

SHIRE OF SHARK BAY MINUTES

30 July 2025

ORDINARY COUNCIL MEETING



MONKEY MIA DOPHINS – SHARK BAY



30 JULY 2025



DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Shark Bay for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with Council members or staff.

The Shire of Shark Bay disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Shark Bay during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Shark Bay.

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

30 JULY 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 30 July 2025 commencing at 1.03 pm.

TABLE OF CONTENTS

1.0	Declaration of Opening	4
2.0	Acknowledgement of Country	4
3.0	Record of Attendances / Apologies / Leave of Absence Granted	4
4.0	Response To Previous Public Questions On Notice	4
5.0	Public Question Time	4
6.0	Applications For Leave Of Absence	5
6.1	Application For Leave Of Absence – Councillor Smith	5
7.0	Petitions	7
8.0	Confirmation Of Minutes	7
8.1	Confirmation of the Minutes of the Ordinary Council meeting held on 25 June 2025..	7
8.2	Confirmation of the Minutes of the Special Council meeting held on 23 July 2025	7
9.0	Announcements By The Chair	7
10.0	Administration Report	8
10.1	Audit Committee Chair And Deputy Chair	8
10.2	Western Australian Local Government Association Annual Conference - 2025	11
10.3	Cancellation of Ordinary Council Meeting – 24 September 2025	20
11.0	Finance Report	22
11.1	Schedule of Accounts Paid to be Received	22
11.2	Rose de Freycinet Gallery Fee Waiver Request – Exhibition	41
12.0	Town Planning Report	49
12.1	Proposed Ablution Building and Infrastructure – Lot 4 Nanga Road, Nanga	49
12.2	Proposed New Holiday House – Lot 2 (8b) And Lot 1 (8a) Leeds Court, Denham ...	84
13.0	Motions of Which Previous Notice Has Been Given	114
14.0	Questions by Members of Which Due Notice Has Been Given	114
15.0	Urgent Business Approved By The Person Presiding Or By Decision	114
16.0	Matters Behind Closed Doors	114
17.0	Date And Time Of Next Meeting	114
18.0	Closure of Meeting	114

30 JULY 2025

1.0 DECLARATION OF OPENING

The President declared the Ordinary Council meeting open at 1:03 pm.

2.0 ACKNOWLEDGEMENT OF COUNTRY

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

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

3.0 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED

ATTENDANCES

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

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

APOLOGIES

Cr M Smith	Leave of Absence approved Item 6.1 of these minutes
------------	---

VISITORS

1 visitor in the gallery

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

Nil

5.0 PUBLIC QUESTION TIME

The President opened public question time at 1:04 pm and with no questions raised from the gallery the President closed public question time at 1:04 pm.

30 JULY 2025

6.0 APPLICATIONS FOR LEAVE OF ABSENCE

**6.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR SMITH
GV00020**

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved

Cr Fenny

Seconded

Cr Vankova

Council Resolution

Councillor Smith is *granted* leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on Wednesday 30 July 2025.

6/0 CARRIED

FOR:

Cr's Bellottie, Cowell, Fenny, Ridgley, Stubberfield and Vankova

AGAINST:

Nil

ABSENT:

Cr Smith

Background

Councillor Smith has applied for leave of absence from the ordinary meeting of Council scheduled for Wednesday 30 July 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 Smith has advised the Chief Executive Officer; he will be unable to attend the Ordinary meeting of Council scheduled to be held on Wednesday 30 July 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 Smith leave of absence but must include the reasons for the refusal for not granting the leave in the resolution.

Legal Implications

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

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

30 JULY 2025

- (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 18 July 2025

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

7.0 **PETITIONS**

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

8.0 **CONFIRMATION OF MINUTES**

8.1 **CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 25 JUNE 2025**

Moved Cr Fenny
Seconded Cr Vankova

Council Resolution

That the minutes of the Ordinary Council meeting held on 25 June 2025, as circulated to all Councillors, be confirmed as a true and accurate record.

6/0 CARRIED

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

8.2 **CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 23 JULY 2025**

Moved Cr Stubberfield
Seconded Cr Ridgley

Council Resolution

That the minutes of the Special Council meeting held on 23 July 2025, as circulated to all Councillors, be confirmed as a true and accurate record.

6/0 CARRIED

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

9.0 **ANNOUNCEMENTS BY THE CHAIR**

There were no announcements made by the Chair at the Ordinary Council meeting held in July 2025.

30 JULY 2025

10.0 ADMINISTRATION REPORT

10.1 AUDIT COMMITTEE CHAIR AND DEPUTY CHAIR
IM00015 / IM00019

AUTHOR

Executive Assistant

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Fenny
Seconded Cr Stubberfield

Council Resolution

- 1. That Cr Cowell be appointed as the Chair/Presiding person for the Audit Committee**
- 2. That Cr Stubberfield be appointed as the Deputy Chair/Presiding person for the Audit Committee.**

6/0 CARRIED BY ABSOLUTE MAJORITY

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

BACKGROUND

To comply with Section 5.1A *Local Government Act 1995*:

The Audit Committee is a standing committee that the Council is required by legislation to have in place. Currently all councillors have been elected to the Audit Committee.

Under the current provisions of the Act, an audit committee is required to be established comprising of 3 or more persons appointed by an absolute majority decision of the local government. The majority of the members must be council members. The Chief Executive Officer or a local government employee cannot be a member.

Local Government Amendment Act 2024

The *Local Government Amendment Act 2024* (the Amendment Act) amends the *Local Government Act 1995* (the Act) to advance various reforms, including the establishment of a new Local Government Inspector (the Inspector) and monitors to enhance early intervention and assist local governments in resolving dysfunction.

Audit, risk and improvement committees

Audit committees will be revised as audit, risk and improvement committees (ARICs) and must have an independent presiding member to ensure a level of neutrality and impartial oversight in chairing these meetings. An independent presiding member must be a person who is not a council member of any local government or an employee of

the local government. If a deputy presiding member is appointed, they must also be independent.

The introduction of an independent presiding member provides an opportunity for increased community confidence in a local government's financial and risk management. There may also be benefit to the local government through appointing an independent presiding member with risk and financial management expertise that may otherwise be unavailable.

This reform reflects modern governance practices in State Government authorities and agencies as well as private corporations.

The Act provides for the following distinct committee member roles:

- Presiding Member — responsible for facilitating and chairing committee meetings (section 5.12).
- Deputy Presiding Member — comparable to a Deputy Mayor/President, a deputy presiding member is a committee member who presides at meetings of the committee in the absence of the presiding member (section 5.12(2)).
- Deputy Member — a deputy to a committee member who only performs the function of the ordinary member when they are unable to do so (section 5.11A).

Under section 87 of the Amendment Act, a local government will be required to appoint an independent person as presiding member of the audit, risk and improvement committees.

The reforms will require an audit, risk and improvement committees to be structured as follows:

Independent Presiding Member

- A local government must appoint an independent person as presiding member of the audit, risk and improvement committees.

Independent Deputy Member/Deputy Presiding Member

- A local government must appoint an independent person as Deputy Member to the Presiding Member, stepping in when the Presiding Member is unavailable.
- A local government may also appoint an independent committee member as Deputy Presiding Member.

Other members

- The audit, risk and improvement committees must have at least three members including the independent presiding member.
- The Chief Executive Officer and other local government employees cannot be members of the audit, risk and improvement committees.

30 JULY 2025

Smaller local governments may also now choose to share an ARIC to reduce the burden on their resources.

Western Australian Local Government Association is seeking expressions of interest from suitably qualified and experienced persons to be included in a pool from which Local Governments may select independent persons for appointment to their Local Government's Audit, Risk and Improvement Committee.

The pool will be available to all Local Governments, enabling the Local Government to identify potential candidates for inclusion in their selection processes at their own discretion.

COMMENT

Currently the President Cr Cowell is the Chairperson of the Shire of Shark Bay Audit Committee. The position of Chair/Presiding Member has not been voted on previously, this item and recommendation is to satisfy that immediate requirement.

Under the amendments Council was required to appoint committee presiding members and deputies of the newly named Audit, Risk and Improvement Committee before the 1 July 2025. Advice from the Western Australian Local Government Association confirms that appointment of these positions can be held off until after the October 2025 Local Government Elections.

LEGAL IMPLICATIONS

Local Government Act 1995.

Local Government Amendment Act 2024 Section 5.12.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

Currently there are no financial implications to this report, but once the amendments to the Local Government Act have been approved then Council will be required to pay sitting fees and reimbursement of reasonable expenses to both the independent Presiding and Deputy Presiding members of the Audit Risk and Improvement Committee.

STRATEGIC IMPLICATIONS

There are no known strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Absolute Majority Required

SIGNATURES

Chief Executive Officer

D Chapman

Date of Report

18 July 2025

30 JULY 2025

10.2 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ANNUAL CONFERENCE - 2025
CM00053

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved

Cr Ridgley

Seconded

Cr Vankova

Council Resolution

- 1. That the following Councillor's be nominated to attend the 2025 Western Australian Local Government Association Annual Conference to be held in Perth from Monday 22 to Wednesday 24 September 2025:**

Cr Smith

Cr Stubberfield

Cr Fenny

Cr Cowell

Cr Bellottie

Cr Vankova

- 2. That the Chief Executive Officer be authorised to attend the Western Australian Local Government Association Annual Conference to be held in Perth on Monday 22 to Wednesday 24 September 2025.**

6/0 CARRIED

FOR:

Cr's Bellottie, Cowell, Fenny, Ridgley, Stubberfield and Vankova

AGAINST:

Nil

ABSENT:

Cr Smith

Background

The Western Australian Local Government Association holds an Annual Conference for Councillor's and Chief Executive Officers.

Council is required to nominate which Councillor's are attending the conference so that the administration staff can register the Councillor's, and book accommodation and flights.

Comment

The annual 2025 Western Australian Local Government Association Conference (Local Government Week) is scheduled to be held from Monday 22 to Wednesday 24 September 2025.

The conference normally attracts over 400 delegates from the Western Australian Local Government sector, as well as various exhibitors and guest speakers.

The Western Australian Local Government Association Annual conference is a significant event for Local Government in Western Australia.

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

The conference is an opportunity for Councillors to interact with representatives from other Local Governments, State Agencies, and other organisations, additionally the agenda provides for training, professional development, and information opportunities.

The theme for the 2025 WA Local Government Convention is **Lean into Legacy**.

The Program is attached at the end of this report.

Councillors need to consider the conference dates and advise that they wish to be nominated to attend the conference at the July 2025 Ordinary Council meeting, so that accommodation and flights can be booked.

Previous attendance to the Conference is as follows:

YEAR	NOMINATED	NOTES
2024	Cr Stubberfield Cr Smith Cr Cowell Cr Vankova	Cr Smith and Cr Vankova did not attend
2023	Cr Cowell Cr Ridgely Cr Vankova	
2022	Cr Smith Cr Cowell Cr Vankova Cr Ridgley	Cr Ridgley did not attend Cr Smith did not attend
2021	Cr Smith Cr Ridgley	Cr Ridgley did not attend
2020	Conference Cancelled	Due to COVID-19
2019	All Councillors Nominated	Cr Laundry and Cr Bellottie attended
2018	Cr Fenny Cr Burton Cr Cowell	Cr Cowell did not attend
2017	Cr Bellottie Cr Laundry	
2016	Cr Ridgley Cr Capewell Cr Cowell	
2015	Cr Laundry Cr Bellottie	
2014	Cr Ridgley Cr Wake Cr Prior	Cr Ridgley did not attend
2013	Cr Cowell Cr Prior	
2012	Cr Wake Cr Capewell	
2011	Cr Cowell Cr Wake	
2010	Cr Cowell	

30 JULY 2025

Legal Implications

There are no legal implications relative to this report

Policy Implications

Council's Policy number 1.6 Conference and Training Attendance:

The conferences and training to which this policy applies shall generally be limited to:

- Events organised by the Western Australian Local Government Association, Australian Local Government Association and Australian Local Government's Women's Association.

Financial Implications

The total cost of a Councillor attending the 2025 Conference is approximately \$3,700 ex GST. This includes flights, accommodation, meals, and conference fees.

The costs associated with the conference will be catered for in the 2025/2026 budget.

Strategic Implications

Civic Leadership 4.2.2 – Implement effective training programs for administration and Councillors.

Risk Management

This is a low-risk item for Council.

Voting Requirements

Simple Majority Required

Signatures

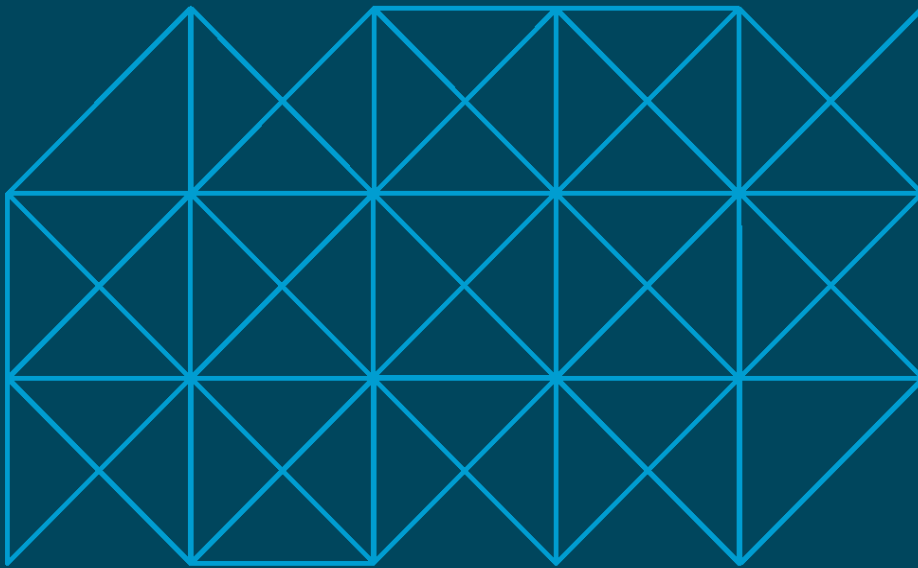
Chief Executive Officer

D Chapman

Date of Report

10 July 2025

30 JULY 2025



LEAN INTO LEGACY

WALGA LOCAL GOVERNMENT
CONVENTION 2025





WALGA's Local Government Convention will return to the Perth Convention and Exhibition Centre from Monday 22 – Wednesday 24 September 2025.

Our 2025 theme 'Lean into Legacy' delves into how the decisions we make today form the building blocks for tomorrow. With a focus on reflective, current and future legacy, we will explore how leaving a lasting, positive legacy as a Local Government means making choices that endure far beyond election cycles.

Detailed information about the keynote speaker, breakout sessions and Program will be provided shortly and updated on the Convention website when published.

