

SHIRE OF SHARK BAY MINUTES

17 December 2025

ORDINARY COUNCIL MEETING



THANK A VOLUNTEER DAY 2025– SHARK BAY



17 DECEMBER 2025



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

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

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 17 December 2025 commencing at 1.03 pm.

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1.0 DECLARATION OF OPENING

The President declared the December 2025 Ordinary Council meeting open at 1.03pm.

2.0 ACKNOWLEDGEMENT OF COUNTRY

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

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

3.0 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED

ATTENDANCES

Cr P Stubberfield	President
Cr M Smith	Deputy President
Cr E Fenny	
Cr A Johns	
Cr G Ridgley	

Mr D Chapman	Chief Executive Officer
Ms M Fanali	Executive Manager Community Development / Minute Taker
Mr B Galvin	Works Manager
Ms R Ironside	Customer Service Officer / Minute Taker

APOLOGIES

Cr L Bellottie	Leave of Absence Item 6.1 approved in these minutes
Cr C Cowell	Leave of Absence Item 6.2 approved in these minutes

VISITORS

1 Visitor in the gallery

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There were no previous public questions on notice for the December 2025 Ordinary Council meeting.

5.0 PUBLIC QUESTION TIME

The President opened public question time at 1.03 pm and with no question from the gallery the President closed public question time at 1.04 pm.

17 DECEMBER 2025

6.0 APPLICATIONS FOR LEAVE OF ABSENCE

**6.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR BELLOTTIE
GV00010**

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved: Cr Ridgley

Seconded: Cr Fenny

Council Resolution

Councillor Bellottie is *granted* leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on Wednesday 17 December 2025.

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith and Stubberfield

AGAINST: Nil

ABSENT: Cr's Bellottie and Cowell

Background

Councillor Bellottie has applied for leave of absence from the ordinary meeting of Council scheduled for Wednesday 17 December 2025. The Council in accordance with Section 2.25 of the ***Local Government Act 1995*** as amended may by resolution grant leave of absence to a member.

Comment

Councillor Bellottie has advised the Chief Executive Officer, that he will be unable to attend the Ordinary meeting of Council scheduled to be held on Wednesday 17 December 2025 and has requested leave of absence be granted by Council for this meeting.

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

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

Legal Implications

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

- (1) A council may, by resolution grant leave of absence to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the minister.

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

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

Policy Implications

There are no policy implications relative to this report.

Financial Implications

There are no financial implications relative to this report.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer *D Chapman*

Date of Report 9 December 2025

17 DECEMBER 2025

6.2 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR COWELL
GV00002

Author
Executive Assistant

Disclosure of Any Interest
Nil

Moved: Cr Johns
Seconded: Cr Smith

Council Resolution

Councillor Cowell is *granted* leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on Wednesday 17 December 2025.

5/0 CARRIED

FOR: Cr Fenny, Johns, Ridgley, Smith and Stubberfield
AGAINST: Nil
ABSENT: Cr's Bellottie and Cowell

Background

Councillor Cowell has applied for leave of absence from the ordinary meeting of Council scheduled for Wednesday 17 December 2025. The Council in accordance with Section 2.25 of the ***Local Government Act 1995*** as amended may by resolution grant leave of absence to a member.

Comment

Councillor Cowell has advised the Chief Executive Officer, that she will be unable to attend the Ordinary meeting of Council scheduled to be held on Wednesday 17 December, due to personal reasons and has requested leave of absence be granted by Council for this meeting.

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

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

Legal Implications

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

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

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

Policy Implications

There are no policy implications relative to this report.

Financial Implications

There are no financial implications relative to this report.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer *D Chapman*

Date of Report 9 December 2025

17 DECEMBER 2025

7.0 PETITIONS

There were no petitions presented to the December 2025 Ordinary Council meeting.

8.0 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 26 NOVEMBER 2025

Moved: Cr Ridgley
Seconded: Cr Johns

Council Resolution

That the minutes of the Ordinary Council meeting held on 26 November 2025, as circulated to all Councillors, be confirmed as a true and accurate record.

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith and Stubberfield
AGAINST: Nil
ABSENT: Cr's Bellottie and Cowell

9.0 ANNOUNCEMENTS BY THE CHAIR

There were no announcements by the Chair for the December 2025 Ordinary Council meeting.

17 DECEMBER 2025

10.0 FINANCE REPORT

10.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED
CM00017

Author

Finance Officer / Accounts Payable

Disclosure of any Interest

Nil

Moved: Cr Ridgley

Seconded: Cr Fenny

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$856,654.55 be accepted.

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith and Stubberfield

AGAINST: Nil

ABSENT: Cr's Bellottie and Cowell

Comment

The schedules of accounts for payment covering -

Municipal fund BPay payment for the month of November 2025 totalling \$1,417.65

There are no Municipal fund credit card direct debits for the month of November 2025 totalling \$0.00

Municipal fund direct debits to Council for the month of November 2025 totalling \$38,306.08

Municipal fund account electronic payment numbers MUNI 34294 to 34373 totalling \$643,451.15 and

Municipal fund account for November 2025 payroll totalling \$173,479.67

The schedule of accounts submitted to each member of Council on 12 December 2025 has been checked and are fully supported by vouchers and invoices. All vouchers and invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

LEGAL IMPLICATIONS

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

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POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The payments listed have been disbursed throughout the month.

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Chief Executive Officer

D Chapman

Date of Report

8 December 2025

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**SHIRE OF SHARK BAY – MUNI
ELECTRONIC BPAY TRANSACTIONS
NOVEMBER 2025**

NAME	DATE	DESCRIPTION	AMOUNT
BPAY	20/11/2025	AWARE SUPER	\$ 283.47
BPAY	20/11/2025	GESB	\$ 1134.18
		TOTAL	\$ 1,417.65

**SHIRE OF SHARK BAY – MUNI DIRECT DEBITS
NOVEMBER 2025**

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18592.1	03/11/2025	SUPERLOOP LIMITED	SUPERLOOP INTERNET CHARGES FOR ADMINISTRATION OFFICE - 18 OCTOBER TO 17 NOVEMBER 2025	-105.00
DD18622.1	02/11/2025	PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	-356.04
DD18622.2	02/11/2025	BRIGHTER SUPER	SUPERANNUATION CONTRIBUTIONS	-308.42
DD18622.3	02/11/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-2351.42
DD18622.4	02/11/2025	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1161.65
DD18622.5	02/11/2025	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-337.30
DD18622.6	02/11/2025	AMP SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-202.91
DD18622.7	02/11/2025	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-311.54
DD18622.8	02/11/2025	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-658.74
DD18622.9	02/11/2025	ONE SUPER	SUPERANNUATION CONTRIBUTIONS	-368.42
DD18633.1	16/11/2025	PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	-356.04
DD18633.2	16/11/2025	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-3834.31
DD18633.3	16/11/2025	BRIGHTER SUPER	SUPERANNUATION CONTRIBUTIONS	-308.42
DD18633.4	16/11/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-2289.53
DD18633.5	16/11/2025	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1064.06

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DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18633.6	16/11/2025	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-356.04
DD18633.7	16/11/2025	AMP SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-196.82
DD18633.8	16/11/2025	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-346.15
DD18633.9	16/11/2025	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-611.89
DD18636.1	21/11/2025	VIVA ENERGY AUSTRALIA	MONTHLY FUEL CARD ACCOUNT - OCTOBER 2025	-378.05
DD18637.1	21/11/2025	WATER CORPORATION - OSBORNE PARK	COMMUNITY STANDPIPE - WATER USAGE OCTOBER 2025	-26.80
DD18638.1	07/11/2025	URL NETWORKS PTY LTD	SHIRE OFFICES TELEPHONE CHARGES - OCTOBER 2025	-154.82
DD18640.1	16/11/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	438.46
DD18642.1	16/11/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-687.10
DD18664.1	30/11/2025	PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	-283.42
DD18664.2	30/11/2025	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-3834.31
DD18664.3	30/11/2025	BRIGHTER SUPER	SUPERANNUATION CONTRIBUTIONS	-277.58
DD18664.4	30/11/2025	RUSSELL SUPER SOLUTIONS	SUPERANNUATION CONTRIBUTIONS	-285.77
DD18664.5	30/11/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-2387.92
DD18664.6	30/11/2025	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1111.25
DD18664.7	30/11/2025	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-337.30
DD18664.8	30/11/2025	AMP SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-202.91
DD18664.9	30/11/2025	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-346.15
DD18664.1	10/11/2025	SUPERLOOP LIMITED	SUPERLOOP INTERNET CHARGES FOR 51 DURLACHER STREET - 25 OCTOBER TO 24 NOVEMBER 2025	-90.00
DD18622.10	02/11/2025	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-314.27
DD18622.11	02/11/2025	EXPAND EXTRA SUPER	SUPERANNUATION CONTRIBUTIONS	-356.04
DD18622.12	02/11/2025	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-556.85
DD18622.13	02/11/2025	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-763.38
DD18622.14	02/11/2025	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-3834.31
DD18622.15	02/11/2025	FUTURE SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-154.21

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DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18622.16	02/11/2025	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-224.87
DD18622.17	02/11/2025	GESB	SUPERANNUATION CONTRIBUTIONS	-230.23
DD18633.10	16/11/2025	ONE SUPER	SUPERANNUATION CONTRIBUTIONS	-318.92
DD18633.11	16/11/2025	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-314.27
DD18633.12	16/11/2025	EXPAND EXTRA SUPER	SUPERANNUATION CONTRIBUTIONS	-299.82
DD18633.13	16/11/2025	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-556.85
DD18633.14	16/11/2025	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-763.38
DD18633.15	16/11/2025	FUTURE SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-145.52
DD18633.16	16/11/2025	EQUIP SUPER	SUPERANNUATION CONTRIBUTIONS	-215.03
DD18633.17	16/11/2025	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-224.87
DD18633.18	16/11/2025	GESB	SUPERANNUATION CONTRIBUTIONS	-154.21
DD18664.10	30/11/2025	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	-60.82
DD18664.11	30/11/2025	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-349.54
DD18664.12	30/11/2025	EXPAND EXTRA SUPER	SUPERANNUATION CONTRIBUTIONS	-337.30
DD18664.13	30/11/2025	ONE SUPER	SUPERANNUATION CONTRIBUTIONS	-308.42
DD18664.14	30/11/2025	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-314.27
DD18664.15	30/11/2025	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-556.85
DD18664.16	30/11/2025	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-958.50
DD18664.17	30/11/2025	FUTURE SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-104.25
DD18664.18	30/11/2025	EQUIP SUPER	SUPERANNUATION CONTRIBUTIONS	-106.43
DD18664.19	30/11/2025	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-236.58
DD18664.20	30/11/2025	GESB	SUPERANNUATION CONTRIBUTIONS	-56.47
			TOTAL	38,306.08

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**SHIRE OF SHARK BAY – MUNI EFT
NOVEMBER 2025
EFT #34294 – EFT #34373**

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34294	07/11/2025	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT OCTOBER 2025	-66802.11
EFT34295	17/11/2025	DRILL AWAY PTY LTD T/AS THE BAY ROADRUNNER	FREIGHT TO COLLECT PALLET OF FERTILISER FROM CANNINGVALE AND DELIVER TO SHIRE DEPOT	-550.00
EFT34296	17/11/2025	ALLERDING AND ASSOCIATES	PROGRESSIVE PAYMENT - CONSULTANCY PLANNING FEES FOR THE PROPOSED SUNDAY ISLAND BAY, DIRK HARTOG	-728.75
EFT34297	17/11/2025	ABBL CONTRACTING & MAINTENANCE	PICK UP OF 4500L FUEL POD FROM DUNTEC IN FORRESTDAL, SEWELL SWEEPER (P229) FROM ROSHER IN KENWICK AND 5T TRUCK FROM TAJ MECHANICAL IN GERALDTON, DELIVER TO SHIRE WORKS DEPOT	-5115.00
EFT34298	17/11/2025	ASM ECLIPSE PTY LTD	SBDC MERCHANDISE - SIPPER BOTTLES AND WOODEN COASTERS INCLUDING FREIGHT	-1013.18
EFT34299	17/11/2025	AUSTRALIA POST	MONTHLY POSTAL SERVICE - OCTOBER 2025	-42.13
EFT34300	17/11/2025	BRANDCONNECT AUSTRALIA	CALICO LIBRARY BAGS FOR THANK A VOLUNTEER DAY 2025	-679.80
EFT34301	17/11/2025	BOOEASY AUSTRALIA PTY LTD	BOOEASY BOOKING FEE - OCTOBER 2025	-1268.53
EFT34302	17/11/2025	BOC LIMITED	SMOOTHARC 130 VRD 10 AMP MMA WELDER FOR DEPOT AND MONTHLY CONTAINER RENTAL - OCTOBER 2025	-465.16
EFT34303	17/11/2025	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-528.00
EFT34304	17/11/2025	BLACKWOODS ATKINS	VARIOUS SAFETY EQUIPMENT/WORKSHOP CONSUMABLES/TOWN MAINTENANCE SUPPLIES – PART ORDER	-666.62
EFT34305	17/11/2025	BEAVIS & SMITH CLEANING & CHEMICALS	MONTHLY CLEANING ACCOUNT - OCTOBER 2025	-22509.58
EFT34305	17/11/2025	BEAVIS & SMITH CLEANING & CHEMICALS	VARIOUS CLEANING CONSUMABLES – OCTOBER 2025	-794.70

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EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34306	17/11/2025	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2025/2026 ESL PAYABLE ON SHIRE PROPERTIES AND BUILDINGS	-4766.84
EFT34307	17/11/2025	SHARK BAY FUEL FISHING AND CAMPING CENTRE	MONTHLY SHIRE ACCOUNT - OCTOBER 2025	-19.96
EFT34308	17/11/2025	SHARK BAY SUPERMARKET	MONTHLY SUPERMARKET ACCOUNT - OCTOBER 2025	-174.50
EFT34309	17/11/2025	FAR WEST ELECTRICAL	REPLACEMENT OF 2.5KW SPLIT SYSTEM AT REFUSE SITE, INCLUDES LABOUR COST FOR DIAGNOSIS OF FAULTS, SUPPLY OF NEW UNIT, FREIGHT AND LABOUR	-2242.63
EFT34309	17/11/2025	FAR WEST ELECTRICAL	REPLACEMENT OF LED HIGH BAY IN WORKSHOP AND FAILED OYSTER LIGHT IN DEPOT MEETING ROOM	-627.88
EFT34309	17/11/2025	FAR WEST ELECTRICAL	CONNECTED AND TESTED THE BBQ ELECTRICAL SUPPLY AT THE TOWN OVAL	-495.00
EFT34310	17/11/2025	REFUEL AUSTRALIA	MONTHLY FUEL ACCOUNT - OCTOBER 2025	-361.73
EFT34311	17/11/2025	THINK WATER MID WEST	HUNTER NODE IRRIGATION CONTROLLERS AND LATCHING COILS	-917.30
EFT34312	17/11/2025	HORIZON POWER	STREET LIGHTING - OCTOBER 2025	-5129.38
EFT34313	17/11/2025	HORIZON POWER	EMERGENCY SERVICES BUILDING ELECTRICITY CHARGES 10 SEPTEMBER TO 10 NOVEMBER - ONCHARGEABLE TO SES AND ST JOHN AMBULANCE	-780.05
EFT34313	17/11/2025	HORIZON POWER	VACANT INDEPENDENT LIVING UNIT 3 – ELECTRICITY CHARGES 09 SEPTEMBER TO 10 NOVEMBER	-73.11
EFT34314	17/11/2025	DENHAM WA PTY LTD T/A IGA X-PRESS	MONTHLY SUPERMARKET ACCOUNT - OCTOBER 2025	-325.92
EFT34315	17/11/2025	IRWIN PLANT HIRE	SUPPLY OF PRIME MOVER AND OPERATOR TO HAUL SHIRE WATER TANKER ON SHARK BAY ROAD SHOULDERING PROJECT FOR THE MONTH OF OCTOBER 2025 - ONCHARGEABLE TO MAINROADS	-5423.00
EFT34315	17/11/2025	IRWIN PLANT HIRE	REPAIRS TO PLAYGROUND TUNNEL AT TOWN OVAL, INCLUDES LABOUR FOR POLY WELDING OF TUNNEL INSIDE AND OUT AND CONSUMABLES	-550.00
EFT34316	17/11/2025	TEAM GLOBAL EXPRESS PTY LTD	MONTHLY FREIGHT ACCOUNT – OCTOBER 2025	-39.35

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EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34316	17/11/2025	TEAM GLOBAL EXPRESS PTY LTD	MONTHLY FREIGHT ACCOUNT – NOVEMBER 2025	-100.65
EFT34317	17/11/2025	FINANCE MANAGER	REIMBURSEMENT FOR EXECUTIVE MEETING PAID WITH PERSONAL CARD	-33.00
EFT34318	17/11/2025	JAKE MASON	SBDC MERCHANDISE - STICKERS AND SHIRTS	-808.50
EFT34319	17/11/2025	KICK SOLUTIONS	BUSINESS CARDS FOR EXECUTIVE MANAGER COMMUNITY DEVELOPMENT	-134.20
EFT34320	17/11/2025	LITTLE RIPPERS TECHNOLOGY	FOUR CARTONS OF COMPOSTABLE DOG WASTE BAG ROLLS	-521.40
EFT34321	17/11/2025	MOMAR AUSTRALIA PTY LTD	VARIOUS WORKSHOP CONSUMABLES INCLUDING DELIVERY	-1611.94
EFT34322	17/11/2025	D.W CUNNINGHAM & S CUNNINGHAM T/A SHARK BAY MARINE AND HARDWARE	MONTHLY HARDWARE ACCOUNT - OCTOBER 2025	-2119.55
EFT34323	17/11/2025	MARY ELIZABETH WALTON	CROSSOVER REIMBURSEMENT - 18 SUNTER PLACE	-1296.00
EFT34324	17/11/2025	OFFICEWORKS LTD	STATIONERY ORDER OCTOBER 2025 FOR ADMINISTRATION OFFICE, DISCOVERY CENTRE AND DEPOT	-1393.07
EFT34325	17/11/2025	SBDC CENTRE MANAGER	REIMBURSEMENT FOR CHRISTMAS TREE AND GIFT-WRAPPING PAPER PURCHASED FOR DISCOVERY CENTRE	-131.87
EFT34326	17/11/2025	PAULS TYRES	SUPPLY AND BALANCE OF 4 NEW TYRES FOR RANGER VEHICLE (P220)	-1180.00
EFT34327	17/11/2025	ADMINISTRATION STAFF	REIMBURSEMENT FOR COST OF FRUIT TO PREPARE FOR COUNCIL MEETING ON 29 OCTOBER 2025	-25.18
EFT34328	17/11/2025	R & L COURIERS	MONTHLY FREIGHT ACCOUNT - JULY 2025	-48.13
EFT34329	17/11/2025	LYONS ENTERPRISES-SHARK BAY CAR HIRE	MONTHLY CAR HIRE FOR VISITING MEDICAL STAFF INCLUDING FUEL - OCTOBER 2025	-1383.80
EFT34330	17/11/2025	RAY WHITE SHARK BAY	14 TENANT CHECKS FOR INDEPENDENT LIVING UNITS	-616.00
EFT34331	17/11/2025	SHARK BAY SKIPS PTY LTD	MONTHLY SKIP BIN LIFTS FORESHORE OCTOBER 2025 - ONCHARGEABLE TO DOT	-6547.20

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34331	17/11/2025	SHARK BAY SKIPS PTY LTD	MONTHLY SKIP BIN LIFTS USELESS LOOP / SHARK BAY ROADS OCTOBER 2025 - ONCHARGEABLE TO MAINROADS AND DBCA	
EFT34332	17/11/2025	SHARK BAY SUBBRANCH RSL	2025 REMEMBRANCE DAY SPONSORSHIP	-500.00
EFT34333	17/11/2025	SHARK BAY MECHANICAL & TOWING SERVICES	PUMP OUT AND DISPOSAL OF SEPTIC WASTE FROM DUMP POINT AT CORNER OF DENHAM AND MONKEY MIA ROADS	-850.00
EFT34334	17/11/2025	DENHAM WA PTY LTD T/A SHARK BAY SEAFRONT APARTMENTS	4 NIGHTS ACCOMMODATION FOR ANDREW NICHOLLS, CURATOR BY THE BAY ART PROGRAM - DLGSC GRANT FUNDED	-740.00
EFT34335	17/11/2025	STRATA CORPORATION T/AS STRATAGREEN	SUPPLY OF GROWSAFE TURF PLUS FERTILISER, SOIL STABILISER AND CHEMICAL APPLICATION RECORD BOOK	-2681.81
EFT34336	17/11/2025	SOFIE ALICE HAYES	SBDC MERCHANDISE - STICKERS, CALENDARS AND BLANKETS	-2145.00
EFT34337	17/11/2025	MOORE AUSTRALIA	CONTRACT FINANCIAL SERVICES TASKS INCLUDING PREPARATION OF THE ANNUAL BUDGET AND SITE VISIT FOR PRESENTATIONS AT COUNCIL WORKSHOPS, AGENDA ITEMS, TEAMS MEETINGS, RECONCILIATION OF BUDGET INTO STATUTORY FORMAT	-27695.10
EFT34338	17/11/2025	SCIENCE AND NATURE PTY LTD	SBDC MERCHANDISE - VARIOUS ANIMAL REPLICAS INCLUDING FREIGHT	-2875.32
EFT34339	17/11/2025	TRAFFIC FORCE	PREPARATION OF TRAFFIC MANAGEMENT PLAN SITE SPECIFIC ROADWORKS FOR RENEWAL OF TMP	-1212.20
EFT34340	17/11/2025	TOWN PLANNING INNOVATIONS	GENERAL PLANNING SERVICES - OCTOBER 2025	-5280.00
EFT34341	17/11/2025	VANGUARD PUBLISHING PTY LTD	ADVERTISEMENT IN AUSTRALIA'S CORAL COAST HOLIDAY PLANNER 2026	-984.50
EFT34342	17/11/2025	SYNERGY BUSINESS SYSTEMS PTY LTD T/AS WEST COAST FASTENERS	BOLTS AND WASHERS FOR SHARK BAY ROAD GUIDEPOSTS AND SIGNS - ONCHARGEABLE TO MAINROADS	-362.48

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34343	17/11/2025	WA HINO	MIRROR ASSY AND DOOR HANDLE FOR RUBBISH TRUCK (PS007)	-842.77
EFT34344	17/11/2025	WURTH AUSTRALIA PTY LTD	CUTTING DISCS FOR STEEL AND STAINLESS-STEEL INCLUDING FREIGHT	-300.25
EFT34345	18/11/2025	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	BOOKEASY CUSTOMER PAYMENTS - NOVEMBER 2025	-433.50
EFT34346	18/11/2025	ISLAND LIFE ADVENTURES PTY LTD	BOOKEASY CUSTOMER PAYMENTS - NOVEMBER 2025	-3517.49
EFT34347	18/11/2025	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	BOOKEASY CUSTOMER PAYMENTS - NOVEMBER 2025	-2896.25
EFT34348	18/11/2025	MONKEYMIA WILDSIGHTS	BOOKEASY CUSTOMER PAYMENTS - NOVEMBER 2025	-400.75
EFT34349	18/11/2025	NINGALOO DISCOVERY WHALE SHARK TOURS	BOOKEASY CUSTOMER PAYMENTS - NOVEMBER 2025	-1011.50
EFT34350	18/11/2025	ON THE DECK @ SHARK BAY	BOOKEASY CUSTOMER PAYMENTS - NOVEMBER 2025	-729.75
EFT34351	18/11/2025	PINNACLE COACHLINES	BOOKEASY CUSTOMER PAYMENTS - NOVEMBER 2025	-839.10
EFT34352	18/11/2025	SHARK BAY ECO TOURS	BOOKEASY CUSTOMER PAYMENTS - NOVEMBER 2025	-3061.61
EFT34353	18/11/2025	SHARK BAY COASTAL TOURS	BOOKEASY CUSTOMER PAYMENTS - NOVEMBER 2025	-1907.49
EFT34354	18/11/2025	NATIONWEST AVIATION PTY LTD T/AS SHARK BAY SCENIC FLIGHTS	BOOKEASY CUSTOMER PAYMENTS - NOVEMBER 2025	-1142.99
EFT34355	19/11/2025	LAURENCE JAMES MICHAEL BELLOTTIE	REFUND OF ELECTION NOMINATION DEPOSIT	-100.00
EFT34356	19/11/2025	BOOKEASY AUSTRALIA PTY LTD	BOOKEASY BOOKING FEE JULY 2025	-2321.46
EFT34357	19/11/2025	BLUE LAGOON PEARLS	CONSIGNMENT BLUE LAGOON PEARL SALES AUGUST 2025	-13469.60
EFT34358	19/11/2025	EDMUND GEORGE FENNY	REFUND OF ELECTION NOMINATION DEPOSIT	-100.00
EFT34359	19/11/2025	MIROSLAVA VANKOVA	REFUND OF ELECTION NOMINATION DEPOSIT	-100.00
EFT34360	19/11/2025	SOFIE ALICE HAYES	CONSIGNMENT SALE SOFIE SEYAH JULY 2025	-1560.00

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34361	19/11/2025	SHIRE OF SHARK BAY - EFT	SHIRE COMMISSION CONSIGNMENT BLUE LAGOON PEARL SALES AUGUST 2025	-3757.40
EFT34362	19/11/2025	WESTRAC EQUIPMENT PTY LTD	VARIOUS FILTERS AND OTHER PARTS FOR COMPACT TRACK LOADER SKID STEER (P227)	-300.51
EFT34362	19/11/2025	WESTRAC EQUIPMENT PTY LTD	AIR FILTER AND ELEMENT ASSY FOR CATERPILLAR GRADER 150 AWD (P210)	-171.22
EFT34362	19/11/2025	WESTRAC EQUIPMENT PTY LTD	VARIOUS FILTERS AND PARTS FOR CATERPILLAR ROLLER (P216)	-281.70
EFT34362	19/11/2025	WESTRAC EQUIPMENT PTY LTD	ENGINE OIL FILTER, ENGINE AIR FILTER AND CABIN AIR FILTER FOR CATERPILLAR 320G EXCAVATOR (P226)	-251.12
EFT34363	20/11/2025	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-247.14
EFT34364	24/11/2025	ANDREW NICHOLLS	REGIONAL ARTS VENUE SUPPORT BY THE BAY - CURATOR, PER DIEMS FOR SITE VISIT 17 TO 21 NOVEMBER 2025 - DLGSC GRANT FUNDED	-851.40
EFT34365	24/11/2025	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES INCLUDING INSTALMENT NOTICES	-704.00
EFT34366	24/11/2025	FAR WEST ELECTRICAL	REPAIR WIRE IN LIGHTING CIRCUIT AND ADD PE CELL CONTROL, TEST INFORMATION BAY LIGHTS AND REFIX LIGHT FALLEN FROM BRACKET - ENTRY STATEMENTS	-366.73
EFT34367	24/11/2025	HORIZON POWER	SHIRE PROPERTIES ELECTRICITY CHARGES - OCTOBER 2025	-5941.90
EFT34368	24/11/2025	IMPART MEDIA PTY LTD	FINAL PAYMENT - CUSTOM WEBSITE DEVELOPMENT, SHARK BAY TOURISM AND AREA PROMOTION	-3520.00
EFT34369	24/11/2025	TEAM GLOBAL EXPRESS PTY LTD	MONTHLY FREIGHT ACCOUNT - NOVEMBER 2025	-780.73
EFT34370	24/11/2025	MIDWEST FIRE PROTECTION SERVICE	BIANNUAL SERVICE OF FIRE EQUIPMENT - VARIOUS SHIRE PROPERTIES AND VEHICLES	-1403.60
EFT34371	24/11/2025	SHARK BAY COMMUNITY RESOURCE CENTRE	RECREATION CENTRE MANAGEMENT - SEPTEMBER 2025	-5469.75
EFT34371	24/11/2025	SHARK BAY COMMUNITY RESOURCE CENTRE	RECREATION CENTRE MANAGEMENT - OCTOBER 2025	-8578.63

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34371	24/11/2025	SHARK BAY COMMUNITY RESOURCE CENTRE	MONTHLY SUPPLY OF INSCRIPTION POST – NOVEMBER 2025	-14.00
EFT34371	24/11/2025	SHARK BAY COMMUNITY RESOURCE CENTRE	PURCHASE OF FLAG FOR RECREATION CENTRE	-228.80
EFT34372	24/11/2025	TELSTRA LIMITED	SHIRE MOBILE TELEPHONE CHARGES - 16 OCTOBER TO 15 NOVEMBER 2025 - CREDIT FOR OVERCHARGE TO BE RECEIVED WITH NEXT INVOICE	-521.92
EFT34372	24/11/2025	TELSTRA LIMITED	BUSH FIRE BRIGADE SATELLITE PHONES – 14 OCTOBER TO 13 NOVEMBER 2025	-90.00
EFT34373	24/11/2025	WENDY DALE DESIGNS	SBDC MERCHANDISE - SHARK BAY AND DIRK HARTOG EMBROIDERY KITS	-1000.00
			TOTAL	\$ 643,451.15

**SHIRE OF SHARK BAY – MUNI
ELECTRONIC PAYROLL TRANSACTIONS
NOVEMBER 2025**

DATE	NAME	DESCRIPTION	AMOUNT
04/11/2025	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 03 NOVEMBER 2025	\$ 87,780.92
17/11/2025	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 16 NOVEMBER 2025	\$ 85,698.75
		TOTAL	\$ 173,479.67

17 DECEMBER 2025

10.2 FINANCIAL REPORTS TO 31 OCTOBER 2025
CM00017

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved: Cr Johns

Seconded: Cr Fenny

Council Resolution

That the monthly financial report to 31 October 2025 as attached be received.

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith and Stubberfield

AGAINST: Nil

ABSENT: Cr's Bellottie and Cowell

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **31 October 2025** are attached.

VARIANCE ANALYSIS

Revenue from operating activities - Actual operating revenue as of 31 October 2025 was \$631,340 greater than year to date budget.

Revenue from Grants, Fees and Contributions was \$146,642 greater than year to date budget, primarily driven by the receipt of State Library of WA digital library board grant, Regional Road Group Useless Loop Road maintenance funding and Main Roads WA direct grant.

Revenue from Fees and Charges was \$533,190 greater than year to date budget, primarily driven by higher than year to date budget income for Refuse Site fees, Shark Bay Discovery and Visitor Centre entrance fees and merchandise sales, and Main Roads WA income for Shark Bay Road.

Expenditure from operating activities - Actual operating expenditure as of 31 October 2025 is less than year to date budget by \$2,244,212.

The operating expenditure variance is primarily due to depreciation not able to be processed until finalisation of Annual Financial Report, budgeted depreciation equates to \$1,846,468.

17 DECEMBER 2025

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

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

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

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Chief Executive Officer

Date of Report

D Chapman

27 November 2025

17 DECEMBER 2025

SHIRE OF SHARK BAY
MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 31 October 2025

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

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Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2025

Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	2,093,692	2,093,692	2,099,776	6,084	0.29%	
Grants, subsidies and contributions	2,036,796	678,904	825,546	146,642	21.60%	▲
Fees and charges	1,872,795	624,144	1,157,334	533,190	85.43%	▲
Interest revenue	265,414	88,460	11,337	(77,123)	(87.18%)	▼
Other revenue	170,638	56,856	79,403	22,547	39.66%	▲
Profit on asset disposals	23,573	0	0	0	0.00%	
	6,462,908	3,542,056	4,173,396	631,340	17.82%	
Expenditure from operating activities						
Employee costs	(2,993,110)	(1,019,680)	(903,216)	116,464	11.42%	▲
Materials and contracts	(3,109,251)	(1,035,868)	(774,125)	261,743	25.27%	▲
Utility charges	(220,068)	(73,256)	(59,608)	13,648	18.63%	
Depreciation	(5,539,681)	(1,846,468)	0	1,846,468	100.00%	▲
Finance costs	(100,848)	(33,612)	(38,600)	(4,988)	(14.84%)	
Insurance	(257,560)	(257,560)	(259,343)	(1,783)	(0.69%)	
Other expenditure	(236,964)	(78,964)	(66,304)	12,660	16.03%	
Loss on asset disposals	(28,452)	0	0	0	0.00%	
	(12,485,934)	(4,345,408)	(2,101,196)	2,244,212	51.62%	
Non cash amounts excluded from operating activities	2(c) 5,544,560	1,846,468	0	(1,846,468)	(100.00%)	▼
Amount attributable to operating activities	(478,466)	1,043,116	2,072,200	1,029,084	98.65%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	1,429,424	476,460	222,530	(253,930)	(53.30%)	▼
Proceeds from disposal of assets	120,000	0	0	0	0.00%	
	1,549,424	476,460	222,530	(253,930)	(53.30%)	
Outflows from investing activities						
Payments for property, plant and equipment	(5,210,721)	(1,745,240)	(376,296)	1,368,944	78.44%	▲
Payments for construction of infrastructure	(1,526,927)	(508,976)	(134,577)	374,399	73.56%	▲
	(6,737,648)	(2,254,216)	(510,873)	1,743,343	77.34%	
Amount attributable to investing activities	(5,188,224)	(1,777,756)	(288,343)	1,489,413	83.78%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Transfer from reserves	1,560,000	0	0	0	0.00%	
	1,560,000	0	0	0	0.00%	
Outflows from financing activities						
Repayment of borrowings	(200,500)	(58,283)	(58,283)	0	0.00%	
Transfer to reserves	(561,258)	0	0	0	0.00%	
	(761,758)	(58,283)	(58,283)	0	0.00%	
Non-cash amounts excluded from financing activities	2(d) 2,000,000	0	0	0	0.00%	
Amount attributable to financing activities	2,798,242	(58,283)	(58,283)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 2,868,448	2,868,448	2,876,396	7,948	0.28%	
Amount attributable to operating activities	(478,466)	1,043,116	2,072,200	1,029,084	98.65%	▲
Amount attributable to investing activities	(5,188,224)	(1,777,756)	(288,343)	1,489,413	83.78%	▲
Amount attributable to financing activities	2,798,242	(58,283)	(58,283)	0	0.00%	
Surplus or deficit after imposition of general rates	0	2,075,525	4,601,970	2,526,445	121.73%	▲

KEY INFORMATION

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

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

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

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

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

**SHIRE OF SHARK BAY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 OCTOBER 2025**

	Actual 30 June 2025	Actual as at 31 October 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	10,595,904	11,166,439
Trade and other receivables	486,883	1,388,382
Inventories	135,734	135,734
Contract assets	405,331	194,629
TOTAL CURRENT ASSETS	11,623,852	12,885,184
NON-CURRENT ASSETS		
Trade and other receivables	11,720	11,720
Other financial assets	39,810	39,810
Property, plant and equipment	31,702,791	32,079,088
Infrastructure	69,741,336	69,875,912
TOTAL NON-CURRENT ASSETS	101,495,657	102,006,530
TOTAL ASSETS	113,119,509	114,891,714
CURRENT LIABILITIES		
Trade and other payables	756,689	356,534
Other liabilities	474,136	410,049
Borrowings	200,500	142,217
Employee related provisions	181,312	181,312
TOTAL CURRENT LIABILITIES	1,612,637	1,090,112
NON-CURRENT LIABILITIES		
Borrowings	2,352,093	2,352,093
Employee related provisions	36,862	36,862
TOTAL NON-CURRENT LIABILITIES	2,388,955	2,388,955
TOTAL LIABILITIES	4,001,592	3,479,067
NET ASSETS	109,117,917	111,412,647
EQUITY		
Retained surplus	40,822,328	43,117,058
Reserve accounts	5,340,610	5,340,610
Revaluation surplus	62,954,979	62,954,979
TOTAL EQUITY	109,117,917	111,412,647

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

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2025

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

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

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

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 19 November 2025

Matters of non-compliance with Basis of Preparation

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

1. Balances as at 30 June 2025 have not been audited and may be subject to change.
2. Depreciation has not been raised during the current financial year.

