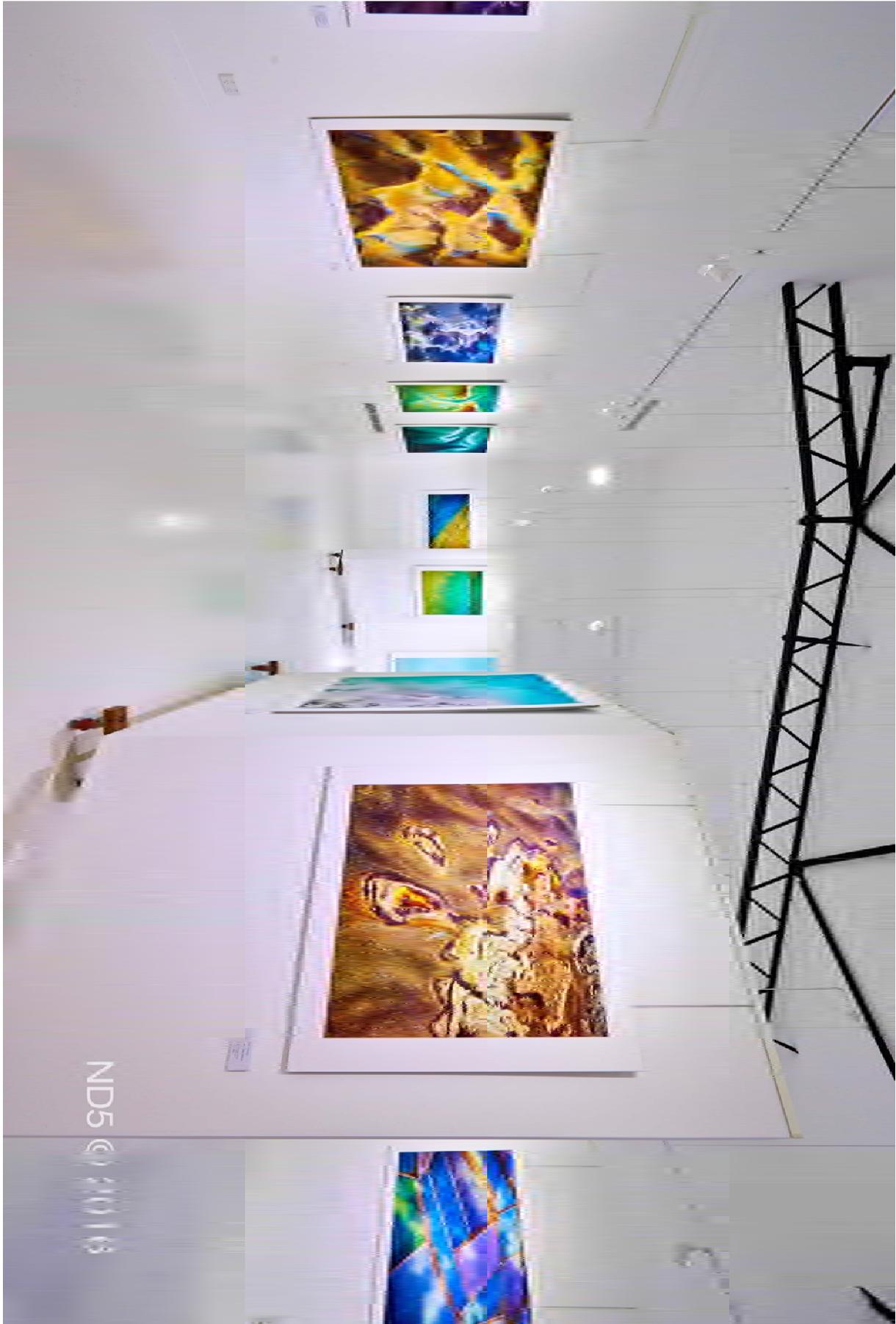
MINUTES OF THE ORDINARY COUNCIL MEETING

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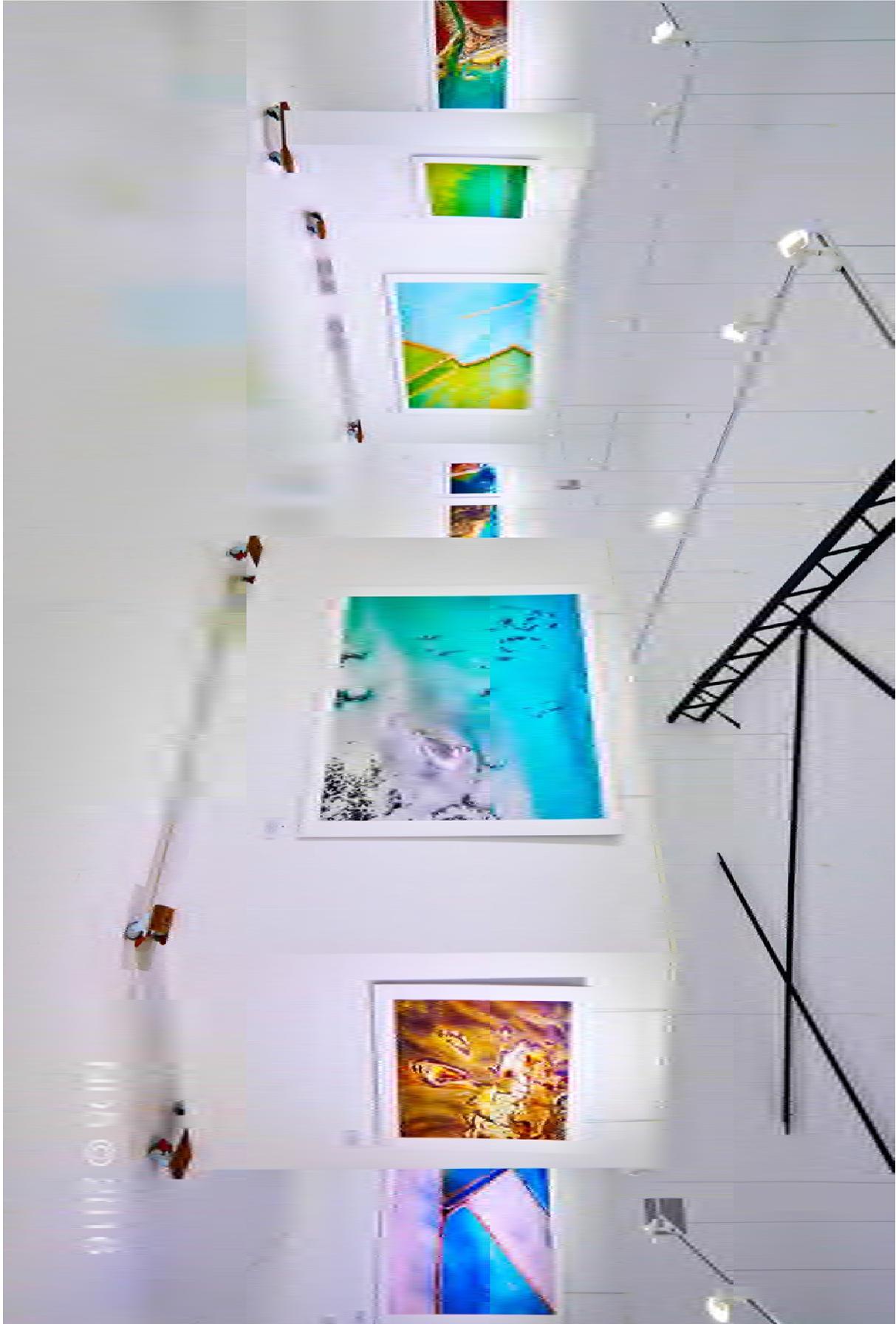
Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

27 JULY 2016



MINUTES OF THE ORDINARY COUNCIL MEETING

27 JULY 2016



Confirmed at the Ordinary Council meeting held on the 31 August 2016 – Signed by the President Cr Cowell \_\_\_\_\_

27 JULY 2016



27 JULY 2016

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**18 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

There are no motions of which previous notice having been given.

**19 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

**19.1 APPLICATION FOR SERVICE STATION AND ACCOMMODATION UNITS ON LOT 3 NORTH WEST COASTAL HIGHWAY, WANNOO  
P2027**

Dealt with after item 10.6 on page 7 of these minutes

**20. MATTERS BEHIND CLOSED DOORS**

There are no confidential items for July 2016.

**21 DATE AND TIME OF NEXT MEETING**

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 31 August 2016 commencing at 9.30 am in the conference rooms at Shark Bay Resources (Shark Bay Salt), Useless Loop.

**22 CLOSURE OF MEETING**

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