30 JULY 2025



MONDAY, 22 SEPTEMBER

9:00am	Planning Showcase Registration (only)
--------	--

9:30am–3.15pm	Planning Showcase
---------------	--------------------------

11:00am	Registration Desk Opens
---------	--------------------------------

11:30am–2:30pm	Heads of Agency Lunch
----------------	------------------------------

3:30pm–5:00pm	Mayors and Presidents Forum
---------------	------------------------------------

4:00pm	Exhibition Opens Pavilion 1
--------	---------------------------------------

6:00pm–9:00pm	Welcome Drinks Pavilion 1
---------------	-------------------------------------

TUESDAY, 23 SEPTEMBER**7:30am Registration Desk Opens****8:00am Exhibition Opens****SESSION ONE - BELLEVUE BALLROOM 1 & 2****9:00am Opening Segment, Welcome to Country****9:15am MC Welcome****9:20am Opening Address****9:35am WALGA President Address****9:55am Keynote Address****10:55am Morning Tea****SESSION TWO - BELLEVUE BALLROOM 1 & 2****11:45am State of Play****1:15pm Address****1:30pm Lunch****AGM - BELLEVUE BALLROOM 1 & 2****2:15pm–5:00pm WALGA Annual General Meeting****4:00pm Exhibition Closes****6:00pm–10:00pm Convention Cocktail Gala**
Location: The Art Gallery of WA

WEDNESDAY, 24 SEPTEMBER

6:30am **Registration Desk Opens**

7:00am–8:45am **Icons Breakfast**

7:00am **Exhibition Opens**

8:45am **Icons Photo Opportunity**

8:30am **Procurement Network Forum Registrations Open**

9:00am–4:30pm **Procurement Network Forum**

OPENING SESSION - BELLEVUE BALLROOM 1 & 2

9:45am **Opening**

9:55am **Panel Session**

10:55am **Address**

11:10am **Morning Tea**

BREAKOUT SESSIONS

11:40am–1:10pm **Breakout Session 1**

11:40am–1:10pm **Breakout Session 2**

1:10pm **Lunch**

CLOSING SESSION

2:30pm **Closing Keynote**

3:30pm **Closing Remarks**

3:45pm **Convention Close**

30 JULY 2025



WALGA

LEAN INTO LEGACY

WALGA LOCAL GOVERNMENT
CONVENTION 2025

*Please note: this information was correct at the
time of publication and is subject to change.

30 JULY 2025

10.3 CANCELLATION OF ORDINARY COUNCIL MEETING – 24 SEPTEMBER 2025
CM00016

AUTHOR

Executive Assistant

DISCLOSURE OF ANY INTEREST

Nil

Officer Recommendation

That Council, cancel the Ordinary Council meeting scheduled to be held on Wednesday 24 September 2025 and advertise the cancellation in accordance with the Local Government (Administration) Regulations 1996, as the President, Councillors and the Chief Executive Officer will be attending the Western Australian Local Government 2025 Conference, being held between the 22 and 24 September 2025.

ALTERNATE RECOMMENDATION

Moved Cr Fenny

Seconded Cr Vankova

Council Resolution

That Council defer this item and have it presented to the August 2025 Ordinary Council meeting.

6/0 CARRIED

FOR: Cr's Bellottie, Cowell, Fenny, Ridgley, Stubberfield and Vankova

AGAINST: Nil

ABSENT: Cr Smith

BACKGROUND

The Local Government (Administration) regulations 1996 advise that the Chief Executive Officer is to advertise the date and time and place of Ordinary Council meetings, before the beginning of the year in which the meetings are to be held.

This advertisement was placed on Council's website, in the Inscription Post and also placed on Council's notice board on the 1 November 2024.

COMMENT

Due to the Western Australian Local Government 2025 Convention being conducted between Monday 22 September 2025 and Wednesday 24 September 2025 it is prudent that Council cancel the Ordinary Council meeting scheduled to be held on Wednesday 24 September 2025 so that the President, Councillors and the Chief Executive Officer can attend the conference.

LEGAL IMPLICATIONS

Division 2 — Council meetings, committees and their meetings and electors' meetings
Subdivision 1 — Council meetings

Ordinary and special council meetings

5.3. (1) A council is to hold ordinary meetings and may hold special meetings.

30 JULY 2025

- (2) Ordinary meetings are to be held not more than 3 months apart.

Local Government (Administration) Regulations 1996

12. Publication of meeting details (Act s. 5.25(1)(g))

- (1) In this regulation —

meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.

- (2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —
- (a) ordinary council meetings;
 - (b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.
- (3) Any change to the meeting details for a meeting referred to in sub-regulation (2) must be published on the local government's official website as soon as practicable after the change is made.

POLICY IMPLICATIONS

Council Policy 1.1 Frequency of Council Meetings

Purpose: To provide guidance as to when ordinary Council meetings are to be held.

Detail: Ordinary Council meetings will be held on the last Wednesday of each month except January, unless resolved by Council to allow for other circumstances.

Council Policy 1.6 Conference and Training Attendance

It is important that Councillors, as part of their roles and responsibilities participate in professional development by attendance at conferences, seminars and development programs.

Such attendance assists them to be more informed and be better able to fulfil the duties of office.

The intention of this policy is to ensure that Councillors are given the opportunity to participate in professional development and are not financially disadvantaged.

FINANCIAL IMPLICATIONS

There are no financial implications relative to this report.

STRATEGIC IMPLICATIONS

Outcome 6 - A strategically focused, unified Council, functioning efficiently

6.1.1 Support and facilitate relevant training and development for Council Members.

RISK MANAGEMENT

This is a low-risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Chief Executive Officer

Date of Report

D Chapman

22 July 2025

30 JULY 2025

11.0 FINANCE REPORT

11.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED
CM00017

Author

Finance Officer / Accounts Payable

Disclosure of any Interest

Nil

Moved

Cr Ridgley

Seconded

Cr Vankova

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$2,433,340.37 be accepted.

6/0 CARRIED

FOR:

Cr's Bellottie, Cowell, Fenny, Ridgley, Stubberfield and Vankova

AGAINST:

Nil

ABSENT:

Cr Smith

Comment

The schedules of accounts for payment covering -

Municipal fund BPay payment for the month of June 2025 totalling \$2,186.11

Municipal fund direct debits to Council for the month of June 2025 totalling \$56,720.82

Municipal fund account electronic payment numbers MUNI 33719 to 33852 totalling \$2,106,337.45 and

Municipal fund account for June 2025 payroll totalling \$268,095.99

The schedule of accounts submitted to each member of Council on 24 July 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.

POLICY IMPLICATIONS

There are no policy implications associated with this item.

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

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

22 July 2025

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

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

NAME	DATE	DESCRIPTION	AMOUNT
BPAY	06/06/2025	AWARE SUPER	\$ 188.98
BPAY	06/06/2025	EXPAND EXTRA SUPER	\$ 1000.00
BPAY	06/06/2025	GESB	\$ 997.13
TOTAL			\$ 2,186.11

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

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18361.1	01/06/2025	PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	-355.06
DD18361.2	01/06/2025	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-169.17
DD18361.3	01/06/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-2602.04
DD18361.4	01/06/2025	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-793.52
DD18361.5	01/06/2025	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-329.67
DD18361.6	01/06/2025	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-902.89
DD18361.7	01/06/2025	AMP SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-286.34
DD18361.8	01/06/2025	EXPAND EXTRA SUPER	SUPERANNUATION CONTRIBUTIONS	-724.10
DD18361.9	01/06/2025	ONE SUPER	SUPERANNUATION CONTRIBUTIONS	-311.74
DD18382.1	15/06/2025	PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	-355.06
DD18382.2	15/06/2025	RUSSELL SUPER SOLUTIONS	SUPERANNUATION CONTRIBUTIONS	-355.06
DD18382.3	15/06/2025	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-201.71
DD18382.4	15/06/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1801.93
DD18382.5	15/06/2025	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-312.31
DD18382.6	15/06/2025	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-404.03

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18382.7	15/06/2025	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	-515.39
DD18382.8	15/06/2025	AMP SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-246.78
DD18382.9	15/06/2025	EXPAND EXTRA SUPER	SUPERANNUATION CONTRIBUTIONS	-873.49
DD18388.1	07/06/2025	URL NETWORKS PTY LTD	MONTHLY SHIRE TELEPHONE CHARGES - MAY 2025	-194.81
DD18392.1	20/06/2025	VIVA ENERGY AUSTRALIA	MONTHLY FUEL CARD ACCOUNT - MAY 2025	-754.44
DD18393.1	02/06/2025	SUPERLOOP LIMITED	SUPERLOOP INTERNET CHARGES FOR ADMINISTRATION OFFICE - 18 MAY TO 17 JUNE 2025	-277.00
DD18393.2	10/06/2025	SUPERLOOP LIMITED	SUPERLOOP INTERNET CHARGES FOR 51 DURLACHER STREET - 25 MAY TO 24 JUNE 2025	-86.00
DD18399.1	13/06/2025	WATER CORPORATION - OSBORNE PARK	PENSIONER UNITS AND 65 BROCKMAN STREET - WATER USAGE AND SERVICE CHARGES	-3431.593
DD18399.1	13/06/2025	WATER CORPORATION - OSBORNE PARK	65 BROCKMAN STREET – WATER USAGE AND SERVICE CHARGES	-63.84
DD18399.6	16/06/2025	WATER CORPORATION - OSBORNE PARK	80 DURLACHER STREET - WATER USAGE AND SERVICE CHARGES	-100.61
DD18399.6	16/06/2025	WATER CORPORATION - OSBORNE PARK	5 SPAVEN WAY – WATER USAGE AND SERVICE CHARGES	-365.37
DD18399.6	16/06/2025	WATER CORPORATION - OSBORNE PARK	16A SUNTER PLACE – WATER USAGE AND SERVICE CHARGES	-420.20
DD18399.6	16/06/2025	WATER CORPORATION - OSBORNE PARK	16B SUNTER PLACE – WATER USAGE AND SERVICE CHARGES	-345.87
DD18399.6	16/06/2025	WATER CORPORATION - OSBORNE PARK	51 DURLACHER STREET – WATER USAGE AND SERVICE CHARGES	-300.11
DD18399.2	18/06/2025	WATER CORPORATION - OSBORNE PARK	ADMINISTRATION OFFICE – WATER USAGE AND SERVICE CHARGES	-658.82
DD18399.2	18/06/2025	WATER CORPORATION - OSBORNE PARK	COMMUNITY RESOURCE CENTRE - WATER USAGE AND SERVICE CHARGES	-109.30
DD18399.2	18/06/2025	WATER CORPORATION - OSBORNE PARK	FORESHORE BEACH SHOWER FACILITIES – WATER USAGE	-79.35
DD18399.2	18/06/2025	WATER CORPORATION - OSBORNE PARK	FISH CLEANING FACILITIES – WATER USAGE AND SERVICE CHARGES	-2099.11

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18399.2	18/06/2025	WATER CORPORATION - OSBORNE PARK	CEMETERY – WATER USAGE	-179.28
DD18399.3	19/06/2025	WATER CORPORATION - OSBORNE PARK	COMMUNITY HUB – WATER USAGE AND SERVICE CHARGES	-78.49
DD18399.3	19/06/2025	WATER CORPORATION - OSBORNE PARK	DENHAM TOWN HALL – WATER USAGE AND SERVICE CHARGES	-760.37
DD18399.3	19/06/2025	WATER CORPORATION - OSBORNE PARK	PIONEER PARK – WATER USAGE	-426.16
DD18399.3	19/06/2025	WATER CORPORATION - OSBORNE PARK	FISH CLEANING FACILITIES – SERVICE CHARGES	-74.70
DD18399.3	19/06/2025	WATER CORPORATION - OSBORNE PARK	RECREATION CENTRE – WATER USAGE AND SERVICE CHARGES	-313.16
DD18399.3	19/06/2025	WATER CORPORATION - OSBORNE PARK	EMERGENCY SERVICES BUILDING – WATER USAGE – TO BE ONCHARGED TO SES AND ST JOHN AMBULANCE	-389.51
DD18399.3	19/06/2025	WATER CORPORATION - OSBORNE PARK	DISCOVERY CENTRE – WATER USAGE AND SERVICE CHARGES	-2738.38
DD18399.3	19/06/2025	WATER CORPORATION - OSBORNE PARK	SPEEDWAY 350 DAMPIER ROAD - WATER USAGE 27 MARCH TO 28 MAY 2025 – TO BE ONCHARGED TO SPEEDWAY	-1249.06
DD18399.4	20/06/2025	WATER CORPORATION - OSBORNE PARK	COMMUNITY STANDPIPE - WATER USAGE AND SERVICE CHARGES	-134.88
DD18399.5	24/06/2025	WATER CORPORATION - OSBORNE PARK	DEPOT - WATER USAGE	-1162.32
DD18408.1	29/06/2025	PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	-358.69
DD18408.2	29/06/2025	RUSSELL SUPER SOLUTIONS	SUPERANNUATION CONTRIBUTIONS	-358.69
DD18408.3	29/06/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-2218.85
DD18408.4	29/06/2025	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-320.99
DD18408.5	29/06/2025	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	-515.39
DD18408.6	29/06/2025	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-353.44
DD18408.7	29/06/2025	EXPAND EXTRA SUPER	SUPERANNUATION CONTRIBUTIONS	-873.49

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18408.8	29/06/2025	ONE SUPER	SUPERANNUATION CONTRIBUTIONS	-308.11
DD18408.9	29/06/2025	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-291.76
DD18361.10	01/06/2025	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-291.76
DD18361.11	01/06/2025	EQUIP SUPER	SUPERANNUATION CONTRIBUTIONS	-249.37
DD18361.12	01/06/2025	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-526.23
DD18361.13	01/06/2025	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-748.41
DD18361.14	01/06/2025	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-4446.74
DD18361.15	01/06/2025	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	-814.69
DD18361.16	01/06/2025	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-86.75
DD18361.17	01/06/2025	GESB	SUPERANNUATION CONTRIBUTIONS	-160.89
DD18361.18	01/06/2025	RUSSELL SUPER SOLUTIONS	SUPERANNUATION CONTRIBUTIONS	-351.42
DD18382.10	15/06/2025	ONE SUPER	SUPERANNUATION CONTRIBUTIONS	-311.74
DD18382.11	15/06/2025	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-291.76
DD18382.12	15/06/2025	EQUIP SUPER	SUPERANNUATION CONTRIBUTIONS	-168.93
DD18382.13	15/06/2025	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-526.23
DD18382.14	15/06/2025	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-748.41
DD18382.15	15/06/2025	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-4348.25
DD18382.16	15/06/2025	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-132.30
DD18382.17	15/06/2025	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	-58.32
DD18382.18	15/06/2025	GESB	SUPERANNUATION CONTRIBUTIONS	-108.60
DD18382.19	15/06/2025	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-947.38
DD18408.10	29/06/2025	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-526.23
DD18408.11	29/06/2025	EQUIP SUPER	SUPERANNUATION CONTRIBUTIONS	-201.11
DD18408.12	29/06/2025	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-748.41
DD18408.13	29/06/2025	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-4620.24
DD18408.14	29/06/2025	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-208.21
DD18408.15	29/06/2025	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	-58.32
DD18408.16	29/06/2025	GESB	SUPERANNUATION CONTRIBUTIONS	-193.06
DD18408.17	29/06/2025	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-914.63
			TOTAL	\$ 56,720.82