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2025-26 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

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

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

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

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

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

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2025

2 NET CURRENT ASSETS INFORMATION

	Adopted Budget Opening	Actual as at	Actual as at
	1 July 2025	30 June 2025	31 October 2025
	\$	\$	\$
(a) Net current assets used in the Statement of Financial Activity			
Current assets			
Cash and cash equivalents	10,555,805	10,595,904	11,166,439
Trade and other receivables	776,146	486,883	1,388,382
Inventories	120,918	135,734	135,734
Contract assets	194,629	405,331	194,629
Other assets	50,945	0	0
	11,698,443	11,623,852	12,885,184
Less: current liabilities			
Trade and other payables	(719,192)	(756,689)	(356,534)
Other liabilities	(554,136)	(474,136)	(410,049)
Borrowings	(200,500)	(200,500)	(142,217)
Employee related provisions	(216,057)	(181,312)	(181,312)
	(1,689,885)	(1,612,637)	(1,090,112)
Net current assets	10,008,558	10,011,215	11,795,072
Less: Total adjustments to net current assets	2(b) (7,140,110)	(7,134,819)	(7,193,102)
Closing funding surplus / (deficit)	2,868,448	2,876,396	4,601,970
(b) Current assets and liabilities excluded from budgeted deficiency			
Adjustments to net current assets			
Less: Reserve accounts	(5,340,610)	(5,340,610)	(5,340,610)
Less: Unspent loans	(2,000,000)	(2,000,000)	(2,000,000)
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of borrowings	200,500	200,500	142,217
- Current portion of employee benefit provisions held in reserve	0	5,291	5,291
Total adjustments to net current assets	2(a) (7,140,110)	(7,134,819)	(7,193,102)
(c) Non-cash amounts excluded from operating activities			
Adjustments to operating activities			
Less: Profit on asset disposals	(23,573)	0	0
Add: Loss on asset disposals	28,452	0	0
Add: Depreciation	5,539,681	1,846,468	0
Total non-cash amounts excluded from operating activities	5,544,560	1,846,468	0
(d) Non-cash amounts excluded from financing activities			
Adjustments to financing activities			
Unspent loans	2,000,000	0	0
Total non-cash amounts excluded from financing activities	2,000,000	0	0

CURRENT AND NON-CURRENT CLASSIFICATION

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

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2025

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2025-26 year is \$20,000 and 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Grants, subsidies and contributions	146,642	21.60%	▲
State Library of WA digital library board grant received and Useless Loop Road remedial.			Permanent
MRWA direct grant received, Useless Loop Road, pipeline YTD actual higher than YTD budget.			Timing
Financial Assistance Grants, Regional North LG, Out of school programs YTD actual is lower than YTD budget.			Timing
Fees and charges	533,190	85.43%	▲
Rental for Community Resource Centre and 4 x Independent Living Units higher than budget.			Permanent
Refuse removal and site fees, SBDC entrance, SBDC merchandise, caravan park fees and MRWA Shark Bay Road YTD actual is higher than YTD budget.			Timing
Development applications, shop rentals and MRWA Monkey Mia Road fees received lower than YTD budget.			Timing
Interest revenue	(77,123)	(87.18%)	▼
Interest earnings on reserve investments not yet receipted.			Timing
Other revenue	22,547	39.66%	▲
SBDC consignment and diesel fuel rebate received higher than YTD budget.			Timing
Reimbursements received from SJA higher than budget.			Permanent
Expenditure from operating activities			
Employee costs	116,464	11.42%	▲
Maintenance at Independent Living Units higher than budget.			Permanent
Some employment positions are vacant.			Timing
Materials and contracts	261,743	25.27%	▲
YTD profiled as 4/12th of the annual budget.			Timing
Computer licence fees, domestic refuse collection, fair value valuations, Regional North LG YTD actual lower than YTD budget.			
Maintenance - Country Roads, depot tools and minor plant higher than budget.			Permanent
Depreciation	1,846,468	100.00%	▲
When the 2024/25 Annual Financial Report is finalised the fixed asset depreciation can be processed.			Timing
Non cash amounts excluded from operating activities	(1,846,468)	(100.00%)	▼
Fixed asset depreciation.			Timing
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(253,930)	(53.30%)	▼
Major grants held as capital grant liabilities until obligations are met.			Timing
Outflows from investing activities			
Payments for property, plant and equipment	1,368,944	78.44%	▲
Most buildings projects have not yet started. YTD budgets are profiled as 4/12th of the annual budget.			Timing
Expenditure on one plant and equipment item that has no budget.			Permanent
Payments for construction of infrastructure	374,399	73.56%	▲
Infrastructure projects not yet started. YTD budgets are profiled as 4/12th of the annual budget.			Timing
Surplus or deficit after imposition of general rates	2,526,445	121.73%	▲
Due to variances described above.			

Please refer to the compilation report

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

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

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.87 M	\$2.87 M	\$2.88 M	\$0.01 M
Closing	\$0.00 M	\$2.08 M	\$4.60 M	\$2.53 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$5.83 M	52.2%
Reserve Accounts	\$5.34 M	47.8%

Refer to 3 - Cash and Financial Assets

Payables	
	% Outstanding
Trade Payables	5.8%
0 to 30 Days	94.1%
Over 30 Days	93.6%
Over 90 Days	

Refer to 9 - Payables

Receivables	
	% Collected
Rates Receivable	50.0%
Trade Receivable	
Over 30 Days	24.7%
Over 90 Days	3.5%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.48 M)	\$1.04 M	\$2.07 M	\$1.03 M

Refer to Statement of Financial Activity

Rates Revenue		
	% Variance	
YTD Actual	0.3%	\$2.10 M
YTD Budget		\$2.09 M

Grants and Contributions		
	% Variance	
YTD Actual	21.6%	\$0.83 M
YTD Budget		\$0.68 M

Refer to 12 - Grants and Contributions

Fees and Charges		
	% Variance	
YTD Actual	85.4%	\$1.16 M
YTD Budget		\$0.62 M

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$5.19 M)	(\$1.78 M)	(\$0.29 M)	\$1.49 M

Refer to Statement of Financial Activity

Proceeds on sale		
	%	
YTD Actual	(100.0%)	\$0.00 M
Adopted Budget		\$0.12 M

Refer to 6 - Disposal of Assets

Asset Acquisition		
	% Spent	
YTD Actual	(91.2%)	\$0.13 M
Adopted Budget		\$1.53 M

Refer to 5 - Capital Acquisitions

Capital Grants		
	% Received	
YTD Actual	(84.4%)	\$0.22 M
Adopted Budget		\$1.43 M

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$2.80 M	(\$0.06 M)	(\$0.06 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$0.06 M)
Interest expense	(\$0.04 M)
Principal due	\$2.49 M

Refer to 10 - Borrowings

Reserves	
Reserves balance	\$5.34 M
Net Movement	\$0.00 M

Refer to 4 - Cash Reserves

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

Please refer to the compilation report

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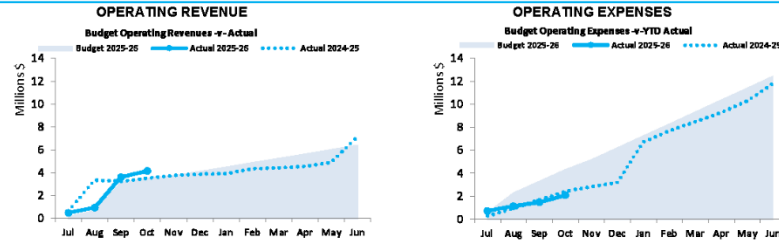
MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2025

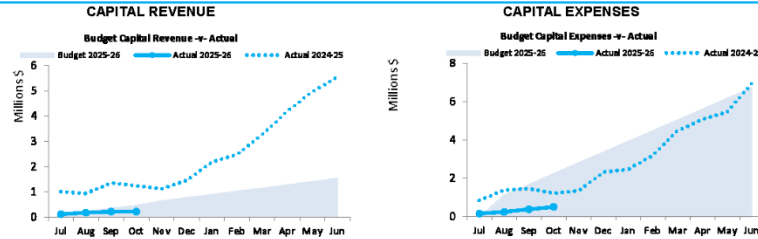
2 KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES

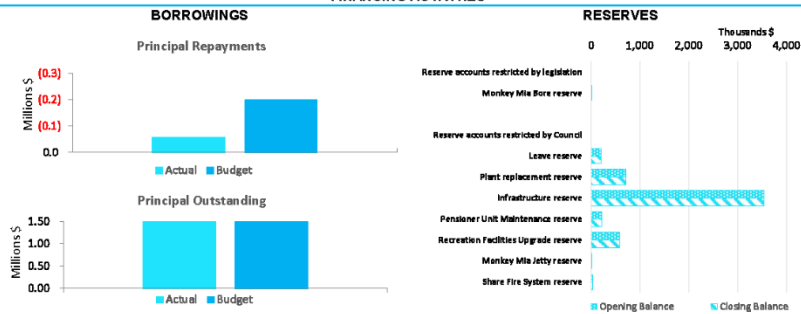


The sharp increase in the actual operating expenses for January 2025, is due to depreciation expense not previously charged in the financial year.

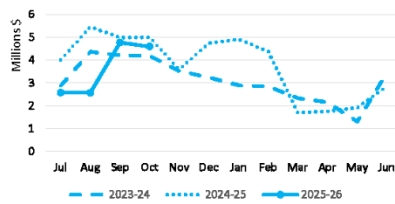
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

Please refer to the compilation report

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

**SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2025**

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Institution	Interest Rate	Maturity Date
		\$	\$	\$			
Municipal Fund Bank	Cash and cash equivalents	1,665,451	0	1,665,451	CBA	Variable	Not applicable
Municipal Telenet Saver - 6555	Cash and cash equivalents	1,269,286	0	1,269,286	CBA	Variable	Not applicable
SHERP Telenet Saver - 6571	Cash and cash equivalents	51,019	0	51,019	CBA	Variable	Not applicable
Municipal Term Deposit - 6547	Cash and cash equivalents	24,420	0	24,420	CBA	Variable	Not applicable
Reserve Telenet Saver - 6555	Cash and cash equivalents	6,204	2,246,443	2,252,647	CBA	Variable	Not applicable
Reserve Bank Account - 6520	Cash and cash equivalents	35,493	0	35,493	CBA	Variable	Not applicable
Reserve Bank Account- 6547	Cash and cash equivalents	0	2,062,083	2,062,083	CBA	Variable	Not applicable
Reserve Bank Account - 6547	Cash and cash equivalents	0	1,032,084	1,032,084	CBA	Variable	Not applicable
Cash Float	Cash and cash equivalents	900	0	900	Cash on hand	Not applicable	Not applicable
CBA Term Deposit - 7106	Cash and cash equivalents	2,024,278	0	2,024,278	CBA	Variable	Not available
Muni Bank Deposit - 6566	Cash and cash equivalents	748,778	0	748,778	CBA	Variable	Not applicable
Total		5,825,829	5,340,610	11,166,439			
Comprising							
Cash and cash equivalents		5,825,829	5,340,610	11,166,439			
		5,825,829	5,340,610	11,166,439			

KEY INFORMATION

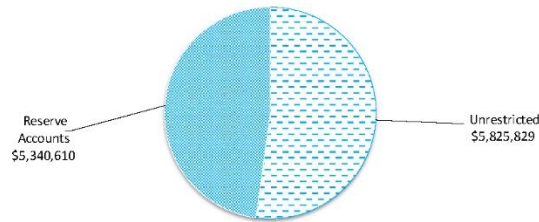
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of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

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

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

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2025

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by legislation								
Monkey Mia Bore reserve	14,999	15,000	0	29,999	14,999	0	0	14,999
Reserve accounts restricted by Council								
Leave reserve	211,638	6,772	0	218,410	211,638	0	0	211,638
Plant replacement reserve	713,619	22,836	0	736,455	713,619	0	0	713,619
Infrastructure reserve	3,546,044	489,317	(1,500,000)	2,535,361	3,546,044	0	0	3,546,044
Pensioner Unit Maintenance reserve	220,947	7,070	(60,000)	168,017	220,947	0	0	220,947
Recreation Facilities Upgrade reserve	577,289	18,473	0	595,762	577,289	0	0	577,289
Monkey Mia Jetty reserve	23,980	767	0	24,747	23,980	0	0	23,980
Share Fire System reserve	32,094	1,023	0	33,117	32,094	0	0	32,094
	5,340,610	561,258	(1,560,000)	4,341,868	5,340,610	0	0	5,340,610

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	4,464,721	1,496,572	274,047	(1,222,525)
Furniture & Office Equip.	40,000	13,332	0	(13,332)
Plant, Equip. & Vehicles	676,000	225,336	102,249	(123,087)
Heritage Assets	30,000	10,000	0	(10,000)
Acquisition of property, plant and equipment	5,210,721	1,745,240	376,296	(1,368,944)
Roads (Non Town)	636,309	212,104	0	(212,104)
Footpaths	60,000	20,000	0	(20,000)
Drainage/Culverts	50,000	16,668	58,000	41,332
Town Streets	475,582	158,528	0	(158,528)
Public Facilities	305,036	101,676	76,577	(25,099)
Acquisition of infrastructure	1,526,927	508,976	134,577	(374,399)
Total capital acquisitions	6,737,648	2,254,216	510,873	(1,743,343)
Capital Acquisitions Funded By:				
Capital grants and contributions	1,429,424	476,460	222,530	(253,930)
Other (disposals & C/Fwd)	120,000	0	0	0
Reserve accounts				
Infrastructure reserve	1,500,000	0	0	0
Pensioner Unit Maintenance reserve	60,000	0	0	0
Contribution - operations	3,628,224	1,777,756	288,343	(1,489,413)
Capital funding total	6,737,648	2,254,216	510,873	(1,743,343)

KEY INFORMATION

Initial recognition

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

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

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

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

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

Measurement after recognition

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

Reportable Value

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

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

Please refer to the compilation report

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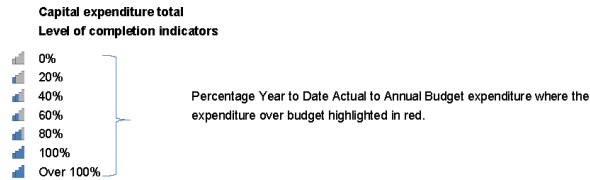
MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED



	Account Description	Adopted		Year to Date Actual	Variance (Under)/Over
		Current Budget	Year to Date Budget		
Capital Expenditure					
Buildings					
25104775	SHERP - Community Housing Project	127,721	42,572	110,272	67,700
35304736	Sport and Recreation Buildings Capital Works	267,000	89,000	119,238	30,238
09128000	Capital Works Staff Housing	50,000	25,000	44,537	19,537
05204750	Staff Housing Capital Works	100,000	33,332	0	(33,332)
09102810	Capital Works - Essential Worker Accommodation	3,735,000	1,245,000	0	(1,245,000)
10202691	Animal Shelter - Capital	40,000	13,332	0	(13,332)
25104785	Independent Living Units Capital Works	60,000	20,000	0	(20,000)
30105583	Refuse Site Shop Floor	15,000	5,000	0	(5,000)
36004997	SBDC Lighting Upgrade	50,000	16,668	0	(16,668)
36005002	SBDC Energy Efficiency Assessment	20,000	6,668	0	(6,668)
	Buildings Total	4,464,721	1,496,572	274,047	(1,222,525)
Furniture & Office Equip.					
05204975	Office Furniture & Equipment	30,000	10,000	0	(10,000)
35305506	Gymnasium Equipment	10,000	3,332	0	(3,332)
	Furniture & Office Equip. Total	40,000	13,332	0	(13,332)
Plant, Equip. & Vehicles					
05205338	ADMIN Vehicle Replacement	50,000	16,668	0	(16,668)
30400760	Mortuary Fridge Unit - Capital	7,000	2,332	0	(2,332)
35405250	Digital TV Upgrade	100,000	33,332	0	(33,332)
36004998	SBDC Airconditioner Upgrade	28,000	9,332	0	(9,332)
36005003	SBDC Solar Inverters	15,000	5,000	0	(5,000)
45156790	Electronic Road Closed Sign - Useless Loop Road	30,000	10,000	0	(10,000)
45205475	Major Plant Items - Capital	20,000	6,668	61,815	55,147
45205484	Water Tanker	160,000	53,332	0	(53,332)
45205507	Dual Cab Ute - Works Manager	62,000	20,668	0	(20,668)
45205515	Rangers Vehicle	62,000	20,668	0	(20,668)
45205516	Dual Cab Ute - Country	62,000	20,668	0	(20,668)
45205520	Road Sweeper (Tow Along Broom)- Country Roads	80,000	26,668	0	(26,668)
45205519	Waste Truck	0	0	40,434	40,434
	Plant, Equip. & Vehicles Total	676,000	225,336	102,249	(123,087)
Heritage Assets					
35605182	Heritage Stables Refurbishment	30,000	10,000	0	(10,000)
	Heritage Assets Total	30,000	10,000	0	(10,000)
Roads (Non Town)					
45165670	Regional Roads Group - RRG	636,309	212,104	0	(212,104)
	Roads (Non Town) Total	636,309	212,104	0	(212,104)
Footpaths					
45145250	Town Footpaths - Dual Use Path Construction	60,000	20,000	0	(20,000)
	Footpaths Total	60,000	20,000	0	(20,000)
Town Streets					
45156690	Roads To Recovery - R2R	475,582	158,528	0	(158,528)
	Town Streets Total	475,582	158,528	0	(158,528)
Public Facilities					
35205541	Seawall Upgrade - Capital Works	20,036	6,680	66,749	60,068
05204740	Community Precinct Placemaking Capital	20,000	6,668	0	(6,668)
30105580	Refuse Site Fence (Expansion)	145,000	48,332	0	(48,332)
30105581	Refuse Site Bunding	15,000	5,000	0	(5,000)
30405593	Cemetery Upgrade	10,000	3,332	0	(3,332)
35205525	Foreshore Public Facilities Upgrade/Improvements	15,000	5,000	0	(5,000)
35305511	Town Oval and Recreation Reticulation/Resurfacing	30,000	10,000	0	(10,000)
35305586	Parks & Gardens Capital Exp	20,000	6,668	0	(6,668)
45104725	Useless Loop Rd - Waste Fence	10,000	3,332	0	(3,332)
45156789	Temporary Fencing - Capital	10,000	3,332	0	(3,332)
45205319	Refuse Site Fuel Tank and Bowser	10,000	3,332	9,828	6,496
	Public Facilities Total	305,036	101,676	76,577	(25,100)
Drainage/Culverts					
45105875	Drainage/Sump Construction	50,000	16,668	58,000	41,332
	Drainage/Culverts Total	50,000	16,668	58,000	41,332
	Grand Total	6,737,648	2,254,216	510,873	(1,743,343)

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

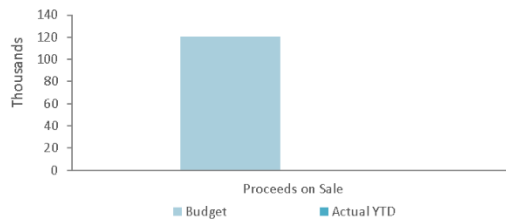
17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2025

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Water Tanker	32,548	20,000	0	(12,548)	0	0	0	0
	Admin Vehicle	9,605	25,000	15,395	0	0	0	0	0
	Dual Cab Ute- Ranger	26,822	35,000	8,178	0	0	0	0	0
	Dual Cab Ute - Country	45,904	35,000	0	(10,904)	0	0	0	0
	Community Bus	10,000	5,000	0	(5,000)	0	0	0	0
		124,879	120,000	23,573	(28,452)	0	0	0	0



Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

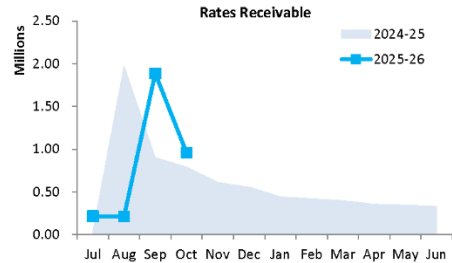
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SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2025

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable	30 Jun 2025	31 Oct 2025
	\$	\$
Opening arrears previous year	39,466	161,185
Levied this year	1,779,510	2,099,776
Less - collections to date	(1,485,481)	(1,129,923)
Gross rates collectable	333,495	1,131,038
Allowance for impairment of rates receivable	(172,310)	(172,310)
Net rates collectable	161,185	958,728
% Collected	81.7%	50.0%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(328)	150,539	38,452	3,710	7,013	199,386
Percentage	(0.2%)	75.5%	19.3%	1.9%	3.5%	
Balance per trial balance						
Trade receivables						199,386
Other receivables						61,383
GST receivable						168,885
Total receivables general outstanding						429,654

KEY INFORMATION

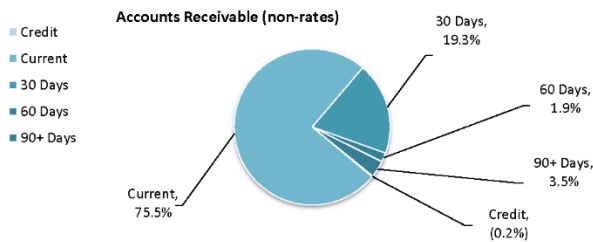
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2025

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 31 October 2025
	\$	\$	\$	\$
Inventory				
Stock on hand	135,734	0	0	135,734
Contract assets				
Contract assets	405,331	0	(210,702)	194,629
Total other current assets	541,065	0	(210,702)	330,363

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

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

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

Contract assets

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2025

OPERATING ACTIVITIES

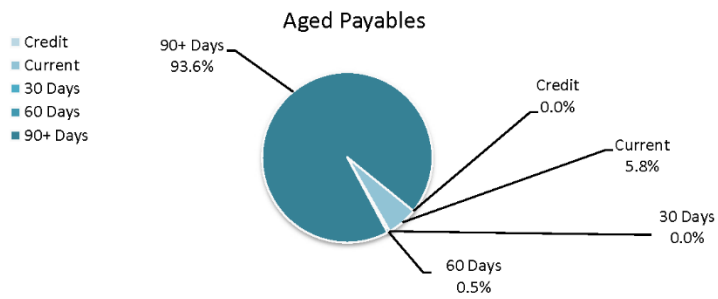
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	685	0	60	10,967	11,712
Percentage	0.0%	5.8%	0.0%	0.5%	93.6%	
Balance per trial balance						
Sundry creditors						99,712
Other payables						73,974
Esl Liability						268
Bond Liability						76,978
Prepaid Rates						3,796
Contract retentions held						101,806
Total payables general outstanding						356,534

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2025

FINANCING ACTIVITIES

10 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2025	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Town Oval Bore	58	632,076	0	0	(17,844)	(35,888)	614,232	596,188	(9,309)	(13,959)
Essential Worker Accommodation	59	1,920,517	0	0	(40,439)	(164,612)	1,880,078	1,755,905	(29,291)	(86,889)
Total		2,552,593	0	0	(58,283)	(200,500)	2,494,310	2,352,093	(38,600)	(100,848)
Current borrowings		200,500					142,217			
Non-current borrowings		2,352,093					2,352,093			
		2,552,593					2,494,310			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2025

OPERATING ACTIVITIES

11 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2025 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 31 October 2025 \$
Other current liabilities						
Other liabilities						
Contract liabilities		74,536	0	146,499	(157,739)	63,296
Capital grant/contributions liabilities		399,600	0	169,683	(222,530)	346,753
Total other liabilities		474,136	0	316,182	(380,269)	410,049
Employee Related Provisions						
Provision for annual leave		99,323	0	0	0	99,323
Provision for long service leave		81,989	0	0	0	81,989
Total Provisions		181,312	0	0	0	181,312
Total other current liabilities		655,448	0	316,182	(380,269)	591,361

Amounts shown above include GST (where applicable)

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

KEY INFORMATION

Provisions

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

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

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2025

OPERATING ACTIVITIES

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2025			31 Oct 2025	31 Oct 2025			
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
Grants Commission - General	0	0	0	0	0	971,190	323,728	275,220
Grants Commission - Roads	0	0	0	0	0	342,973	114,324	76,705
FESA Grant - Operating Bush Fire Brigade	0	2,699	(2,699)	0	0	10,796	3,596	5,005
Grant FESA - SES	0	11,800	(11,800)	0	0	47,200	15,732	11,800
Planning & Strategy - Regional North LG	42,149	0	(780)	41,369	41,369	42,149	14,048	780
DLGSC - Regional Arts Venues Support	4,411	0	0	4,411	4,411	59,651	19,880	0
Road Preservation Grant	0	0	0	0	0	161,421	53,804	171,485
Useless Loop Road - Mtce	0	132,000	(132,000)	0	0	330,000	110,000	269,000
Grants - Community Development	0	0	0	0	0	1,000	332	1,000
Every Club - Gaming & Wagering Com	2,986	0	(450)	2,516	2,516	10,166	3,389	450
Gaming & Wagering Com - Out of School Programs	0	0	0	0	0	30,000	10,000	0
Grant - Horizon - Beats in the Bay	0	0	0	0	0	5,000	1,664	0
Grant - Youth Life Skills Program - INC	10,000	0	0	10,000	10,000	10,000	3,332	0
SLWA - Digital Library Board	0	0	0	0	0	0	0	5,000
	59,526	146,499	(147,729)	58,296	58,296	2,021,546	673,828	815,445
Contributions								
Donations - HMAS Sydney Exhibit	0	0	0	0	0	250	80	91
Coburn Resources Education Contribution	5,000	0	0	5,000	5,000	5,000	1,664	0
Contribution to Road Maintenance - Pipeline	10,010	0	(10,010)	0	0	10,000	3,332	10,010
	15,010	0	(10,010)	5,000	5,000	15,250	5,076	10,101
TOTALS	74,536	146,499	(157,739)	63,296	63,296	2,036,796	678,904	825,546

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2025

INVESTING ACTIVITIES

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2025			31 Oct 2025	31 Oct 2025			
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
Grant - Cyclone Seroja Resilience - Income	301,879	0	(112,258)	189,621	189,621	301,879	100,624	112,258
Grant - Essential Worker Accommodation - GDC	50,000	0	0	50,000	50,000	50,000	16,664	0
Roads To Recovery Grant - Cap	0	0	0	0	0	475,582	158,524	0
RRG Grants - Capital Projects	0	169,683	0	169,683	169,683	424,206	141,400	0
Local Road and Community Infrastructure Program	0	0	0	0	0	30,000	10,000	0
Grant - Seawall Revetment Capital Projects	0	0	0	0	0	20,036	6,676	0
Grant - SHERP Community Housing Project	127,721	0	(110,272)	17,449	17,449	127,721	42,572	110,272
	479,600	169,683	(222,530)	426,753	426,753	1,429,424	476,460	222,530

Please refer to the compilation report

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17 DECEMBER 2025

10.3 FINANCIAL REPORTS TO 30 NOVEMBER 2025
CM00017

Author
Chief Executive Officer

Disclosure of Any Interest
Nil

Moved: Cr Fenny
Seconded: Cr Johns

Council Resolution

That the monthly financial report to 30 November 2025 as attached be received.

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith and Stubberfield
AGAINST: Nil
ABSENT: Cr's Bellottie and Cowell

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **30 November 2025** are attached.

VARIANCE ANALYSIS

Revenue from operating activities - Actual operating revenue as of 30 November 2025 was \$637,682 greater than year to date budget.

Revenue from Grants, Fees and Contributions was \$178,745 greater than year to date budget, primarily driven by the receipt of State Library of WA digital library board grant, Regional Road Group Useless Loop Road maintenance (extra grade) funding, Financial Assistance Grant funding and Main Roads WA direct grant.

Revenue from Fees and Charges was \$524,3140 greater than year to date budget, primarily driven by higher than year to date budget income for Refuse Site fees, Shark Bay Discovery and Visitor Centre entrance fees and merchandise sales, and Main Roads WA income for Shark Bay Road.

Expenditure from operating activities - Actual operating expenditure as of 30 November 2025 is less than year to date budget by \$2,947,273.

The operating expenditure variance is primarily due to depreciation not able to be processed until finalisation of Annual Financial Report, budgeted depreciation equates as at 30 November 2025 is \$2,308,085.

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

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

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

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Chief Executive Officer

D Chapman

Date of Report

10 December 2025

17 DECEMBER 2025

SHIRE OF SHARK BAY

MONTHLY FINANCIAL REPORT

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

For the period ended 30 November 2025

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

**SHIRE OF SHARK BAY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025**

Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	2,093,692	2,093,692	2,099,776	6,084	0.29%	
Grants, subsidies and contributions	2,036,796	848,630	1,027,375	178,745	21.06%	▲
Fees and charges	1,872,795	780,180	1,304,494	524,314	67.20%	▲
Interest revenue	265,414	110,575	17,660	(92,915)	(84.03%)	▼
Other revenue	170,638	71,070	92,524	21,454	30.19%	▲
Profit on asset disposals	23,573	0	0	0	0.00%	
	6,462,908	3,904,147	4,541,829	637,682	16.33%	
Expenditure from operating activities						
Employee costs	(2,993,110)	(1,266,248)	(1,103,612)	162,636	12.84%	▲
Materials and contracts	(3,109,251)	(1,294,835)	(902,473)	392,362	30.30%	▲
Utility charges	(220,068)	(91,570)	(71,984)	19,586	21.39%	
Depreciation	(5,539,681)	(2,308,085)	0	2,308,085	100.00%	▲
Finance costs	(100,848)	(42,015)	(38,600)	3,415	8.13%	
Insurance	(257,560)	(257,560)	(241,147)	16,413	6.37%	
Other expenditure	(236,964)	(98,705)	(53,929)	44,776	45.36%	▲
Loss on asset disposals	(28,452)	0	0	0	0.00%	
	(12,485,934)	(5,359,018)	(2,411,745)	2,947,273	55.00%	
Non cash amounts excluded from operating activities	2(c) 5,544,560	2,308,085	0	(2,308,085)	(100.00%)	▼
Amount attributable to operating activities	(478,466)	853,214	2,130,084	1,276,870	149.65%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	1,429,424	595,575	229,510	(366,065)	(61.46%)	▼
Proceeds from disposal of assets	120,000	0	0	0	0.00%	
	1,549,424	595,575	229,510	(366,065)	(61.46%)	
Outflows from investing activities						
Payments for property, plant and equipment	(5,210,721)	(2,175,300)	(381,474)	1,793,826	82.46%	▲
Payments for construction of infrastructure	(1,526,927)	(636,220)	(140,305)	495,915	77.95%	▲
	(6,737,648)	(2,811,520)	(521,779)	2,289,741	81.44%	
Amount attributable to investing activities	(5,188,224)	(2,215,945)	(292,269)	1,923,676	86.81%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Transfer from reserves	1,560,000	0	0	0	0.00%	
	1,560,000	0	0	0	0.00%	
Outflows from financing activities						
Repayment of borrowings	(200,500)	(58,283)	(58,283)	0	0.00%	
Transfer to reserves	(561,258)	0	0	0	0.00%	
	(761,758)	(58,283)	(58,283)	0	0.00%	
Non-cash amounts excluded from financing activities	2(d) 2,000,000	0	0	0	0.00%	
Amount attributable to financing activities	2,798,242	(58,283)	(58,283)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 2,868,448	2,868,448	2,871,105	2,657	0.09%	
Amount attributable to operating activities	(478,466)	853,214	2,130,084	1,276,870	149.65%	▲
Amount attributable to investing activities	(5,188,224)	(2,215,945)	(292,269)	1,923,676	86.81%	▲
Amount attributable to financing activities	2,798,242	(58,283)	(58,283)	0	0.00%	
Surplus or deficit after imposition of general rates	0	1,447,434	4,650,637	3,203,203	221.30%	▲

KEY INFORMATION

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

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

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

**SHIRE OF SHARK BAY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2025**

	Actual 30 June 2025	Actual as at 30 November 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	10,595,904	11,606,154
Trade and other receivables	558,931	1,139,081
Inventories	135,734	135,734
Contract assets	405,331	194,629
TOTAL CURRENT ASSETS	11,695,900	13,075,598
NON-CURRENT ASSETS		
Trade and other receivables	11,720	11,720
Other financial assets	39,810	39,810
Property, plant and equipment	31,702,791	32,084,265
Infrastructure	69,741,336	69,881,641
TOTAL NON-CURRENT ASSETS	101,495,657	102,017,436
TOTAL ASSETS	113,191,557	115,093,034
CURRENT LIABILITIES		
Trade and other payables	828,737	349,809
Other liabilities	474,136	553,230
Borrowings	200,500	142,217
Employee related provisions	181,312	181,312
TOTAL CURRENT LIABILITIES	1,684,685	1,226,568
NON-CURRENT LIABILITIES		
Borrowings	2,352,093	2,352,093
Employee related provisions	36,862	36,862
TOTAL NON-CURRENT LIABILITIES	2,388,955	2,388,955
TOTAL LIABILITIES	4,073,640	3,615,523
NET ASSETS	109,117,917	111,477,511
EQUITY		
Retained surplus	40,822,328	43,181,922
Reserve accounts	5,340,610	5,340,610
Revaluation surplus	62,954,979	62,954,979
TOTAL EQUITY	109,117,917	111,477,511

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

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 NOVEMBER 2025

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

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

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

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 09 December 2025

Matters of non-compliance with Basis of Preparation

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

1. Balances as at 30 June 2025 have not been audited and may be subject to change.
2. Depreciation has not been raised during the current financial year.