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

**SHIRE OF SHARK BAY – MUNI EFT
JUNE 2025
EFT #33719 – EFT#33852**

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT33719	05/06/2025	AUSTRALIA POST	USB FOR DEPOT AND MONTHLY POSTAL SERVICE - MAY 2025	-146.44
EFT33720	05/06/2025	KEZA WA PTY LTD T/AS BRAD ATCHESON	PROGRESSIVE PAYMENT - ENCLOSURE OF DENHAM DAY CARE VERANDAH	-31659.10
EFT33721	05/06/2025	BOOLBARDIE COUNTRY CLUB INC	COMMUNITY ASSISTANCE GRANTS 2024 / 2025 ROUND 2 - DENHAM OPEN GOLF CHAMPIONSHIP	-1000.00
EFT33722	05/06/2025	BITUTEK PTY LTD	PROVISION OF RESEAL WORKS FOR THE AIRPORT ROAD SHARK BAY	-100098.50
EFT33723	05/06/2025	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-264.00
EFT33724	05/06/2025	BEAVIS & SMITH CLEANING & CHEMICALS	MONTHLY CLEANING ACCOUNT - MAY 2025	-22509.58
EFT33724	05/06/2025	BEAVIS & SMITH CLEANING & CHEMICALS	VARIOUS CLEANING CONSUMABLES – MAY 2025	-1033.00
EFT33724	05/06/2025	BEAVIS & SMITH CLEANING & CHEMICALS	CLEANING OF PENSIONER UNIT 3 – PREPARING TEMPORARY MOVE OF PENSIONER FROM UNIT 12 TO UNDERTAKE WORKS FOR INSURANCE CLAIM	-167.20
EFT33725	05/06/2025	DENHAM ELECTRICAL NORTH WEST PTY LTD	REPAIR WORK ON FISH CLEANING FACILITIES SWITCHBOARD AND A FRAME TEMPORARY POWER BOX DURING SHARK BAY FIESTA	-1280.40
EFT33726	05/06/2025	DAVID HADDEN	CONSULTANT HEALTH OFFICER CHARGES	-2563.65
EFT33727	05/06/2025	ENVIRONMENTAL HEALTH AUSTRALIA	RENEWAL OF ANNUAL SUBSCRIPTION I'M ALERT FOOD SAFETY PROGRAM - 01 JULY 2025 TO 30 JUNE 2026	-330.00
EFT33728	05/06/2025	SHARK BAY SUPERMARKET	MONTHLY SUPERMARKET ACCOUNT - MAY 2025	-79.20

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT33729	05/06/2025	FAR WEST ELECTRICAL	INSTALLATION OF NEW CIRCUIT VIA UNDERGROUND CONDUIT FOR THE STANDPIPE AT THE INFORMATION BAY, INSTALLATION OF NEW ISOLATOR IN THE DISPENSER AND CABLING REPAIRED INTERNALLY, TESTING AND COMMISSION OF UNIT ON START UP	-696.03
EFT33729	05/06/2025	FAR WEST ELECTRICAL	ANNUAL TESTING AND TAGGING OF ALL PORTABLE ELECTRICAL APPLIANCES AT SHIRE DEPOT IN ACCORDANCE WITH AS/NZS 3760 TO ENSURE COMPLIANCE AND ELECTRICAL SAFETY	-1621.95
EFT33729	05/06/2025	FAR WEST ELECTRICAL	REPLACEMENT OF 3 GANG LIGHT SWITCHES, WHERE LEAK WAS OCCURRING, CHECKING OF EMERGENCY LIGHTING FOR SAFETY AND FUNCTION – ADMINISTRATION OFFICE	-180.02
EFT33729	05/06/2025	FAR WEST ELECTRICAL	REPAIR OF FORESHORE BARBECUES OPPOSITE PAGET STREET	-660.00
EFT33730	05/06/2025	HORIZON POWER	STREET LIGHTING - MAY 2025	-4840.15
EFT33731	05/06/2025	INDIGO BLUES SEAFOOD AND GRILL	CATERING FOR ORDINARY COUNCIL MEETING - 30 OCTOBER 2024	-418.55
EFT33732	05/06/2025	IRWIN PLANT HIRE	LABOUR HIRE FOR SHARK BAY ROAD SHOULDER MAINTENANCE	-731.50
EFT33733	05/06/2025	TEAM GLOBAL EXPRESS PTY LTD	MONTHLY FREIGHT ACCOUNT - MAY 2025	-559.61
EFT33734	05/06/2025	IT VISION	IT VISION ANNUAL SYNERGY SOFT SUBSCRIPTION 2025/2026	-51311.54
EFT33735	05/06/2025	MICHELLE FANALI	REIMBURSEMENT OF FUEL TO ATTEND EXECUTIVE LEADERSHIP TRAINING	-99.18
EFT33736	05/06/2025	NATURALISTE PLUMBING PTY LTD	REPAIR OF WATER LEAK AT FORESHORE SHOWER BEACH FACILITIES	-400.00
EFT33737	05/06/2025	SHARK BAY STATE EMERGENCY SERVICE UNIT INC	4TH QUARTER LGGS 2024/2025	-13556.67

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT33738	05/06/2025	SHARK BAY SKIPS PTY LTD	MONTHLY SKIP BIN LIFTS FORESHORE MAY 2025 – ONCHARGEABLE TO DOT	-2851.20
EFT33738	05/06/2025	SHARK BAY SKIPS PTY LTD	MONTHLY SKIP BIN LIFTS USELESS LOOP / SHARK BAY ROADS MAY 2025 - ONCHARGEABLE TO MAINROADS AND DBCA	-5544.00
EFT33739	05/06/2025	SHARK BAY COMMUNITY RESOURCE CENTRE	COMMUNITY ASSISTANCE GRANTS - SIGNIFICANT EVENT SPONSORSHIP - SHARK BAY FIESTA 2025	-11000.00
EFT33739	05/06/2025	SHARK BAY COMMUNITY RESOURCE CENTRE	MONTHLY SUPPLY OF INSCRIPTION POST – MAY AND JUNE 2025	-28.00
EFT33740	05/06/2025	SHARK BAY PISTOL CLUB INC	COMMUNITY ASSISTANCE GRANTS 2024/2025 - ROUND 2 SHARK BAY PISTOL CLUB - GENERATOR SHED UPGRADE	-800.00
EFT33741	05/06/2025	SMC MARINE WESTERN AUSTRALIA PTY LTD	100% RETENTION RELEASE - CONTRACTOR COST FOR CONSTRUCTION OF NEW DENHAM FINGER JETTY	-11244.20
EFT33742	05/06/2025	TELSTRA LIMITED	SHIRE MOBILE TELEPHONE CHARGES - 16 APRIL TO 15 MAY 2025	-362.13
EFT33743	05/06/2025	THEM EARTHMOVING PTY LTD	SUPPLY OF PLANT AND LABOUR HIRE FOR GRAVEL SHEETING OF USELESS LOOP ROAD 30 APRIL TO 18 MAY 2025 GRANT FUNDED	-312079.63
EFT33744	05/06/2025	TOWN PLANNING INNOVATIONS	GENERAL PLANNING SERVICES - MAY 2025	-7095.00
EFT33745	05/06/2025	WULA GURA NYINDA ECO CULTURAL ADVENTURES	EASTER SCHOOL HOLIDAY COMMUNITY EVENT - KAYAKING ACTIVITY AT LITTLE LAGOON - COMMUNITY PLACE BASED GRANT YEAR 1 FUNDING	-2750.00
EFT33746	05/06/2025	MARIE ANNE GAMBLE	LAST RENTAL SUBSIDY FOR DENHAM DAY CARE PROVIDER FOR THE PERIOD OF 04 TO 23 MAY 2025	-600.00
EFT33747	05/06/2025	WURTH AUSTRALIA PTY LTD	MINOR TOOLS FOR DEPOT	-618.35
EFT33750	06/06/2025	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-164.76

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT33751	10/06/2025	SHARK BAY DIVE AND MARINE SAFARIS	BOOEASY OPERATOR PAYMENTS	-298.67
EFT33752	12/06/2025	ANDREW ROBERT HARDING	RATES REFUND FOR ASSESSMENT A1436 23 FRY COURT DENHAM WA 6537	-1120.00
EFT33753	17/06/2025	REFUEL AUSTRALIA	MONTHLY FUEL ACCOUNT - MAY 2025	-20373.20
EFT33754	17/06/2025	IRWIN PLANT HIRE	SUPPLY OF PLANT AND LABOUR HIRE - HAUL SHIRE WATER CART, CART GRAVEL FROM WHALE BONE PIT TO NILLIMAH BORE	-9905.50
EFT33755	17/06/2025	THEM EARTHMOVING PTY LTD	SUPPLY PLANT AND LABOUR FOR MAINTENANCE GRADING OF USELESS LOOP ROAD – 01 JUNE TO 09 JUNE 2025	-48765.00
EFT33755	17/06/2025	THEM EARTHMOVING PTY LTD	SUPPLY PLANT AND LABOUR FOR MAINTENANCE GRADING OF USELESS LOOP ROAD – 30 APRIL TO 18 MAY 2025	-21086.92
EFT33755	17/06/2025	THEM EARTHMOVING PTY LTD	SUPPLY PLANT AND LABOUR FOR GRAVEL SHEETING OF USELESS LOOP ROAD	-101717.00
EFT33756	17/06/2025	MIDWEST KERBING	SUPPLY AND LAY KERBING TO FACILITATE FOOTPATHS ON DURLACHER STREET	-47300.00
EFT33757	20/06/2025	ASHLEIGH HELEN BUCHHOLZ	BY THE BAY 2025 - PHOTOGRAPHY EVENT PACKAGE AND PHOTOGRAPHING OF ARTISTS	-550.00
EFT33758	20/06/2025	AUSTRALIA'S CORAL COAST	AUSTRALIA'S CORAL COAST 2025/2026 ANNUAL GOLD SUBSCRIPTION	-539.00
EFT33759	20/06/2025	ART ON THE MOVE	CHAMPIONS MEMBERSHIP 2025 AND TOURING EXHIBITION SICK AF - LOAN PERIOD FROM 21 JULY TO 04 SEPTEMBER 2025	-4150.00
EFT33760	20/06/2025	AIYANA JOAN CHRISTI WRIGHT	SBDC MERCHANDISE - SERVING BOARDS	-830.00
EFT33761	20/06/2025	BUNNINGS BUILDING SUPPLIES PTY LTD	DEPOT TOOLS AND MINOR PLANT (PART SUPPLY)	-677.86
EFT33762	20/06/2025	BOOKTOPIA DIRECT PTY LTD	SBDC MERCHANDISE - VARIOUS BOOKS (PART SUPPLY)	-17.85
EFT33763	20/06/2025	BOOEASY AUSTRALIA PTY LTD	BOOEASY BOOKING FEE - MAY 2025	-2982.17

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT33764	20/06/2025	BOC LIMITED	SAFETY EQUIPMENT AND MONTHLY CONTAINER RENTAL - MAY 2025	-898.79
EFT33765	20/06/2025	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-1188.00
EFT33765	20/06/2025	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-308.00
EFT33765	20/06/2025	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-396.00
EFT33766	20/06/2025	COUNTRYWIDE PUBLICATIONS	ADVERTISEMENT IN YOUR GUIDE TO PERTH AND WESTERN AUSTRALIA 2025 ISSUE	-950.00
EFT33767	20/06/2025	CANDOR TRAINING	CLUB DEVELOPMENT WORKSHOPS, DELIVERY OF STRATEGIES AND ASSOCIATED COSTS - EVERY CLUB SCHEME FUNDED	-3850.00
EFT33768	20/06/2025	DENHAM ELECTRICAL NORTH WEST PTY LTD	REMOVAL AND REPLACEMENT OF PLUGS ON GENSET AT REFUSE SITE	-475.20
EFT33769	20/06/2025	DEBORAH ANN WILKES	REIMBURSEMENT FOR PURCHASE OF BARBECUE COVER FOR COMMUNITY EVENTS EQUIPMENT	-44.95
EFT33770	20/06/2025	EMU TRACKS	SBDC MERCHANDISE - ASSORTED EMU OIL SKIN CARE PRODUCTS	-2104.30
EFT33771	20/06/2025	SHARK BAY FUEL FISHING AND CAMPING CENTRE	MONTHLY SHIRE ACCOUNT - MAY 2025	-59.00
EFT33772	20/06/2025	FRANCESCA HOULT	REIMBURSEMENT OF MOBILE TELEPHONE CHARGES FOR ASSET MAINTENANCE COORDINATOR - 10 MARCH TO 10 APRIL 2025	-35.00
EFT33772	20/06/2025	FRANCESCA HOULT	REIMBURSEMENT OF MOBILE TELEPHONE CHARGES FOR ASSET MAINTENANCE COORDINATOR - 10 APRIL TO 10 MAY 2025	-35.00
EFT33773	20/06/2025	FAR WEST ELECTRICAL	REPLACEMENT OF FAULTY DATA POINT, GRID PLATE AND MOUNTING BLOCK IN THE COMMUNITY DEVELOPMENT OFFICER'S OFFICE	-180.66
EFT33773	20/06/2025	FAR WEST ELECTRICAL	REPLACEMENT OF FAULTY LED LIGHT IN THE HALLWAY OF RECREATION CENTRE	-261.53

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT33773	20/06/2025	FAR WEST ELECTRICAL	ANNUAL TESTING AND TAGGING OF ALL PORTABLE APPLIANCES AT THE DISCOVERY CENTRE IN ACCORDANCE WITH AS/NZS TO ENSURE COMPLIANCE AND ELECTRICAL SAFETY	-1864.50
EFT33773	20/06/2025	FAR WEST ELECTRICAL	REPAIR OF EXTERIOR LIGHTING AT RECREATION CENTRE	-339.94
EFT33773	20/06/2025	FAR WEST ELECTRICAL	LOAD TEST RECREATION CENTRE AND PROVIDE REPORT INTO GENERATOR SIZING GUIDE	-330.00
EFT33774	20/06/2025	GASCOYNE FOOD COUNCIL INC	COMMUNITY ASSISTANCE GRANT, SIGNIFICANT EVENTS CATEGORY - GASCOYNE FOOD FESTIVAL	-11000.00
EFT33775	20/06/2025	GERALDTON HYDRAULICS	SUPER CRIMP FERRULE FOR ROADWEST TANDEM SIDE TIPPER (PP097)	-145.96
EFT33776	20/06/2025	GERALDTON LOCK AND KEY	KIDDE KEYSAFE AND RESTRICTED CYLINDERS, INCLUDING LABOUR - RECREATION CENTRE	-398.00
EFT33777	20/06/2025	DENHAM WA PTY LTD T/A IGA X-PRESS	MONTHLY SUPERMARKET ACCOUNT - MAY 2025	-230.41
EFT33778	20/06/2025	IRWIN PLANT HIRE	SUPPLY OF PRIME MOVER AND OPERATOR TO HAUL SHIRE WATER TANKER - SHARK BAY ROAD SHOULDERING MAINTENANCE ONCHARGABLE TO MAIN ROADS	-7975.00
EFT33779	20/06/2025	TEAM GLOBAL EXPRESS PTY LTD	MONTHLY FREIGHT ACCOUNT - MAY 2025	-263.17
EFT33780	20/06/2025	GRAYT MAINTENANCE SOLUTIONS	MONTHLY RUBBISH TRUCK HIRE - MAY 2025	-5399.96
EFT33781	20/06/2025	KATHRYN FIONA MCKAY	REIMBURSEMENT OF TRAVEL EXPENSES, VEHICLE ALLOWANCE TO ATTEND WA TOURISM CONFERENCE IN FREMANTLE	-1333.80
EFT33781	20/06/2025	KATHRYN FIONA MCKAY	IMMERSIVE ARTS SYMPOSIUM PERTH – TRAVELLING ARTIST PER DIEM AND	-1316.00