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2025-26 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

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

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

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

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

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

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025

2 NET CURRENT ASSETS INFORMATION

	Adopted Budget Opening	Actual as at	Actual as at
Note	1 July 2025	30 June 2025	30 November 2025
	\$	\$	\$
(a) Net current assets used in the Statement of Financial Activity			
Current assets			
Cash and cash equivalents	10,555,805	10,595,904	11,606,154
Trade and other receivables	776,146	558,931	1,139,081
Inventories	120,918	135,734	135,734
Contract assets	194,629	405,331	194,629
Other assets	50,945	0	0
	11,698,443	11,695,900	13,075,598
Less: current liabilities			
Trade and other payables	(719,192)	(828,737)	(349,809)
Other liabilities	(554,136)	(474,136)	(553,230)
Borrowings	(200,500)	(200,500)	(142,217)
Employee related provisions	(216,057)	(181,312)	(181,312)
	(1,689,885)	(1,684,685)	(1,226,568)
Net current assets	10,008,558	10,011,215	11,849,030
Less: Total adjustments to net current assets	2(b) (7,140,110)	(7,140,110)	(7,198,393)
Closing funding surplus / (deficit)	2,868,448	2,871,105	4,650,637
(b) Current assets and liabilities excluded from budgeted deficiency			
Adjustments to net current assets			
Less: Reserve accounts	(5,340,610)	(5,340,610)	(5,340,610)
Less: Unspent loans	(2,000,000)	(2,000,000)	(2,000,000)
Add: Current liabilities not expected to be cleared at the end of the year - Current portion of borrowings	200,500	200,500	142,217
Total adjustments to net current assets	2(a) (7,140,110)	(7,140,110)	(7,198,393)
	Adopted Budget Estimates	YTD Budget Estimates	YTD Actual
	30 June 2026	30 November 2025	30 November 2025
	\$	\$	\$
(c) Non-cash amounts excluded from operating activities			
Adjustments to operating activities			
Less: Profit on asset disposals	(23,573)	0	0
Add: Loss on asset disposals	28,452	0	0
Add: Depreciation	5,539,681	2,308,085	0
Total non-cash amounts excluded from operating activities	5,544,560	2,308,085	0
(d) Non-cash amounts excluded from financing activities			
Adjustments to financing activities			
Unspent loans	2,000,000	0	0
Total non-cash amounts excluded from financing activities	2,000,000	0	0

CURRENT AND NON-CURRENT CLASSIFICATION

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

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 NOVEMBER 2025

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2025-26 year is \$20,000 and 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Grants, subsidies and contributions	178,745	21.06%	▲
State Library of WA digital library board grant received and Useless Loop Road extra grades.		Permanent	
FAGS funding and MRWA direct grant received YTD actual higher than YTD budget.		Timing	
Regional North LG, Out of school programs YTD actual is lower than YTD budget.		Timing	
Fees and charges	524,314	67.20%	▲
Rental for Community Resource Centre and 4 x Independent Living Units higher than budget.		Permanent	
Refuse removal and site fees, SBDC entrance, SBDC merchandise, caravan park fees and MRWA Monkey Mia and Shark Bay Road YTD actual is higher than YTD budget.		Timing	
Shop rentals received lower than YTD budget.		Timing	
Interest revenue	(92,915)	(84.03%)	▼
Interest earnings on reserve investments not yet received.		Timing	
Other revenue	21,454	30.19%	▲
SBDC consignment and diesel fuel rebate received higher than YTD budget.		Timing	
CDP Employer Incentive Funding not yet received.		Timing	
Reimbursements received from SJA higher than budget.		Permanent	
Expenditure from operating activities			
Employee costs	162,636	12.84%	▲
Maintenance at Independent Living Units and private works higher than budget.		Permanent	
Some employment positions are vacant.		Timing	
Materials and contracts	392,362	30.30%	▲
YTD profiled as 5/12th of the annual budget.		Timing	
Community events & festivals, computer licences fees, regional arts venues, fair value valuations, emergency management consultant, domestic refuse collection, out of school programs, maintenance town streets, regional north LG, policy & local law review, regulation 17 review YTD actual lower than YTD budget.		Timing	
Maintenance - Country Roads, depot tools and minor plant higher than budget.		Permanent	
Depreciation	2,308,085	100.00%	▲
When the 2024/25 Annual Financial Report is finalised the fixed asset depreciation can be processed.		Timing	
Other expenditure	44,776	45.36%	▲
SES Denham operating and Council assistance program - nil expenditure.		Timing	
SBDC consignment YTD actual higher than budget.		Permanent	
Non cash amounts excluded from operating activities	(2,308,085)	(100.00%)	▼
Fixed asset depreciation.		Timing	
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(366,065)	(61.46%)	▼
Major grants held as capital grant liabilities until obligations are met.		Timing	
Outflows from investing activities			
Payments for property, plant and equipment	1,793,826	82.46%	▲
Most buildings projects have not yet started. YTD budgets are profiled as 5/12th of the annual budget.		Timing	
Expenditure on one plant and equipment item that has no budget.		Permanent	
Payments for construction of infrastructure	495,915	77.95%	▲
Infrastructure projects not yet started. YTD budgets are profiled as 5/12th of the annual budget.		Timing	
Surplus or deficit after imposition of general rates	3,203,203	221.30%	▲
Due to variances described above.			

Please refer to the compilation report

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

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

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.87 M	\$2.87 M	\$2.87 M	\$0.00 M
Closing	\$0.00 M	\$1.45 M	\$4.65 M	\$3.20 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables		Receivables		
	\$	% of total	\$	% Outstanding	\$	% Collected	
Cash and cash equivalents	\$11.61 M		\$0.35 M		\$0.45 M		
Unrestricted Cash	\$6.27 M	54.0%	Trade Payables	\$0.14 M	Rates Receivable	\$0.68 M	62.1%
Reserve Accounts	\$5.34 M	46.0%	0 to 30 Days		Trade Receivable	\$0.45 M	% Outstanding
			Over 30 Days	70.6%	Over 30 Days		41.9%
			Over 90 Days	29.5%	Over 90 Days		1.4%
			Over 90 Days	29.2%			

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

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.48 M)	\$0.85 M	\$2.13 M	\$1.28 M

Refer to Statement of Financial Activity

Rates Revenue			Grants and Contributions			Fees and Charges		
YTD Actual	YTD Budget	% Variance	YTD Actual	YTD Budget	% Variance	YTD Actual	YTD Budget	% Variance
\$2.10 M	\$2.09 M	0.3%	\$1.03 M	\$0.85 M	21.1%	\$1.30 M	\$0.78 M	67.2%

Refer to 12 - Grants and Contributions Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$5.19 M)	(\$2.22 M)	(\$0.29 M)	\$1.92 M

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	Adopted Budget	%	YTD Actual	Adopted Budget	% Spent	YTD Actual	Adopted Budget	% Received
\$0.00 M	\$0.12 M	(100.0%)	\$0.14 M	\$1.53 M	(90.8%)	\$0.23 M	\$1.43 M	(83.9%)

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

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$2.80 M	(\$0.06 M)	(\$0.06 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings		Reserves	
Principal repayments	(\$0.06 M)	Reserves balance	\$5.34 M
Interest expense	(\$0.04 M)	Net Movement	\$0.00 M
Principal due	\$2.49 M		

Refer to 10 - Borrowings Refer to 4 - Cash Reserves

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

Please refer to the compilation report

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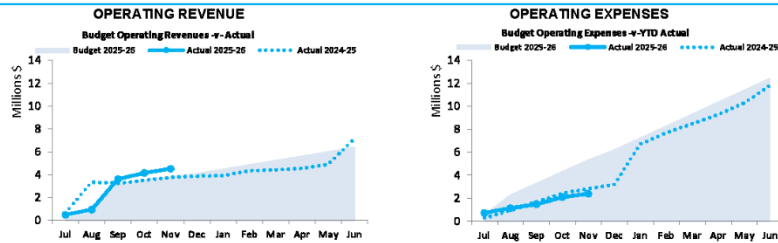
MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

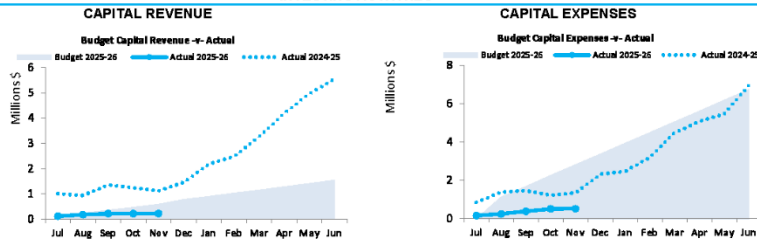
2 KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES

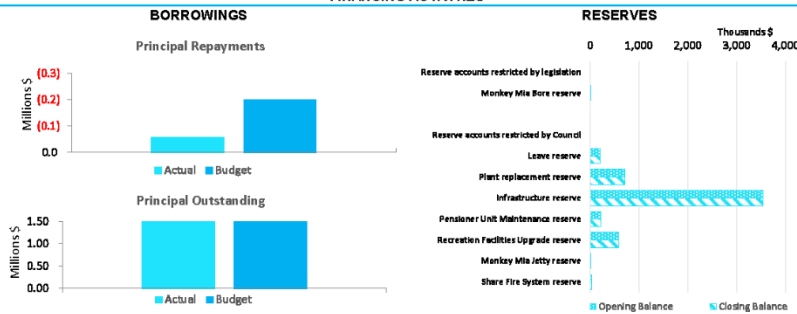


The sharp increase in the actual operating expenses for January 2025, is due to depreciation expense not previously charged in the financial year.

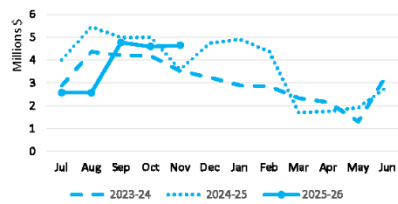
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

**SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025**

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Institution	Interest Rate	Maturity Date
		\$	\$	\$			
Municipal Fund Bank	Cash and cash equivalents	2,105,166	0	2,105,166	CBA	Variable	Not applicable
Municipal Telenet Saver - 6555	Cash and cash equivalents	1,269,286	0	1,269,286	CBA	Variable	Not applicable
SHERP Telenet Saver - 6571	Cash and cash equivalents	51,019	0	51,019	CBA	Variable	Not applicable
Municipal Term Deposit - 6547	Cash and cash equivalents	24,420	0	24,420	CBA	Variable	Not applicable
Reserve Telenet Saver - 6555	Cash and cash equivalents	6,204	2,246,443	2,252,647	CBA	Variable	Not applicable
Reserve Bank Account - 6520	Cash and cash equivalents	35,493	0	35,493	CBA	Variable	Not applicable
Reserve Bank Account- 6547	Cash and cash equivalents	0	2,062,083	2,062,083	CBA	Variable	Not applicable
Reserve Bank Account - 6547	Cash and cash equivalents	0	1,032,084	1,032,084	CBA	Variable	Not applicable
Cash Float	Cash and cash equivalents	900	0	900	Cash on hand	Not applicable	Not applicable
CBA Term Deposit - 7106	Cash and cash equivalents	2,024,278	0	2,024,278	CBA	Variable	Not available
Muni Bank Deposit - 6566	Cash and cash equivalents	748,778	0	748,778	CBA	Variable	Not applicable
Total		6,265,544	5,340,610	11,606,154			
Comprising							
Cash and cash equivalents		6,265,544	5,340,610	11,606,154			
		6,265,544	5,340,610	11,606,154			

KEY INFORMATION

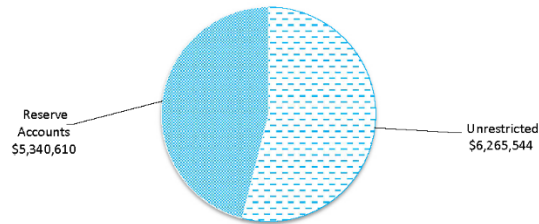
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of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

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

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

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by legislation								
Monkey Mia Bore reserve	14,999	15,000	0	29,999	14,999	0	0	14,999
Reserve accounts restricted by Council								
Leave reserve	211,638	6,772	0	218,410	211,638	0	0	211,638
Plant replacement reserve	713,619	22,836	0	736,455	713,619	0	0	713,619
Infrastructure reserve	3,546,044	489,317	(1,500,000)	2,535,361	3,546,044	0	0	3,546,044
Pensioner Unit Maintenance reserve	220,947	7,070	(60,000)	168,017	220,947	0	0	220,947
Recreation Facilities Upgrade reserve	577,289	18,473	0	595,762	577,289	0	0	577,289
Monkey Mia Jetty reserve	23,980	767	0	24,747	23,980	0	0	23,980
Share Fire System reserve	32,094	1,023	0	33,117	32,094	0	0	32,094
	5,340,610	561,258	(1,560,000)	4,341,868	5,340,610	0	0	5,340,610

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	4,464,721	1,864,465	274,575	(1,589,890)
Furniture & Office Equip.	40,000	16,665	0	(16,665)
Plant, Equip. & Vehicles	676,000	281,670	106,899	(174,771)
Heritage Assets	30,000	12,500	0	(12,500)
Acquisition of property, plant and equipment	5,210,721	2,175,300	381,474	(1,793,826)
Roads (Non Town)	636,309	265,130	0	(265,130)
Footpaths	60,000	25,000	0	(25,000)
Drainage/Culverts	50,000	20,835	58,000	37,165
Town Streets	475,582	198,160	0	(198,160)
Public Facilities	305,036	127,095	82,305	(44,790)
Acquisition of infrastructure	1,526,927	636,220	140,305	(495,915)
Total capital acquisitions	6,737,648	2,811,520	521,779	(2,289,741)
Capital Acquisitions Funded By:				
Capital grants and contributions	1,429,424	595,575	229,510	(366,065)
Other (disposals & C/Fwd)	120,000	0	0	0
Reserve accounts				
Infrastructure reserve	1,500,000	0	0	0
Pensioner Unit Maintenance reserve	60,000	0	0	0
Contribution - operations	3,628,224	2,215,945	292,269	(1,923,676)
Capital funding total	6,737,648	2,811,520	521,779	(2,289,741)

KEY INFORMATION

Initial recognition

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

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

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

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

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

Measurement after recognition

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

Reportable Value

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

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

Please refer to the compilation report

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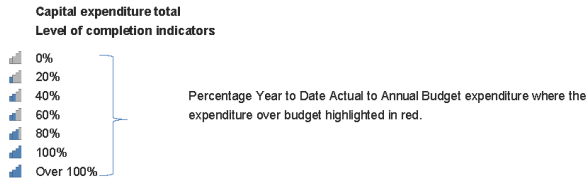
MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED



		Adopted		Year to Date Actual	Variance (Under)/Over	
Account Description		Current Budget	Year to Date Budget			
Capital Expenditure						
Buildings						
	25104775	SHERP - Community Housing Project	127,721	53,215	110,272	57,057
	35304736	Sport and Recreation Buildings Capital Works	267,000	111,250	119,238	7,988
	09123000	Capital Works Staff Housing	50,000	25,000	45,065	20,065
	05204750	Staff Housing Capital Works	100,000	41,665	0	(41,665)
	09102810	Capital Works - Essential Worker Accommodation	3,735,000	1,556,250	0	(1,556,250)
	10202691	Animal Shelter - Capital	40,000	16,665	0	(16,665)
	25104785	Independent Living Units Capital Works	60,000	25,000	0	(25,000)
	30105683	Refuse Site Shop Floor	15,000	6,250	0	(6,250)
	36004997	SBDC Lighting Upgrade	50,000	20,835	0	(20,835)
	36005002	SBDC Energy Efficiency Assessment	20,000	8,335	0	(8,335)
	Buildings Total		4,464,721	1,864,465	274,575	(1,589,890)
Furniture & Office Equip.						
	05204975	Office Furniture & Equipment	30,000	12,500	0	(12,500)
	35305506	Gymnasium Equipment	10,000	4,165	0	(4,165)
	Furniture & Office Equip. Total		40,000	16,665	0	(16,665)
Plant, Equip. & Vehicles						
	05205338	ADMIN Vehicle Replacement	50,000	20,835	0	(20,835)
	30400760	Mortuary Fridge Unit - Capital	7,000	2,915	0	(2,915)
	35405250	Digital TV Upgrade	100,000	41,665	0	(41,665)
	36004998	SBDC Airconditioner Upgrade	28,000	11,665	0	(11,665)
	36005003	SBDC Solar Inverters	15,000	6,250	0	(6,250)
	45156790	Electronic Road Closed Sign - Useless Loop Road	30,000	12,500	0	(12,500)
	45205475	Major Plant Items - Capital	20,000	8,335	0	(8,335)
	45205484	Water Tanker	160,000	66,665	0	(66,665)
	45205507	Dual Cab Lite - Works Manager	62,000	25,835	0	(25,835)
	45205515	Rangers Vehicle	62,000	25,835	0	(25,835)
	45205516	Dual Cab Lite - Country	62,000	25,835	0	(25,835)
	45205520	Road Sweeper (Tow Along Broom)- Country Roads	80,000	33,335	66,465	33,130
	45205519	Waste Truck	0	0	40,434	40,434
	Plant, Equip. & Vehicles Total		676,000	281,670	106,899	(174,771)
Heritage Assets						
	35605182	Heritage Stables Refurbishment	30,000	12,500	0	(12,500)
	Heritage Assets Total		30,000	12,500	0	(12,500)
Roads (Non Town)						
	45165670	Regional Roads Group - RRG	636,309	265,130	0	(265,130)
	Roads (Non Town) Total		636,309	265,130	0	(265,130)
Foolpaths						
	45145250	Town Foolpaths - Dual Use Path Construction	60,000	25,000	0	(25,000)
	Foolpaths Total		60,000	25,000	0	(25,000)
Town Streets						
	45156690	Roads To Recovery - R2R	475,582	198,160	0	(198,160)
	Town Streets Total		475,582	198,160	0	(198,160)
Public Facilities						
	35205541	Seawall Upgrade - Capital Works	20,036	8,350	72,477	64,127
	05204740	Community Precinct Placemaking Capital	20,000	8,335	0	(8,335)
	30105680	Refuse Site Fence (Expansion)	145,000	60,415	0	(60,415)
	30105681	Refuse Site Bunding	15,000	6,250	0	(6,250)
	30405593	Cemetery Upgrade	10,000	4,165	0	(4,165)
	35205525	Foreshore Public Facilities Upgrade/Improvements	15,000	6,250	0	(6,250)
	35305511	Town Oval and Recreation Reliculation/Resurfacing	30,000	12,500	0	(12,500)
	35305586	Parks & Gardens Capital Exp	20,000	8,335	0	(8,335)
	45104725	Useless Loop Rd - Waste Fence	10,000	4,165	0	(4,165)
	45156789	Temporary Fencing - Capital	10,000	4,165	0	(4,165)
	45205319	Refuse Site Fuel Tank and Bowser	10,000	4,165	9,828	5,663
	Public Facilities Total		305,036	127,095	82,305	(44,790)
Drainage/Culverts						
	45105875	Drainage/Sump Construction	50,000	20,835	58,000	37,165
	Drainage/Culverts Total		50,000	20,835	58,000	37,165
	Grand Total		6,737,648	2,811,520	521,779	(2,289,741)

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

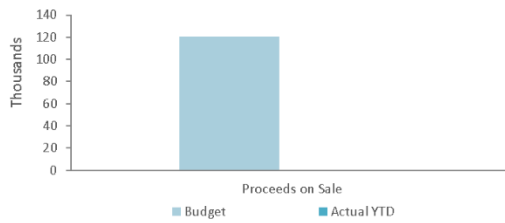
17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Water Tanker	32,548	20,000	0	(12,548)	0	0	0	0
	Admin Vehicle	9,605	25,000	15,395	0	0	0	0	0
	Dual Cab Ute- Ranger	26,822	35,000	8,178	0	0	0	0	0
	Dual Cab Ute - Country	45,904	35,000	0	(10,904)	0	0	0	0
	Community Bus	10,000	5,000	0	(5,000)	0	0	0	0
		124,879	120,000	23,573	(28,452)	0	0	0	0



Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

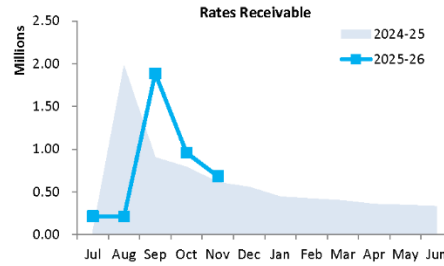
17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable	30 Jun 2025	30 Nov 2025
	\$	\$
Opening arrears previous year	39,466	161,185
Levied this year	1,779,510	2,099,776
Less - collections to date	(1,485,481)	(1,404,033)
Gross rates collectable	333,495	856,928
Allowance for impairment of rates receivable	(172,310)	(172,310)
Net rates collectable	161,185	684,618
% Collected	81.7%	62.1%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(453)	134,027	66,108	27,094	3,177	229,953
Percentage	(0.2%)	58.3%	28.7%	11.8%	1.4%	
Balance per trial balance						
Trade receivables						229,953
Other receivables						55,736
GST receivable						168,774
Total receivables general outstanding						454,463

Amounts shown above include GST (where applicable)

KEY INFORMATION

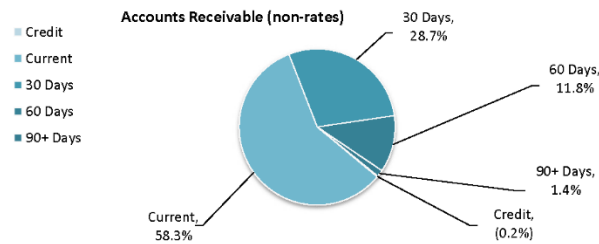
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 30 November 2025
	\$	\$	\$	\$
Inventory				
Stock on hand	135,734	0	0	135,734
Contract assets				
Contract assets	405,331	0	(210,702)	194,629
Total other current assets	541,065	0	(210,702)	330,363

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Contract assets

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

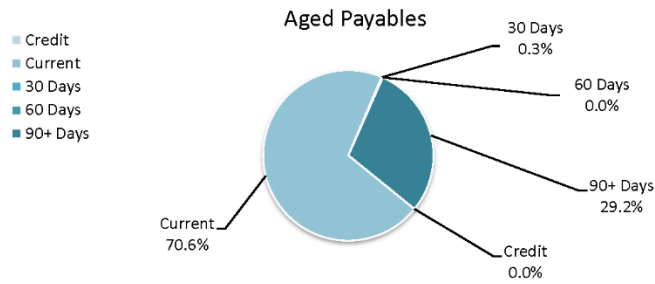
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	35,174	130	0	14,547	49,851
Percentage	0.0%	70.6%	0.3%	0.0%	29.2%	
Balance per trial balance						
Sundry creditors						137,851
Other payables						20,819
Esl Liability						268
Bond Liability						84,728
Prepaid Rates						4,337
Contract retentions held						101,806
Total payables general outstanding						349,809

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

FINANCING ACTIVITIES

10 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2025 \$	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Town Oval Bore	58	632,076	0	0	(17,844)	(35,888)	614,232	596,188	(9,309)	(13,959)
Essential Worker Accommodation	59	1,920,517	0	0	(40,439)	(184,612)	1,880,078	1,755,905	(29,291)	(86,889)
Total		2,552,593	0	0	(58,283)	(200,500)	2,494,310	2,352,093	(38,600)	(100,848)
Current borrowings		200,500					142,217			
Non-current borrowings		2,352,093					2,352,093			
		2,552,593					2,494,310			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

11 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2025 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 30 November 2025 \$
Other current liabilities						
Other liabilities						
Contract liabilities		74,536	0	290,805	(151,884)	213,457
Capital grant/contributions liabilities		399,600	0	169,683	(229,510)	339,773
Total other liabilities		474,136	0	460,488	(381,394)	553,230
Employee Related Provisions						
Provision for annual leave		99,323	0	0	0	99,323
Provision for long service leave		81,989	0	0	0	81,989
Total Provisions		181,312	0	0	0	181,312
Total other current liabilities		655,448	0	460,488	(381,394)	734,542

Amounts shown above include GST (where applicable)

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

KEY INFORMATION

Provisions

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

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

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2025			30 Nov 2025	30 Nov 2025			
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
Grants Commission - General	0	0	0	0	0	971,190	404,680	550,440
Grants Commission - Roads	0	0	0	0	0	342,973	142,905	153,411
FESA Grant - Operating Bush Fire Brigade	0	5,005	(4,744)	261	261	10,796	4,495	4,744
Grant FESA - SES	0	11,800	(11,800)	0	0	47,200	19,865	11,800
Planning & Strategy - Regional North LG	42,149	0	(750)	41,399	41,399	42,149	17,560	750
DLGSC - Regional Arts Venues Support	4,411	0	(1,897)	2,514	2,514	59,651	24,850	1,897
Road Preservation Grant	0	0	0	0	0	161,421	67,255	171,485
Useless Loop Road - Mtce	0	132,000	(132,000)	0	0	330,000	137,500	132,000
Grants - Community Development	0	1,000	(618)	382	382	1,000	415	618
Every Club - Gaming & Wagering Com	2,966	0	0	2,966	2,966	10,166	4,235	0
Gaming & Wagering Com - Out of School Programs	0	0	0	0	0	30,000	12,500	0
Grant - Horizon - Beats in the Bay	0	0	0	0	0	5,000	2,080	0
Grant - Youth Life Skills Program -INC	10,000	0	(75)	9,925	9,925	10,000	4,165	76
Useless Loop Road - Extra Grades	0	136,000	0	136,000	136,000	0	0	0
DIGITAL LIBRARY BOARD - GRANT	0	5,000	0	5,000	5,000	0	0	0
	59,526	290,805	(151,884)	198,447	198,447	2,021,546	842,285	1,027,221
Contributions								
Donations - HMAS Sydney Exhibit	0	0	0	0	0	250	100	154
Coburn Resources Education Contribution	5,000	0	0	5,000	5,000	5,000	2,080	0
Contribution to Road Maintenance - Pipeline	10,010	0	0	10,010	10,010	10,000	4,165	0
	15,010	0	0	15,010	15,010	15,250	6,345	154
TOTALS	74,536	290,805	(151,884)	213,457	213,457	2,036,796	848,630	1,027,375

Please refer to the compilation report

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MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

INVESTING ACTIVITIES

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2025			30 Nov 2025	30 Nov 2025			
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
Grant - Cyclone Seroja Resilience - Income	301,879	0	(119,238)	182,641	182,641	301,879	125,780	119,238
Grant - Essential Worker Accommodation - GDC	50,000	0	0	50,000	50,000	50,000	20,830	0
Roads To Recovery Grant - Cap	0	0	0	0	0	475,582	198,155	0
RRG Grants - Capital Projects	0	169,683	0	169,683	169,683	424,206	176,750	0
Local Road and Community Infrastructure Program	0	0	0	0	0	30,000	12,500	0
Grant - Seawall Reveitment Capital Projects	0	0	0	0	0	20,036	8,345	0
Grant - SHERP Community Housing Project	127,721	0	(110,272)	17,449	17,449	127,721	53,215	110,272
	479,600	169,683	(229,510)	419,773	419,773	1,429,424	595,575	229,510

Please refer to the compilation report

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17 DECEMBER 2025

10.4 REQUEST FOR RATES WAIVER – YADGALAH ABORIGINAL CORPORATION P4028

Author

Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved: Cr Fenny

Seconded: Cr Ridgley

Council Resolution

That Council, in accordance with Section 6.47 of the *Local Government Act 1995*, grant a concession of 25% on the general rates for Assessment A4028 being property located at 9 Francis Road, Denham and owned by the Yadgalah Aboriginal Corporation for the 2025/2026 Financial Year, on the basis that the land is not exclusively used for charitable purposes.

5/0 CARRIED BY ABSOLUTE MAJORITY

FOR: Cr's Fenny, Johns, Ridgley, Smith and Stubberfield

AGAINST: Nil

ABSENT: Cr's Bellottie and Cowell

Background

Council has received a request from the Yadgalah Aboriginal Corporation for a waiver of 25% of the general rates for the property located at 9 Francis Road, Denham. The rates on this property excluding Emergency Service Levy and Domestic Rubbish Charge are \$6,301.71.

Comment

The Yadgalah Aboriginal Corporation has been established since 1984 and has been a registered charity since 2012.

The objectives of the Corporation are to:

- (a) further the advancement and wellbeing of Aboriginals in Australia generally and in the Shark Bay area in particular;
- (b) preserve and promote the culture and heritage of Aboriginal people;
- (c) establish and maintain amenities for the benefit of Aboriginal people;
- (d) advance the cause of cooperation and friendship between all Australian people, irrespective of their colour, race or belief;
- (e) encourage and promote sporting, social and recreational activity amongst Aboriginal people;
- (f) engage in business, hold shares, own real estate and other property, enter into partnerships to improve the economic situation of the Corporation and enhance employment prospects for its members.

Yadgalah Aboriginal Corporation promotes the cultural aspects of the Aboriginal people in the Shark Bay region. It provides both indigenous and non-indigenous

17 DECEMBER 2025

people insight into the culture and history of the Aboriginal people who live within Shark Bay.

The Corporation is requesting a 25% rates waiver as a non-profit organisation and feel that the waiver of the annual rates would inject funds back into maintaining the Corporation.

The current rates total is \$6,555.45. This includes an amount of \$253.74 for Emergency Service Levy which is a State Government Charge and therefore not able to be waived by Council and an amount of \$496.00 for Commercial / Industrial rubbish charge.

Section 6.26 of the *Local Government Act 1995* sets out the requirements for land which is not rateable.

Section 6.26 (1) and (2) (g) state:

- (1) Except as provided in this section all land within a district is rateable land.*
- (2) The following land is not rateable land –*
 - (g) land exclusively used for charitable purposes.*

On this basis, it seems fair that there should be some concession on the rates based on the proportion on the land used for charitable purposes.

Legal Implications

Section 6.26 defines what land is to be treated as non-rateable. Section 6.47 allows Council to grant a concession.

6.47. Concessions

Subject to the Rates and Charges (Rebates and Deferrals) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

**** Absolute majority required.***

Policy Implications

There are no policy implications with this item.

Financial Implications

The amount of the concession at 25% would be \$1,575.42. Emergency Service Levy charges and rubbish collection charges would still need to be paid by the Corporation.

Strategic Implications

There are no strategic implications with this item.

Risk Implications

This is a low risk item to Council.

Voting Requirements

Absolute Majority Required

Signatures

Chief Executive Officer

D Chapman

Date of Report

4 December 2025

MINUTES OF THE ORDINARY COUNCIL MEETING

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12th November 2025
Dale Chapman (CEO)
Shire of Shark Bay
WA 6537

Dear Dale

Yadgalah Aboriginal Corporation is a local Community Organisation and would like to apply for a Rate Concession of 25% for the 2026/2027 rates period.

We are not used for Charitable purposes are a non for profit Organisation.

At the moment we provided a venue for :-

A recreation facility

Containers for Change Site

Thank you for your consideration

A handwritten signature in black ink, appearing to read 'Ernest Capewell', is written over a faint, larger version of the same signature.

Ernest Capewell (Chairperson)

Yadgalah Aboriginal Corporation.

Email:yadgalah1@bigpond.com ABN: 58 501 822 442

9 Francis Street Denham WA 6537 PO Box 61 ICN: 278

RECEIVED
3 DEC 2025
SHIRE OF SHARK BAY

17 DECEMBER 2025

11.0 TOWN PLANNING REPORT

**11.1 PROPOSED RETAINING WALLS AND ASSOCIATED WORKS – LOT 15 (12) AND LOT 16 (14)
TERRY DESCHAMPS WAY DENHAM
P4198 & P4199**

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Moved: Cr Smith
Seconded: Cr Ridgley

Council Resolution

That Council:

- A. Note that the application has been advertised for public comment. Advertising closed on the 4 December 2025 and no submissions were received.**
- B. Approve the application for retaining walls on Lot 15 (12) and Lot 16 (14) Terry Deschamps Way, Denham subject to the following conditions and footnotes:**
- 1. The plans lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.**
 - 2. The owners to lodge a detailed landscaping plan for the front retaining wall tier within 6 months of the issue of a Building Permit. All landscaping shall be subject to separate written approval of the Chief Executive Officer.**
 - 3. Landscaping shall be planted, established and thereafter maintained by the owners in accordance with the landscaping plan approved under Condition 2. All landscaping shall be planted within 12 months of the issue of a Building Permit (for the retaining walls) or an alternative time period agreed to in writing by the Chief executive Officer.**
 - 4. Screening to prevent overlooking to the north and east is to be provided in the form of dividing fencing as shown on the approved plans. All north and east dividing fencing shall be constructed at the same time as retaining walls to the satisfaction of the Chief Executive Officer.**

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5. If the development the subject of this approval is not substantially commenced within a period of 3 years, the approval shall lapse and be of no further effect.

Footnote:

- (i) This is a planning consent only and owner needs to apply for a separate Building Permit to construct any retaining walls and all new fencing. The Shire expects any Building Permit application to include retaining and dividing fencing.
- (ii) This approval should not be construed as support for any future development which will be subject of separate planning applications.
- (ii) It is noted that Development WA has supported a variation to the Denham Estate Guidelines and support the development.

5/0 CARRIED

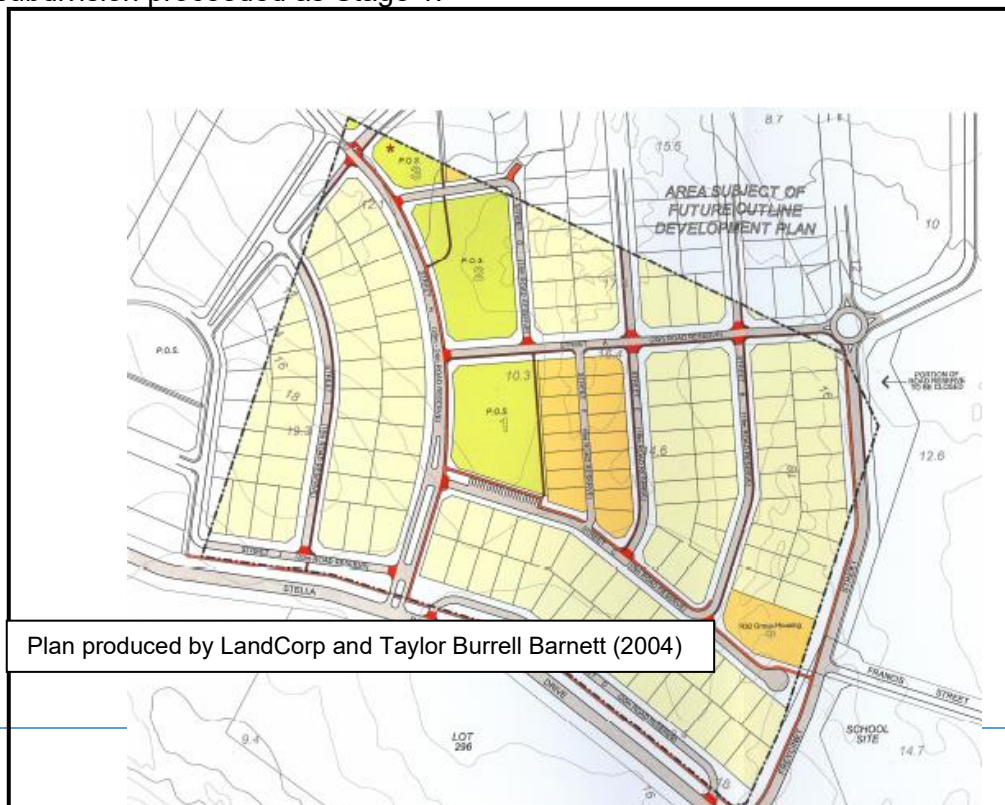
FOR: Cr's Fenny, Johns, Ridgley, Smith and Stubberfield
AGAINST: Nil
ABSENT: Cr's Bellottie and Cowell

BACKGROUND

• ***Outline Development Plan***

Lots 15 and 16 form part of an area known as 'Denham Estate' which is land that was originally subdivided by LandCorp. Development WA is now the State Governments central development agency and is responsible for the sale of land in Denham Estate.

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



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

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

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

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

Zuideveld Marchant Hur Architects assessed the retaining wall plans for Lot 16 and identified a variation to the Design Guidelines, which require a 2 metre wide landscaping/dunal heath zone parallel to the front lot boundary. Development WA has supported the variation to the Design Guidelines.

Zuideveld Marchant Hur architects do not assess the plans against the requirements of the Residential Design Codes.

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

- ***Location and existing development***

Lot 15 has an area of approximately 631m² and has been developed with a single house, outbuilding and retaining walls.



Above: Existing development on Lot 15.

Adjacent Lot 16 is vacant and has an approximate area of 630m².

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A location plan is included below.



Above: Location Plan. Aerial may not be current.

- **Ownership**

Lots 15 and 16 are under the same ownership. The lots are owned by Robert and Kellee Pedersen who would like to use both lots as one property.

The owners have advised they intend to amalgamate both lots in the near future and intend to lodge an amalgamation application with the WA Planning Commission.

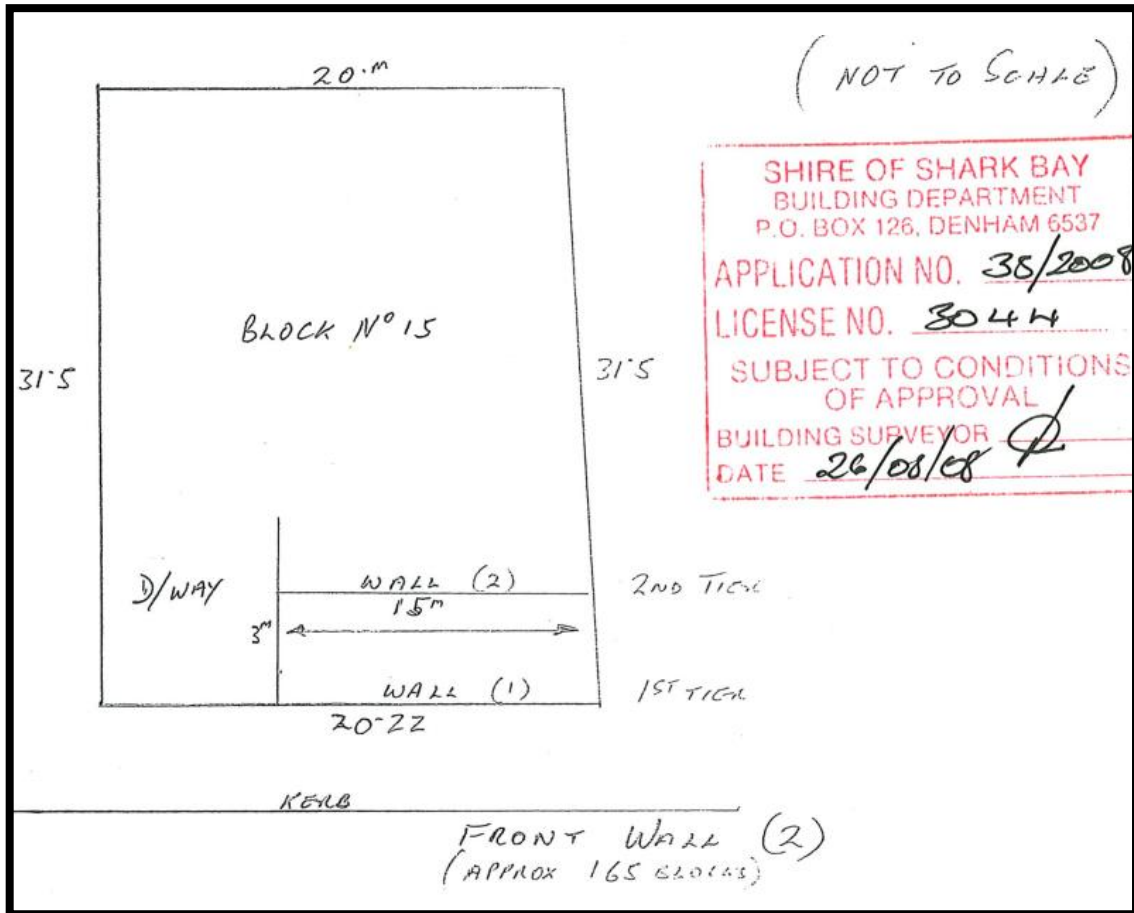
- **Existing Building Permit for single house / Lot 15**

The Shire issued a Building Permit for retaining walls on Lot 15 on the 26 August 2008.

It should be noted that:

- The plans provided were more basic than currently required for planning applications.
- There is no record of the plans being assessed by Zuideveld Marchant Hur Architects or Development WA.
- There are no entire lot boundary elevations, however the plans indicate a first tier of 0.885 metres and a second tier of 1.691 metres.

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Above: Building Permit site plan August 2008

- **Existing Streetscape**

There are other examples of tiered retaining walls for 6 and 8 Terry Deschamps Way, on the same east side of Terry Deschamps Way.

Town Planning Innovations cannot provide the heights of the retaining walls as the Shire has limited plan records for the above properties.





Above: Existing retaining walls at 6 and 8 Terry Deschamps Way

COMMENT

• **Purpose of application**

The owners seek approval to construct retaining walls on Lot 16 so as to continue the same levels already established on Lot 15.

The purpose of the retaining walls is to:

- Allow Lots 15 and 16 to be used as one level property;
- Remove works and side fencing so all access will be via Lot 15; and
- Amalgamate the two lots in the future and construct an outbuilding on Lot 15.

Any outbuilding does not form part of this application and will be subject to separate future planning application.

• **Description of application**

There is a gentle slope in an east to west direction from the finished level of Lot 15 to the top of the retaining wall at Lot 17, which when developed was excavated below natural ground level.



Above: Lot differences

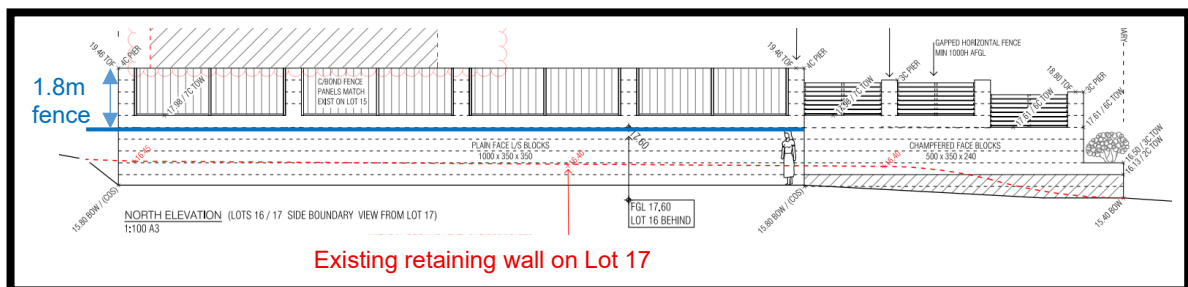
17 DECEMBER 2025

The development will include:

- Proposed fill will be 1.15 to 1.2m along the northern boundary to allow the levels of Lot 16 to have a seamless Finished Ground Level with Lot 15, which it is intended to be amalgamated with.
- The maximum retaining wall height along the northern lot boundary is approximately 1.2 metres above the existing retaining wall already built on Lot 17. The wooden retaining wall on the common boundary with Lot 17 will be retained, however some dividing fencing will be removed as it on Lot 16.
- The retaining steps down at the street boundary to 0.95m and 1.1m to allow for a planter box. This is to match the levels of the existing front tiered retaining walls at Lot 15.
- Retaining wall blocks of 500 x 300 x 240mm will be utilised.
- 1.8 metre high limestone walls be constructed above the retaining walls, as new dividing fencing.
- Fencing in the front setback area will be horizontal timber slats in between limestone piers, to match the existing front fencing on Lot 15.
- Dividing fencing between Lot 15 and 16 will be removed so all access is via Lot 15.

The detailed plans and elevations are included as Attachment 1. It should be noted that:

- a) The limestone 1.8 metre dividing fencing is not included in retaining wall heights; and
- b) may make the walls appear higher than they are, in the elevation drawings (eg refer to north elevation below).



• **Zoning and Density Code**

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

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

The R15 density code dictates the site requirements that apply under the Residential Design Codes (R-Codes).

• **Consultation**

The application was advertised for public comment and closed on the 4 December 2025. At the time of writing this report, no submission had been received.

• **Residential Design Codes – Retaining Walls**

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

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

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

Above: R Code setback table

The retaining walls on the north, and portion of the east lot boundaries entail a variation to the ‘deemed to comply’ requirements of the R-Codes as they are more than 0.5 metres high and are proposed on common lot boundaries with a nil setback.

To approve the application, Council needs to be satisfied that the retaining walls meet the alternative Design Principles as summarised in Table A below.

Table A	
Clause 5.3.7 Site Works	Town Planning Innovations Officer Comments
P7.1 Development that considers and responds to the natural features of the site and requires minimal excavation/fill.	<p>Whilst Town Planning Innovations would not necessarily describe the 1.15 to 1.2 metre fill along the northern lot boundary to be minimal, the changes to natural ground level are considered reasonable in context of:</p> <ol style="list-style-type: none"> 1. The existing streetscape; 2. Existing development and the practicality of achieving levels that continue those established for Lot 15. 3. The high quality limestone materials and proposed front landscaping.

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<p>Where excavation/fill is necessary, all finished levels respecting the natural ground level at the lot boundary of the site and as viewed from the street.</p>	<p>The current ground level of Lot 16 slopes from the centre of the lot down towards the street, in an east to west direction.</p> <p>The two tiers of front retaining walls formalise that front slope and staggers the heights down towards street level.</p> <p>The tiers reflect and continue a pattern already established through the approved retaining walls on Lot 15.</p>
<p>Retaining walls that result in land which can be effectively used for the benefit of residents and do not detrimentally affect adjoining properties and are designed, engineered and landscaped having due regard to clauses 5.3.7 and 5.4.1</p>	<p>The retaining walls will allow Lot 16 to be used practically by the owners of adjacent Lot 15, and landscaping is proposed in the front.</p> <p>Clause 5.4.1 relates to visual privacy. The new dividing fencing will prevent overlooking of any neighbouring lots.</p>

The applicant has addressed the Design Principles of the R Codes – refer to Attachment 2.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 -

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

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

Clause 25 (1) states that the R-Codes, modified as set out in clause 26, are to be read as part of this Scheme.

POLICY IMPLICATIONS

There are no known policy implications relative to this report.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no known strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

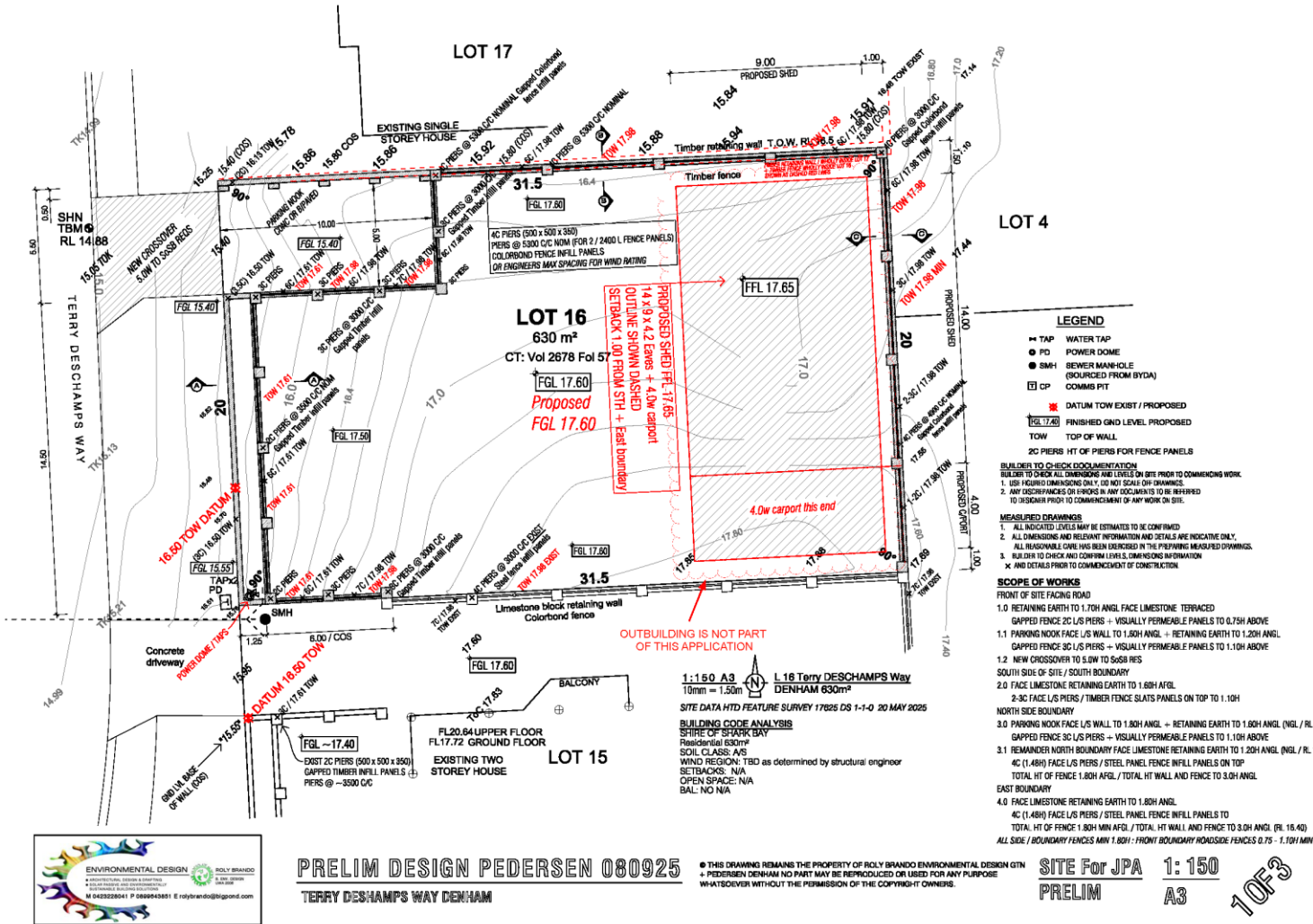
Chief Executive Officer

D Chapman

Date of Report

2 December 2025

ATTACHMENT # 1



ATTACHMENT # 2



Liz Bushby
Shire of Shark Bay
65 Knight Terrace
Denham WA 6537
liz@tjplanning.com.au

Dear Liz,

Planning Justification Cover Letter – Lot 16 (No. 14) Terry Deschamps Way, Denham – Proposed Retaining

JPA Planning has been engaged by Kellee and Rob Pederson, the landowners of Lot 16 (No. 14) Terry Deschamps Way, Denham (**subject site**), to assist with their application currently lodged over the subject site for the proposed retaining.

JPA Planning provides the following planning justification to address the proposal against the relevant planning framework to assist the Shire of Shark Bay (**Shire**) in its assessment of the development application.

Subject Site

The subject site consists of a 630m² rectangular lot located within the Denham Estate, a residential subdivision being developed by DevelopmentWA in Denham. The site is currently undeveloped and has its frontage to Terry Deschamps Way to the west and is bound by similar sized residential lots to the north, south and east. Terry Deschamps Way and Mitchell Rise form the first stage of the Denham Estate with majority of the properties having already been developed as single dwellings. An aerial image of the subject site is provided at Figure 1 and 2 below and overleaf.



Figure 1 - Aerial cadastral photograph of subject site (Landgate 2025)

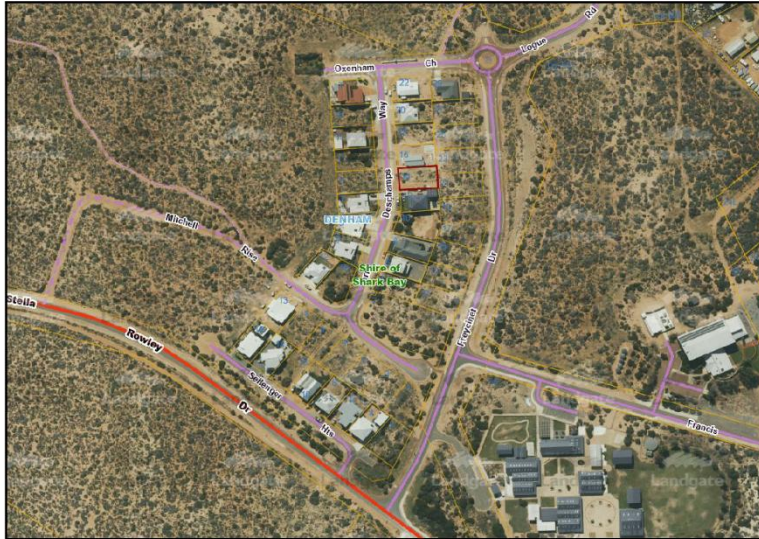


Figure 2 - Aerial cadastral photograph of subject site and immediate locality (Landgate 2025)

Proposed Development

The development application currently submitted with the Shire seeks to construct retaining to three boundaries of the subject site (west, north and east) to retain the ground level to the same height as the property to the south, Lot 15 (No. 12) Terry Deschamps Way, Denham (**Lot 15**) (refer to the development plans enclosed as **Attachment 1**)

The proposed retaining varies in height above natural ground level (**NGL**) from nil to 1.15m along the eastern boundary, to 1.2m along the northern boundary and 2m to 2.2m along the western boundary. The retaining will allow for a new finished ground level (**FGL**) of 17.6m on the subject site (refer to **Figures 3-5** overleaf). With the intention to amalgamate the subject site with Lot 15 after development approval is achieved.

This raising of the FGL will allow for a consistent ground level across both Lot 15 and the subject site for integrated use as one larger property. The subject site once amalgamated is intended to house an outbuilding and outdoor living area.



Planning Framework

Shire of Shark Bay Local Planning Scheme No. 4

Pursuant to the Shire’s Local Planning Scheme No. 4 (LPS4) the subject site is zoned ‘Residential’ with a density coding of ‘R15’ (refer to Figure 6 below).

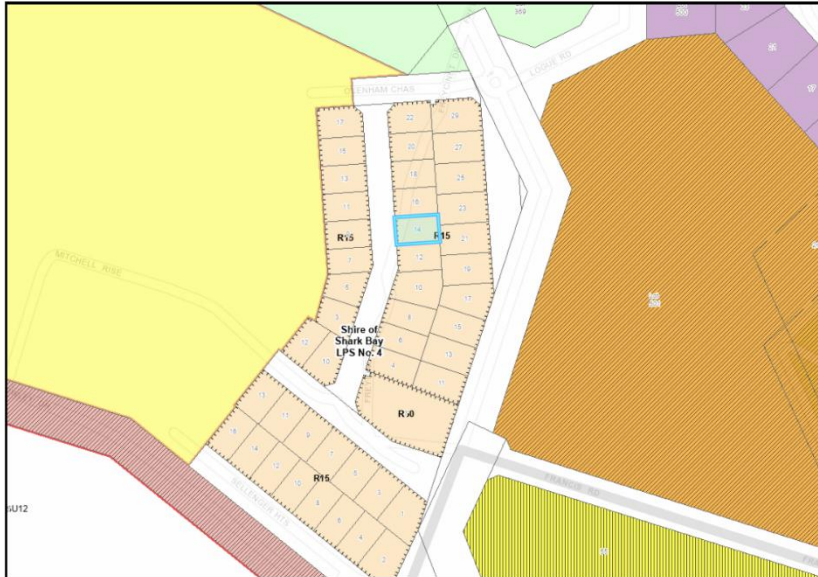


Figure 6 - Shire of Shark Bay LPS4 Zoning (PlanWA 2025)

Clause 16 of LPS4 sets out the following objectives for the ‘Residential’ zone:

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

The proposed retaining addresses the first two objectives by;

- Facilitating residential development that will meet the needs of the landowners by allowing a larger lot that seamlessly connects with Lot 15 and can be used for the purposes of outdoor living and to house an outbuilding; and
- The retaining is designed and will be constructed to the same high standard as the existing retaining at Lot 15, resulting in a seamless design and built form to Terry Deschamps streetscape.



Denham Design Guidelines

The Denham Design Guidelines (**Guidelines**) outlines standard development provisions for the Denham Estate which replace Acceptable Development Standards of the Residential Design Codes where applicable.

The Guidelines are administered by DevelopmentWA and their appointed architect Zuideveld Marchant Hur (**Zmha**). A separate application addressing the Guidelines is required to be lodged with DevelopmentWA and assessed by Zmha. An application for the proposed development is currently under review by Zmha with recent email correspondence included as **Attachment 2**.

Zmha in their email correspondence have acknowledged no further objections to the proposed Finished Floor Level (**FFL**) of 17.6, the retaining for the purposes of outdoor living and storage and the primary street fencing.

Residential Design Codes Volume 1

The table below provides an assessment of the proposed development against the relevant deemed-to-comply provisions of the Residential Design Codes Volume 1 Part B (**R-Codes**).

Deemed-to-comply Provision		Proposed Development & Compliance														
5.3.7 Site Works		Variation Sought.														
C7.1 Retaining walls, fill and excavation between the street boundary and the street setback, not more than 0.5m above or below the natural ground level, except where necessary to provide for pedestrian, universal and/or vehicle access, drainage works or natural light to a dwelling.		The proposed fill between the street boundary and the street setback is approximately 2.2m.														
C7.2 Retaining walls, fill and excavation within the site and behind the street setback to comply with Table 4.		The proposed retaining walls are positioned on the boundary in lieu of the required setbacks under Table 4.														
<table border="1"> <thead> <tr> <th>Height of site works and/or retaining walls</th> <th>Required minimum setback</th> </tr> </thead> <tbody> <tr> <td>0.5m or less</td> <td>0m</td> </tr> <tr> <td>1m</td> <td>1m</td> </tr> <tr> <td>1.5m</td> <td>1.5m</td> </tr> <tr> <td>2m</td> <td>2m</td> </tr> <tr> <td>2.5m</td> <td>2.5m</td> </tr> <tr> <td>3m</td> <td>3m</td> </tr> </tbody> </table>		Height of site works and/or retaining walls	Required minimum setback	0.5m or less	0m	1m	1m	1.5m	1.5m	2m	2m	2.5m	2.5m	3m	3m	The relevant design principles of C15.3.7 have been addressed in the following table.
Height of site works and/or retaining walls	Required minimum setback															
0.5m or less	0m															
1m	1m															
1.5m	1.5m															
2m	2m															
2.5m	2.5m															
3m	3m															
C7.3 Subject to C7.2 above, all excavation or filling behind a street setback line and																



<p>within 1m of a lot boundary, not more than 0.5m above the natural ground level at the lot boundary except where otherwise stated in the scheme, local planning policy, structure plan or local development plan.</p>					
<p>5.4.1 Visual Privacy</p> <p>C1.1 Major openings and outdoor active habitable spaces, which have a floor level of more than 0.5m above natural ground level and overlook any part of any other residential property behind its street setback line are:</p> <p>i. Set back, in direct line of sight within the cone of vision, from the lot boundary, a minimum distance as prescribed in the table below.</p> <table border="1" data-bbox="392 949 770 1167"> <thead> <tr> <th data-bbox="392 949 655 1055">Types of habitable rooms / active habitable spaces</th> <th data-bbox="655 949 770 1055">Setback for area coded R50 or lower</th> </tr> </thead> <tbody> <tr> <td data-bbox="392 1055 655 1167">Outdoor active habitable spaces (with a floor level more than 0.5m above natural ground level)</td> <td data-bbox="655 1055 770 1167">7.5m</td> </tr> </tbody> </table> <p>or;</p> <p>ii. Are provided with permanent screening to restrict views within the code of vision from any major opening or an outdoor active habitable space.</p> <p>C1.2 Screening devices such as obscure glazing, timber screens, external blinds, window hoods and shutters are to be at least 1.6m in height, at least 75 per cent obscure, permanently fixed, made of durable material and restrict view I the direction of overlooking into any adjoining property.</p>	Types of habitable rooms / active habitable spaces	Setback for area coded R50 or lower	Outdoor active habitable spaces (with a floor level more than 0.5m above natural ground level)	7.5m	<p>Compliant.</p> <p>The raised FGL will eventually allow for an outdoor living area in the western half of the subject site. Notwithstanding this, any overlooking to the adjoining northern property (Lot 17) will be obscured by permanent screening in the form of 1.8m high boundary fencing atop the retaining wall. This complies with deemed-to-comply provisions C1.1(ii) and C1.2.</p>
Types of habitable rooms / active habitable spaces	Setback for area coded R50 or lower				
Outdoor active habitable spaces (with a floor level more than 0.5m above natural ground level)	7.5m				



The design principles for Clause 5.3.7 have been addressed in the table below.

Design Principles	Justification
<p>5.3.7 Site Works</p> <p>P7.1 Development that considers and responds to the natural features of the site and requires minimal excavation/fill.</p> <p>P7.2 Where excavation/fill is necessary, all finished levels respecting the natural ground level at the lot boundary of the site and as viewed from the street.</p> <p>P7.3 Retaining walls that result in land which can be effectively used for the benefit of residents and do no detrimentally affect adjoining properties and are designed, engineered and landscaped having due regard to Clause 5.4.1.</p>	<p>P7.1 Streetview of the subject site from March 2024 (refer Figure 7 overleaf) shows the natural features on-site as a gentle slope from essentially the finished level of Lot 15 to the top of the retaining at Lot 17, which when developed cut approximately 0.7m. This is also shown on the rear elevation of the development plans (Attachment 1).</p> <p>The proposed fill will be 1.15 to 1.2m along the northern boundary to allow the subject site to have a seamless FGL with Lot 15, which it is intended to be amalgamated with.</p> <p>It is considered that the proposed development largely does follow the natural features of the site as it existed, it has just been emphasised due to the cutting to a lower FGL undertaken at Lot 17. If this had not occurred the retaining would not appear as large.</p> <p>P7.2 The retaining steps down at the street boundary to 0.95m and 1.1m to allow for a planter box. This is to marry up with the existing retaining at Lot 15 (refer Figure 8 overleaf) as well as reduce the bulk of the wall as perceived from Terry Deschamps Way.</p> <p>The current ground level of the subject site slopes from the centre of the lot down to the street, so the retaining is considered to somewhat mimic this by staggering its height down towards street level.</p> <p>P7.3 The retaining will result in a site that can be effectively used in conjunction with Lot 15 and similarly share the existing vehicle access to Lot 15. The site will house an outbuilding for storage of the landowners vehicles and an outdoor living area in the western half of the site.</p> <p>As detailed above the raised FGL will not result in any overlooking of adjoining properties due to the proposed 1.8m high boundary fencing, which will act as privacy screening.</p>



Figure 7 - Streetview of subject site (Google Street View 2025)



Figure 8 - Streetview of Lot 15 (Google Street View 2025)

It is submitted that the proposed retaining walls and fill do meet the design principles of Clause 5.3.7 of the R-Codes Volume 1 and can be supported. The retaining will allow for much of the natural ground level to be retained, with some fill required to the northern and western portions of the site. The northern retaining appears larger than it should due to the cutting undertaken at Lot 17 to the north. The development will allow for the continuation of the FGL at Lot 15, which it is intended to be amalgamated with post determination.



Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with Schedule 2 (“Deemed Provisions”) of the Planning and Development (Local Planning Schemes) Regulations 2015 (LPS Regulations), the local government is to have due regard to the relevant matters for consideration outlined under Clause 67(2).

The following matters are considered relevant to the development subject of this application and are addressed in the following table.

Clause 67(2) Matter	Justification
(a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;	The relevant provisions under the Shire’s LPS4 have been addressed under this justification. The proposed development is considered to be consistent with the objectives of the ‘Residential’ zone and appropriate for the site and the locality.
(b) The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving;	This report has justified the proposal against the relevant provisions of LPS4, the R-Codes and shown evidence of compliance with the Denham Design Guidelines. The proposed retaining and fill is therefore submitted to be in accordance with the requirements of orderly and proper planning.
(c) Any approved State planning policy;	The proposed retaining and fill has been assessed against R-Codes and where deemed-to-comply provisions have been varied, the relevant design principles have been addressed. The development is not considered to adversely impact the adjoining property or set an undesirable precedent.
(m) The compatibility of the development with its setting, including — (i) the compatibility of the development with the desired future character of its setting; and (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale,	(i) The development is considered compatible with the desired future character of its setting and with developments on adjoining land. (ii) The development will remain as a similar form and scale to the existing retaining on the adjoining property to the south. The development is not considered to adversely impact upon the adjoining property to the east or north or the locality in any way.



Clause 67(2) Matter	Justification
orientation and appearance of the development;	

Conclusion

In summary, the proposed development at Lot 16 (No. 14) Terry Deschamps Way has been carefully considered in relation to the Denham Design Guidelines and relevant statutory planning requirements. Where variations are proposed, they are supported by sound planning rationale, contextual site analysis, and alignment with the broader streetscape character and development precedent along Terry Deschamps Way.

The intended amalgamation with Lot 15 (No. 12) Terry Deschamps Way provides a unique opportunity to deliver a cohesive and integrated development outcome across both lots. This context underpins several of the design responses.

We respectfully request the Shire's favourable consideration of the proposed development and we welcome further engagement to discuss any outstanding matters and to ensure a mutually acceptable path forward.

Yours sincerely,

Josh Arnott
Director



17 DECEMBER 2025

11.2 PROPOSED WAREHOUSE – LOT 11 (97) KNIGHT TERRACE, DENHAM P1019

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Moved: Cr Johns
Seconded: Cr Ridgley

Council Resolution

That Council:

1. Note that:

- (a) There is a contaminated sites memorial on the Certificate of Title for Lot 11, therefore the application has been referred to the Department of Water and Environmental Regulation for comment;
- (b) Department of Water and Environmental Regulation has to be provided with 42 days in which to comment, so advertising closes on the 5 January 2026. Additional time will be afforded to Department of Water and Environmental Regulation if required due to the upcoming Christmas / New Year holiday period.
- (c) Department of Water and Environmental Regulation commented on a similar application in 2022, so it is not anticipated that there will be any issues identified.

2. Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the application for a warehouse on Lot 11 (97) Knight Terrace, Denham.

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith and Stubberfield
AGAINST: Nil
ABSENT: Cr's Bellottie and Cowell

BACKGROUND

• ***Location and Existing Development***

Lot 11 has been developed with a shop being the local IGA. It is on the corner of Knight Terrace and Denham Road.

The lot has an approximate area of 1405m².

A location plan is included below.



Above: Location plan showing Lot 11 in red outline

- **Relevant Council Decision February 2023**

A report on an almost identical application was considered and conditionally approved by Council at the Ordinary Meeting held on the 22 February 2023.

The approval expired on the 28 February 2025 – refer to Attachment 1.

The plans lodged for this new application are identical, with the exception that a walkway connection between the new warehouse and existing IGA building has been included.

COMMENT

- **Description of application**

Plans have been lodged for an 80m² warehouse with a wall height of 3.5 metres and roof height of 4.1 metres.

There is an existing blockwork wall on Lot 11 fronting part of Denham Road. A 2.4 metre high vertical wooden slat screen is proposed in front of the proposed warehouse, with additional landscaping proposed along the Denham Road frontage.

The development plans are included as Attachment 2.

Note: The maximum permissible floor areas and heights for outbuildings that apply under the Residential Design Codes are not applicable to this application, as the lot is zoned Tourism. The Residential Design Codes only apply to land zoned Residential.

- **Land Use Classification and Permissibility**

Lot 11 is zoned 'Tourism' under the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

The owner proposes to use the building for the storage of goods and food to be sold within the IGA building. The applicant has advised that the types of foods and goods to be stored will include paper towels, toilet paper, excess fishing items, nappies, cleaning products, laundry liquid and laundry powder.

The proposed land use is construed as 'warehouse/storage' which is defined in the Scheme as *'means premises including indoor or outdoor facilities used for —*

- (a) *the storage of goods, equipment, plant or materials; or*
- (b) *the display or sale by wholesale of goods'*

'Warehouse/storage' is listed as a 'I' use in the Tourism zone under the Zoning Table in the Scheme, which *'means that the use is permitted if it is **incidental, ancillary or subordinate to the predominate use of the land and it complies with all relevant development standards or requirements of this Scheme**'.*

Note: Most relevant words bolded for assessment/reference in the table below.

- **Incidental Use**

Assessment of whether a use is incidental can be technical and legally complicated, however in this case there is a very clear dominant land use, being the IGA shop, and a direct relationship between the proposed warehouse and existing development.