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
			TRAVELLING EXPENSES – DLGSC GRANT FUNDED	
EFT33782	20/06/2025	KIDSAFE WESTERN AUSTRALIA INC	COMPREHENSIVE PLAYGROUND INSPECTIONS AT TOWN OVAL AND FORESHORE, INCLUDING ACCOMMODATION EXPENSES	-1900.00
EFT33783	20/06/2025	LITTLE RIPPERS TECHNOLOGY	FOUR ROLLS OF COMPOSTABLE DOG WASTE BAGS	-260.70
EFT33784	20/06/2025	MIDWEST COURIERS	MONTHLY FREIGHT ACCOUNT - MAY 2025	-154.44
EFT33785	20/06/2025	MIDWEST FIRE PROTECTION SERVICE	SUPPLY AND INSTALLATION OF REPLACEMENT BATTERIES FOR FIRE PANEL - RECREATION CENTRE	-360.36
EFT33786	20/06/2025	SHARK BAY MARINE AND HARDWARE	MONTHLY HARDWARE ACCOUNT - MAY 2025	-1453.61
EFT33787	20/06/2025	MIDWEST KERBING	SUPPLY OF NEW KERBS AND FOOTPATH, INCLUDING REMOVAL OF OLD KERB AND FOOTPATH, ACCOMMODATION, MESSING AND MOBILISATION - WEST END CARPARK	-33165.00
EFT33788	20/06/2025	NATURALISTE PLUMBING PTY LTD	UNBLOCK TOILET, SCRAP CALCIUM AND INSTALL AIR ADMITTANCE VALVE TO FORESHORE ABLUTION BLOCK OPPOSITE CALTEX	-440.00
EFT33789	20/06/2025	XL2	FREIGHT FOR NEW HAND PIECE CORD - ADMINISTRATION OFFICE	-12.05
EFT33790	20/06/2025	R & L COURIERS	MONTHLY FREIGHT ACCOUNT - APRIL 2025	-158.13
EFT33791	20/06/2025	WINC AUSTRALIA PTY LIMITED	PRINTER CARTRIDGES FOR ADMINISTRATION OFFICE AND DISCOVERY CENTRE	-2959.00
EFT33792	20/06/2025	SETON AUSTRALIA	RUBBISH PICK UP TOOLS	-635.17
EFT33793	20/06/2025	SHARK BAY CAFE	MORNING TEA FOR DEPUTY CEO FAREWELL EVENT 28 MAY 2025	-300.00
EFT33794	20/06/2025	SHARK BAY NEWSAGENCY & POSTAL AGENCY	NEWSAGENCY ACCOUNT - 12 MAY TO 10 JUNE 2025	-101.53

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT33795	20/06/2025	SHARK BAY COMMUNITY RESOURCE CENTRE	RECREATION CENTRE MANAGEMENT - MAY 2025	-5165.88
EFT33795	20/06/2025	SHARK BAY COMMUNITY RESOURCE CENTRE	COORDINATION OF YOUTH WEEK EVENT ON BEHALF OF THE SHIRE OF SHARK BAY	-1100.00
EFT33796	20/06/2025	MOORE AUSTRALIA	CONTRACT FINANCIAL SERVICES TASKS	-1237.50
EFT33796	20/06/2025	MOORE AUSTRALIA	CONTRACT FINANCIAL SERVICES TASKS	-2420.08
EFT33796	20/06/2025	MOORE AUSTRALIA	CONTRACT FINANCIAL SERVICES TASKS – PROFESSIONAL SERVICES PROVIDED IN RELATION TO THE COMBINED FINANCIAL MANAGEMENT REVIEW AND AUDIT REGULATION 17 REVIEW, INCLUDES TRAVEL FOR SITE VISIT AND OUT OF POCKET EXPENSES	-18049.10
EFT33797	20/06/2025	SECURE PEOPLE PTY LTD	OPEN PATH ANNUAL LICENCE RENEWAL FOR TOWN HALL DOOR, RECREATION CENTRE DOOR AND GYM DOOR ACCESS PLUS GYM VIDEO STORAGE - 23 MAY 2025 TO 22 MAY 2026	-2688.84
EFT33798	20/06/2025	SHARK BAY MARINE	REMOVAL AND REPLACEMENT OF MOORING LINES AND SHACKLES TO SWIMMING PONTOONS	-1925.00
EFT33799	20/06/2025	WOODLANDS DISTRIBUTORS AND AGENCIES PTY LTD	3 CARTONS OF COMPOSTABLE DOG WASTE BAGS	-579.48
EFT33800	24/06/2025	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL LEVY COLLECTION - PERMITS #3475, #3486A, #3490, #3491, #3492, #3500, #3502, #3503, #3504, #3505, #3506	-4159.38
EFT33801	26/06/2025	AUSCOINSWEST	SBDC MERCHANDISE - SOUVENIR COINS INCLUDING FREIGHT	-1136.30
EFT33802	26/06/2025	BURTON TILING MAINTENANCE & RENOVATIONS	SUPPLY AND INSTALLATION OF NEW VENETIAN BLIND TO LOUNGEROOM – INDEPENDENT LIVING UNIT 2	-555.28
EFT33803	26/06/2025	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-264.00

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT33804	26/06/2025	CDH ELECTRICAL	EMERGENCY CALL OUT FOR MORGUE FRIDGE AS NEITHER OPERATIONAL, INCLUDES REFRIGERANT AND LABOUR	-594.00
EFT33804	26/06/2025	CDH ELECTRICAL	FIND FAULT AND REPAIR OF MORGUE FRIDGE #2, INCLUDES PARTS, FREIGHT AND LABOUR	-1295.73
EFT33804	26/06/2025	CDH ELECTRICAL	RECONNECTION OF POWER IN RECORDS ROOM AT DEPOT, INCLUDES PARTS AND LABOUR	-239.00
EFT33804	26/06/2025	CDH ELECTRICAL	REPLACEMENT OF MAIN SWITCHBOARD AT FORESHORE BARBECUE AREA DUE TO CORROSION, INCLUDES SUPPLY, INSTALLATION AND FREIGHT	-20261.45
EFT33805	26/06/2025	FINISHING WA	BINDING OF COUNCIL MINUTES BOOKS FROM 2018 TO 2024 IN DARK GREEN BUCKRAM WITH GOLD FOILING	-2992.00
EFT33806	26/06/2025	THINK WATER MID WEST	RETICULATION PARTS FOR TOWN OVAL AND SPORT AND RECREATION GROUNDS MAINTENANCE	-3068.25
EFT33807	26/06/2025	SHARK BAY HOLIDAY COTTAGES	CROSSOVER REIMBURSEMENT - SHARK BAY HOLIDAY COTTAGES	-650.00
EFT33808	26/06/2025	TTFT SALTWATER UNIT TRUST T/A BEACHSIDE BUSINESS PTY LTD	CATERING FOR WALGA ZONE AND RRG MEETINGS - 20 JUNE 2025	-360.00
EFT33809	26/06/2025	TEAM GLOBAL EXPRESS PTY LTD	MONTHLY FREIGHT ACCOUNT - JUNE 2025	-44.59
EFT33810	26/06/2025	MIDWEST COURIERS	MONTHLY FREIGHT ACCOUNT - JUNE 2025	-38.61
EFT33811	26/06/2025	MIDWEST FIRE PROTECTION SERVICE	HALF YEARLY SERVICE OF ALARM SYSTEM, INCLUDES SHARED TRAVEL EXPENSE AND ACCOMMODATION - RECREATION CENTRE	-342.65
EFT33812	26/06/2025	PAUL DAVID WEBSTER	CROSSOVER REIMBURSEMENT - 4 HUGHES STREET	-1948.70
EFT33813	26/06/2025	ROSHER E & MJ	SPARE PARTS FOR REPAIRS OF KUBOTA RIDE ON MOWER (P223)	-2066.55

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT33814	26/06/2025	RICHARD MICHAEL SINGH	CROSSOVER REIMBURSEMENT - 12 FRY COURT	-624.00
EFT33815	26/06/2025	SHARK BAY BAKERY	CATERING FOR INDEPENDENT LIVING UNIT UPDATE MEETING - 12 JUNE 2025	-250.00
EFT33816	26/06/2025	SHARK BAY COMMUNITY RESOURCE CENTRE	PURCHASE OF EQUIPMENT FOR RECREATION CENTRE - ANNUAL ALLOWANCE	-2608.13
EFT33817	26/06/2025	TELSTRA LIMITED	SHIRE MOBILE TELEPHONE CHARGES - 16 MAY TO 15 JUNE 2025	-351.92
EFT33817	26/06/2025	TELSTRA LIMITED	BUSH FIRE BRIGADE SATELLITE PHONES – 14 JUNE TO 13 JULY 2025	-90.00
EFT33818	26/06/2025	THEM EARTHMOVING PTY LTD	SUPPLY PLANT AND LABOUR FOR MAINTENANCE GRADING AND BLOWOUT REPAIRS ON USELESS LOOP ROAD	-186769.11
EFT33819	26/06/2025	MIDWEST KERBING	REMOVAL AND REPLACEMENT OF FOOTPATHS ON DURLACHER STREET AS PER QUOTE RFQ 2024/2025-04	-320394.25
EFT33820	26/06/2025	WCP CIVIL	RESEAL OF DURLACHER STREET WEST END CARPARK, ASPHALT AND PROFILING - LRCI AND R2R FUNDED	-246660.32
EFT33820	26/06/2025	WCP CIVIL	SUPPLY AND INSTALLATION OF ASPHALT – WEST END CARPARK	-102152.99
EFT33821	30/06/2025	BAY LODGE MIDWEST OASIS	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-891.18
EFT33822	30/06/2025	CORAL BAY ECO TOURS	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-284.75
EFT33823	30/06/2025	SHARK BAY HOLIDAY COTTAGES	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-2288.12
EFT33824	30/06/2025	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-7378.00
EFT33825	30/06/2025	ISLAND LIFE ADVENTURES PTY LTD	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-19936.86

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT33826	30/06/2025	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-9681.87
EFT33827	30/06/2025	MONKEYMIA WILDSIGHTS	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-156.62
EFT33828	30/06/2025	DENHAM NATURETIME - 4WD TOURS/PHOTOGRAPHY TOURS	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-420.00
EFT33829	30/06/2025	PINNACLE COACHLINES	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-1089.36
EFT33830	30/06/2025	RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-633.48
EFT33831	30/06/2025	SHARK BAY DIVE AND MARINE SAFARIS	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-15589.84
EFT33832	30/06/2025	SHARK BAY COASTAL TOURS	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-5162.49
EFT33833	30/06/2025	DENHAM WA PTY LTD T/A SHARK BAY SEAFRONT APARTMENTS	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-1107.75
EFT33834	30/06/2025	SHIRE OF SHARK BAY - EFT	BOOEASY COMMISSION PAYMENTS - JUNE 2025	-10013.14
EFT33835	30/06/2025	TASMAN HOLIDAY PARKS - DENHAM SEASIDE	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-684.31
EFT33836	30/06/2025	WULA GURA NYINDA ECO CULTURAL ADVENTURES	BOOEASY OPERATOR PAYMENTS - JUNE 2025	-1986.25
EFT33837	30/06/2025	DRILL AWAY PTY LTD T/AS THE BAY ROADRUNNER	TRANSPORTATION OF 6 PALLETS OF STREET FURNITURE FOR DISCOVERY CENTRE FROM WELSHPOOL TO DENHAM - DLGSC GRANT FUNDED	-2244.00
EFT33838	30/06/2025	ABLE SALES PTY LTD	SUPPLY OF ELECTRIC 2.2 KW BRICKSAW INCLUDING BLADE FOR DEPOT	-1090.00
EFT33839	30/06/2025	BURTON TILING MAINTENANCE & RENOVATIONS	WIND WALL STREET FURNITURE INSTALLATION, INCLUDES MATERIALS AND LABOUR – DISCOVERY CENTRE	-658.08

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT33840	30/06/2025	BEAVIS & SMITH CLEANING & CHEMICALS	MONTHLY CLEANING ACCOUNT - JUNE 2025	-22509.58
EFT33840	30/06/2025	BEAVIS & SMITH CLEANING & CHEMICALS	VARIOUS CLEANING CONSUMABLES – JUNE 2025	-768.30
EFT33841	30/06/2025	DELNORTH PTY LTD	WHITE GUIDEPOSTS AND RAISED PAVEMENT MARKERS INCLUDING FREIGHT ONCHARGABLE TO MAIN ROADS	-41600.53
EFT33842	30/06/2025	FLETCHER VISUALS	BY THE BAY EXHIBITION - EDIT 6 ARTISTS PROFILE VIDEOS - DLGSC GRANT FUNDED	-1980.00
EFT33843	30/06/2025	IRWIN PLANT HIRE	SUPPLY PRIME MOVER AND OPERATOR TO HAUL SHIRE WATER TANKER ON SHARK BAY ROAD FOR SHOULDERING PROJECT ONCHARGABLE TO MAIN ROADS	-5621.00
EFT33844	30/06/2025	MICROCOM PTY LTD T/A METROCOUNT	PLEASE SUPPLY METROCOUNT USB COMMS CABLE INCLUDING FREIGHT AS PER QUOTE RECEIVED 18/6/2025	-125.00
EFT33845	30/06/2025	R & L COURIERS	MONTHLY FREIGHT ACCOUNT - MAY 2025	-55.00
EFT33846	30/06/2025	SETON AUSTRALIA	WHEEL RUBBER STOPS AND WHEEL STOP SPIKES FOR INDEPENDENT LIVING UNITS (PART SUPPLY)	-2343.59
EFT33847	30/06/2025	SHARK BAY COMMUNITY RESOURCE CENTRE	RECREATION CENTRE MANAGEMENT - JUNE 2025	-4815.25
EFT33848	30/06/2025	SHARK BAY MECHANICAL & TOWING SERVICES	TYRES, BRAKE FLUID, ENGINE OIL, OIL AND FUEL FILTERS, JOCKEY WHEEL, BOLTS FOR VARIOUS SHIRE VEHICLES FOR THE PERIOD 2024/2025	-8266.64
EFT33849	30/06/2025	SHORELINE DESIGNS	SBDC MERCHANDISE - CANDLES	-2170.00
EFT33850	30/06/2025	THE TRUSTEE FOR THE CAMERON & RACHEL JOHNSTON FAMILY TRUST	STREET FURNITURE FOR DISCOVERY CENTRE, INCLUDING FREIGHT TO WELSHPOOL - LRCI FUNDED	-21433.50

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT33851	30/06/2025	THE TRUSTEE FOR THE FRANCIS FAMILY TRUST	SBDC WIND WALL INSTALLATION, TELEHANDLER OPERATION AND INSTALLATION ASSISTANCE - LRCI FUNDED	-330.00
EFT33852	30/06/2025	LAURA GAIL TOMLINSON	PURCHASE OF HINO COMPACTOR 2009 WASTE TRUCK	-45000
			TOTAL	\$2,106,337.45

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

DATE	NAME	DESCRIPTION	AMOUNT
03/06/2025	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 01 JUNE 2025	\$ 98,252.08
16/06/2025	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 15 JUNE 2025	\$ 82,299.32
28/06/2025	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 29 JUNE 2025	\$ 87,544.59
		TOTAL	\$ 268,095.99

30 JULY 2025

11.2 ROSE DE FREYCINET GALLERY FEE WAIVER REQUEST – EXHIBITION FM52526

AUTHOR

CENTRE MANAGER, SHARK BAY WORLD HERITAGE DISCOVERY AND VISITOR CENTRE

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Stubberfield
Seconded Cr Fenny

Council Resolution

That Council waives fees totalling \$2,280 for use of the Rose de Freycinet Gallery for Rebecca McCauley & Aaron Claringbold to exhibit '*What can I say without touching the earth with my hands*' from 8 September – 12 October 2025 inclusive (34 days).