If the 'I' use class is broken down as per it's meaning in the Scheme, then Town Planning Innovations is of the view that the proposed warehouse can reasonably be considered as incidental:

TERM	OFFICER COMMENT
Predominant Use	The predominant use of Lot 11 is a shop, being the IGA.
Incidental	<p>A judgement needs to be made as to whether the warehouse is 'incidental' to the predominant shop use.</p> <p>The ordinary meaning of 'incidental' has been articulated in a SAT case¹ as <i>'being a use which is consequent on, or naturally attaching, appertaining or relating to....(the predominant use)'</i>. Paraphrasing in bold text.</p>

MINUTES OF THE ORDINARY COUNCIL MEETING

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	<p>The warehouse for the storage of food and goods has a clear and direct relationship to the shop use. The building is proposed for the temporary storage of goods, which will subsequently be transferred to the shop retail area for display and sale.</p> <p>Town Planning Innovations considers that the land use is incidental and will not change the predominant use of Lot 11.</p>
<i>ancillary</i>	<p>A Supreme Court judgement² stated that <i>'There is no single test to determine dominant against ancillary, and that different criteria, themselves not readily susceptible of classification, perhaps relating to appearance or association, perhaps of a planning nature (like traffic or parking), perhaps of a monetarily quantitative nature (like revenue), perhaps of a geographically quantitative nature (like scale) are looked to as appropriate in the circumstances of each case.'</i></p> <p>The warehouse is proposed to be used in conjunction with the existing shop.</p> <p>In terms of revenue, the warehouse is not proposed to be used as a separate land use, or to be leased or operated independently of the IGA shop. The warehouse itself will not generate a separate income and simply allows for a larger number of tinned goods to be stored until they are transferred to the shop for retail sale.</p> <p>In terms of scale, the warehouse will have a proposed floor area of 80m², so is significantly smaller than the existing shop building.</p>
<i>subordinate to the predominate use of the land</i>	<p>The proposed warehouse is secondary and subservient to the predominant shop use on Lot 11.</p>
<i>complies with all relevant development standards or requirements of this Scheme'.</i>	<p>The development complies with the relevant site requirements as detailed under the 'site requirement' heading below.</p>
<p><u>List of references:</u></p> <p>¹ Taylor, G&G Corp Asset Management Pty Ltd and Presiding Member. Metropolitan East Joint Development Assessment Panel (2018) 94 SR (WA) 36</p> <p>² Supreme Court of Victoria (Teague J) held in Northcote Food Wholesalers Pty Ltd v Northcote City Council (1994) 84 LGERA 54</p>	

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- **Site Requirements**

The site requirements for commercial development in the Tourism zone allow for nil setbacks, and 80% site coverage. The combined floor area of the existing IGA building and proposed warehouse equates to approximately 32% site coverage.

The proposed development complies with the relevant site requirements under the Scheme.

- **Parking**

Table 3 in the Scheme requires 1 car parking bay for every 100m² of Gross Floor Area for warehouse uses. One car parking bay is required for the proposed warehouse.

The site plan shows 3 new car parking bays to the rear of the shop in an area that was previously used for loading.

As the warehouse is only proposed for storage, it will not likely attract a large increase in staff or customers to the site. Car parking is not considered an impediment to the proposal.

- **Crossover and internal driveway/ circulation areas**

The Shire of Shark Bay has a Policy with minimum construction standards for crossovers.

There is a partial brick paved crossover servicing Lot 11 from Denham Road, that is integrated with the footpath design.

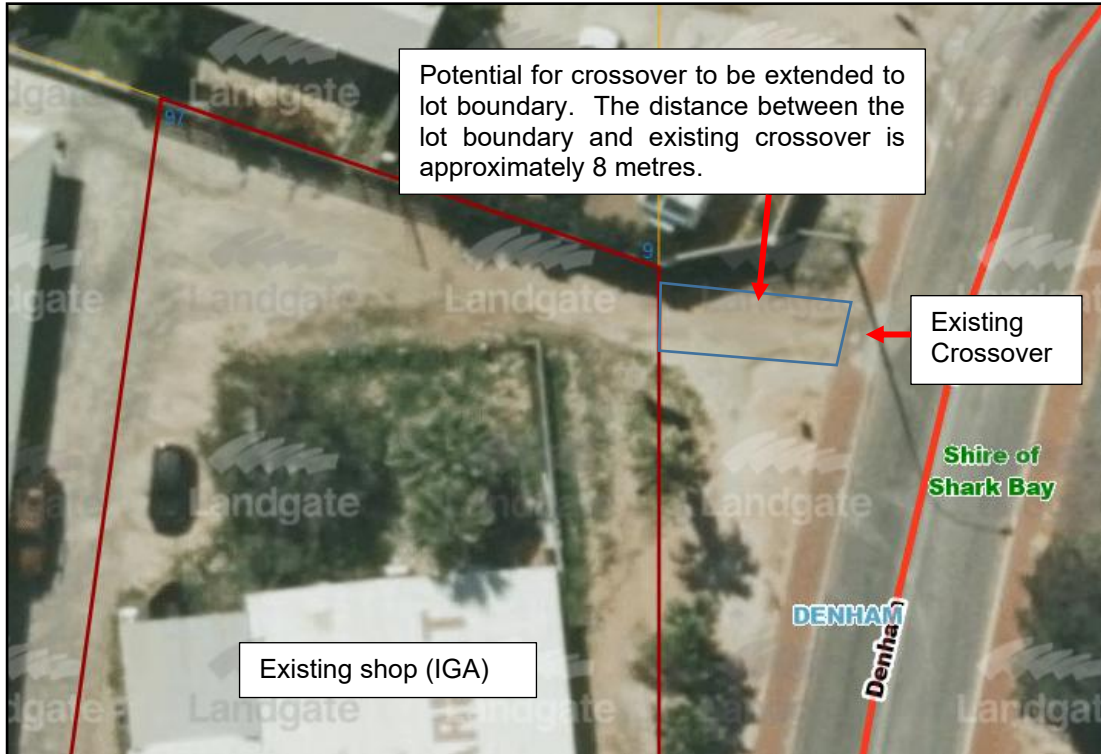
MINUTES OF THE ORDINARY COUNCIL MEETING

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The existing crossover is in good condition, however, does not connect to the front lot boundary or cover the width of the Council verge. If the application is approved by the Chief Executive Officer, Town Planning Innovations recommends a condition be imposed to require an extension of the existing crossover to the Denham Road lot boundary.



The site plan proposes a hardstand concrete loading area adjacent to the proposed warehouse, and car parking bays to the rear, however it appears that these will be accessed by existing bare soil areas on the lot.

It is recommended that hardstand areas be required for all traffic and circulation areas associated with the proposed warehouse (either concrete or asphalt).

The development is proposed on a lot containing commercial development, that has a high visual profile and includes a new building/ loading area necessitating truck access.

If the application is approved by the Chief Executive Officer, Town Planning Innovations recommends a condition be imposed to ensure that existing bare soil areas needed for truck and vehicle access are upgraded to hardstand areas, of a suitable quality for new development in the Denham Town Centre.

- **Land Subject To Inundation**

Although Lot 11 is in an area that is subject to inundation, it is not recommended that any minimum finished floor level of RL 4.2 metres AHD be required, as the development is non habitable, detached from the existing building and incidental in nature.

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LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 -

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

Contaminated Sites Act 2003 - Under Section 58 (6)(b), the local government is not to grant approval under a scheme for any proposed development of the land, without seeking, and taking into account, the advice of the Chief Executive Officer (of Department of Water and Environmental Regulation) as to the suitability of the land for the proposed development.

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

Clause 16 lists the objectives of the Tourism zone. The objectives most relevant to this report are:

- To cater for commercial land uses predominately associated with provision of services to tourists or that are compatible with surrounding tourist uses.
- To protect and wherever possible enhance the special characteristics and amenity of the area that are attractive to tourists.
- To ensure that any development is compatible with short stay and tourist accommodation and do not negatively impact on surrounding properties by virtue of noise, emission, traffic, loading areas or the like.

Clause 32.4.2 outlines design requirements for buildings including that landmark buildings should address both streets for corner lots, and that:

- Buildings should present facades that are attractive and inviting, which harmoniously relate to good quality development in the vicinity, and have regard to climate;
- Building facades should be designed to contribute positively to the existing streetscape and preserve the character of the area which is attractive to tourists.

Clause 32.1 relates to land subject to inundation. There is discretion to approve variations to the minimum finished floor level where development is consistent with State Planning Coastal Policy. State Planning Policy 2.6 has some recognition of infill development. The existing IGA relies on it's coastal location (as an existing lot), the new development is located on the least vulnerable portion of the lot (to the rear), and the development is infill and ancillary. The Shire has undertaken coastal protection works in the foreshore to assist to manage coastal risk.

Clause 32.4.5 states that '*Where areas for the loading and unloading of vehicles carrying goods and commodities to and from the premises are to be provided they shall be constructed and maintained in accordance with a plan approved by the local government thereto.*'

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POLICY IMPLICATIONS

The Shire has an existing crossover policy as outlined in the body of this report.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Any decision on the standards to apply to this development (such as requiring hardstand for truck circulation areas) may set a precedent for other developments proposed in Denham townsite.

Council required all traffic circulation areas for the unmanned service station on Lot 1 Shark Bay Road to be constructed to a high standard.

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

Date of Report

2 December 2025

MINUTES OF THE ORDINARY COUNCIL MEETING

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ATTACHMENT # 1

SHIRE OF SHARK BAY

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



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

Your Ref
Our Ref O-CR-21358/C1019, P1019
Enquiries Liz Bushby

28 February 2023

Brad Atcheson
6 Fletcher Court
DENHAM WA 6537

Email: brad@atcheson.construction

Dear Mr Atcheson,

Development Application - Lot 11 (97) Knight Terrace - Storage Shed

I am pleased to advise that your application for development was considered by Council at its Ordinary Council Meeting held on 22 February 2023 and has been approved. The attached Planning Approval details a number of conditions which must be met in the course of carrying out the development for which the approval has been granted.

The conditions have been imposed by Council under Clause 10.3 (a) of the Shire of Shark Bay Local Planning Scheme No. 4 and relate specifically to the plan attached to the Planning Application. Failure to comply with any condition of development approval constitutes an offence for which prosecution may be instituted under Part 13 of the *Planning and Development Act 2005*.

A footnote on the Planning Approval indicates that you may have a right of appeal in accordance with the provisions of the *Planning and Development Act 2005*, if you are aggrieved by Council's decision. Please note that appeals must be lodged to the State Administrative Tribunal within 28 days.

If you have any further queries in relation to the above matter, please contact Planning Officer, Liz Bushby on 0488 910 869 or Liz@tخطيط.com.au.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Dale Chapman', written over a horizontal line.

Dale Chapman
Chief Executive Officer
CC: M Pardoe - pardoe@westnet.com

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

O-CR-21358 / C1019, P1019
Liz Bushby

**NOTICE OF DETERMINATION ON APPLICATION FOR
PLANNING APPROVAL**

Planning and Development Act 2005
Shire of Shark Bay
Determination on Application for Planning Approval

Location: Denham	
Lot: 11	Plan/Diagram: 35198
Volume No: 1605	Folio No: 58
Application Date: 27 November 2022	Received on: 29 November 2022
Description of proposed development: Storage Shed	
The application for planning approval is:	
✓	Granted subject to the following conditions: Refused application:
<p>Conditions:</p> <ol style="list-style-type: none"> 1. The attached revised plans for the proposed building lodged with this application on the 2 February 2022 shall form part of this planning approval. The warehouse building shall be generally in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer. 2. One new car parking bay is to be provided and maintained to a trafficable standard on site to the satisfaction of the Shire's Chief Executive Officer. Car parking shall be provided in accordance with a revised site plan approved under Condition 3. 3. Prior to the issue of a Building Permit, the applicant shall lodge a revised site plan for separate written approval of the Chief Executive Officer that includes additional concrete and / or asphalt hardstand areas capable of accommodating: <ol style="list-style-type: none"> a. Truck movements, truck circulation and truck turnaround areas to service the warehouse and concrete loading area; b. Access to one car parking bay to service the proposed warehouse; to the satisfaction of the Chief Executive Officer. 4. All concrete and / or asphalt hardstand areas shall be constructed prior to the commencement of use of the proposed warehouse and / or within 12 months of the issue of this development approval, whichever is the lesser, to the satisfaction of the Chief Executive Officer, and in accordance with the revised site plan approved under Condition 3. 5. The owner to construct a new crossover (in the Council verge) that connects the existing brick paved crossover adjacent to Denham Road to the boundary of Lot 11 within 12 months from the date of this planning consent or an alternative time period approved separately by the Shire Chief Executive Officer in writing. The crossover 	

shall be constructed out of:

- a. A 150 mm compacted and water bound road base driveway, sealed with two coat of bitumen and topped with an approved aggregate; or
- b. A minimum of 100 mm reinforced concrete over a compacted sub-base.

6. Prior to the issue of a Building Permit, a detailed professional landscaping and reticulation/ watering plan shall be prepared and submitted to the Shire for separate written approval by the Chief Executive Officer.


The plans shall show by numerical code, the vegetation species, quantity and pot sizes of all plants to be planted in front of the proposed warehouse along the Denham Road frontage and shall include:

- a. Species capable of partially screening the proposed warehouse building as viewed from Denham Road; and
- b. A combination of trees and shrubs.

7. All landscaping approved in accordance with Condition 6 shall be maintained to allow growth of all trees and shrubs to their mature dimensions to the satisfaction of the Chief Executive Officer.
8. Prior to commencement of use of the warehouse building, the owner shall erect a 2.4 metre vertical timber slat screen capable of partially screening the warehouse from Denham Road. The screen shall be in accordance with the attached revised site plan and elevations lodged on the 2 February 2022 unless otherwise approved in writing by the Chief Executive Officer.
9. The owner shall regularly maintain a 2.4 metre vertical screen as approved under Condition 8 to the satisfaction of the Chief Executive Officer to keep it in good condition and to a high visual standard.
10. The owner shall replace the 2.4 metre vertical screen if directed in writing by the Chief Executive Officer in the event that it is not maintained in accordance with Condition 9 to the satisfaction of the Chief Executive Officer, or it significantly deteriorates physically or visually.
11. Prior to issue of a Building Permit, the owner/applicant shall lodge detailed information that demonstrates that the building will be adequately sealed and have temperature control for the storage of food to the satisfaction of the Chief Executive Officer.
12. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer.
13. The building is only approved as a non-habitable warehouse and shall only be used for the storage of goods directly associated with the existing shop building on Lot 11. The warehouse building is not approved to be used for the display of goods for direct sale and access by general members of the public.

MINUTES OF THE ORDINARY COUNCIL MEETING

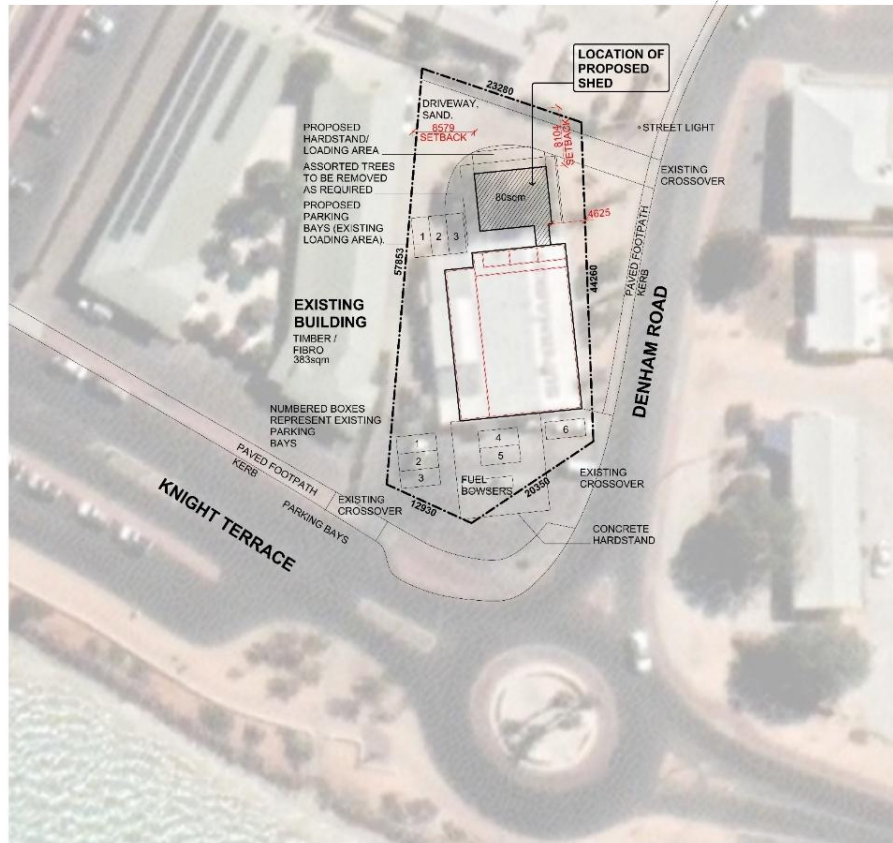
17 DECEMBER 2025

<p>14. All loading and unloading shall occur on site within the boundaries of Lot 11 at all times.</p> <p>15. Provision is to be made for all trucks and delivery vehicles to enter and egress Lot 11 in forward gear at all times.</p> <p>16. If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.</p>	
<p>Footnotes/ Advice to the applicant:</p> <p>i. Separate building approval is required prior to construction. There are several conditions that need to be met prior to the issue of a permit.</p> <p>ii. The Shire notes that 3 new car parking bays were shown on the revised plan lodged on the 2 February 2023. Whilst it is open to the owner to provide additional car parking bays on site for staff use to the rear of the warehouse, please be advised that the Shires Local Planning Scheme No 4 only requires provision of one new car bay to service the warehouse.</p> <p>iii. In regards to Condition 11, it is noted that the applicant has liaised with the Shires Environmental Health Officer and is aware that the building needs to meet the requirements of 'Division 2 – Design and construction of food premises' in accordance with the Australian New Zealand Food Standards Code.</p> <p>The Shires Environmental Health Officer has advised that all tinned food proposed to be stored in the warehouse needs to be protected from contaminants, be kept in a clean condition, and be provided with temperature control.</p> <p>Please note that the construction details of the warehouse lodged as part of a separate building permit application need to demonstrate compliance with relevant health requirements.</p>	
<p>Note 1:</p>	<p>If an applicant is aggrieved by this determination there is a right of review under Part 14 of the Planning and Development Act 2005. An application for review must be lodged within 28 days of the determination.</p>
<p>Signed:</p>	 <p>Dale Chapman Chief Executive Officer</p>
<p>Dated:</p>	<p>28 February 2023</p>
<p>For and on behalf of the Shire of Shark Bay</p>	

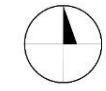
MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

ATTACHMENT # 2




97 KNIGHT TERRACE, DENHAM.
 LOT 11 on diagram No 35198,
 Vol 3, Folio 368A
 Area - 1403sqm.
 Zoning - Commercial. L.P.S No 4.
 SHIRE OF SHARK BAY



NORTH

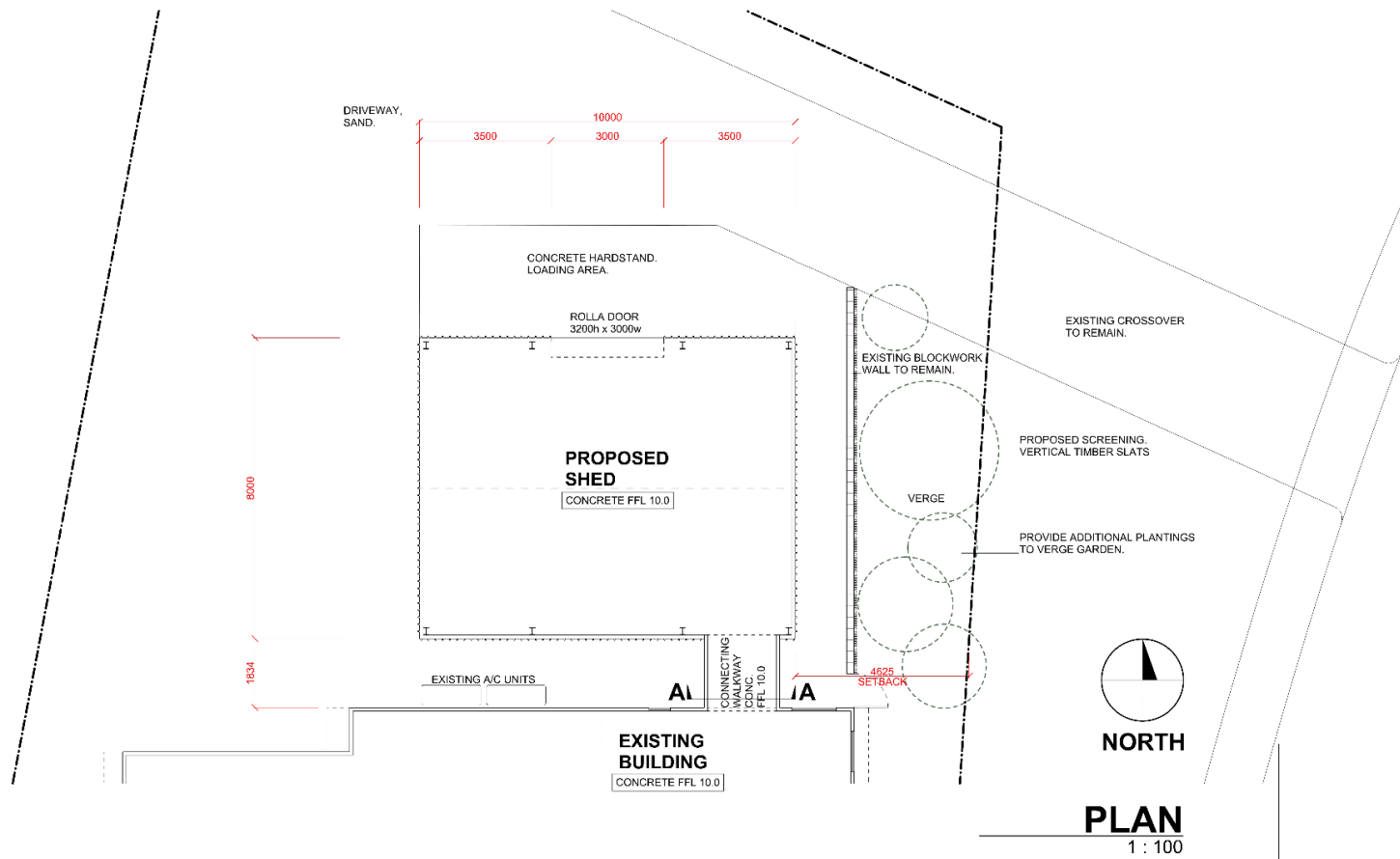
SITE PLAN


1 : 500

 WILD DESIGN OFFICE nick@wilddesignoffice.com 0400 178 753 13 Agnes Street Beaconsfield	PROJECT TITLE-	LOCATION-	PROJECT DESCRIPTION-	ISSUED FOR-	DRAWING TITLE-	NO.	REVISION	DATE	DRAWING NO- A01 USE PROPOSED DIMENSIONS AT ALL TIMES. DO NOT SCALE OFF DRAWINGS. ALL DIMENSIONS AND LEVELS TO BE CHECKED BY CONTRACTOR PRIOR TO COMMENCING. IF DISCREPANCIES ARE FOUND, NOTIFY DESIGN OFFICE PRIOR TO COMMENCING. THIS DESIGN REMAINS THE COPYRIGHT OF WILD DESIGN AND CANNOT BE COPIED WITHOUT PERMISSION.
	IGA SHED	97 KNIGHT TERRACE DENHAM	LOT 11 PROPOSED SHED	CERTIFICATION	SITE	A		26.10.25	

MINUTES OF THE ORDINARY COUNCIL MEETING

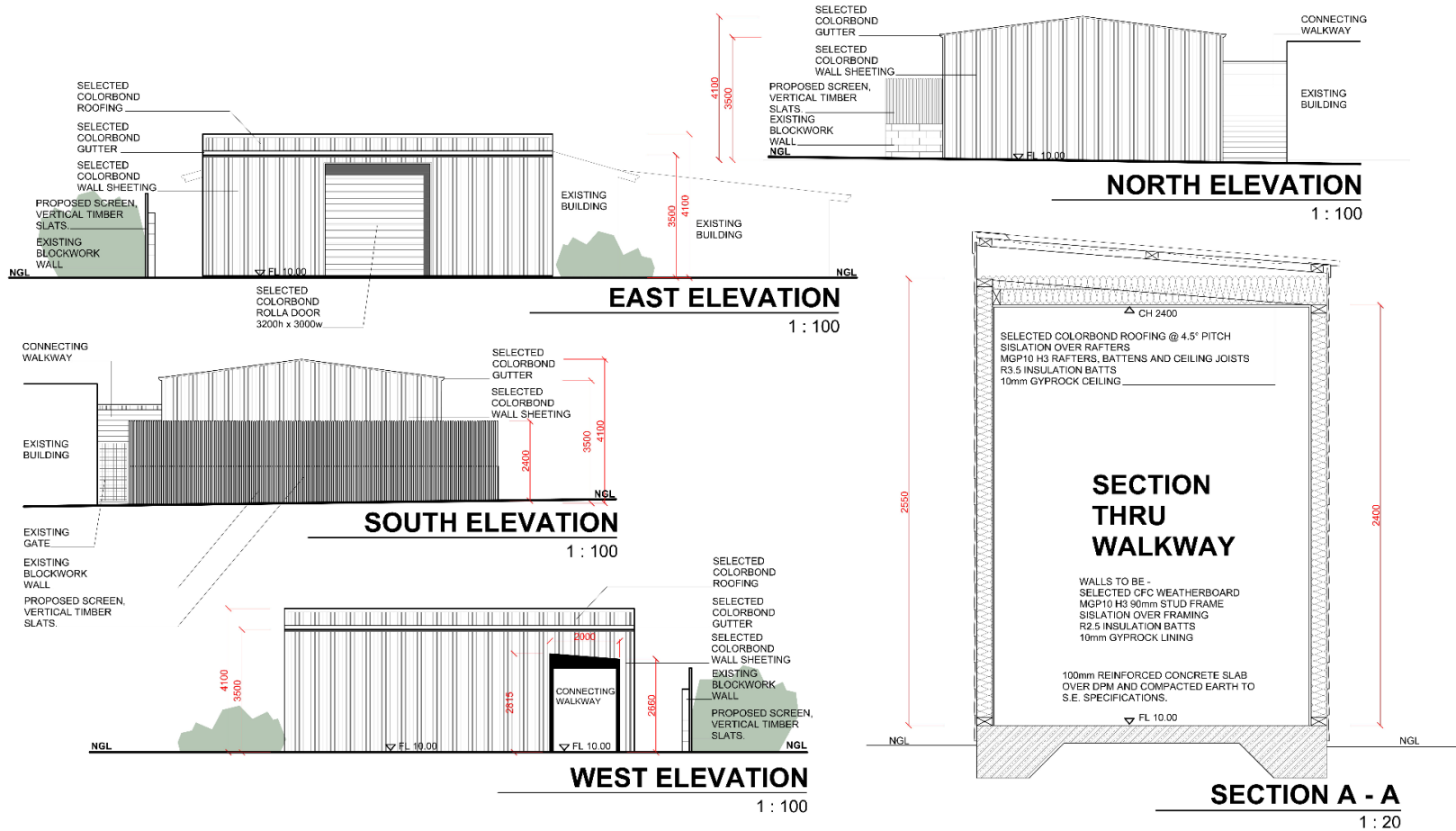
17 DECEMBER 2025



 WILD DESIGN OFFICE nick@wilddesignoffice.com 0400 178 753 13 Agnes Street Beaconsfield	PROJECT TITLE-	LOCATION-	PROJECT DESCRIPTION-	ISSUED FOR-	DRAWING TITLE-	NO.	REVISION	DATE	DRAWING NO-	USE FIGURED DIMENSIONS AT ALL TIMES. DO NOT SCALE OFF DRAWINGS. ALL DIMENSIONS AND LEVELS TO BE CHECKED BY CONTRACTOR PRIOR TO COMMENCEMENT. IF DISCREPANCIES ARE FOUND, NOTIFY DESIGN OFFICE PRIOR TO COMMENCEMENT. THIS DESIGN REMAINS THE COPYRIGHT OF WILD DESIGN AND CANNOT BE COPIED WITHOUT PERMISSION.
	IGA SHED	LOT 11 97 KNIGHT TERRACE DENHAM	PROPOSED SHED	CERTIFICATION	PLAN	A		26.10.25	A02	

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025



WD
WILD DESIGN OFFICE
nick@wilddesignoffice.com
0400 178 753
13 Agnes Street
Beaconsfield

PROJECT TITLE-	LOCATION-	PROJECT DESCRIPTION-	ISSUED FOR-	DRAWING TITLE-
IGA SHED	LOT 11 97 KNIGHT TERRACE DENHAM	PROPOSED SHED	CERTIFICATION	ELEVATIONS/ SECTION

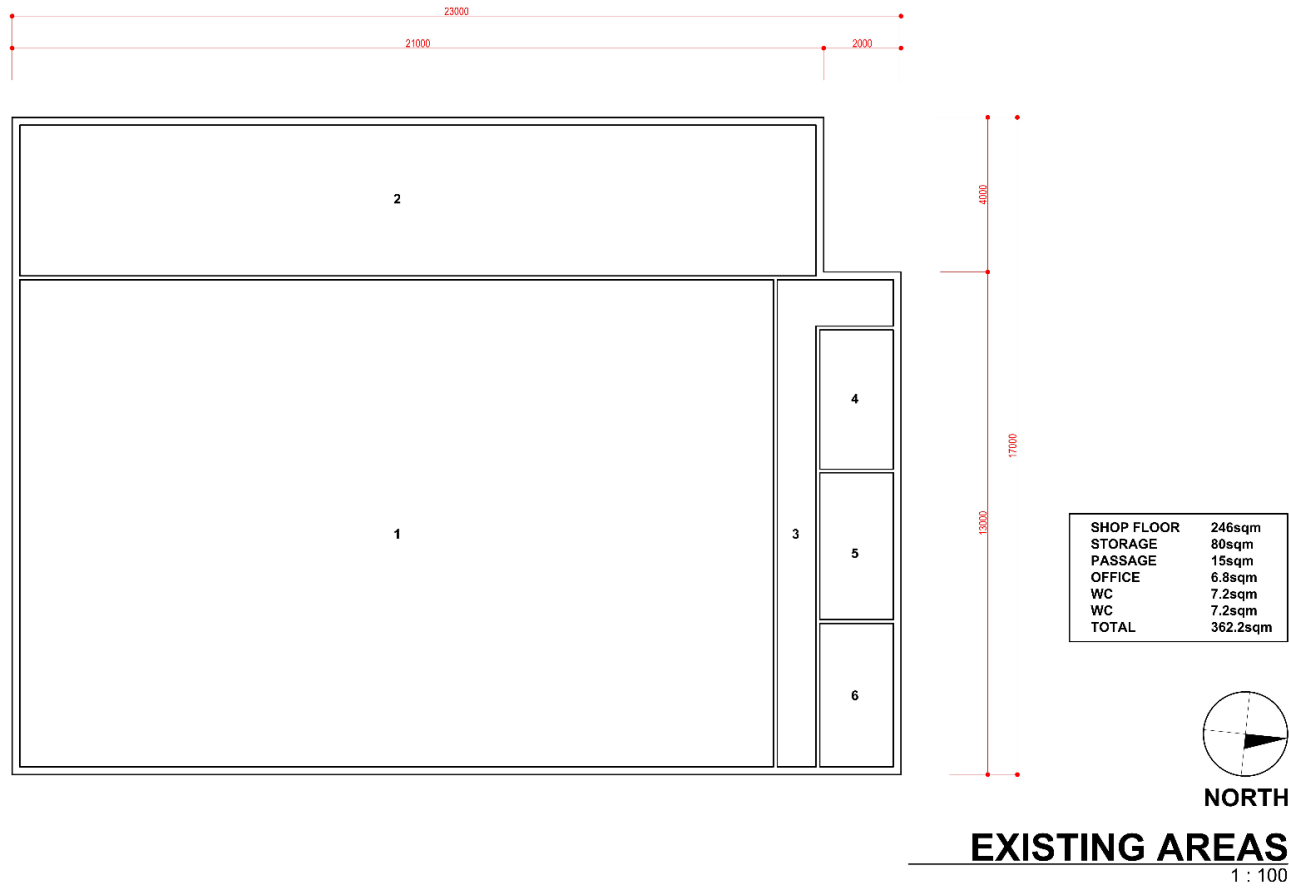
NO.	REVISION	DATE
A		26.10.25


DRAWING NO-
A03

USE FIGURED DIMENSIONS AT ALL TIMES. DO NOT SCALE OFF DRAWINGS. ALL DIMENSIONS AND LEVELS TO BE CHECKED BY CONTRACTOR PRIOR TO COMMENCING. IF DISCREPANCIES ARE FOUND, NOTIFY DESIGN OFFICE PRIOR TO COMMENCING. THIS DESIGN REMAINS THE COPYRIGHT OF WILD DESIGN AND CANNOT BE COPIED WITHOUT PERMISSION.

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025



 WILD DESIGN OFFICE nick@wilddesignoffice.com 0400 178 753 13 Agnes Street Beaconsfield	PROJECT TITLE-	LOCATION-	PROJECT DESCRIPTION-	ISSUED FOR-	DRAWING TITLE-	NO.	REVISION	DATE	DRAWING NO-	USE FIGURED DIMENSIONS AT ALL TIMES. DO NOT SCALE OFF DRAWINGS. ALL DIMENSIONS AND LEVELS TO BE CHECKED BY CONTRACTOR PRIOR TO COMMENCING. IF DISCREPANCIES ARE FOUND, NOTIFY DESIGN OFFICE PRIOR TO COMMENCING. THIS DESIGN REMAINS THE COPYRIGHT OF WILD DESIGN AND CANNOT BE COPIED WITHOUT PERMISSION.
	IGA SHED	97 KNIGHT TERRACE DENHAM	LOT 11 PROPOSED SHED	CCERTIFICATION	EXISTING AREAS	A		26.10.25	A04	

17 DECEMBER 2025

11.3 PROPOSED SWIMMING POOL AND ASSOCIATED DEVELOPMENT IN EXISTING CARAVAN PARK – LOT 100 (1) STELLA ROWLEY DRIVE, DENHAM P4404

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Moved: Cr Ridgley

Seconded: Cr Fenny

Council Resolution

That Council:

A. Approve the Development Application for a swimming pool and associated development on Lot 100 (1) Stella Rowley Drive, Denham subject to the following conditions and footnotes:

- 1. The plans lodged with the application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.**
- 2. Lodgement of a detailed landscaping plan prepared to a professional standard and submitted to the Shire for separate written approval by the Chief Executive Officer.**

The plan shall show by numerical code, the vegetation species, quantity and pot sizes of all plant types to be planted and shall include:

- Some advanced trees along the boundary fronting Stella Rowley Road;**
- A combination of shrubs and ground covers.**

The plans shall be submitted within 6 months of this approval unless otherwise agreed to in writing by the Chief Executive Officer.

- 3. Landscaping and plants shall be installed in accordance with the landscaping plan approved by the Chief Executive Officer (under Condition 2), within 12 months of the issue of a Building Permit or alternative time period agreed to in writing by the Chief Executive Officer.**

The landscaping shall be maintained and the plants shall be nurtured and maintained until they reach their mature dimensions and shall thereafter be maintained at those mature

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dimensions unless the Chief Executive Officer approves otherwise in writing.

4. 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.
5. If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

Footnotes:

- (a) This is only a planning consent. A separate Building Permit is required for all works.

Prior to any Building Permit being issued for a pool, two separate approvals need to be obtained including:

- A Trade Waste Permit from the Water Corporation. Refer Trade Waste License - [Trade Waste License - Water Corporation](#)
 - Department of Health WA approval for the 'Construction and operation of an aquatic facility/water body'. You may need to provide water test results prior to the pool being open to the public for use.
- (b) The owners are advised to lodge a revised site plan showing the new facilities with their annual application for a separate Caravan Park and Camping Ground Licence in accordance with the Caravan Parks and Camping Grounds Act 1995.
 - (c) No waste water associated with the pool or any stormwater shall be disposed of or encroach into adjacent Lot 500, Reserve 39569 which is under management of the Shire.
 - (c) This is not an approval for any food or coffee van. The last exemption from planning approval for a coffee van (as temporary works) expired in 2023. All food vans require a separate health approval as a food premises with the Shire.

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith and Stubberfield
AGAINST: Nil
ABSENT: Cr's Bellottie and Cowell

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BACKGROUND

- ***History of Site and Past Planning Approvals***

The Denham Seaside Caravan Park originally operated on Lot 309 and 310 Stella Rowley Drive Denham.

Planning approval for 20 overflow sites on Lot 309 Stella Rowley Drive Denham was approved by Council at the Ordinary Meeting held on the 30 June 2010.

An application for expansion of the caravan park by approximately 50 sites was approved on the 9 September 2019. A Bushfire Management Plan was approved as part of the 2019 application, and included a requirement for the owner to maintain the verge to a low fuel standard.

Lot 309 and 310 were amalgamated and are now known as Lot 100 (1) Stella Rowley Drive, Denham. Planning approval for a desalination plant for water supply on Lot 100 was issued in November 2020.

On the 14 March 2024, approval was granted for the relocation of 10 chalets on the lot, and construction of 8 new chalets.

In September 2024, approval was granted for 3 new powered sites, 10 new unpowered sites, 5 new sites, 3 relocated powered sites and a new fish cleaning station within the boundaries of Lot 100. No encroachments into adjacent Lot 347 (20) Knight Terrace, Denham, known as Reserve 39569, were supported.

In February 2025, four self-contained chalets were approved to replace five existing campsites.

- ***Exemption from Planning Approval for Coffee Van (2023)***

Any food van that operates in a 'public place' requires a Permit under the Shire of Shark Bay Local Laws for 'Activities in thoroughfares and public places and trading'.

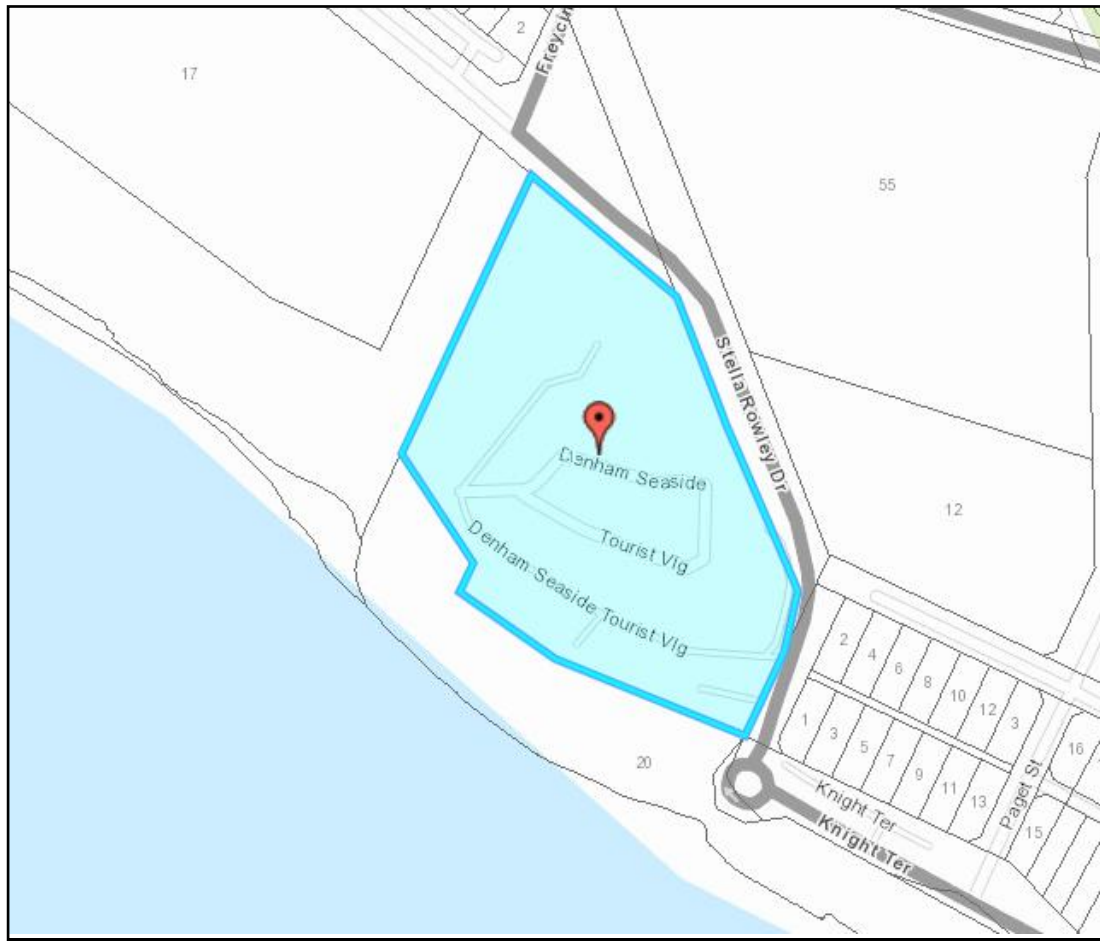
A Confidential Report on a proposal for a coffee van to operate within the caravan park on Lot 100 was considered by Council at the Ordinary Meeting held on the 30 March 2022.

The Shire issued a temporary exemption (from the need to obtain planning approval) for a coffee van to operate on Lot 100 for not more than 12 months, until the 31 January 2023.

- ***Location***

A location plan is included overpage for ease of reference.

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Above: Location Plan

COMMENT

• *Description of Application*

Tasman Holiday Parks purchased Lot 100 in 2022 and have been upgrading the existing accommodation and tourism facilities over time.

The development seeks to improve facilities available to guests and proposes:

- A new pool with glass safety fencing and surrounding deck;
- A new pool pump room, first aid room and toilet;
- Astroturf area with overhead shade sails, and nominated food van location;
- New landscaping areas.

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There is an approved Bushfire Management Plan and Bushfire Emergency Plan for the existing caravan park, that was prepared for the subject site as part of a previous development application.

Bushfire is not considered an impediment to this proposal as all buildings are non-habitable and ancillary to the existing caravan park.

- *Coastal Issues*

The natural ground levels surrounding the proposed development are not less than 5.7 metres Australian Height Datum (AHD) so all new structures will have a finished floor level in excess of the requirements of the Shire of Shark Bay Local Planning Scheme No 4 for 'land subject to inundation'.

The location of the proposed development is considered acceptable given they will not be subject to any immediate coastal erosion based on modelling of the Denham Townsite Coastal Hazard Risk Management and Adaptation Plan.

The Coastal Hazard Risk Management and Adaptation Plan indicates that the location of the proposed development is likely to be subject to coastal erosion between 2050 and 2118. The risk of erosion is considered acceptable as only non-habitable ancillary development is proposed.

Although the Coastal Hazard Risk Management and Adaptation Plan hasn't been adopted by Council it is a useful reference.

- *Waste Water disposal*

The applicant has advised that they propose to dispose of waste water (for the pool) through the existing sewer. Town Planning Innovations has advised the applicant in writing that separate approval is required from the Water Corporation.

- *Public Health*

Although not a planning matter, pools for caravan parks are treated similar to any public pool and require approval from the Department of Health WA. Town Planning Innovations has advised the applicant in writing that separate approval is required from the Department of Health WA.

Town Planning Innovations has recommended appropriate footnotes to refer to other approvals required.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 -

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

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Shire of Shark Bay Local Planning Scheme No 4 –

Lot 100 Stella Rowley Drive is zoned ‘Special Use’ (No 1) under the Shire of Shark Bay Local Planning Scheme No 4 (‘the Scheme’).

A caravan park is a ‘D’ use in the applicable Special Use zone which ‘*means that the use is not permitted unless the local government has exercised its discretion by granting development approval*’. In other words, Council has discretion to consider the proposed development as part of a caravan park under the Scheme.

The proposed development is not a separate land use but will form part of the existing caravan park.

Under Clause 32.1(b) ‘*the local government shall require any new development within an area as being vulnerable to coastal storm surge inundation to comply with a minimum finished floor level not less than RL 4.2 metres AHD.*’

POLICY IMPLICATIONS

There are no policy implication relative to this report.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

Date of Report

9 December 2025

ATTACHMENT # 1

TASMAN DENHAM SEASIDE

TASMAN HOLIDAY PARKS

STELLA ROWLEY DRIVE, DENHAM WA



DRAWING LIST

SHEET NUMBER	SHEET NAME	REV	REV DATE
A00-01	COVER SHEET	G	31/10/25
A01-01	PERSPECTIVES	C	31/10/25
A05-03	SITE PLAN PHASE 1	D	31/10/25
A05-15	PHASE 1 PLAN	H	31/10/25
A05-16	PHASE 1 DEMOLITION PLAN	D	31/10/25
A05-17	PHASE 1 SITE SECTION	D	31/10/25
Grand total: 6			



TOOWOOMBA SUNSHINE COAST
 P. (07) 46 329 962 WWW.ASPECTAPM.NET
 A.B.N 96071786948 BOAQ 4487

NOT FOR CONSTRUCTION

DA ISSUE

Project Number	Sheet Name	Stage	Sheet Number	Rev
240306	COVER SHEET	PD	A00-01	G

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025



ARTISTS IMPRESSIONS ONLY
WORKS IN PROGRESS.

NOT FOR CONSTRUCTION
DA ISSUE

No	Date	Amendment
A	23/10/24	PRELIM
B	25/10/24	PRELIM
C	31/10/25	REVISED DA

GENERAL NOTE:
THIS PLAN WAS PREPARED IN ACCORDANCE WITH ALL RELEVANT REGULATORY REQUIREMENTS. NO REPRESENTATIONS OR WARRANTIES ARE MADE BY ASPECT IN RELATION TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION PROVIDED IN THIS DOCUMENT. CONTRACTORS ARE TO VERIFY ALL DIMENSIONS & SITE DETAILS ON THE GROUND BEFORE COMMENCING WORK. THESE DIMENSIONS ARE PROTECTED BY THE LAWS OF COPYRIGHT AND MAY NOT BE COPIED OR REPRODUCED WITHOUT THE WRITTEN PERMISSION OF ASPECT.

NOTE:
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P. (07) 48 320 962
www.aspect.com.au
A.B.N 96071796948
BOAG 4487

TASMAN HOLIDAY PARKS
TASMAN DENHAM SEASIDE
STELLA ROWLEY DRIVE, DENHAM WA

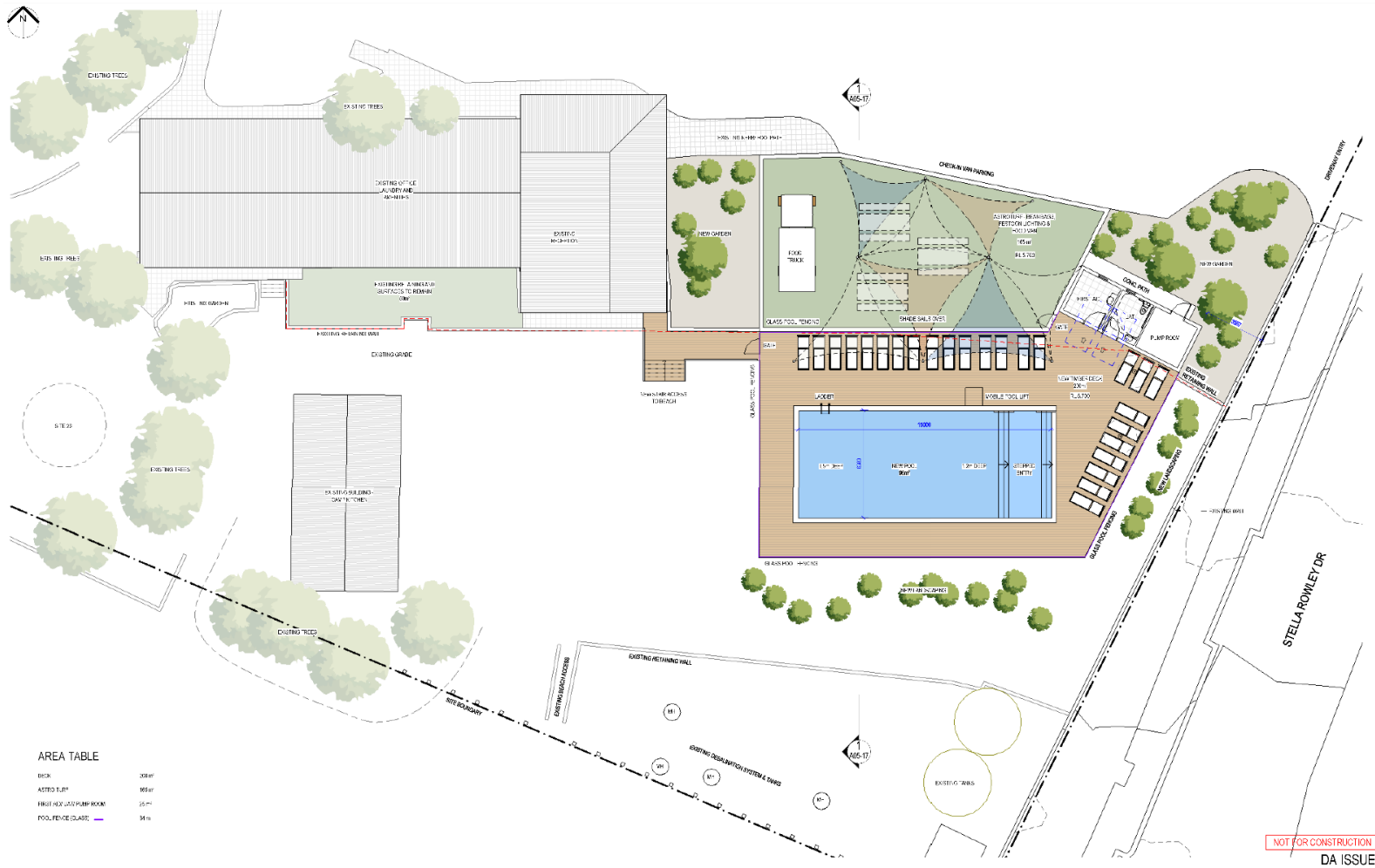
Designer	ZT
Drawn by	ZT
Checked by	CD
Project Number	240206

Sheet Name PERSPECTIVES		
stage	Sheet number	Revision
PD	A01-01	C
Client Signature	Plot Date 31/10/25	
View Scale		NTS A1

REVISED 31/10/2025

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025



AREA TABLE

BACK	30m ²
ASTRO TURF	150m ²
HIGH RISE LAUNDRY ROOM	35m ²
POOL FENCE GLASS	34m

NOT FOR CONSTRUCTION
DA ISSUE

No	Date	Amendment
B	29/10/24	PRELIM
C	29/10/24	PRELIM
D	29/07/25	PHASE 1 CONCEPT
E	21/06/25	STAGE REV
F	17/10/25	DA REDESIGN
G	24/10/25	REVISED DA
H	31/10/25	REVISED DA

GENERAL NOTES
 1) SITE PLAN TO BE PREPARED IN ACCORDANCE WITH ALL RELEVANT REGULATIONS AND APPROVED PLANS AND SPECIFICATIONS.
 2) THE DESIGNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL COUNCIL AND RELEVANT AGENCIES.
 3) THE DESIGNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL COUNCIL AND RELEVANT AGENCIES.
 4) THE DESIGNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL COUNCIL AND RELEVANT AGENCIES.

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ASPECT
 SUNSHINE COAST
 P. 07 49 329 982
 www.aspect.com.au
 A.B.N. 62 071 756946
 BOARD 4487

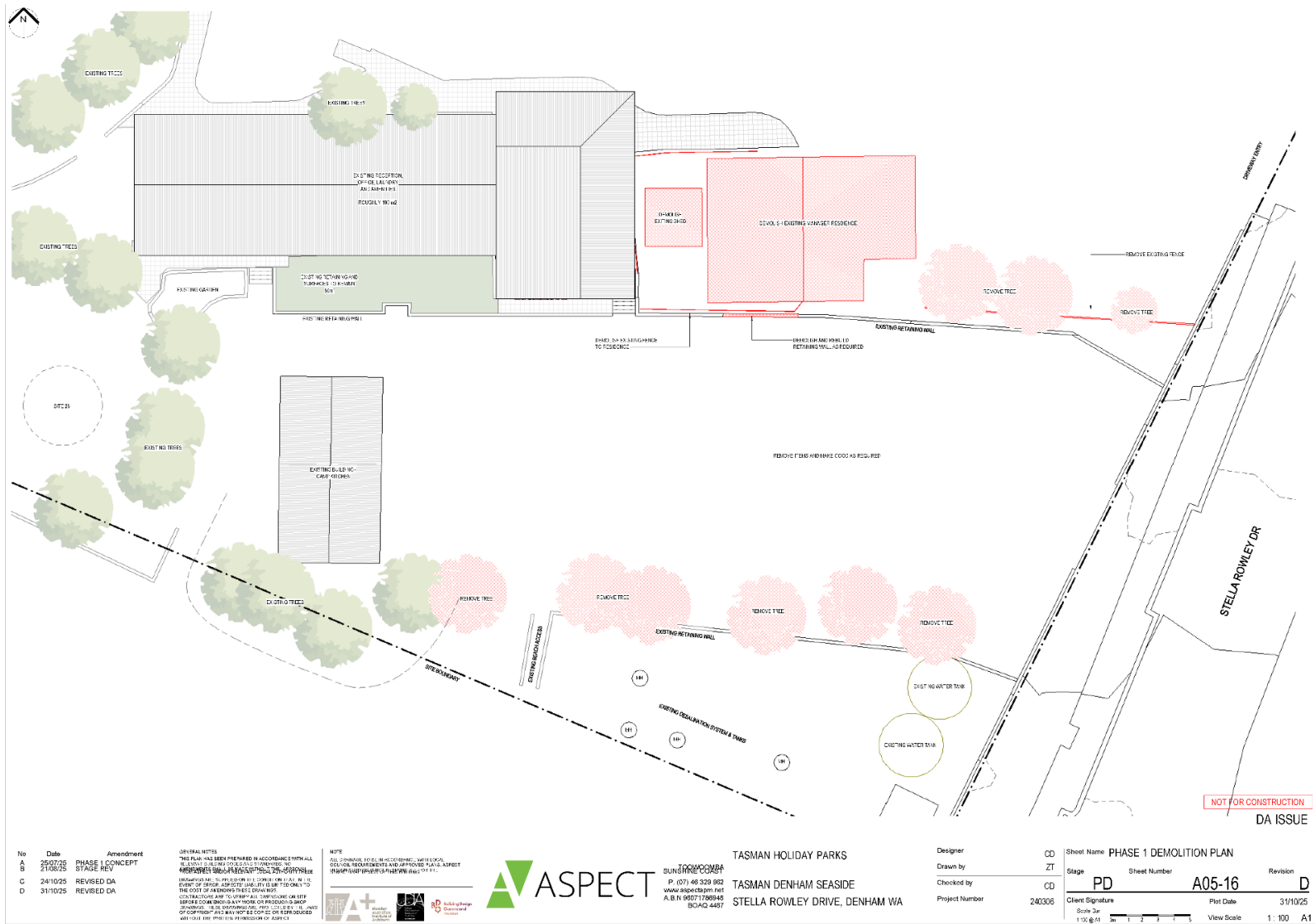
TASMAN HOLIDAY PARKS
 TASMAN DENHAM SEASIDE
 STELLA ROWLEY DRIVE, DENHAM WA

Designer	CD
Drawn by	ZI
Checked by	CD
Project Number	240306

Sheet Name	PHASE 1 PLAN
Stage	PD
Sheet Number	A05-15
Revision	H
Client Signature	
Plot Date	31/10/25
View Scale	1:100 A1

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025



No	Date	Amendment
A	28/07/25	PHASE 1 CONCEPT STAGE REV
B	21/08/25	STAGE REV
C	24/10/25	REVISED DA
D	31/10/25	REVISED DA

GENERAL NOTES
 THIS PLAN HAS BEEN PREPARED IN ACCORDANCE WITH ALL RELEVANT LEGISLATION, LOCAL GOVERNMENT REGULATIONS AND APPROVED PLANS AS APPLICABLE.
 CONTRACTOR TO VERIFY ALL DIMENSIONS AND LOCATIONS OF ALL UTILITIES AND SERVICES PRIOR TO CONSTRUCTION.
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NOTE
 ALL DIMENSIONS TO BE ACCORDING TO THE LOCAL GOVERNMENT REGULATIONS AND APPROVED PLANS AS APPLICABLE.
 CONTRACTOR TO VERIFY ALL DIMENSIONS AND LOCATIONS OF ALL UTILITIES AND SERVICES PRIOR TO CONSTRUCTION.
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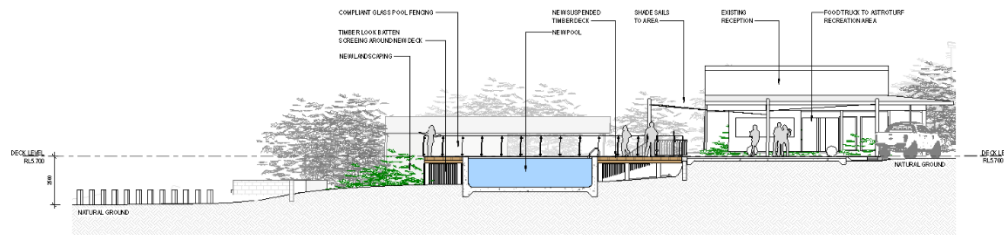
TASMAN HOLIDAY PARKS
 TASMAN DENHAM SEASIDE
 STELLA ROWLEY DRIVE, DENHAM WA

Designer
 Drawn by
 Checked by
 Project Number

CD	Sheet Name	PHASE 1 DEMOLITION PLAN
ZT	Stage	PD
CD	Sheet Number	A05-16
CD	Revision	D
240306	Client Signature	Plot Date 31/10/25
	Scale 1:50 @ A1	View Scale 1:100 A1

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025



1 PHASE 1 SITE SECTION
1:100

NOT FOR CONSTRUCTION
DA ISSUE

No	Date	Amendment
A	24/06/25	PHASE 1 CONCEPT
B	27/06/25	PHASE 1 REV
C	24/10/25	REVISED DA
D	31/10/25	REVISED DA

GENERAL NOTE:
THIS PLAN HAS BEEN PREPARED IN ACCORDANCE WITH ALL RELEVANT BUILDING CODES AND STANDARDS. NO PRECEDENCE SHALL BE GIVEN TO ANY REVISED DRAWINGS SUPPLIED ON THE CD WITHIN THAT, IN THE EVENT OF CONFLICT, THE LATEST DATE SHALL TAKE PRECEDENCE. THIS DRAWING IS A PRELIMINARY DESIGN SHEET. CONTRACTORS ARE TO VERIFY ALL DIMENSIONS AND SITE CONDITIONS. THESE DIMENSIONS ARE PROTECTED BY THE LAW OF COPYRIGHT AND MAY NOT BE COPIED OR REPRODUCED WITHOUT THE WRITTEN PERMISSION OF ASPECT.

NOTE:
ALL DRAWINGS TO BE IN ACCORDANCE WITH LOCAL COUNCIL REQUIREMENTS AND APPROVED PLANS. ASPECT SHALL BE RESPONSIBLE FOR THE PREPARATION OF THE DRAWINGS.



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TASMAN HOLIDAY PARKS
TASMAN DENHAM SEASIDE
STELLA ROWLEY DRIVE, DENHAM WA

Designer	CD
Drawn by	ZT
Checked by	CD
Project Number	240306

Stage	Sheet Number	Revision
PD	A05-17	D

Client Signature: _____ Plot Date: 31/10/25
Scale Bar: 1:100 @ A1 | View Scale: 1:100 A1

17 DECEMBER 2025

11.4 PROPOSED PASTORAL PERMIT – TAMALA STATION - LOT 365 USELESS LOOP ROAD P2014

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Moved: Cr Smith

Seconded: Cr Fenny

Council Resolution

That Council suspend Standing Orders, clause 9.5 Limitation on number speeches to be suspended at 1.32 pm for open discussion on the Proposed Pastoral Permit Item 11.4.

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith, and Stubberfield

AGAINST:

ABSENT: Cr's Bellottie and Cowell

Moved: Cr Smith

Seconded: Cr Fenny

Council Resolution

That Council reinstate Standing Orders at 1.51pm.

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith, and Stubberfield

AGAINST:

ABSENT: Cr's Bellottie and Cowell

Moved: Cr Fenny

Seconded: Cr Smith

Lost Officer Recommendation

That Council:

1. Resolve to advise the Department of Planning, Lands and Heritage and the applicant, Gabor Holdings Pty Ltd that:
 - a) The Shire of Shark Bay has no objections to the grant of a Pastoral Permit for Lot 365 Useless Loop Road (Tamala Station) in accordance with the *Land Administration Act 1997*.

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- b) Camping activities have occurred on Unallocated Crown Land adjacent to the Station for some years. The main purpose of the new Pastoral Permit is to allow those activities to continue within the station lot boundary.
- c) A new planning application and Bushfire Management Plan will need to be lodged for separate approval by the Shire. There is no current approval for most camps/caravan sites proposed within Lot 365 or any eco-tents.
- d) Any new Bushfire Management Plan needs to be prepared by a suitably qualified fire consultant, and an Emergency Evacuation Plan may be required to comply with State Planning Policy 3.7 Bushfire.
- e) Separate Shire approval will also be required for a Caravan Park and Camping Licence prior to commencement.

0/5 LOST

FOR:

AGAINST: Cr's Fenny, Johns, Ridgley, Smith, and Stubberfield

ABSENT: Cr's Bellottie and Cowell

ALTERNATIVE RECOMMENDATION SUPPLIED BY OFFICER

Reason: Council felt a greater level of detail was required from the applicant prior to considering.

Moved: Cr Smith

Seconded: Cr Fenny

Council Resolution

That Council:

1. **Resolve to advise the Department of Planning, Lands and Heritage and the applicant, Gabor Holdings Pty Ltd that:**

- a) **The Shire of Shark Bay has no objections to the grant of a modified Pastoral Permit for Lot 365 Useless Loop Road (Tamala Station) in accordance with the *Land Administration Act 1997* that will allow for a lesser, more sustainable and eco-friendly number of campsites than currently proposed, in order to ensure that the scale of activities and impact on the natural environment is minimised.**

It is difficult to comment on the Licence in the absence of a detailed planning application and additional information.

- b) **Although camping has historically occurred on Unallocated Crown Land adjacent to the Station, there is concern over the scale and environmental impact associated with the significant number of total visitors, and the accumulative impact of past visitor activities. This is an opportunity to revisit the appropriateness of the scale of activities in a pristine environment, and to ensure future activities are**

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ecologically sustainable within the unique Shark Bay World Heritage Property area.

- c) A new planning application and Bushfire Management Plan will need to be lodged for separate approval by the Shire. There is no current approval for most camps/caravan sites proposed within Lot 365 or any eco-tents. The Shire has concerns over the number of campsites currently proposed, whether clearing will be required (for bushfire management), and the impact that the scale of visitors may have on the natural environment/world heritage property area.
- d) Any new Bushfire Management Plan needs to be prepared by a suitably qualified fire consultant and an Emergency Evacuation Plan may be required to comply with State Planning Policy 3.7 Bushfire.
- e) Separate Shire approval will also be required for a Caravan Park and Camping Licence prior to commencement.

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith, and Stubberfield
AGAINST: Nil
ABSENT: Cr's Bellottie and Cowell

BACKGROUND

- ***Relevant Council decision November 2017***

A Bushfire Management Plan was referred to and approved by Council at the Ordinary meeting held on the 29 November 2017.

The Bushfire Management Plan is outdated and 'State Planning Policy 3.7 Bushfire' has changed since that time.

- ***Relevant Council decision February 2018***

A planning application for campsites on a portion of Lot 365 and adjacent Unallocated Crown Land was referred to and conditionally approved by Council at the Ordinary Meeting held on the 28 February 2018.

The majority of campsites were in Unallocated Crown Land (except for one at Tents Landing which was on Lot 365). There were 23 designated beach sites along the Boorabuggatta and Prickly Point peninsula to accommodate 92 campsites, and 330 people.

No caravan sites were approved as Council did not have any discretion to approve caravan sites at the time under Town Planning Scheme No 3 which was operative when the approval was granted. A copy of the approval is included as Attachment 1.

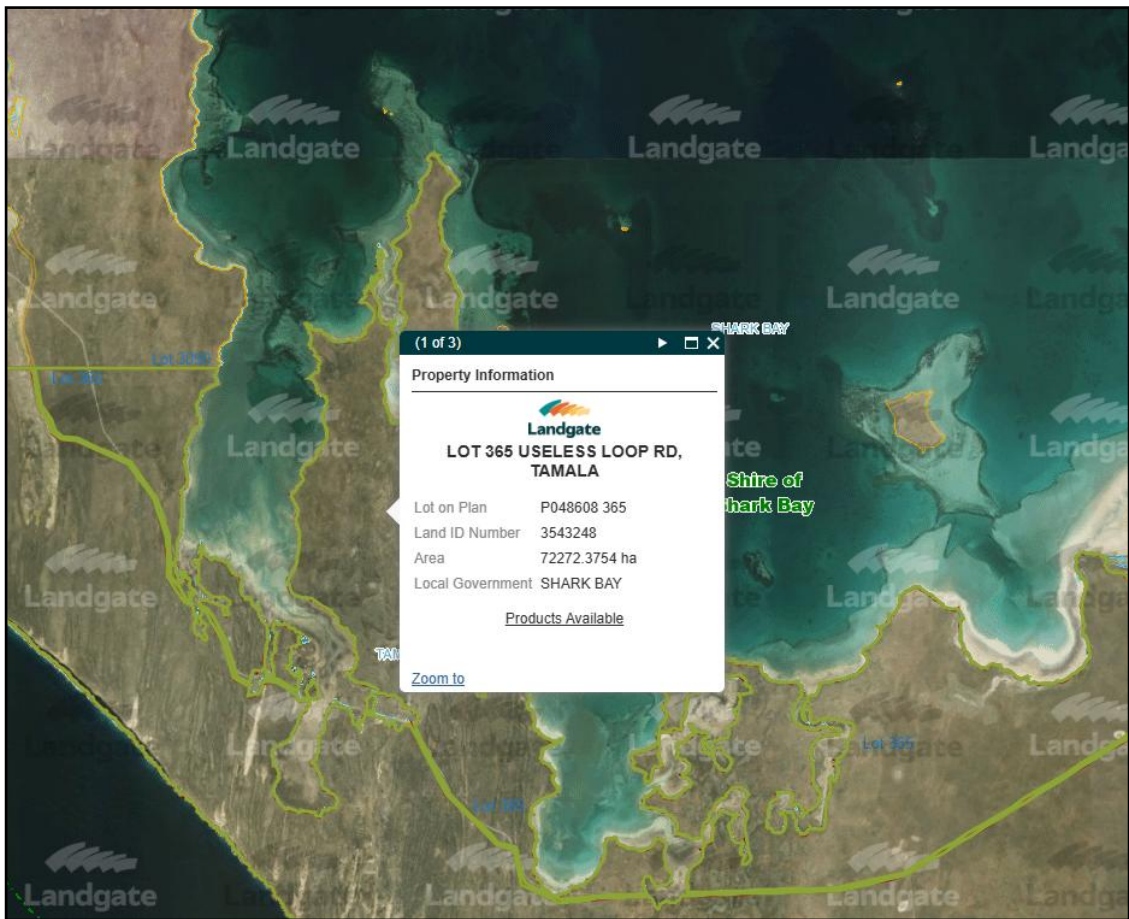
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- **Previous Licence 2015**

The Minister for Lands issued a Licence for camping activities under Section 91 of the Land Administration Act 1997. The Licence was issued on the 11 September 2015.

- **Previous Licence 2015**

Tamala Station is comprised of Lot 365 Useless Loop Road – refer plan overpage



COMMENT

The Department of Planning, Lands and Heritage has referred a proposed Permit and Draft Permit Conditions to the Shire for comment.

The Department of Planning, Lands and Heritage has requested comment by the 26 December 2025.

The Permit would allow for pastoral based tourism activities at Prickly Point Peninsula and Boorabuggatta Peninsula – refer to Attachment 2.

Map inset enlargements are included over page for convenience.



MINUTES OF THE ORDINARY COUNCIL MEETING

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The Boorabuggatta Peninsula would include:

Town Planning Innovations numbering (on Map Insets)	Description	Camp/Caravan	People
1.	Tee Tree East and West	7	25
2.	Point Giraud	3	12
3.	Honeymoon Bay	1	4
4.	Double Beach	3	12
5.	Little Nanas	2	7
6.	Nanas	14	42
7.	Shell Beach	15	45
8.	Three Bays	6	21
	TOTAL	51	168

The Prickly Point Peninsula would include:

Town Planning Innovations numbering (on Map Insets)	Description	Camp/Caravan	People
1.	North Keeny	1	5
2.	Tent Landing	7	25
3.	Snapper Rocks	1	5
4.	Snapper Bay	1	5
5.	Baba Head	2	8
6.	The Outcamp	1	5
7.	Camp 7	15	52
8.	Huts	12	42
9.	Beaches	9	32
	TOTAL	49	179

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The applicant has advised that:

- a) The proposal essentially seeks to relocate the previously approved sites from the beach (Unallocated Crown Land) to adjacent sites within the Lot 365/ station boundary.
- b) It provides for up to 100 sites within the lot, and a maximum of 350 people (including overflow).
- c) There will be a mix of caravans, camper trailers, tents and progressive construction of eco-tents for glamping.
- d) Approximately 30 hectares will be used for tourism, and the balance 73,000 hectares will be used for grazing.
- e) The Shark Bay frontage is approximately 73 kilometres and the tourism frontage will be less than 5 kilometres, similar to that previously used on Unallocated Crown Land.
- f) Tourism activities will occur in late Autumn, Winter and early Spring.
- g) Opportunities will be provided to guests to observe pastoral activities and there will be tours of old cattle yards, working goat yards, and flora/fauna will be highlighted.

The Department of Planning, Lands and Heritage has provided a Draft List of Conditions – Attachment 3.