6/0 CARRIED

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

BACKGROUND

In July 2024 Rebecca and Aaron were selected as inaugural artists for the Shire of Shark Bay's Artist-in-Residence program, funded by ART ON THE MOVE.

Their photographic project, which focuses on community members working in land management in different ways, was assessed and selected by a panel including Chief Executive Officer Dale Chapman, Centre Manager Kathryn McKay, MAC representative Denise Mitchell, and ART ON THE MOVE Executive Director Ricky Arnold.

This residency offered artists the opportunity to live and work in Gathaagudu/Shark Bay and immerse themselves in a creative project over a period of (minimum) six weeks. The program aimed to foster connection between artists and the natural world, encouraging innovative interpretations that showcase the community, history and/or environment of Shark Bay.

During the residency, artists were supported to engage with the local community through public events. Rebecca and Aaron collaborated with a range of residents and organisations; working with and photographing Department of Biodiversity, Conservation, and Attractions staff, Malgana Rangers, Bush Heritage, the Shark Bay Fish Factory, independent fishermen, tourism operators (Wula Gura Nyinda, Aristocat2 Perfect Nature Cruises, and Shark Bay Coastal Tours), individual residents, and research organisations.

As part of the Expression of Interest process for this program, it was promoted that there may be an opportunity to exhibit the outcomes of the residency in the Rose de Freycinet Art Gallery, to be negotiated between the artist and the host.

30 JULY 2025

COMMENT

The Shark Bay World Heritage Discovery & Visitor Centre supports opportunities for new and diverse exhibitions in the Rose de Freycinet Art Gallery. This exhibition by Rebecca and Aaron would directly follow the *SICK AF* exhibition from ART ON THE MOVE from 8 September to 12 October, which will also coincide with the September-October school holidays, an ideal time to attract a wider audience, including increased visitor traffic to the Centre. This has potential to boost related revenue from museum entry and merchandise sales.

This project has built and strengthened positive relationships with key partners including the Department of Biodiversity, Malgana Rangers, Bush Heritage, private businesses, local residents, and research organisations. It provides a platform to showcase the stories, knowledge and lived experiences of the Shark Bay community in an artistic and respectful way.

Key partners and stakeholders have provided letters of support for the exhibition, see attached.

As this exhibition is a direct outcome of a Shire-run program and is of particular relevance to the local community, environment and heritage, it is proposed that the standard gallery fees be waived.

FEES SCHEDULE (as per 2025/2026 Schedule of Fees and Charges)

Item	Fee	Total
Art Exhibit – Other Artists (5 weeks @ \$260/week)	\$260/week	\$1,300
Venue Bond (1 function)		\$300
Opening Night Facility Hire (3 hours @ \$26/hr)	\$26/hour	\$78
Event Equipment Set Up (during Centre hours)		\$104
Staff Surcharge (3 hours x 2 staff @ \$83/hr)	\$83/hour	\$498
Total Full Fee Cost		\$2,280

Officer Recommendation:

The Officer recommendation is that Council supports the exhibition by Rebecca and Aaron in the Rose de Freycinet Art Gallery and approves the waiver of fees totalling \$2,280, in recognition of the exhibition's direct connection to the Shire's Artist-in-Residence program, its cultural and community relevance, and the broader benefits to the Discovery Centre and local engagement.

LEGAL IMPLICATIONS –

Section 6.12 *Local government Act 1995*

POLICY IMPLICATIONS

There are no policy implications associated with this report.

30 JULY 2025

FINANCIAL IMPLICATIONS

The 2025/2026 Schedule of Fees and Charges lists various fees associated with the cost of an Art Exhibit in the Rose de Freycinet Art Gallery. Waiving these fees would reduce income and increase wages for the Opening Night event.

STRATEGIC IMPLICATIONS

Economic Objective 2.2: Promote and support our tourism industry

Environment Objective 3.1: Promote reduced environmental impact within the Shire

Social Objective 5.2: Encourage inclusion, involvement and wellbeing

RISK MANAGEMENT

There is a risk that should Council choose not to reduce and/or waive the fee the exhibition may not proceed.

VOTING REQUIREMENTS

Absolute Majority Required

SIGNATURES

Executive Manager Community Development *M Fanali*

Chief Executive Officer *D Chapman*

Date of Report 21 July 2025

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

To the Shire of Shark Bay Councillors,

We are writing to request a fee waiver for our exhibition *What can I say without touching the earth with my hands*, which we are hoping to show at the Rose de Freycinet Gallery in September 2025.

In July 2024 we were selected as inaugural artists for Art on the Move's residency program, supported by the Shire of Shark Bay. Our photographic project, which focuses on community members working in land management in different ways, was assessed and selected by a panel of locals (Dale Chapman, Denise Mitchell, and Katie McKay). We were very lucky to spend 6 weeks staying within the Francois Peron National Park meeting, talking with, and eventually photographing people in and around Denham. We have since returned for a week in March, and will be heading up again in July to continue working with the community to inform the exhibition. Since February we have been editing and planning this show from our studio at Perth Institute of Contemporary Arts. Recently, we have found out that we have been lucky to receive Creative Australia funding through the Federal Government to assist with exhibition quality scanning, printing and framing costs (which are significant), as well as some of our time. This is an extremely competitive grant to receive, and we hope it is reflective of the quality of our work.

Throughout our residency and beyond we have collaborated with a range of residents and organisations; working with and photographing DBCA, Malgana Rangers, Bush Heritage, the Shark Bay Fish Factory, independent fishermen, tourism operators (Wula Gura Nyinda, Aristocat2 Perfect Nature Cruises, and Shark Bay Coastal Tours), individual residents, and research organisations Gathaagudu Animal Tagging (UWA/ANU) and Oxford Herbaria (who hold William Dampier's botanic specimens from Dirk Hartog in 1699).

As artists we have developed this project through long conversations with a range of community members about what is important to them in relation to Gaathagudu/Shark Bay. We've worked with medium and large format film photography to create portraits, images of people working, and landscape observations informed by these conversations. We have been lucky to work with many members of the Aboriginal community — particularly within the Malgana Rangers (through MAC) along with employees of DBCA, fishermen, and tourism operators. This project has benefited immensely from the input and guidance of many of these people.

A desire to exhibit these photographs in Denham was expressed by many people we have talked to, and was echoed in the positive reception to our work-in-progress showing at the Town Hall in October 2024. People have spoken to us about how much they have enjoyed having us along in their workplaces, and what it means to them to be photographed. Some of these community reactions are published in the recent *Regional Echoes* podcast episode on our project, streamable through RTRfm. Throughout the development of this project, and

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

notably during the community sharing we were really excited at the depth of engagement from a wide range of people. It was noted by a few in attendance that this was a diverse section of Shark Bay residents who were brought together by participation in our project.

We believe impactful and transformative community engaged art practice works respectfully with people across a range of fields. Most of the people we have photographed and spoken to have not been involved in photography or art projects before, and are not regular gallery attendees. Providing people with an access point to creativity and the arts is a meaningful aspect of our work. We look forward to the community seeing photographs of themselves in the gallery context, celebrating the everyday work that they do in maintaining and caring for their Place.

As non-commercial independent artists, we kindly ask that all fees and charges associated with gallery hire be waived to allow the exhibition to proceed. We see great value in being able to show this work in the context in which it was made, and hope the Shire is in agreement.

Warmly,
Rebecca McCauley and Aaron Claringbold

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025



Shark Bay Arts Council
10 Denham Road
Denham WA 6537
E: sharkbayartscouncil@gmail.com

Dear Shire of Shark Bay Councillors,

**RE: LETTER OF SUPPORT – WAIVER OF GALLERY FEE APPLICATION – REBECCA
MCCAULEY & AARON CLARINGBOLD**

On behalf of the Shark Bay Arts Council, I am writing to express our strong support for Rebecca and Aaron's upcoming photographic exhibition, scheduled to be held at the Rose de Freycinet Gallery in September 2025. We also respectfully request that the gallery hire fee be waived in support of this important project.

Rebecca and Aaron made a lasting impression on our community during their *Art on the Move* residency last year, and our connection with them has only deepened since. Their thoughtful engagement, creative vision, and genuine interest in the region have been evident in every conversation and shared image. Based on what we've seen of their work in progress, we're confident the final exhibition will be both visually compelling and deeply relevant to Shark Bay.

As a remote and tightly knit community, Shark Bay often faces limited access to arts and cultural opportunities. Exhibitions like this not only enrich our cultural life, they also inspire local creativity, foster pride and amplify regional voices. These contributions are vital to the social and cultural wellbeing of our area.

As a practicing artist myself, I understand the significant time, effort, and personal investment required to bring projects like this to life, especially when not commercially driven. Waiving the gallery fee would demonstrate the Shire's ongoing commitment to supporting artists and fostering arts in the region, and would help ensure this meaningful exhibition is accessible to all.

We appreciate your consideration and hope you will support this initiative, which promises to bring lasting value to our community and the broader Gascoyne arts landscape.

If you require any further information, please don't hesitate to contact us.

Warm regards,

A handwritten signature in black ink that reads "SA Hayes".

Sofie Hayes
Shark Bay Arts Council Chairperson
0400 256 829

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025



To the panel,

This letter is in support of Rebecca McCauley and Aaron Claringbold's application for funding to present new work at the Rose de Freycinet gallery in Gathaagudu (Denham) on Malgana Country in September 2025. I am writing in my capacity as Ranger Coordinator through the Malgana Aboriginal Corporation.

It has been great getting to know Aaron and Rebecca over the course of their residency – hearing about their work and this project and watching them build relationships with the Rangers. They joined us on Country across several days of work, including two trips out to Bush Heritage's Hamelin Station Reserve to photograph Rangers working on a project to manage erosion at a sensitive Cultural site.

The manner with which Rebecca and Aaron conducted themselves with the Rangers was enthusing. I witnessed relationships being formed through their ability to interpret their passion for this project and share that with the Rangers. They reciprocated this by providing a safe space for the Rangers to communicate their knowledge of Country and the projects they are working on in their personal styles.

There was never any hesitation from the Rangers to be part of the project. This is a direct reflection of Rebecca and Aarons ability to establish working and personal relationships within the Gathaagudu community. I witnessed the vulnerable side of the Rangers which was brought forward through the project. They are proud to be Rangers and having the opportunity to have that documented in this style is special.

I'm excited to see how the project and the relationships continue to evolve and am looking forward to this exhibition outcome. I urge you to support this application and hope you see the merit in enabling the presentation of this work.

Sincerely,

Cameron Perrett

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

OFFICIAL



Department of Biodiversity,
Conservation and Attractions



Your ref:
Our ref:
Enquiries: Gavan Mullan
Phone: 9948 2226 or 0429 089 650
Email: gavan.mullan@dbca.wa.gov.au

Creative Australia
60 Union Street
SYDNEY NSW 2009

Dear panel members

LETTER OF SUPPORT – REBECCA MCCAULEY AND AARON CLARINGBOLD

I am writing to express support for the application from Rebecca McCauley and Aaron Claringbold to exhibit work that they developed while on residency in Shark Bay in 2024.

Rebecca and Aaron's work aims to connect audiences with the everyday lived experiences of people living in remote Western Australia – and their connection to the environment.

As the primary land manager within the Shark Bay World Heritage Area, the Department of Biodiversity, Conservation and Attractions (DBCA), welcomes Rebecca and Aaron's input. Raising the appreciation and understanding of this internationally important natural wonderland through artistic media has high public value.

During 2024, Rebecca and Aaron engaged with community members including local DBCA staff working on national and marine park projects. And this was an important time for locals. During 2024, DBCA and the Malgana Aboriginal Corporation established an Indigenous Land Use Agreement – and Joint Management arrangements. An expansion to the conservation estate and new shared approaches to land management are part of this initiative.

In support of the project, DBCA has assisted with property access, accommodation in the national park and social connections. Throughout their residency Aaron and Rebecca joined several local DBCA work teams, including Parks and Visitor Services, Marine Parks, and Conservation.

DBCA supports showing the images publicly and plans to assist Rebecca and Aaron through the permissions process.

Feel free to contact DBCA's Gascoyne District Parks and Visitor Services staff member Gavan Mullan on 08 9948 2226 should you wish to follow-up on any of the above.

Yours sincerely

Josh Woods

A/DISTRICT MANAGER
Gascoyne District

25 February 2025

Midwest Region: 1st Floor, The Foreshore Centre, 201 Foreshore Drive, Geraldton
Phone: (08) 9964 0901 Fax: (08) 9964 0977
Postal Address: PO Box 72, Geraldton, Western Australia 6531
www.dbca.wa.gov.au

30 JULY 2025

12.0 TOWN PLANNING REPORT

12.1 PROPOSED ABLUTION BUILDING AND INFRASTRUCTURE – LOT 4 NANGA ROAD, NANGA P2016

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Moved Cr Fenny
Seconded Cr Ridgley

Council Resolution

That Council:

1. **Resolve that this development application for Lot 4 Nanga Road, Nanga without a Local Development Plan (*under the Planning and Development (Local Planning Schemes) Regulations 2015*), can be determined without a Local Development Plan as it is satisfied that:**
 - (a) the proposed development does not conflict with the principles of orderly and proper planning; and
 - (b) the proposed development would not prejudice the overall development potential of the area.
2. **Note that:**
 - (a) the application has been referred to the Department of Biodiversity, Conservation and Attractions and the Shark Bay World Heritage Advisory Committee for comment. Advertising closes on the 30 July 2025.
 - (b) The application has also been referred to nearby landowners at Nanga. Advertising for neighbours closes on the 6 August 2025.
3. **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 new ablution building and infrastructure on Lot 4 Nanga Road, Nanga.**

6/0 CARRIED BY ABSOLUTE MAJORITY

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

30 JULY 2025

BACKGROUND

• **Location**

Lot 4 has an approximate area of 24.9 hectares and is located approximately 2 kilometres to the west of the Nanga Road/ Shark Bay Road intersection.