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Town Planning Innovations has no specific comments on the Draft Conditions and notes that:

- Camping activities have occurred on Unallocated Crown Land adjacent to Tamala Station for some years. The main purpose of the new Pastoral Permit is to allow those activities to continue within the station lot boundary.
- The campsite locations are comparable to those previously approved on Unallocated Crown Land. Use of campsites near Double Beach, Three Bays North, and Keenys Camp South are not proposed.
- A new planning application and Bushfire Management Plan will need to be lodged for separate approval by the Shire. There is no current approval for the majority of camps/caravan sites proposed within Lot 365 or any eco-tents.
- Any Bushfire Management Plan needs to be prepared by a suitably qualified fire consultant and an Emergency Evacuation Plan may be required to comply with 'State Planning 3.7 Bushfire'.
- Separate Shire approval will also be required for a new/revised Caravan Park and Camping Licence.

LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 4 – Tamala Station is zoned Rural and is within the Special Control Area for World Heritage.

Land Administration Act 1997 – provides the Minister with the power to grant pastoral permits.

POLICY IMPLICATIONS

There are no policy implication relative to this report.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author	<i>L Bushby</i>
Chief Executive Officer	<i>D Chapman</i>
Date of Report	9 December 2025

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ATTACHMENT # 1 – COPY OF APPROVAL LETTER

P2014 / O-AP-16980
Liz Bushby

6 March 2018

GABOR HOLDINGS PTY LTD
PO BOX 7312
CLOISTERS SQUARE WA 6850

Dear Teresa

Development approval for Tamala Station

Application No: 2 / 2018

**Description: Camping area and ancillary development on portion of Lot 365
Camping area and caravan park on Unallocated Crown Land (adjacent to
Lot 365)**

I refer to the abovementioned application for development approval received on the 14 December 2018. A report on the application was referred to the Ordinary Council meeting held on the 28 February 2018.

In accordance with Schedule 2, Part 9, Clause(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, your application has been considered and approved in accordance with the condition(s) listed on the attached Notice of Determination on Application for Development Approval.

Please be advised that planning approval does not negate the need for you to obtain a separate licence in accordance with the Caravan Parks and Camping Grounds Act 1995 and Caravan Parks and Camping Grounds Regulations 1997 as explained in Footnote A of the attached notice.

If you require further information in relation to the planning approval, please contact the Shires Planning Consultant, Liz Bushby, on 0488910869 or liz@tpiplanning.com.au.

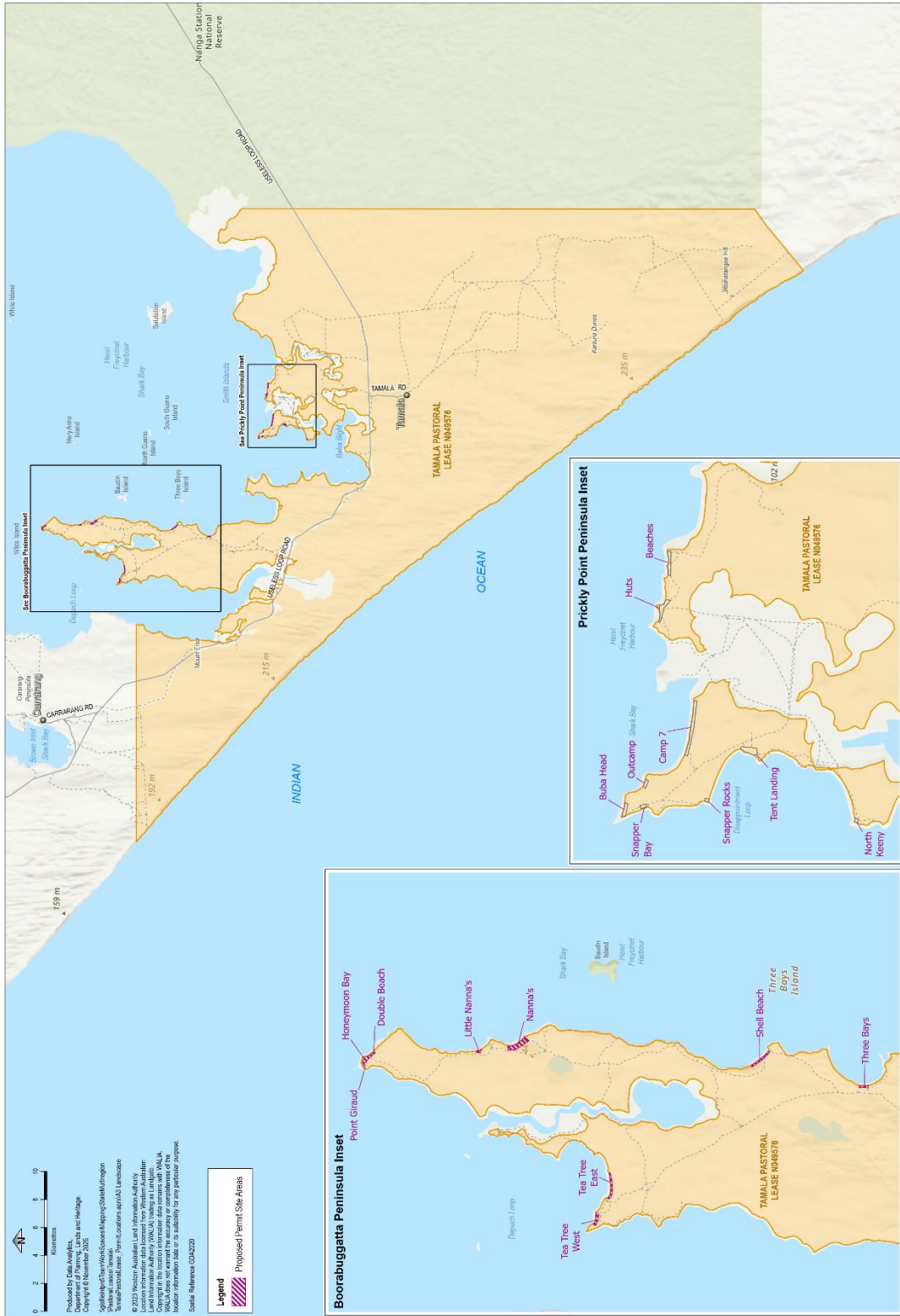
In regards to separate caravan licences, please contact Wendy Dallywater on 0429 341 228.

Yours sincerely



Paul Anderson
Chief Executive Office

ATTACHMENT # 2



Tamala Pastoral Lease N049576 – Proposed Tourism & Camping Permit s121.25-005

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ATTACHMENT # 3

***DRAFT PERMIT CONDITIONS FOR
PASTORAL-BASED TOURISM ACTIVITIES
ON TAMALA STATION
SECTION 121.25-005 LAA AND
SUBDIVISION G NTA***

1. The term of this permit is for the term of pastoral lease N049576.
2. The Permit Area is only to be used for the purpose of: pastoral-based tourism that includes the provision of a total of 100 caravan and camping sites at nine (9) locations on the Prickly Point Peninsula and nine (9) locations on the Boorabuggatta Peninsula as detailed for a mixture of caravans, camper trailers, tents and fixed tent structures:
 - a) Prickly Point Peninsula:
 - i. 12 caravan and camping sites available at Huts
 - ii. Nine (9) caravan and camping sites at Beaches
 - iii. 15 caravan and camping sites at Camp 7
 - iv. One (1) caravan and camping site at The Outcamp
 - v. Two (2) caravan and camping sites at Baba Head
 - vi. One (1) caravan and camping site at Snapper Bay
 - vii. One (1) caravan and camping site at Snapper Rocks
 - viii. Seven (7) caravan and camping sites at Tent Landing
 - ix. One (1) caravan and camping site at North Keeny
 - b) Boorabuggatta Peninsula:
 - i. 15 caravan and camping sites at Shell Beach
 - ii. 14 caravan and camping sites at Nanna's
 - iii. Six (6) caravan and camping sites at Three bays
 - iv. Two (2) caravan and camping sites at Little Nanna's
 - v. Three (3) caravan and camping sites at Double Beach
 - vi. Three (3) caravan and camping sites at Giraud Point
 - vii. One (1) caravan and camping site at Honeymoon Bay
 - viii. Seven (7) total caravan and camping sites at Tee Tree East and West

Facilities provided to visitors include dump points located at the entrance to each Peninsula and water pumped to a storage tank on each peninsula. Pressurised water and effluent disposal systems to be installed at all fixed tent sites.

Visitors are able to participate in tours of historical buildings around the homestead and view old machinery on display in the grounds to provide insight into the pastoral history of the property and the value of the pastoral industry to the country as well as participate in mill-run tours to old cattle yards and working goat yards. (Authorised Permit Activity).
3. The Authorised Permit Activity is limited to a total of 30 hectares of the pastoral lease (Permit Area), as identified on the map identifying the nine (9) locations on the Prickly Point Peninsula and nine (9) locations on the Boorabuggatta Peninsula (s) attached to this permit.
4. Where the Permit Area is the whole of the pastoral lease, the permit is subject to the condition that the Authorised Permit Activity may occur on no more than 50%

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**DRAFT PERMIT CONDITIONS FOR
PASTORAL-BASED TOURISM ACTIVITIES
ON TAMALA STATION
SECTION 121.25-005 LAA AND
SUBDIVISION G NTA**

of the Permit Area at any one time and the majority of the Pastoral Lease must continue to be used for primary production activities within the meaning of the *Native Title Act 1993* at that time.

5. Payment of rent:
 - a) The annual rent for the Permit Area will be determined by the Valuer-General in accordance with section 124 of the LAA (Annual Rent). Under section 1221 of the LAA the Minister will adjust the Annual Rent by the rate of change in the CPI Index (Perth All groups) on 31 December each year (Adjusted Annual Rent). The Adjusted Annual Rent is payable from 1 July the following year. No CPI adjustment will occur in a calendar year the Valuer-General makes a determination of Annual Rent under section 124 LAA.
 - b) The permit holder must:
 - i. pay the Annual Rent commencing from the date on which the Department first notifies the permit holder of the determination of Annual Rent which shall be no earlier than the Permit Rent Commencement Date; and
 - ii. pay the Annual Rent or Adjusted Annual Rent for each successive year as determined in accordance with sections 124 and 1221 of the LAA.
 - c) The permit holder will be advised in writing of the Annual Rent or Adjusted Annual Rent for the permit and must pay the Annual Rent or Adjusted Annual Rent by the due date in the invoice.
6. The permit holder:
 - a) may only carry out the Authorised Permit Activity of a type, scale and nature as is permitted in this permit or contained in the application for the permit to the extent that it is not inconsistent with this permit;
 - b) may place, effect, construct, erect or undertake new Improvements or alter existing Improvements on the Permit Area as is reasonably required or necessary for or ancillary to the Authorised Permit Activity and replace, renew, remove or restore all such Improvements; and
 - c) shall keep and maintain all such Improvements in good condition to the satisfaction of the Board.
7. The permit holder must:
 - a) obtain, keep current and comply with all Authorisations required to use the Permit Area for the Authorised Permit Activity and provide a copy of such Authorisations to the Board upon request; and
 - b) comply with all Authorisations, Laws, requirements, notices, orders and lawful directions of any Governmental Agency applicable to the exercise of the permit holder's rights or the performance of the permit holder's obligations under this Permit.
8. The:
 - a) provisions of the LAA relating to permits and pastoral leases on Crown land granted under Part 7 of the LAA apply to this permit; and

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**DRAFT PERMIT CONDITIONS FOR
PASTORAL-BASED TOURISM ACTIVITIES
ON TAMALA STATION
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- b) the provisions of the permit do not in any way affect, alter or derogate from the Minister's or the Board's rights or powers conferred under the LAA.
- 9. Subject to any provisions to the contrary in the LAA, this permit:
 - a) does not confer a registrable interest in the land on the permit holder;
 - b) is personal to the permit holder (the pastoral lessee); and
 - c) is transferable to another party on transfer of the pastoral lease provided the requirements of section 134A of the LAA are met.
- 10. Without limiting section 139 of the LAA; where the Term is more than 5 years, the Board shall carry out a permit review (Permit Review) at 5 yearly intervals throughout the Term to ascertain whether:
 - a) this permit is still appropriate and applicable to the Authorised Permit Activity;
 - b) the permit holder is in compliance with the permit and its conditions;
 - c) changes in the law or environmental or other conditions require variation of the permit and its conditions under section 122B of the LAA.
- 11. Without limiting the powers of the Board and Minister under section 124 of the LAA, each Permit Review shall include review of the current annual rent for the Permit Area by the Valuer-General in accordance with that clause.
- 12. Following a Permit Review, the Board may vary this permit and its conditions to take account of any changes that are reasonably required or issues identified under clauses 10 or 11.
- 13. The permit holder acknowledges that the Board may investigate at any time whether the permit holder is or has been complying with the conditions of the permit, and the Board and persons authorised by the Board may for that purpose and for the purpose of any Permit Review, enter on the land subject to the pastoral lease and inspect it.
- 14. If the permit holder fails to comply with a condition of the permit or fails to pay any rents or fees:
 - a) the Board may suspend or cancel the permit; or
 - b) the Board may issue a default notice in accordance with section 129 of the LAA; and
 - c) the permit holder may incur a financial penalty and/or render the pastoral lease subject to forfeiture under sections 130 and 131 of the LAA.
- 15. Upon expiry or earlier cancellation of the permit and if an application for a new permit is not made within 12 to 6 months prior to expiry of the permit or if an application for a new permit is not granted, the permit holder, if directed by the Board, must remove all Improvements made under this permit and restore the Permit Area (and original infrastructure, if any) to the satisfaction of the Board. This may include removal of any imported materials, along with rehabilitation of the land surface (including landform to original shape and revegetation).
- 16. The permit holder may apply in writing to the Board to surrender the permit prior to its expiry and must comply with any conditions imposed by the Board.

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**DRAFT PERMIT CONDITIONS FOR
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17. Any proposed alteration to the Authorised Permit Activity must be referred to the Board for consideration and re-assessment. The Board may amend or cancel this permit and issue a new permit and impose further conditions.
18. a) The permit holder must, during the term of the permit, effect, maintain and keep current with an insurer, a public risk insurance policy for risks relating to the activities covered by the permit for an amount of not less than **[\$20,000,000]** for any one claim (or such other amount as the Board may reasonably require at any time) covering all claims and losses howsoever arising or caused, including, but not limited to claims in respect of:
- i. any injury of, illness to or death of any person;
 - ii. any loss, damage or destruction of any property belonging to any person including the lessor under the pastoral lease;
 - iii. liability arising out of any contamination, pollution or environmental harm of the Permit Area or the Surrounding Area caused or contributed to by the permit holder or the employees, agents, contractors, consultants, invitees and any other person acting with authority or permission of the permit holder.
- b) Upon the request of the Board, the permit holder must give the Board a copy of the certificate of currency of the policy of insurance referred to in subclause (a).
- c) The permit holder will not do or omit to do any act or thing or bring onto or keep anything on the Permit Area which might render the insurance required under this clause void or voidable.
19. The permit holder indemnifies the Indemnified Parties from and against all actions, claims, costs, proceedings, suits and demands whatsoever which may at any time be brought or made against any one of them in respect of:
- a) any loss whatsoever;
 - b) any injury or damage of or to any kind of property (including the property of third parties);
 - c) any death of or injury or illness sustained by any person, caused by, contributed to or arising out of, or in connection with, whether directly or indirectly any of the activities, operations or businesses permitted under the permit, and
 - d) compensation payable, in respect of the issue of this permit, under the *Native title Act 1993*.
20. This permit does not authorise or permit any tourism activities that involve observing activities or cultural works of Aboriginal peoples. The following is provided, by way of information only, in relation to the application of the *Aboriginal Heritage Act 1972* to the pastoral lease:
- <No of> Aboriginal sites have been recorded on the land in the vicinity of the permit area, but there may be sites that have not yet been identified.

DEFINITIONS

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

**DRAFT PERMIT CONDITIONS FOR
PASTORAL-BASED TOURISM ACTIVITIES
ON TAMALA STATION
SECTION 121.25-005 LAA AND
SUBDIVISION G NTA**

Authorisation includes a consent, authorisation, permit, licence, approval agreement, certificate, authority or exemption from, by or with a Governmental Agency or required under any Law and all conditions attached to an authorisation.

Board means the Pastoral Lands Board established under Part 7 of the LAA or any other body exercising similar functions.

CPI Index means the Consumer Price Index All Groups Index number for Perth published by the Australian Bureau of Statistics.

Department means the department principally assisting the Minister in the administration of the LAA being the Department of Planning, Lands and Heritage or any of its permitted successors.

Governmental Agency means any government or any governmental, semi-governmental, administrative, fiscal or judicial body, department, commission, authority, tribunal, agency, statutory authority or entity.

Improvements includes buildings, sheds, yards, fences, windmills, bores, wells, dams, water apparatus, drains and pipes and other facilities, structures, fixtures and fittings.

Indemnified Parties means the Minister for Lands, the Board and all officers, servants, agents, contractors, invitees and licensees of any of them.

Improvements includes buildings, sheds, yards, fences, windmills, bores, wells, dams, water apparatus, drains and pipes and other facilities, structures, fixtures and fittings.

LAA means the *Land Administration Act 1997*.

Law includes any requirement of any statute, regulation, proclamation, ordinance or by-law, present or future, and whether state, federal or otherwise.

Minister means the Minister for Lands, a body corporate continued under the LAA.

Permit Rent Commencement Date means [date – usually six months from the date of issue of the permit, the issue date being the date the permit is signed by the PLB Chairperson].

Surrounding Area means any land or water adjacent to or in the vicinity of the Permit Area and the air generally above the Permit Area and includes an affected site within the meaning of that term as defined in the *Contaminated Sites Act 2003*.

Term means the term of the permit as set out in clause 1.

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- 11.5 PROPOSED LICENCE 'RENEWAL' AND PLANNING APPLICATION FOR COMMON, RESERVE 49809
RES49809

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Declaration of Interest: Cr Mark Smith

Nature of Interest: Proximity Interest as has a Licence on portion of Reserve 49809.

Cr Smith left the Council Chamber at 1.56pm.

Moved: Cr Fenny
Seconded: Cr Ridgley

Council Resolution

Proposed Licence:

That Council:

1. **Note that:**
 - (a) **The Shire has a Management Order over Reserve 49809 with the power to issue Licences to parties to use portions of the common, for a maximum of 5 years, subject to consent by the Minister for Lands.**
 - (b) **The applicant, Mr Harold Hoult, had a Licence for use of a 101 hectare portion of Reserve 49809 for up to 4 horses and 300 goats. The Licence expired on the 30 April 2025 – Attachment 1.**
 - (c) **Mr Hoult has paid a \$570.00 application fee for the current Licence application (in accordance with the Shire of Shark Bay Fees and Charges 2025/2026).**
 - (d) **The proposed Licence is being advertised concurrently with the planning application. Advertising closes on the 9 January 2026.**
2. **Provide 'in principle' support for a reduced Licence area from 101 hectares to 65 hectares for goat agistment subject to Licence conditions being refined by Shire Administration.**
3. **Authorise the Chief Executive Officer to advise the applicant that:**
 - (a) **The Shire will provide a new list of Draft Revised Licence conditions;**
 - (b) **Any new Licence may be prepared by the Shires solicitor, McLeods, at the applicants cost.**
 - (c) **Annual fees and charges applicable to the reserve may change in the future.**

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4. Authorise the Chief Executive Officer to progress any Licence and seek written approval by the Minister for Lands via the Department of Planning, Lands and Heritage.

Planning Application:

5. Note that:

- (i) A planning application has been lodged seeking approval for animal agistment on a portion of the common. The application has been lodged by Mr Hoult to cover areas already used under a previous licence supported by the Shire, and that area has been reduced.
- (ii) The Department of Planning, Lands and Heritage has consented to lodgement of the planning application (as it is crown land).
- (iii) The application is being advertised as an 'animal establishment' in accordance with Clause 64 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Clause 18(2) of the *Shire of Shark Bay Local Planning Scheme No 4*. Advertising closes on the 9 January 2026.

6. Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the planning application for animal establishment on a portion of Reserve 49809.

3/1 LOST (As requires a vote of Absolute Majority)

FOR: Cr's Fenny, Johns, and Stubberfield
AGAINST: Cr Ridgley
ABSENT: Cr's Bellottie, Cowell and Smith

Cr Smith returned to the Council Chamber at 2.08pm.

BACKGROUND

• **Reserve Details**

Reserve 49809 is crown land which comprises two lots, being:

- Lot 908 on Deposited Plan 408907, and
- Lot 8000 on Deposited Plan 419413.

The Shire has a Management Order over the reserve which allows it to issue Licences to other parties, subject to written approval by the Minister for Lands. Licences can be for a maximum of 5 years, with Ministerial approval.

The Management Order includes conditions which state that:

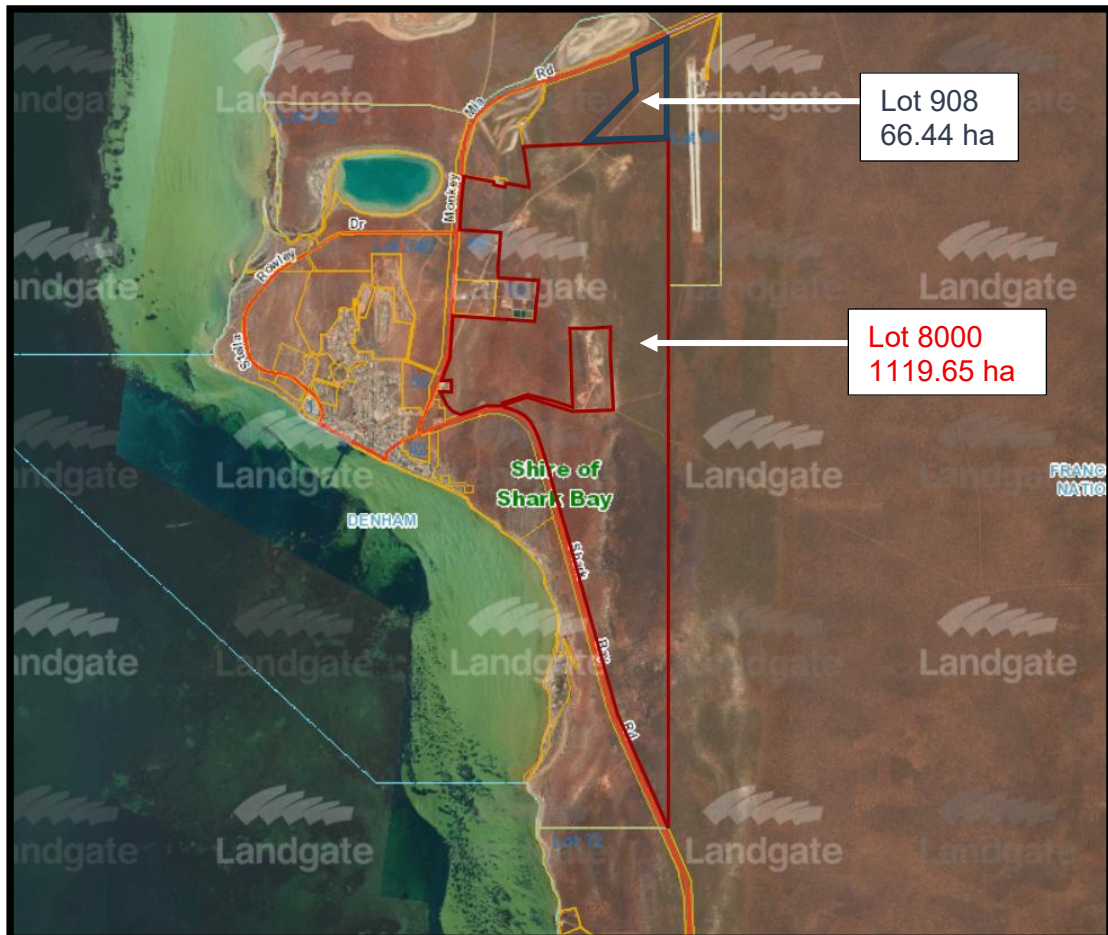
- To be used for designated purpose of "common" only.
- Power to Licence for the designated purpose is granted for the whole or any portion thereof for any term not exceeding five (5) years from the date of the Licence

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subject to the approval in writing of the Minister for Lands being first obtained to each and every licence pursuant also to the provisions of section 19 of the Land Administration Act 1997.

There is no clear definition of 'common' or the activities that can be undertaken within the common, however Town Planning Innovations is of the understanding that the area has historically been used for agistment and stock animals.

The total area of the reserve is 1186.09 hectares.



Above: Outline of Lot 908 in blue. Outline of Lot 8000 in Reserve 49809 in red.

- **History of Licences**

The Shire has issued Licences to various parties over the years, to use parts of the Shire Common, within Lot 8000, mainly for the keeping of animals such as camels, horses, or goats.

There is only one current Licence for Reserve 49809 issued to Mr Mark Smith, which is valid until 31 October 2027. The Licence was approved by the Minister for Lands and allows for up to 8 horses and the use of 8 hectares.

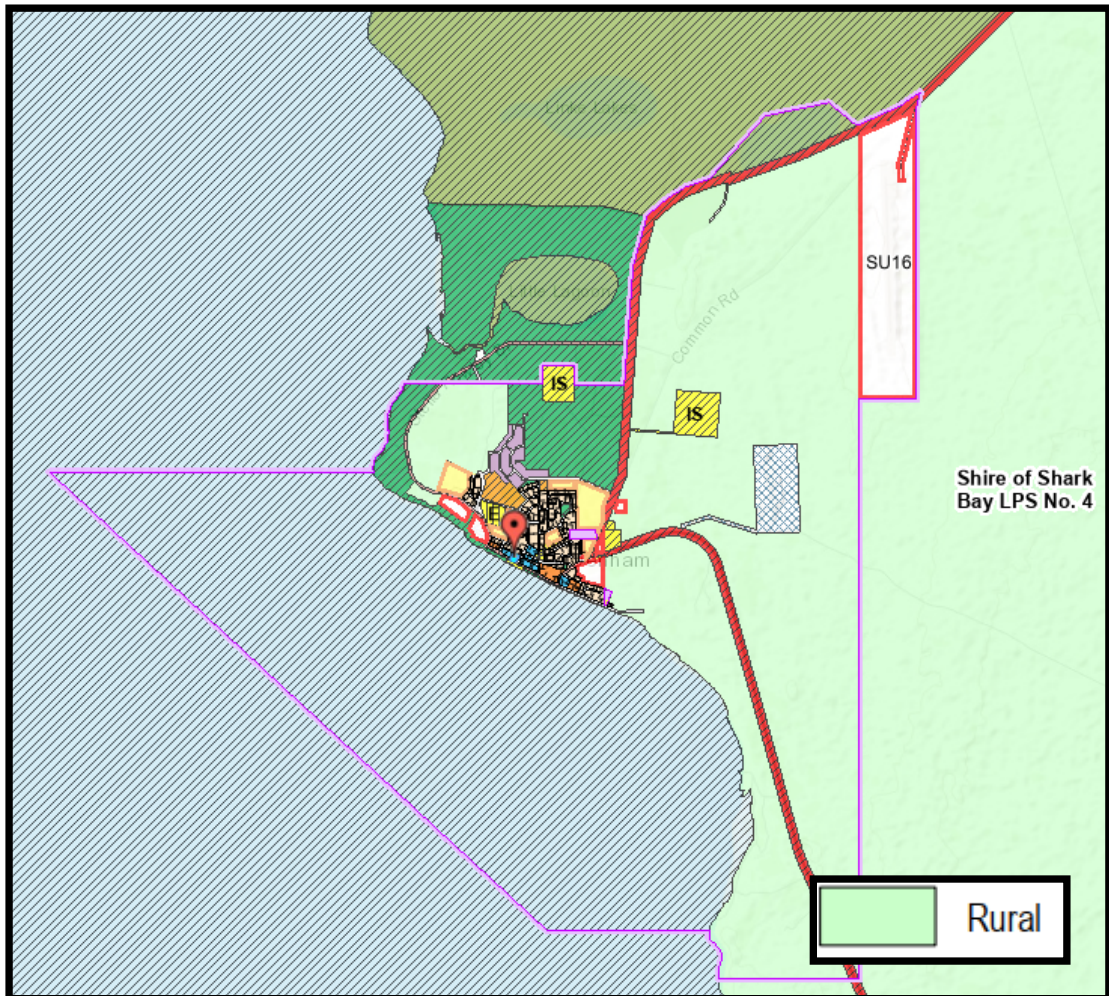
Mr Hault held a five year Licence for the keeping of 4 horses and up to 300 goats until the 30 April 2025 – Attachment 1.

- **Zoning**

Reserve 49809 is zoned Rural under the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

The Reserve is located outside of the Shark Bay World Heritage Area.

A zoning map is included below.



Above: Rural zone shown as light green.

COMMENT

The proposal is described as follows:

1. A new application seeking a 5 year Licence. The previous Licence area was 101 hectares and is proposed to be reduced to 65 hectares. Only a portion is used to hold goats in fenced off pens.
2. Mr Hoult has advised that he previously agisted horses on Reserve 49809, however they have been relocated off site, so he is only seeking a Licence for goats.
3. A planning application seeking retrospective approval to formalise use of a portion of the Common for goats.

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Town Planning Innovations is of the understanding that goats are only held in the Common for short periods until they can be transported off site.

A map showing the previous and proposed Licence area is included as Attachment 2.

There is an existing gate and access via an internal common track to the proposed reduced 65 hectare licence area, as shown on the plan.

- **Land Use Permissibility**

The primary use of the Licence area is for the temporary boarding and caring of goats.

The use of the land is construed as ‘animal establishment’ defined in the Scheme as *‘means premises used for the breeding, boarding, training or caring of animals for commercial purposes but does not include animal husbandry - intensive or veterinary centre.’*

An ‘animal establishment’ is listed as an ‘A’ use in the Rural zone under Table 1 – Zoning Table in the Scheme.

USE AND DEVELOPMENT CLASS							
	Commercial	Tourism	Residential	Urban Development	General Industry	Rural	Special use
Animal establishment	X	X	X		A	A	

The ‘A’ symbol means that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice in accordance with Clause 64 of the deemed provisions (of the Planning and Development Local Planning Schemes Regulations 2015).

The use is not considered to be ‘extensive agriculture’ (ie broad acre stock farming) or intensive animal husbandry (ie feedlot).

- **Consultation**

The planning application is required to be advertised for public comment under the Scheme.

There is no set process for any new Licence application, however the Licence application is being advertised concurrently with the planning application.

Advertising closes on the 9 January 2026.

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LEGAL IMPLICATIONS

Land Administration Act 1997 – Section 18 outlines that Ministerial approval is required for any transaction relating to Crown Land, such as the grant of a Licence.

The Shires ability to issue Licences comes from the Management Order for Reserve 49809.

Local Laws on Local Government Property - The Shire Common crosses over into the Local Laws as it defines Local Government Property as including anything that is not a thoroughfare and where the '*Local Government is the management body under the Land Administration Act 1997*'.

Clause 2.7 of the Local Law outlines the activities that the Shire can approve. It does not mention agistment but includes that a person may '*bring, ride or drive an animal*'.

In Part 3 Permits, under Clause 3.1 it states that '*This Part does not apply to a person who uses or occupies Local Government property under a written agreement with the Local Government to do so.*'

Town Planning Innovations is of the view that it can be construed that any Licence granted to a person to use the Common Property is a written agreement with the local government, so a separate Permit under the Local Law is not likely required.

Planning and Development (Local Planning Schemes) Regulations 2015 - The *Planning and Development (Local Planning Schemes) Regulations 2015* were gazetted on 25 August 2015 and became effective on 19 October 2015.

The Regulations include 'Deemed Provisions' that automatically apply and override parts of the Shire of Shark Bay Local Planning Scheme No 4.

Clause 82(1) gives the local government the ability to delegate its powers to the Chief Executive Officer. Clause 82(2) requires any delegation to be by Absolute Majority.

Shire of Shark Bay Local Planning Scheme No 4 – Reserve 49809 is zoned Rural. A Licence does not negate the need for planning approvals and /or Building Permits as required.

POLICY IMPLICATIONS

There are no policy implication relative to this report.

MINUTES OF THE ORDINARY COUNCIL MEETING

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FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

Any risks will be mitigated by new Licence conditions, and Mr Hoults has lodged an insurance document for the proposed Licence.

VOTING REQUIREMENTS

Absolute Majority Required (for delegated authority)

SIGNATURES

Author	<i>L Bushby</i>
Chief Executive Officer	<i>D Chapman</i>
Date of Report	9 December 2025

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025

ATTACHMENT # 1

SHIRE OF SHARK BAY

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

Our Ref: Res49809



Telephone (08) 9948 1218

Facsimile (08) 9948 1237

Email admin@sharkbay.wa.gov.au

All correspondence to the
Chief Executive Officer

**LICENCE No.
2/2020**

**RESERVE 49809
LICENCE TO OCCUPY**

The relationship created by this agreement is between the applicant as the licensee and the Shire of Shark Bay as the licensor and the Minister for Lands as the property owner.

Licence No. 2/2020 is granted to: Mr Harrold Hoult and Mr Gary Desmond

The licence is to occupy a 101 ha portion of Lot 3005 on deposited plan 54344 "Common" Reserve 49809 and as identified on the attached plans.

Reserve 49809 is located on a portion of Unallocated Crown Land and is not a contaminated site under the Contaminated Site Act 2003 (the act).

The Minister for Lands is indemnified from any Public Liability suffered by any persons approved under this licence to occupy the common.

This Licence to Occupy applies for a maximum stay of:- Five Years

☐ Please note the expiry date of the licence as set put on the last page of this agreement.

Activity permitted at the Town Common	Amount of stock permitted at the Common
1. STOCK TENURE	1. FOUR (4) HORSES
2. STOCK TENURE	2. UP TO 300 GOATS

Special circumstances approved for licensee:

Stock to be tethered within suitable and appropriate enclosures at all times.

That any damage beyond normal wear and tear to the access road into Reserve 49809 as assessed by the Shire's Works Manager will be the responsibility of the license holder to undertake repairs or reimburse the Shire of the costs to undertake the works.