A portion of the lot has been developed with the Nanga Shark Bay Caravan Park, formerly known as the Nanga Bay Resort.



• **Zoning**

The lot is zoned 'Special Use' (No 4) under the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

COMMENT

• **Proposed Development**

The application includes:

- Installation of a reverse osmosis water treatment system to provide a form of potable water for use throughout the park. This will include two sea containers for reverse osmosis and disinfection units – they will be standard 20-foot containers, approximately 2.6 metres high.
- Installation of a Waste Water Treatment Plant and associated spray field. The aboveground components include tanks and blower housings (2.5–3m high). Larger tanks are proposed to be partially buried. The spray field is sprinklers.

30 JULY 2025

- A new temporary ablution facility with toilets and laundry facilities to service existing guests. The structure will be setback approximately 42 metres from the oceanside lot boundary.

The proposed development is highlighted in green on the site plan – Attachment 1. Plans for the proposed ablution buildings are included as Attachment 2.

The applicants report is included as Attachment 3.

Lot 4 was recently acquired by Summerstar Pty Ltd. The applicant has advised that Summerstar is a family based company who own several regional based caravan parks in Western Australia.

The applicant has advised that:

'In the acquisition of Nanga Bay Resort, Summerstar identified there was certainly a need to improve the effluent disposal system which was obviously antiquated and improved technology would provide a better response to the situation including managing waste from the current park but also, accommodating the needs of future improvements.

Further, it is commonly noted that the now rebranded Nanga Shark Bay Caravan Park, does not have potable water and as such, guests are advised to bring their own potable water which is obviously an inconvenience and a limitation of experience. In this day and age, tourists expect to be provided with potable water and technologies exist to provide this.'

• **Local Development Plan**

Under Schedule B of the Scheme, Council may require a Local Development Plan to guide development. A Local Development Plan is like an overall concept plan, and can include conditions and controls to guide future development on a property.

Council has discretion under the Scheme to approve this development application without a Local Development Plan (*under the Planning and Development (Local Planning Schemes) Regulations 2015*), however has to be satisfied that:

- (a) *the proposed development does not conflict with the principles of orderly and proper planning; and*
- (b) *the proposed development would not prejudice the overall development potential of the area.'*

Town Planning Innovations recommends support for development without a Local Development Plan as:

1. The development application is for new improved ablution buildings and infrastructure.
2. The proposed development will not prejudice any longer term future development.

30 JULY 2025

- **Consultation**

As Lot 4 is within the Shark Bay World Heritage Area, the application has been referred to the Department of Biodiversity, Conservation and Attractions and the Shark Bay World Heritage Advisory Committee for comment. Advertising closes on the 30 July 2025.

At the time of writing this report, no comments had been received from Department of Biodiversity, Conservation and Attractions or the Shark Bay World Heritage Advisory Committee.

The application has also been referred to nearby landowners at Nanga. Advertising for neighbours closes on the 6 August 2025.

- **Application Subject to Later Approval of Details**

The Shire can agree to process a development application 'subject to later approval of details' under Clause 74 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The site plan shows proposed development, however no elevations have been lodged for the proposed Waste Water Treatment Plant, which will include sea containers and tanks.

If development approval is granted, a condition can require lodgement of more detailed plans for sea containers and tanks

- **Bushfire Considerations**

Lot 4 is within a bushfire prone area. No Bushfire Management Plan or Bushfire Attack Level Assessment has been requested, as all development is non-habitable.

The applicant has advised they are seeking a temporary approval for the ablution buildings, for an approximate 5 year period.

The owners intend to pursue expansion plans in the future. Town Planning Innovations has liaised with the applicant, and they are aware of the need for a Bushfire Management Plan for future development to address the WA Planning Commission State Planning Policy 3.7 on Bushfire.

- **Conclusion**

Although not a planning consideration, it is acknowledged that the existing development has been established on site for many years, and the proposed infrastructure upgrades will provide better infrastructure to service existing guests, such as a potable water supply.

30 JULY 2025

The Shires Environmental Health Officer has advised that the Waste Water Treatment Plant and reverse osmosis water treatment system will require separate approval from the Health Department of Western Australia.

LEGAL IMPLICATIONS

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.

In relation to Local Development Plans, Clause 56(2) states that:

'A decision-maker for an application for development approval in an area referred to in clause 47 as being an area for which a local development plan may be prepared, but for which no local development plan has been approved by the local government, may approve the application if the decision-maker is satisfied that —

- (a) the proposed development does not conflict with the principles of orderly and proper planning; and*
- (b) the proposed development would not prejudice the overall development potential of the area.'*

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.

Clause 74 allows processing of a development that is 'subject to further details'.

Shire of Shark Bay Local Planning Scheme No 4 – Discussed in the body of this report and included as Attachment 4.

POLICY IMPLICATIONS

There are no 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 strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council.