Stock control devices relevant to the licence approval:

FENCED AREA TO BE CONSISTANT WITH APPLICATION AND NOT TO BE ALTERED WITHOUT APPROVAL

1

Shire of Shark Bay
Reserve 49809 Licence to Occupy

MINUTES OF THE ORDINARY COUNCIL MEETING

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Licence is subject to General Policy Statement upon and for the duration of occupation-

- *All occupiers of the Common will observe basic requirements for its occupation.*
- *All occupiers of the Common will ensure that all of their activities conform to any relevant legislation or other statutory requirement.*
- *Illegal activities of any nature are not to take place at the Common.*
- *The Shire of Shark Bay, its officials, employees and agents shall not be held responsible for personal injuries or damages sustained or property or stock lost or stolen on the Common.*
- *Activities are to be controlled and maintained to ensure long term environmental sustainability and ultimate re-instatement of its land use.*
- *Occupiers are to be responsible for any damages caused to the Common other than general deterioration of the site.*
- *The Common will be left clean and tidy; all rubbish etc is to be removed.*
- *Due respect is to be observed to other occupiers of the Common with regard to mutual required services and infrastructure.*
- *Occupiers are asked to contribute to a positive relationship with other Common users.*
- *The area utilized must have a stock control measure in place to secure their stock.*
- *Stock numbers must be maintained within the license approval. Any additional stock must be approved by Council.*
- *Activity infrastructure will be required to be set back a specified distance from the access road as determined by the Shire.*
- *Speed limits will be observed on the access and external road within the Common.*
- *Occupiers of the Common are required to address issues of concern directly to the Shire and not to other occupiers.*
- *Proof of current Public Liability Insurance to \$10,000,000.*

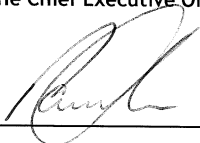
Failure to comply with these provisions may result in the cancellation of the licence to occupy.

Maximum Length of This Licence to Occupy:

Commencement of licence: _____ 1 MAY 2020 _____

Period of licence approval: _____ 30 APRIL 2025 _____

Signed by the Chief Executive Officer, Shire of Shark Bay

_____  Date: _____ 8/6/2020 _____

Approval from the Department of Planning, Lands and Heritage - under Delegation from the Minister of Lands, Western Australia is attached. Shire Ref: I-CR-28443

MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2025



Department of Planning,
Lands and Heritage

LAND USE MANAGEMENT

Your ref: RES49809/O-CR-18504
Our ref: 11819-1908 Job No. 2001352
Enquiries: Lily Sutomo
Tel: (08) 6552 4616 Fax 6552 4417
Email: lily.sutomo@dplh.wa.gov.au

8 June 2020

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

By email only: admin@sharkbay.wa.gov.au

Dear Paul

MINISTERIAL CONSENT UNDER SECTION 18 OF THE LAA – LICENCE OVER PTN RESERVE 49809 BEING PTN LOT 3005 ON DP 54344 BETWEEN SHIRE OF SHARK BAY (LICENSOR) AND HARROLD HOULT AND GARY DESMOND (LICENSEE)

Thank you for your email dated 5 June 2020 regarding permission to licence portion of Reserve 49809 being portion of Lot 3005 on Deposited Plan 54344 between the above parties for the permitted use of "Stock Tenure" for a term of five years commencing 1 May 2020. Reserve 49809 is set aside for the purpose of "Common" with a Management Order to the Shire with power to licence for any term up to five years, subject to the consent of the Minister for Lands.

In accordance with section 18 of the *Land Administration Act 1997* (LAA) the Minister's approval is granted to the proposed draft licence provided to the Department of Planning, Lands and Heritage (DPLH) by email on 3 June 2020 on condition that the final licence document executed by the parties is on the same terms as that provided to DPLH with that email. If the final document executed by the parties is not on the approved terms, then it may be void under section 18 of the LAA.

Please note that this approval is for the purposes of section 18 of the LAA only and does not constitute an endorsement as to the terms and effect of the document. DPLH cannot provide any advice in respect of the document and recommends that each party obtain their own independent advice as to their rights and obligations under the document.

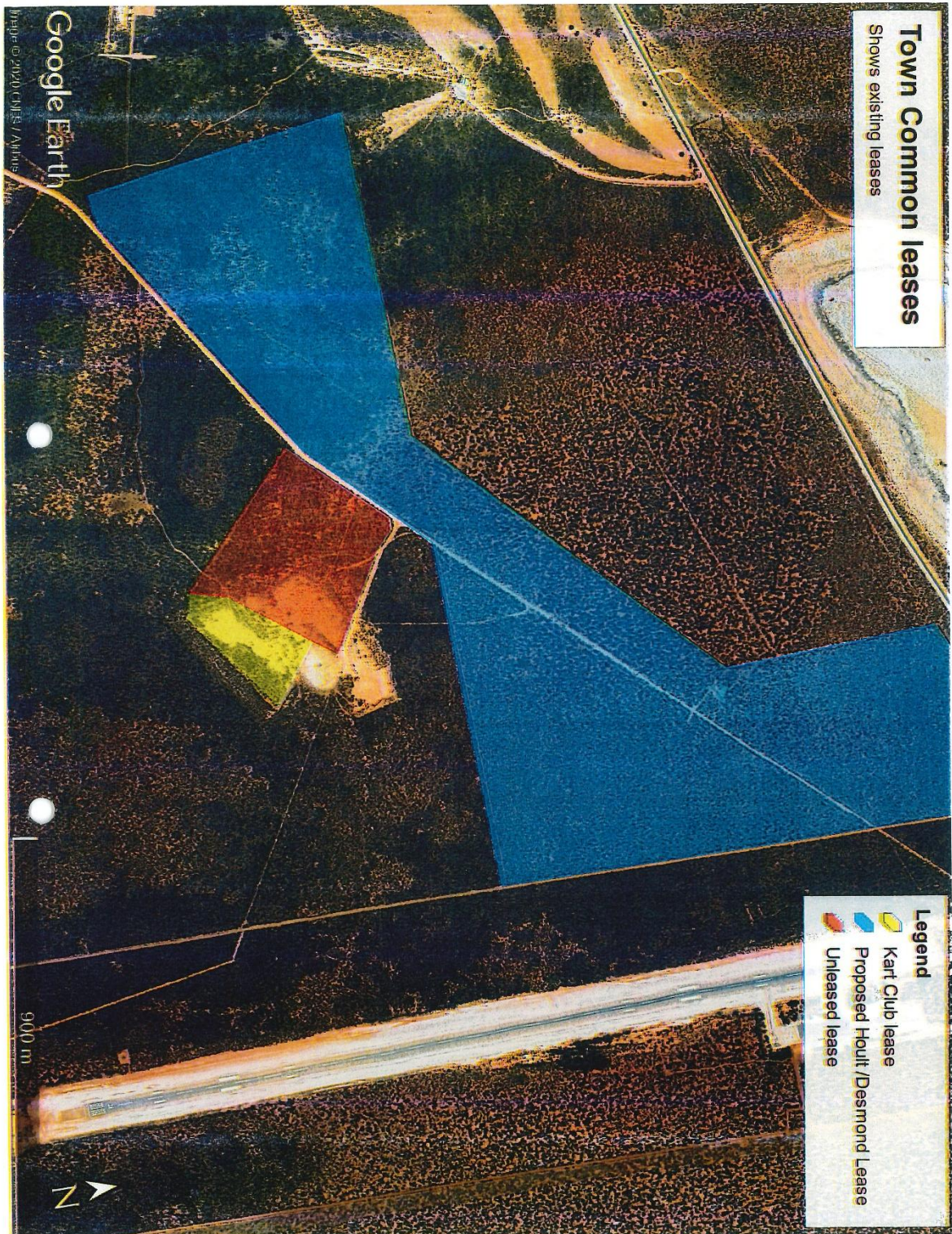
Should you have any enquiries please do not hesitate to contact me on the above details.

Yours sincerely

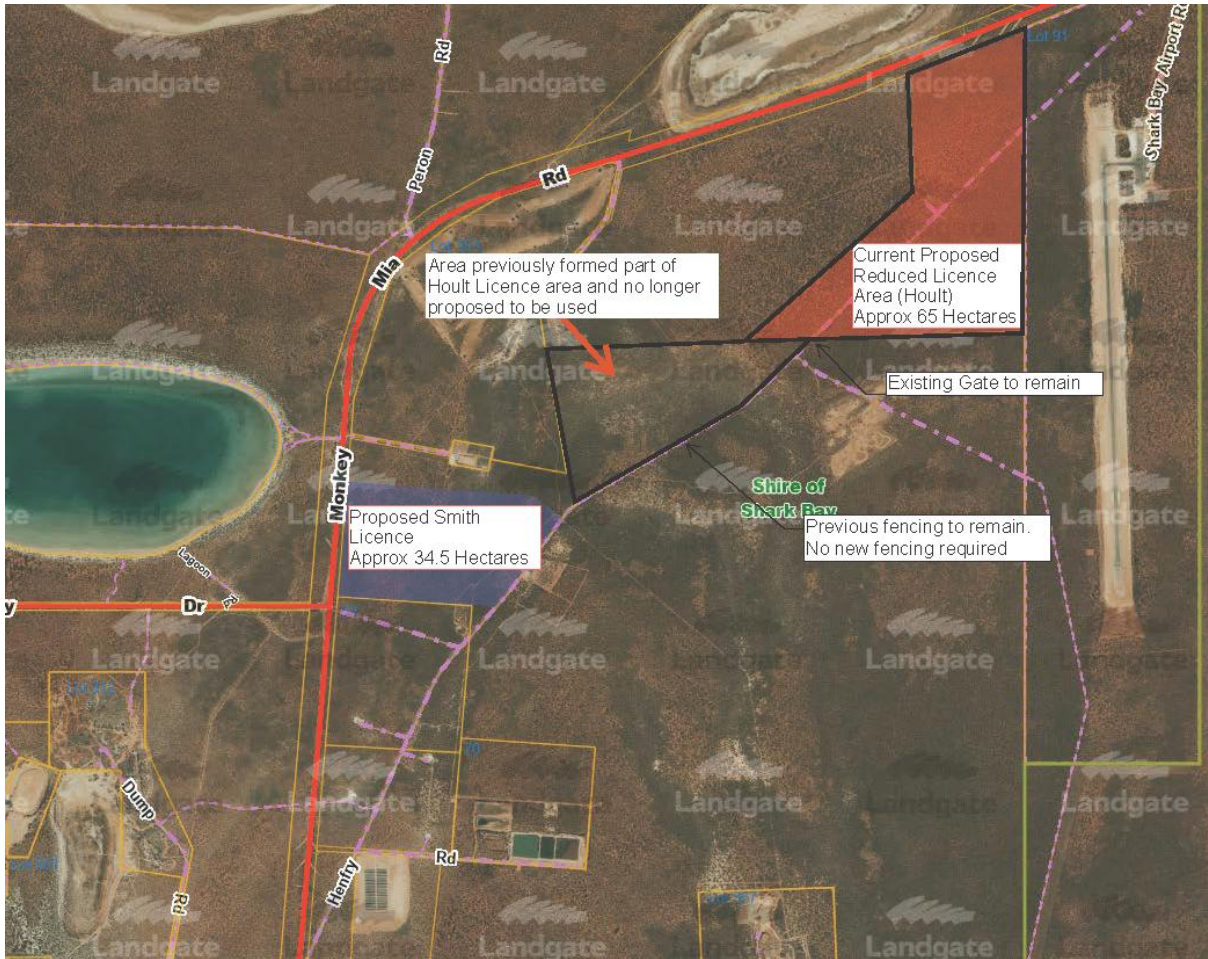
A handwritten signature in black ink, appearing to read 'Lily Sutomo'.

**LILY SUTOMO
SENIOR STATE LAND OFFICER
LODGEMENT - LUM**

Gordon Stephenson House, 140 William Street Perth Western Australia 6000 Locked Bag 2506 Perth Western Australia 6001
Telephone (08) 6551 8002 Facsimile (08) 6552 4417 Freecall: 1800 735 784 (Country only)
Email: info@dplh.wa.gov.au Website: www.dplh.wa.gov.au
ABN: 68 565 723 484



ATTACHMENT # 2



17 DECEMBER 2025

12.0 COUNCILLOR REPORTS

12.1 NEW STATEWIDE REFORMS FOR DEMERSAL FISHING IN WESTERN AUSTRALIA
EM00001

AUTHOR
Cr Smith

DISCLOSURE OF ANY INTEREST
Declaration of Interest: Cr Smith
Nature of Interest: Impartiality Interest as author of the report

Councillor Recommendation

That Council request the Chief Executive Officer advocate to the Minister for Agriculture and Food, Fisheries, Forestry, Small Business and the Mid West, the Hon Jackie Jarvis MLC and other key stakeholders seeking:

1. Urgent Fish Stock Assessment of the Shark Bay Fishery.
2. A reduction of Demersal of Bag and Possession limits; and
3. Time sensitive action for the concurrent release of updated measures and regulations.

AMENDMENT TO COUNCILLOR RECOMMENDATION

Reason: To ensure that appropriate corresponding bag limit reductions and the adequate allocation of Fisheries resources to cater for the expected increase in fishing activity.

Moved Cr Smith
Seconded Cr Fenny

Council Resolution

That Council request the Chief Executive Officer advocate to the Minister for Agriculture and Food, Fisheries, Forestry, Small Business and the Mid West, the Hon Jackie Jarvis MLC and other key stakeholders seeking:

- 1. Urgent Fish Stock Assessment of the Shark Bay Fishery.**
- 2. A reduction of Demersal of Bag and Possession limits.**
- 3. Time sensitive action for the concurrent release of updated measures and regulations.**
- 4. Ensure current staffing levels are consistently maintained and where possible increased during peak periods.**
- 5. Endorse Gascoyne Shire President's letter to Premier the Hon Roger Cook 8 December 2025.**

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith and Stubberfield
AGAINST: Nil
ABSENT: Cr's Bellottie and Cowell

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BACKGROUND

2022 - As a result of the COVID-19 Pandemic, Shark Bay experienced unprecedented visitor numbers including recreational fishers, placing significant pressures on local fisheries and infrastructure.

There was genuine concern that the proposed management package aimed at allowing recovery of the West Coast Demersal Scalefish Resource by 2030 would potentially place even more pressure on local fisheries and infrastructure North of the proposed West Coast Zone closures.

The local community impact was also evident by way of a noticeable increase in overall boat numbers, boat ramp usage, overflow boat trailer parking, fisherpersons taking up a significant portion of available short-term accommodation, and the amount of fish offal in cleaning stations and private bins collected and disposed of at the Shires landfill facility.

An item was taken to the Shires September 2022 Ordinary Council Meeting, where Council resolved:

Council Resolution

That Council request the Minister for Disability Services, Small Business, Fisheries, Seniors and Ageing, the Hon Don Punch MLA, acknowledge and respond to the concerns of the Shire of Shark Bay with regard to the seasonal closures as outlined in the West Coast Demersal Scalefish Resource Consultation Paper: Recreational (including Charter) Sector Proposed Management Package.

COMMENT

On the 3 December 2025 the WA Government announced new statewide reforms for demersal fishing in Western Australia (Attachment 1). The reforms were announced "to protect at-risk demersal species including pink snapper, red emperor, and the iconic WA dhufish so there are fish for future generations".

In announcing the reforms, the State Government said:

WA's iconic demersal fish are at serious risk. Numbers of key spawning species, including pink snapper, red emperor and WA dhufish have fallen to dangerously low levels in some parts of the state. Immediate action is needed to protect these species and ensure healthy fish stocks for the future.

The WA Government has made the difficult decision to introduce stronger measures across the state to protect at-risk demersal fish.

Why are these fishing reforms in place?

The latest science has shown that several demersal fish species are under serious threat from continued fishing pressure.

After seeking input from fishing sectors and the community, management actions have been announced which impact recreational, charter and commercial fishing sectors.

Everyone needs to play their part for future generations of fishers.

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What fishing reforms are in place?

There are various changes across WA for recreational, charter and commercial fishing which include significant changes to the West Coast bioregion.

Boat-based recreational demersal fishing in the West Coast bioregion from Kalbarri to Augusta, will not reopen on 16 December 2025. It will re-open in Spring 2027 exclusively as a recreational fishing zone.

Charter fishing in the Perth metropolitan area will be closed from 16 December 2025, however charter fishing for demersal fish under the tag system will continue in the remainder of the West Coast bioregion under a reduced annual catch limit of 25 tonnes. The West Coast bioregion will be permanently closed to commercial fishing for demersal from 1 January 2026.

There is a genuine community concern that there will be a significant increase in the number of fishing visitors North of the West Coast Zone closures, and the potential impacts such as overfishing, loss of habitat, the impact on fish stock within the Gulf cannot be underestimated.

Council has the opportunity as it did in securing a reduction to the *fish possession limits* to further protect now and into the future Shark Bay's amazing marine environment for "ALL" to enjoy, by seeking the following commitments from the Minister:

- **Urgent Fish Stock Assessment:** The inner gulf of Shark Bay requires an updated fish stock assessment. The last assessment was conducted over a decade ago using data that was already outdated at the time. To ensure sustainable management, fresh data to reflect current conditions and provide a baseline from which to measure impacts of the closure is needed.
- **Reduction of Bag and Possession Limits:** A reduction in the daily bag limits to two (2) or three (3) fish and cutting possession limits from ten (10) kilograms to five (5) kilograms for demersal species.

Additionally, seek the removal of any doubling of bag limits for overnight stays at sea to prevent overharvesting.

- **Time-Sensitive Action:** With the closure of the West Coast bioregion, Denham is now a major destination without the concurrent release of updated measures and regulations. A steady increase in fishing pressure locally, particularly post-COVID has been evident, and it is understood that current Department of Fisheries boat ramp data supports this.

Without timely action, there is risk of long-term impacts/damage to both the fish stocks and our local economy.

LEGAL IMPLICATIONS

There are no known legal implications.

POLICY IMPLICATIONS

There are no policy implications for this item.

MINUTES OF THE ORDINARY COUNCIL MEETING

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FINANCIAL IMPLICATIONS

There are no financial implications for this item.

STRATEGIC IMPLICATIONS

Environmental Objective, Outcome 3 “A natural environment for the benefit and enjoyment of current and future generations” – Strategy 3.1 Promote reduced environmental impact within the Shire.

RISK MANAGEMENT

There are no risk management implications for this item.

VOTING REQUIREMENTS

Simple Majority Required.

SIGNATURES

Chief Executive Officer

D Chapman

Date of Report

8 December 2025

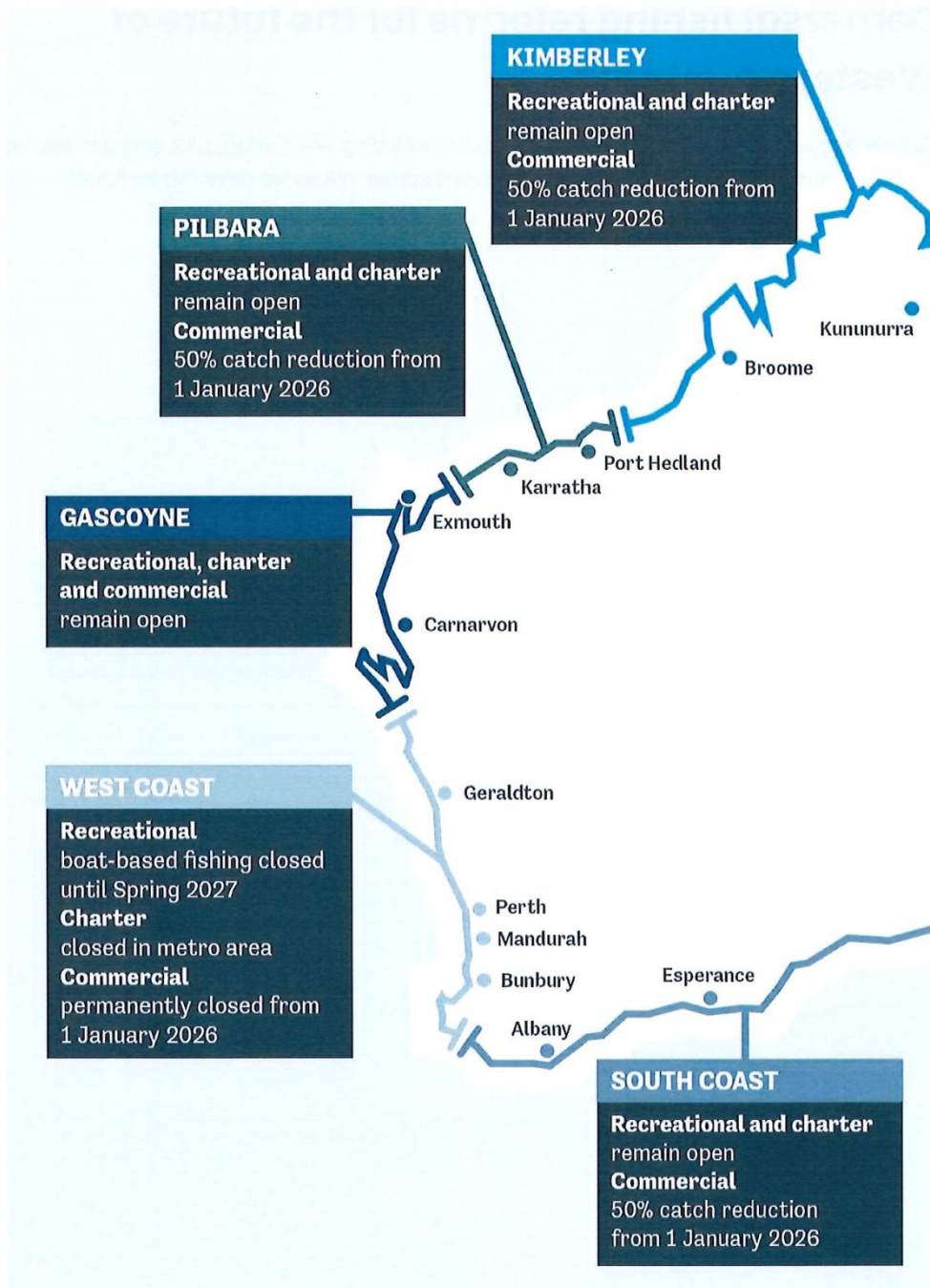
ATTACHMENT # 1

08/12/2025, 13:37

Western Australia's demersal scalefish resources | Department of Primary Industries and Regional Development

Demersal fishing reforms for the future of Western Australia

To help recover stocks of iconic demersal scalefish including WA dhufish, pink snapper and red emperor, stronger measures have been introduced across WA so we have fish for future generations.



Demersal fishing by bioregion

08/12/2025, 13:37

Western Australia's demersal scalefish resources | Department of Primary Industries and Regional Development

Demersal scalefish in Western Australia (WA) are long-lived, slow-growing species that live close to the seabed and are highly valued by the community for their role in supplying premium seafood and supporting recreational fishing and marine tourism.

Demersal fishing reforms for the future of WA

The Western Australian Government has announced important management changes across the state to protect at-risk demersal fish and help stocks recover for future generations.

The latest scientific stock assessments for WA's demersal resources have shown several species including pink snapper, red emperor and the iconic WA dhufish are under serious threat from continued fishing pressure.

After seeking input from all fishing sectors and the community, including a 'Have Your Say' survey and the Fishing Futures Forum, the WA Government has announced significant and targeted management actions along the WA coast to rebuild demersal fish stocks. The entire fishing community will need to contribute to this serious recovery effort.

Important statewide reforms will be implemented across the state for all fishers to protect our iconic demersal fish.

What is changing across the bioregions?

West Coast bioregion

- **Recreational** boat-based fishing will NOT reopen on 16 December 2025. It will reopen in Spring 2027 as an exclusively recreational fishing zone.
- **Charter** fishing in the metropolitan area will be closed from 16 December 2025, however charter fishing for demersals under the tag system will continue in the remainder of the west coast bioregion under a reduced annual catch limit of 25 tonnes.
- **Commercial** fishing for demersal species will be closed from 1 January 2026. This will include a permanent closure of gillnet fisheries and commercial line fishing south of Kalbarri supported by a compulsory buyback of commercial fishing licences.

Kimberley bioregion

- **Recreational** and **charter** fishing will remain open.

08/12/2025, 13:37

Western Australia's demersal scalefish resources | Department of Primary Industries and Regional Development

- There will be a 50% catch reduction for **commercial** fisheries from 1 January 2026.

Pilbara bioregion

- **Recreational** and **charter** fishing will remain open.
- There will be a 50% catch reduction for **commercial** fisheries from 1 January 2026.
- Permanent closure of commercial trawl fishing for demersal scalefish from 1 January 2026.

Gascoyne bioregion

- **Recreational, charter** and **commercial** fishing will remain open.

South Coast bioregion

- **Recreational** and **charter** fishing will remain open.
- There will be a 50% catch reduction for **commercial** fisheries from 1 January 2026.

Statewide reform

Additional statewide management measures for recreational fishing, including real-time reporting of demersal catches and revised bag and size limits, will be implemented in 2026.

A demersal reform program will also commence in early 2026 to transition all commercial demersal scalefish fisheries to quota-based management by 2028.

Fisheries support package

The WA Government is investing more than \$29.2 million to assist the commercial and recreational sectors to adapt to the statewide management changes needed to help rebuild severely depleted demersal fish stocks. The support package will

08/12/2025, 13:37

Western Australia's demersal scalefish resources | Department of Primary Industries and Regional Development

include:

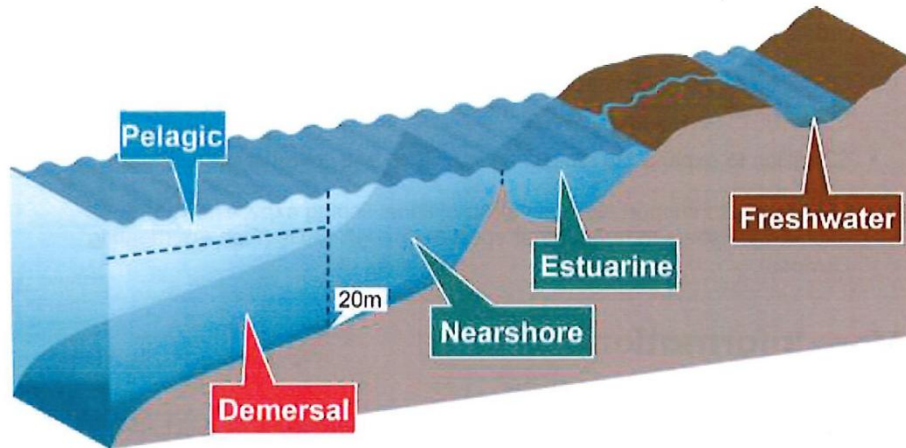
- \$20 million Compulsory Fisheries Adjustment Scheme 'buy out' for the commercial line and gillnet fisheries in the West Coast Region.
- \$3.3 million to support alternative recreational fishing experiences including rebates for tackle shops to encourage fishers to target other species.
- \$2 million for an education campaign to promote new rules and increase recreational stewardship across metropolitan and regional areas.
- \$2 million to expand the statewide boat ramp and covert remote camera.
- \$1.9 million to support alternative recreational fishing experiences and encourage fishers to target other species through FADs (Fish Aggregating Devices).

More information

View the [Frequently asked questions](#)

(<https://www.dpird.wa.gov.au/siteassets/documents/fisheries/demersal/faqs-demersal-management-changes-dec-2025.pdf>).

Further details on the management changes will be available on the DPIRD website in early 2026.



There are 5 demersal scalefish resources in WA's waters, the Kimberley, Pilbara, Gascoyne, West Coast, and South Coast. These resources collectively include more than 100 tropical and temperate fish species in inshore (20-250 m deep) and offshore (>250 m) waters.

Demersal science

The Department of Primary Industries and Regional Development (DPIRD) monitors the status of WA's demersal scalefish resources by undertaking regular stock assessments of key indicator species.

The latest stock assessments for the Kimberley, Pilbara, West Coast, and South Coast demersal scalefish resources show fishing pressure across the State is well above acceptable limits. In the Gascoyne, the fishery is recovering because both industry and the department worked cohesively together to implement strong management changes.

Find out about the latest assessments:

17 DECEMBER 2025

The President adjourned the Ordinary Council meeting at 2.41 pm
The President reconvened the Ordinary Council meeting at 2.52pm

12.2 ROAD WIDENING SHARK BAY ROAD
RD00013 / RD00017 / RD00009

Author

Cr Mark Smith

Disclosure of Any Interest

Declaration of Interest: Cr Mark Smith

Nature of Interest: Impartiality Interest as Author of the report

Moved Cr Smith
Seconded Cr Ridgley

Council Resolution

That the Chief Executive Officer write to the Hon Rita Saffioti MLA, Deputy Premier; Treasurer; Minister for Transport; Sport and Recreation, seeking a commitment to completion of the road widening project on Shark Bay Road.

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith and Stubberfield

AGAINST: Nil

ABSENT: Cr's Bellottie and Cowell

Background

The culmination of advocacy to Main Roads specific to safety concerns on Shark Bay Road saw the commencement of the Shark Bay Road, road widening project in June 2021. The section from SLK 102 through to SLK 127.85 was widened, roughly from the Whalebone turnoff to the cemetery.

Main Roads had initially wanted to commence this project at the Overlander and work inwards as funding became available. Advocacy from several stakeholders convinced Main Roads that given the poor vertical alignment and higher risk, work should start from the Denham end of the road.

The original seal width of this section of Shark Bay Road was 6.3 metres, this was increased to 7 metres, with 1 metre sealed shoulders added on both sides, bringing the total sealed width to 9 metres.

There was no commitment given by Main Roads to complete the widening for the remainder of Shark Bay Road.

Comment

Usage of Shark Bay Road has continued to increase since the original 2021 widening project, and in the interests of road safety, accommodating growing tourist numbers and supporting the increase in the transport of materials for town growth and development, a commitment to the continuation of this project is sought from the Minister.

17 DECEMBER 2025

It is known that Main Roads WA have already invested money into crushing and winning material at the Whalebone Main Roads WA gravel pit, so material has already been stockpiled ready for the continuation of this project.

LEGAL IMPLICATIONS

There are no known legal implications.

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

There are no known financial implications for the Shire, Shark Bay Road is Main Roads infrastructure.

STRATEGIC IMPLICATIONS

Council Plan 2023-2033

Strategy 1.1.4: Identify opportunities to seek funding and partnerships for strategic transport infrastructure maintenance and improvements.

RISK MANAGEMENT

There are no risk management implications for this item.

Voting Requirements

Simple Majority Required

Signature

Chief Executive Officer

D Chapman

Date of Report

8 December 2025

17 DECEMBER 2025

13.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There were no motions of which previous notice have been given for the December 2025 Ordinary Council meeting.

14.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

There were no questions by members of which due notice haven been given for the December 2025 Ordinary Council meeting.

15.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

No Urgent Business was presented to the December 2025 Ordinary Council meeting.

Visitor in the gallery left at 2.55 pm

16.0 MATTERS BEHIND CLOSED DOORS

Moved Cr Fenny
Seconded Cr Johns

Council Resolution

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

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith and Stubberfield
AGAINST: Nil
ABSENT: Cr's Bellottie and Cowell

Council's Works Manager Mr Galvin left the Council Chambers at 2.56pm.

17 DECEMBER 2025

16.1 CITIZEN OF THE YEAR AWARDS
CR00001

Author

Community Development Officer

Disclosure of Any Interest

Disclosure of Interest: Cr Ridgley

Nature of Interest: Impartiality Interest as Wife and Child have been nominated

Moved: Cr Fenny

Seconded: Cr Johns

Council Resolution

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

5/0 CARRIED

FOR: Cr's Fenny, Johns, Ridgley, Smith and Stubberfield

AGAINST: Nil

ABSENT: Cr's Bellottie and Cowell

The order of the recommendation was amended for Cr Ridgley to participate in the decision making for Citizen of the Year Youth, Community Group, and Councillors Choice Award. Cr Ridgley then left the room for Shark Bay Citizen of the Year as per his interest declaration.

Moved Cr Fenny

Seconded Cr Johns

Council Resolution

1. **That Council endorse the following individuals and group for each category of the Shark Bay Citizen of the Year Awards 2026:**
 - a) **Shark Bay Citizen of the Year (Youth) is presented to Taylor Burton**
 - b) **Shark Bay Active Citizen Award (for a community group and/or event) is presented to the Shark Bay School Catering Club**
 - c) **Shark Bay Senior Citizen Award is presented to Julie Robins**
2. **That Council award a 'Councillors Choice Award' for a Citizen not otherwise nominated by the Shark Bay community.**
 - a) **Shark Bay Community Service Award is presented to Chris Rewi**

Cr Ridgley left the Council Chamber at 3.08pm

3. Shark Bay Citizen of the Year is presented to Lane Raven

4. Council resolution be EMBARGOED until the 26 January 2026.

4/0 CARRIED

The Chief Executive Officer Mr Chapman left the Council Chamber at 3.11pm

Cr Ridgley entered the Council Chamber at 3.12pm

Cr Ridgely left the Council Chamber at 3.13pm

Ms Ironside left the Council Chamber at 3.15pm

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16.2 PERFORMANCE APPRAISAL AND NEW CONTRACT OFFER - CHIEF EXECUTIVE OFFICER PE00131

Author

President – Cr Stubberfield

Disclosure of Any Interest

Nil

Moved Cr Stubberfield

Seconded Cr Fenny

Council Resolution

That the President's Recommendation contained within the body of the confidential report be considered by Council.

4/0 CARRIED

FOR: Cr's Fenny, Johns, Smith and Stubberfield

AGAINST: Nil

ABSENT: Cr's Bellottie and Cowell, Ridgley

Moved Cr Fenny

Seconded Cr Johns

Council Resolution

- 1. The Chief Executive Officer's Self-Assessment comments be noted.**
- 2. The Key Result Areas for 2025/2026 be agreed.**
- 3. That the aggregated performance rating of Highly Satisfactory obtained from the Elected Member respondents for the review period be endorsed.**

4/0 CARRIED BY ABSOLUTE MAJORITY

FOR: Cr's Fenny, Johns, Smith and Stubberfield

AGAINST: Nil

ABSENT: Cr's Bellottie, Cowell, and Ridgley

Moved Cr Fenny

Seconded Cr Smith

Council Resolution

- 1. That a new 5-year employment contract be offered to the Chief Executive Officer back dated to the anniversary date of 5 October 2025.**
- 2. That an increase of 3.5% in the Chief Executive Officer's total reward package and benefits be applied, as a component of the contract of**

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employment, within the parameters of Band 4 of the Salaries and Allowances Tribunal determination, issued in April 2025.

3. That additional benefits to the value recommended, per year, be applied.

4/0 CARRIED BY ABSOLUTE MAJORITY

FOR: Cr's Fenny, Johns, Smith and Stubberfield

AGAINST: Nil

ABSENT: Cr's Bellottie, Cowell, and Ridgley

Moved Cr Johns

Seconded Cr Smith

Council Resolution

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

4/0 CARRIED

FOR: Cr's Fenny, Johns, Smith and Stubberfield

AGAINST: Nil

ABSENT: Cr's Bellottie, Ridgley and Cowell

Mr Chapman entered the Council Chamber at 3.21pm

At 3.22pm the President read aloud the Council decision that had been taken during the time the meeting was closed to the public in accordance with Council's Local Laws relating to Standing Orders clause 12.7(3)(a)(b)(c)(d)(e).

17.0 DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of the Shark Bay Shire Council will be held in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham on 25 February 2026 commencing at 1.00 pm.

18.0 CLOSURE OF MEETING

When there is no further business, the President closed the Ordinary Council meeting at 3:23pm