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

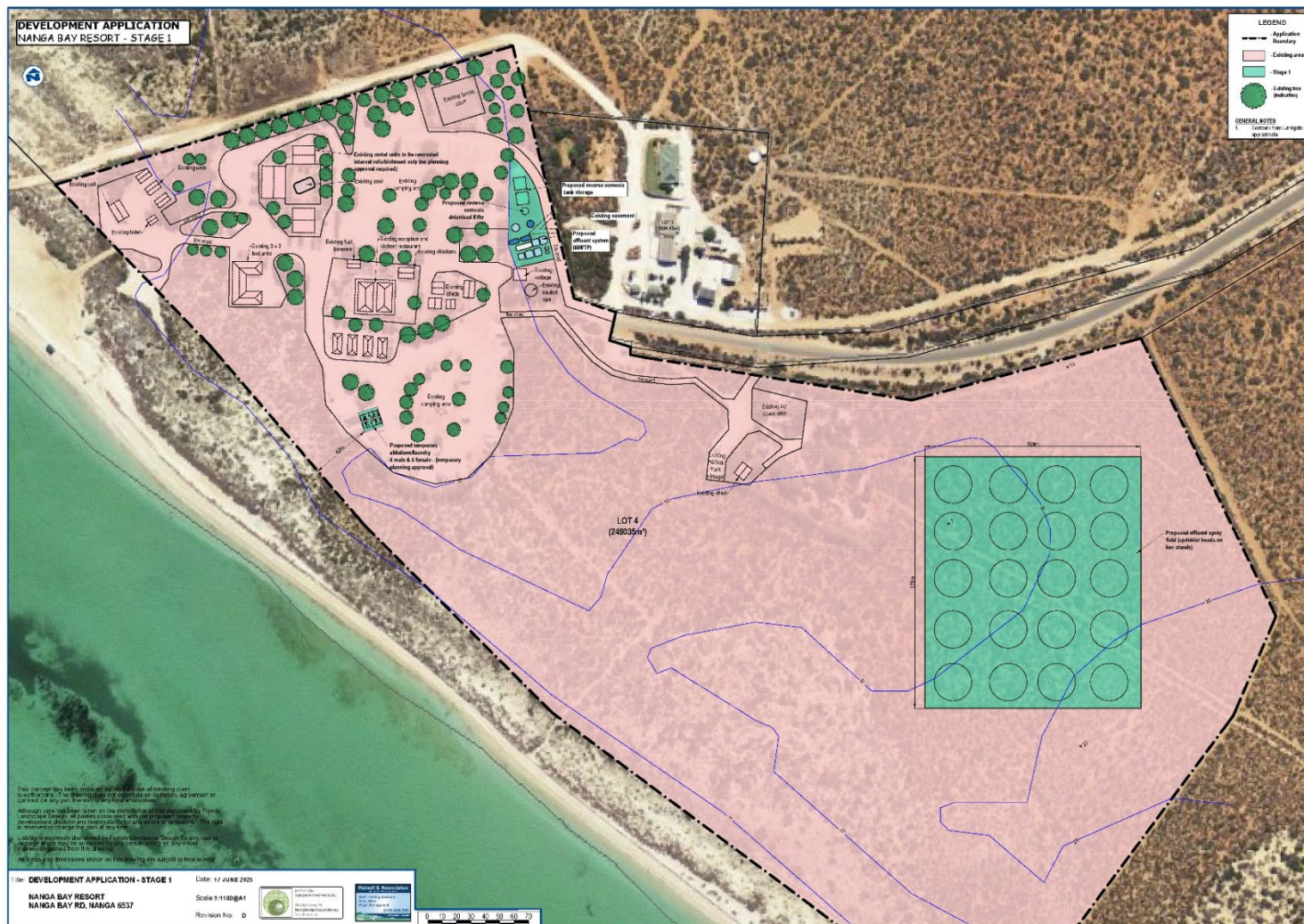
Date of Report

17 July 2025

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

ATTACHMENT # 1



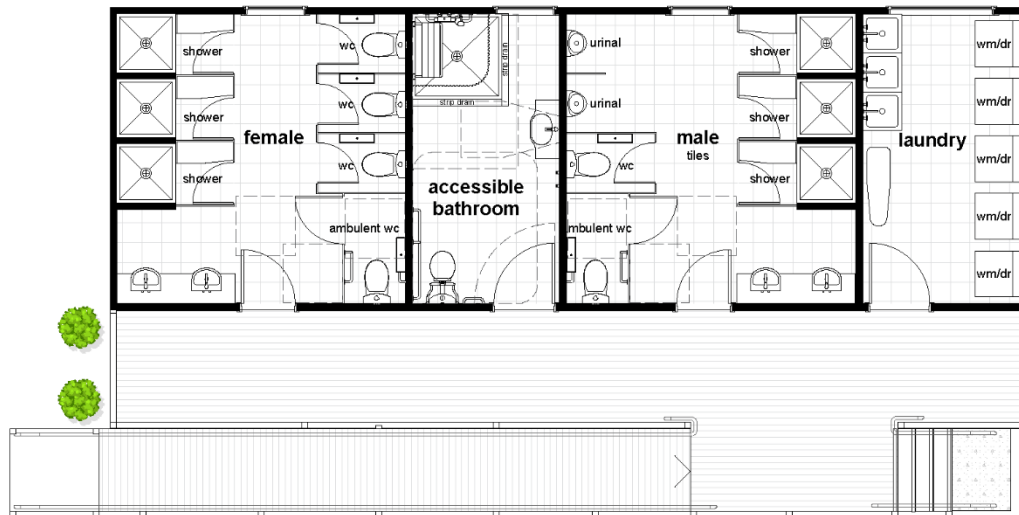
30 JULY 2025

ATTACHMENT # 2

ENSUITES & AMENITIES

EA16A_A

7 ♀ | 7 ♂



Modules	1
Length	14.0m
Width	6.4m

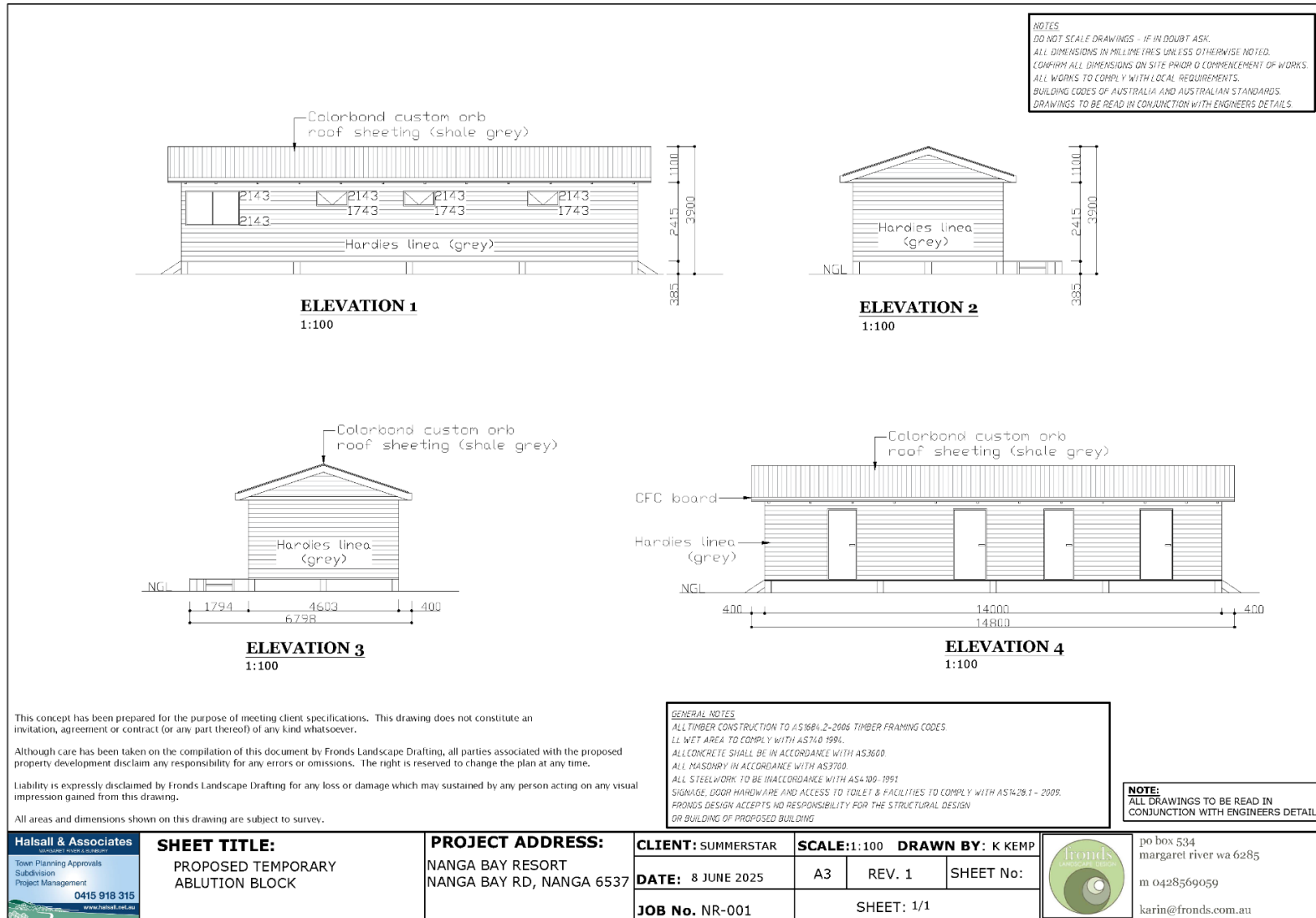


www.uniplangroup.com.au

UNIPLAN GROUP
MODULAR - THE SMARTER WAY TO BUILD

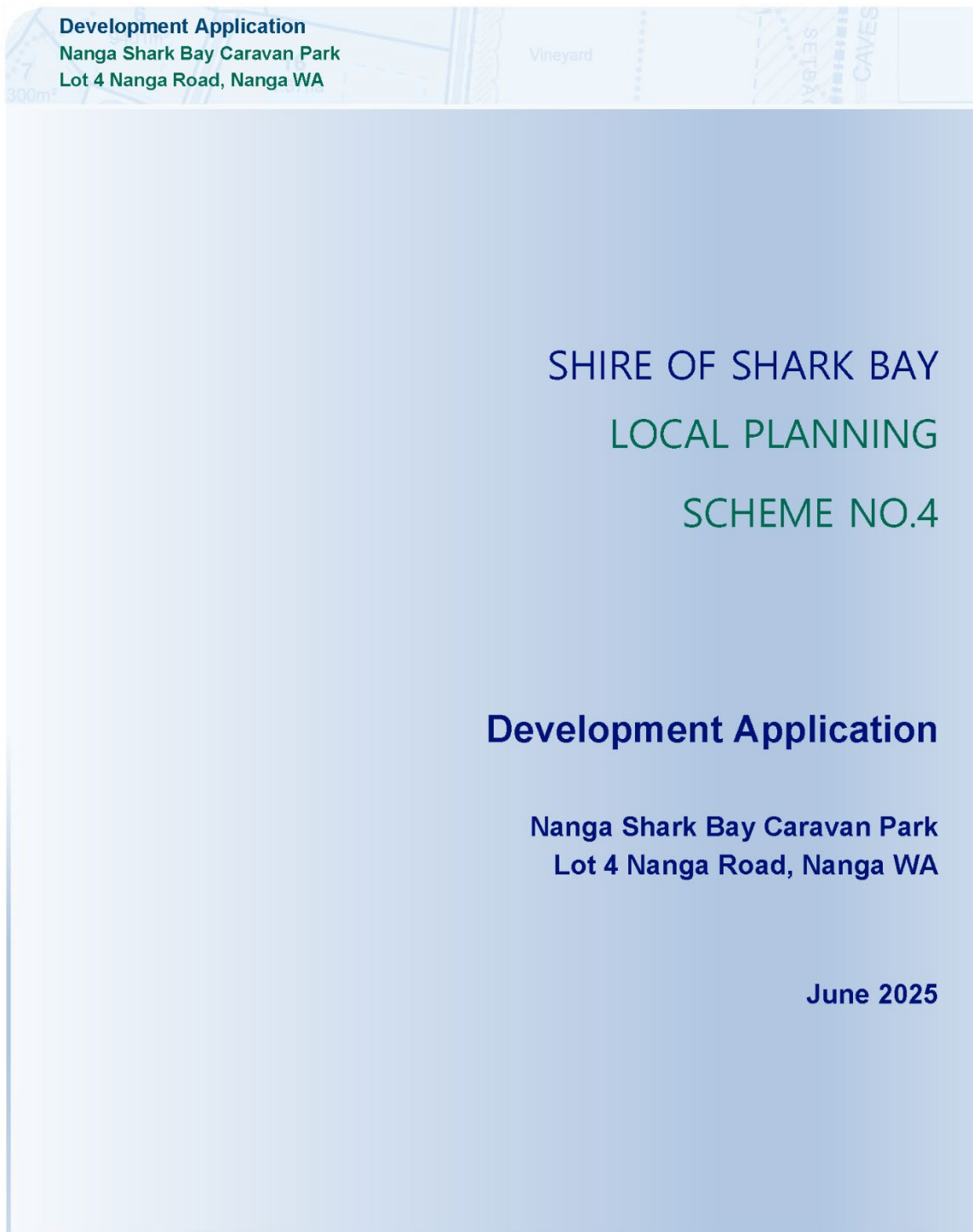
MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025



30 JULY 2025

ATTACHMENT # 3



1 | Page

Halsall & Associates

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

Development Application Nanga Shark Bay Caravan Park Lot 4 Nanga Road, Nanga WA

IMPORTANT NOTE

Apart from fair dealing for the purposes of private study, research, criticism, or review as permitted under the Copyright Act, no part of this report, its attachments or appendices may be reproduced by any process without the written consent of Halsall & Associates Pty Ltd. All enquiries should be directed to Halsall & Associates Pty Ltd.

We have prepared this report for the sole purposes of Summerstar Pty Ltd ("Client") for the specific purpose of only for which it is supplied ("Purpose"). This report is strictly limited to the purpose and the facts and matters stated in it and do not apply directly or indirectly and will not be used for any other application, purpose, use or matter.

In preparing this report we have made certain assumptions. We have assumed that all information and documents provided to us by the Client or as a result of a specific request or enquiry were complete, accurate and up-to-date. Where we have obtained information from a government register or database, we have assumed that the information is accurate. Where an assumption has been made, we have not made any independent investigations with respect to the matters the subject of that assumption. We are not aware of any reason why any of the assumptions are incorrect.

The report is presented without the assumption of a duty of care to any other person (other than the Client) ("Third Party"). The report may not contain sufficient information for the purposes of a Third Party or for other uses. Without the prior written consent of Halsall & Associates Pty Ltd.

- (a) This report may not be relied on by a Third Party; and
- (b) Halsall and Associates Pty Ltd will not be liable to a Third Party for any loss, damage, liability or claim arising out of or incidental to a Third Party publishing, using or relying on the facts, content, opinions or subject matter contained in this report

If a Third Party uses or relies on the facts, content, opinions or subject matter contained in this report with or without the consent of Halsall & Associates Pty Ltd, Halsall & Associates Pty Ltd disclaims all risk and the Third Party assumes all risk and releases and indemnifies and agrees to keep indemnified Halsall & Associates from any loss, damage, claim or liability arising directly or indirectly from the use of or reliance on this report.

In this note, a reference to loss and damage includes past and prospective economic loss, loss of profits, damage to property, injury to any person (including death) costs and expenses incurred in taking measure to prevent, mitigate or rectify any harm, loss of opportunity, legal costs, compensation, interest and any other direct, indirect, consequential or financial or other loss.

Version Control

Report version	Revision No.	Purpose	H&A Author	Review date by officer	Date
		Draft	MH		30/5/2025
		Further work	MH		03/06/2025
		Further Work	MH		06/06/2025
		Final	MH		09/6/2025

Approval for Issue

Name	Signature	Date
M Halsall		9/9/25

Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

TABLE OF CONTENTS

1.0	INTRODUCTION	4
2.0	THE SITE	6
3.0	THE PROPOSAL	10
4.0	STATUTORY ENVIRONMENT	13
4.1	Local Planning Scheme No. 4 ('the scheme')	13
4.2	Shire of Shark Bay Local Planning Strategy	19
5.0	STATE PLANNING POLICIES	20
5.1	SPP 3.7 - Planning for bushfire	20
5.2	SPP 2.6 - Coastal Planning.....	21
6.0	CONCLUSION	23

Attachment 1 - Stage 1 Application Plans, Potable Water Supply System Upgrade Information, Effluent System Details, Floor Plan and Elevations of Temporary Ablution and Laundry

Attachment 2 - Plan of Longer-Term Objectives for Park

Development Application Nanga Shark Bay Caravan Park Lot 4 Nanga Road, Nanga WA

1.0 INTRODUCTION

Nanga Shark Bay Caravan Park (formally known as Nanga Bay Resort) is an icon longstanding tourist destination in the Shark Bay area and this has recently been acquired by Summerstar Pty Ltd.

Summerstar is a WA family owned business that owns a significant number of caravan parks across WA and now, stretching into South Australia.

Summerstar have a track record of acquiring and improving icon caravan parks with significant investment made in many caravan parks across WA.

Summerstar are committed towards improving and creating a connected group of quality tourism experiences and accommodation, particularly in regional WA. Key objectives include making immediate improvements to parks with needed infrastructure that can invigorate a park initially but also service expansion and improvement.

In the acquisition of Nanga Bay Resort, Summerstar identified there was certainly a need to improve the effluent disposal system which was obviously antiquated and improved technology would provide a better response to the situation including managing waste from the current park but also, accommodating the needs of future improvements. Further, it is commonly noted that the now rebranded Nanga Shark Bay Caravan Park, does not have potable water and as such, guests are advised to bring their own potable water which is obviously an inconvenience and a limitation of experience. In this day and age, tourists expect to be provided with potable water and technologies exist to provide this.

This application is presented to make some immediate critical improvements to the park so that it can continue to operate and deliver a better quality service which is expected to be welcomed by the Shire of Shark Bay. This includes:

- Installation of a reverse osmosis water treatment system to provide a form of potable water for use throughout the park
- Installation of a secondary treatment system for waste disposal including an irrigated disposal field
- Installation of a temporary ablution facility (transportable building) with six male, six female and laundry facilities to provide immediate conveniences as identified for guests as an immediate shortcoming and

Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

- Whilst not requiring approval, additional activity also includes renovation of the existing motel units.

This represents an investment of approximately \$1 million immediately to address key shortcomings given the lack of continued investment in the park over recent decades.

Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

2.0 THE SITE

The subject site formally known as Nanga Bay Resort now renamed Nanga Shark Bay Caravan Park, comprises a notable tourist development situated close to the shores of Shark Bay (Nanga Bay), a World Heritage area.

Access to the site is taken from Nanga Road which is accessed off Shark Bay Road in the Shire of Shark Bay. The park is situated approximately 50 kms southeast from the townsite of Denham and 80 kms northwest from the Overlander Roadhouse at the junction of the North West Coastal Highway.

The park is situated close to many key attractions in the Shark Bay World Heritage area including Hamelin Pool Stromatolites (a rare natural wonder), the red cliffs, white beaches and turquoise waters of Francois Peron National Park, iconic Shell Beach, which is made entirely of shells and provides also an excellent location for many fishing and swimming opportunities that exist around the Shark Bay area.

Access to the site is provided by a good quality sealed road and the park is effectively a key tourist node in the region. The location of the site relative to the key locations in the area is evident at **Figure 1** below.

Figure 1 – Location Plan



Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

The site is Lot 4, Nanga Bay Road, Nanga which is a notable sized lot of 24.9035 hectares (61.5 acres) approximately. The site is irregular in shape and has significant frontage to Nanga Bay Road in the north, frontage to Shark Bay to the southwest with a foreshore reserve between the high-water mark and the site. The site is approximately 2.5km off the main road. The location of the site relative to immediate surroundings is provided below.

Figure 2 - Immediate Locality Plan



Lots 1, 2 and 3 surround the site with a wide reserve surrounding those lots. It is noted that lots 1 and 2 are vacant and vegetated. Lot 3, which is situated immediately to the north is occupied by development.

The existing tourist development is situated in the western parts of the site and this comprises of managers accommodation, existing caravan and camping area, accommodation units / chalets / motel rooms, toilets, ablutions, reception, kitchen and restaurant area, swimming pool, tennis court, natural spa and related infrastructure including water supplies, effluent system, lay down area, rubbish storage and maintenance section and access is provided directly to the beach, including for the ability to launch boats.

Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

The central and eastern parts of the site remain undeveloped, although there are some tracks throughout this area with the vegetation being generally low scrub / spinifex.

The characteristics of the site are evident at **Figure 3** below.

Figure 3 – Aerial Photograph



The site is a relatively remote stand-alone facility which provides a key point of interest and place to stay in the region, supporting the economy of Denham and Shark Bay more broadly and providing an important access point to the World Heritage area which is an important showcase experience for tourists in the Shark Bay region.

The characteristics of the development and its location is further demonstrated by the drone photograph provided below at **Figure 4**.

Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

Figure 4 – Drone Photograph of the Site



The nature of the vegetation on the site which is very sparse is evident below.

Figure 5 – Vegetation in the centre of the site



Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

3.0 THE PROPOSAL

The proposal is to make immediate improvements to the site's infrastructure via this development application. It was confirmed prior to lodgement that the nature of this application would be considered as a development application without the need for a Local Development Plan. This was due to the fact that the nature of this proposal includes improvements to the infrastructure elements of the site primarily.

The site plan showing upgrades proposed to the site is provided at **Attachment 1**.

Components of the Stage 1 improvements comprising this development application are as follows.

Potable Water Supply Upgrade

An important part of the initial objectives is to establish a new reverse osmosis water treatment system which will provide potable water and a reliable source for the park. This is to be established adjacent to an existing cottage near the entry to the park and details of this system and the plans for the installation of the facility are included at **Attachment 1**.

The water supply is derived from a licensed bore and this is artesian and therefore relatively warm water, high in calcium and iron. Use of this water in pipes and irrigation systems, given it is high in calcium and iron content, can clog pipes and stain areas which is highly undesirable especially when the intention is to make significant improvements to the park. This would include over time, improved plumbing systems especially with future development. It is therefore critical to put in place a sophisticated water treatment system that will cool the water slowly, enable removal of iron and calcium content, bring the water to a potable standard and then this will be suitable for distribution for an upgraded pipe system to ablutions, existing accommodation and future accommodation.

Athena Water Services have been involved in the design of the water supply system. The advice of technical experts in respect of the proposed system is as follows.

As per the water analysis (supplied with the application), the current artesian water supply at Nanga is too salty to use as potable water supply. To enable this water to be useable, the dissolved salts have to be removed from the water using reverse osmosis and desalination technology. Prior to the water being able to be desalinated, the heavy metals in the water also need to be removed. As per the water analysis, the major heavy metal is iron (Fe) at 1.8 mg / litre.

Development Application Nanga Shark Bay Caravan Park Lot 4 Nanga Road, Nanga WA

The water treatment process will be a four stage process. Stage 1 and 2 will be the heavy metal removal process. Stage 3 is the dissolved salt removal (desalination). Total dissolved salts in the water is 4490ppm. Stage 4 is the pH correction and sterilisation process.

Feed water to stage 1, 2 and 3 will be 16 cubic metres per hour and water post Stage 3 will be 108 cubic metres per hour of product or permeate water. Residual water will be 7.2 cubic metres per hour.

With reference to the Vontron Projection provided with the application, product water will be TDS of less than 200 ppm. Residual water will be TDS 11500 which will be disposed of through the effluent treatment system on the site.

Stage 4 is the circulation of the product water from the storage tanks of pH correction, chlorine dosing for sterilisation and distribution to the caravan park and accommodation. The final process ensures the water is potable as per the ADWG standards and DOH requirements.

Detailed diagrams explaining the potable water treatment system are included at **Attachment 1**.

New Secondary Treatment Waste Water System

The wastewater system is one that is designed by Australian Water Technologies and this has been put together to cope with 42,000 kilolitres per day with a suitable land application area. Presently the subject site operates on septic tank and leach drain onsite system which is not representative of new technology that exists and quality wastewater that can be produced to a standard that can be irrigated in public areas. Whilst the disposal field is shown on the application plans, the intention is also such that water can be utilised throughout the park in landscaped areas for greening the park and so there is a sustainable use of wastewater, enhancing the visitor experience.

Australian Water Technologies have produced detailed documentation taking into account soil conditions, phosphorus retention index, permeability and other relevant factors to inform what will be an application to the relevant authorities to obtain a works approval for the system. The attached information demonstrates that the proposed secondary treatment system for the park is suitable and, carefully considered such that the Shire can have confidence to approve the planning application obviously noting that the full environmental approvals will follow for the actual system to be installed including for irrigation fields / disposal areas in landscaped gardens. Australian Water Technologies have been successful in installing systems including use of wastewater on public areas such as

Development Application Nanga Shark Bay Caravan Park Lot 4 Nanga Road, Nanga WA

playgrounds and public open space in the town of Watsonia. This demonstrates the system can produce water of a quality that would not be of detriment to the environment.

Temporary Ablutions/Laundry

Improvements to the park also include installation of a temporary ablutions building with six male and six female facilities and a laundry facility to bolster the services available to guests in the caravan and camping area as a temporary measure. This will be a portable building that can be removed or approved for retention in the long term. Given this facility will be servicing existing guests and no increase in accommodation units or sites, the temporary ablution facility will utilise existing and improved service facilities not putting an additional load on these.

Renovations of Existing Motel Units

The proposal also includes renovations to existing motel units which are in desperate need of improvement and whilst this does not require a planning approval it is a key objective of the landowners and further significant investment into the site.

Future Stage 2

Whilst not part of this application, the objectives to improve the water supply system and wastewater system is due to long term objectives for the park which will be a significant improvement to the accommodation offering and facilities. A second plan is included at **Attachment 2** which shows these longer-term objectives. It should be noted that this will include expansion of caravan and camping areas (approximately 100 sites) and around 30-35 additional accommodation units of various types for families, couples etc.

A second application will be lodged to justify the Stage 2 proposal under the Planning Framework and addressing and relevant issues that are applicable. This would either be through a Local Development Plan or Development Application subject to liaison with the Shire on which process should be followed. Supplementary documentation will be provided at that time.

This plan for Stage 2 is provided to illustrate to the Shire the significant improvements and expansion that is proposed by Summerstar so as to continue to provide a reinvigorated Nanga Shark Bay Caravan Park as a landmark tourist destination in the Shire with improved facilities, full renovation and additional accommodation options.

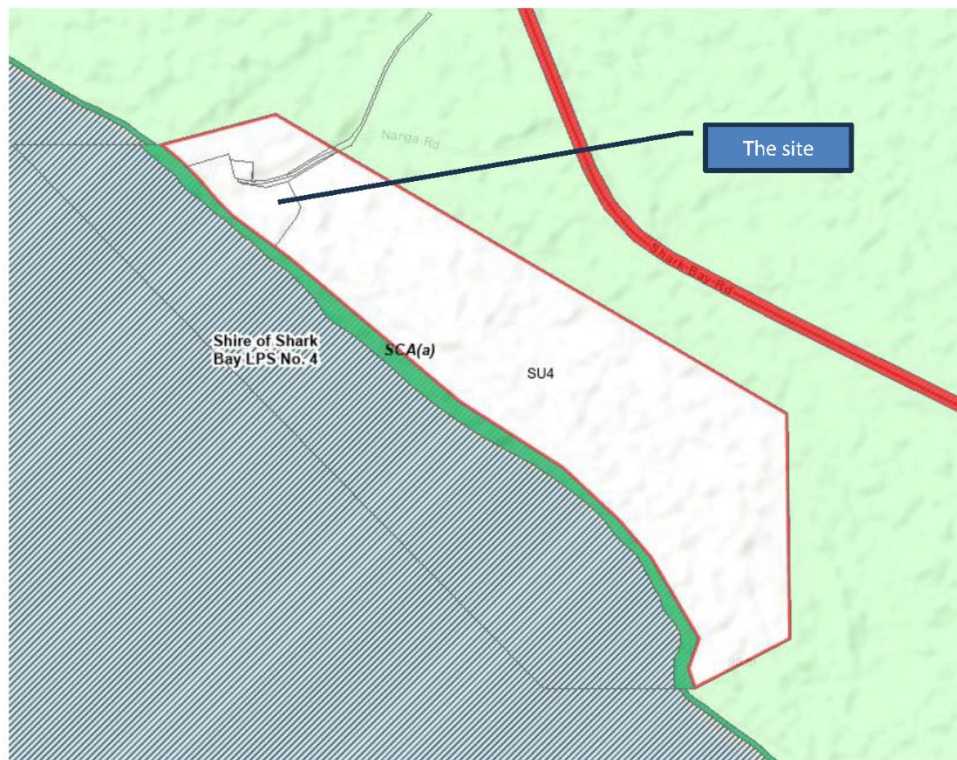
Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

4.0 STATUTORY ENVIRONMENT

4.1 Local Planning Scheme No. 4 ('the scheme')

Under Local Planning Scheme No. 4, the subject site along with the other 3 adjacent lots (Lots 1, 2 & 3) is zoned Special Use. Reference is made to Special Use Area 4 (SU 4) which provides the reference to the relevant Schedule under the Scheme. The relevant zoning as indicated on the Scheme Maps is provided in the excerpt at **Figure 6** below.

Figure 6 – Excerpt From Scheme Map Shire of Shark Bay Local Planning Scheme No. 4



It is also noted from reference on the Scheme Map that the site is located within Special Control Area (A) noted as SCA (a).

Development Application Nanga Shark Bay Caravan Park Lot 4 Nanga Road, Nanga WA

Clause 21 of the Scheme refers to Special Use zones and this states that Schedule B sets out:

- a. *"Special Use zones for specified land that are in addition to the zones in the zoning table and*
- b. *The classes of Special Use that are permissible in that zone; and*
- c. *The conditions that apply in respect of the special uses."*

A person must not use land or any structural buildings or land in a Special Use zone except for a class of use that is permissible in the zone and subject to conditions that apply to that use.

The Local Government may exempt certain development in the Special Use zone in accordance with Schedule A.

At Schedule B of the Scheme, the Special Uses that may be considered are numerous and focus generally around tourism and all considered as a discretionary (D) use. The use of Caravan Park, Motel (now defunct due to regulatory changes), Tourist Development (again, now defunct due to regulatory changes) are all uses that can be considered and the improved water supply, waster system, additional ablutions and upgrades are all related to such uses, some of which will be of the use "Tourist & Visitor Accommodation" under the new Regulations as a replacement of older land uses. The use of Caravan Park is obviously still relevant and this proposal primarily relates to that use.

This demonstrates that the development presented under this application can be considered within the Special Use zone.

Special conditions that apply include that development may need to be the subject of preparation or adherence to a Local Development Plan however, it has been confirmed in consultation with the Shire Planner, that a Local Development Plan would not be required for the nature of the development which is permissible under Condition 5 of the Special Conditions which states:

"Notwithstanding Condition 1, the Local Government may consider development prior to the approval of a Local Development Plan as provided for under Clause 56 (2) Part 6, Schedule 2 of the Planning & Development (Local Planning Schemes) Regulations 2015".

It is noted that the matters that would need to be normally considered under a Local Development Plan include:

- *"Development being of good quality and designed to be of a scale sympathetic to the locality*
- *Provision of adequate services including potable water supply*

Development Application Nanga Shark Bay Caravan Park Lot 4 Nanga Road, Nanga WA

- *A management plan addressing access, servicing, maintenance, waste disposal, effluent disposal, servicing areas and rubbish management*
- *Demarcation of the foreshore*
- *Coastal setbacks*
- *Bushfire management*
- *Visual impact assessment (not considered necessary for this proposal)*
- *Referral to DBCA / World Heritage Advisory Commission*
- *Coastal setbacks and bushfire"*

Given a Local Development Plan is not being prepared, it may not be considered necessary to address all of the above matters but it is worthwhile mentioning that an objective for the site is to provide a potable water supply and improve wastewater management.

The Special Control Area allocation (A) indicates that application may require coastal engineering, visual assessment and regard would be given to other Legislation and Policy related to the coastal location and recommendations of agencies such as the Shark Bay Heritage Advisory Committee.

In respect of these matters, it is important to note that the proposal intends to supply a potable water supply which is desperately needed for the park and this will be with state-of-the-art technology. Further, the site is currently serviced with a primary treatment system for waste and the proposal will provide a system to service existing development with capacity for future development with a new secondary treatment system which would be a marked improvement in respect of the site's location adjacent to the coast and therefore environmental and coastal considerations identified under the Special Control Area.

The temporary ablutions are minor in scale, appropriately located and given their portable nature, can be considered as development that can be removed and considered for managed retreat should coastal processes present as an issue. The proposal serves to locate disposal of waste away from the coast.

An interesting observation is that the Scheme also zones Lots 1, 2 & 3 as Special Use zones which provides that the Shire has allocated a massive area of zoning for tourist development in this locality which is remote from services and obviously on the basis that the intention is to provide quality onsite servicing with modern technology. The proposal effectively serves to provide this with approximately \$1 million of investment upfront.

Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

A review of other provisions of the Scheme includes Clause 32.1 which refers to land subject to inundation. This states that no development will be considered on land within an area considered to be vulnerable to coastal surge and inundation and any new development within an area considered vulnerable should have a finished floor level of not less than RL 4.2 metres AHD. Discretion is available in respect of this however, from a review of the application plans, it is evident that the existing motel units and temporary ablutions / laundry are located between the 5-10 metre contour levels and therefore, above 4.2 metres AHD. Likewise, the water treatment wastewater system and effluent disposal field are also located above the 5 metre AHD level. In fact, these aspects of the development are situated around the 10 metre AHD level.

Clause 32.13 and 32.14 refer to view corridors and visual impact of land use and development near the coast or along major tourist routes. The development proposed is minor in nature and probably inconsequential from a visual perspective. Given the subject site is situated remote from the Shark Bay Road (main road in the area), which would be the designated tourist route, there is notable terrain changes and vegetation between this corridor and the site. A photograph taken from Google Streetview atop a hill just south of the turnoff to Nanga Shark Bay Caravan Park, looking in the direction of the site, shows that the coast is not evident (see below at **Figure 7**).

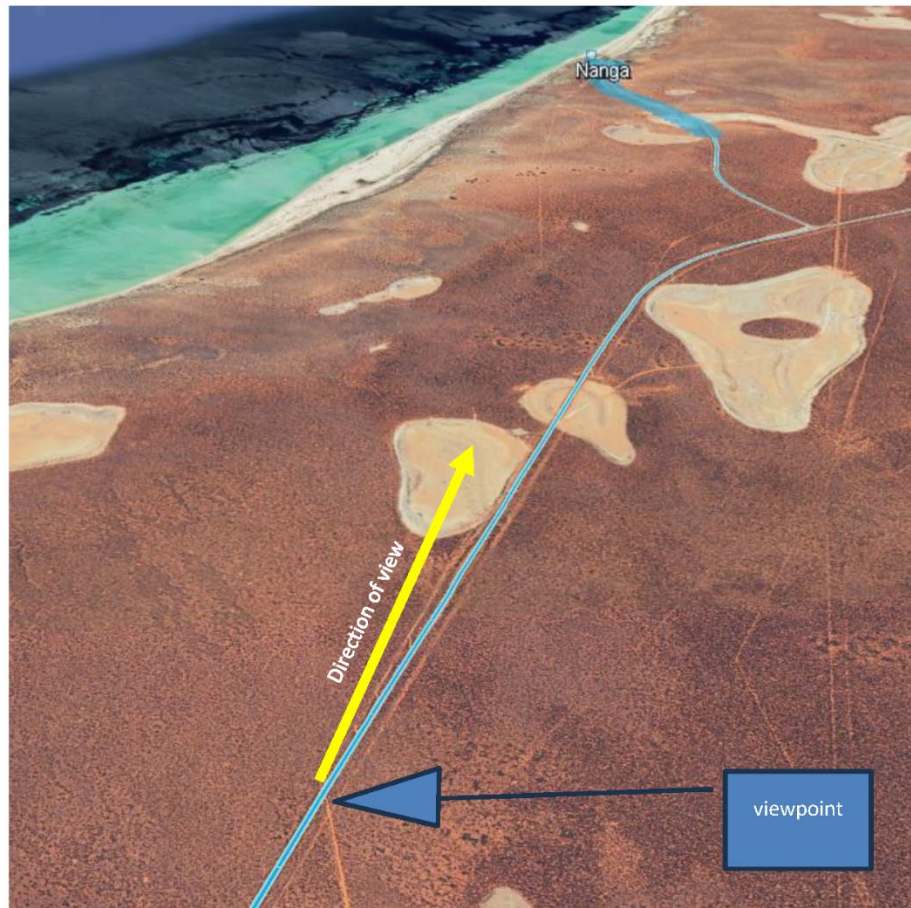
Figure 7 – View from hill south of turnoff to Nanga Shark Bay Caravan Park



The location from which this image is derived is provided below in **Figure 8**.



Figure 8 – Location of viewpoint shown in Figure 7



A review of all of the viewing points towards the site to the intersection of Nanga Road also do not provide any ability to see the site. A further view from the intersection of Nanga Road and Shark Bay Road looking towards the site is provided below at **Figure 9** and again this illustrates the site is not evident from this location.

Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

Figure 9 – View from intersection of Nanga Road and Shark Bay Road



Further review of vision towards the site from Shark Bay Road from a high point north, towards Denham also illustrates due to topography and general landscape, that the site is not evident from this road, even from locations where there is a rise in the contour.

From a review of imagery available, it is evident that the development on the site is only visible from the public road network once a visitor effectively arrives at the site. It is also noted that trees planted within the park are much more substantial in height than the prevailing scrub that exists and so the landscaping effectively serves to soften development in the landscape. Again, whilst the nature of development the subject of this proposal is minor in respect of its physical appearance, this analysis serves to demonstrate the characteristics of the site visually and this background will be useful for consideration of later development.

Clause 32.16 of the Scheme refers to carparking however, no additional development is proposed and therefore consideration of carparking under this proposal is not relevant.

No other provisions of the Scheme appear to present any other relevant considerations.

Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

4.2 Shire of Shark Bay Local Planning Strategy

At Clause 4.4.5.1 of the Local Planning Strategy, Nanga is referenced noting the Special Use zone under the Scheme and that this provides for various tourist accommodation and related activities.

It is noted that *"Nanga caters for a wide range of accommodation and includes a resort, camping and caravan sites, a restaurant and fuel facilities. The existing Scheme Provisions require all development to be in accordance with an outline development plan"*.

The Local Planning Strategy recommends no changes to the Special Use zoning however, given the remoteness of the site, additional conditions for new development are proposed to ensure servicing, water supply and waste disposal issues are addressed for any future development. The Strategy also expands land use options for development at Nanga for flexibility as exists for other such sites like Monkey Mia.

The proposal serves to directly address the key considerations identified in the Local Planning Strategy by providing improved servicing in the form of potable water and contemporary effluent disposal systems. The proposal is therefore a strong response to the strategic planning the Shire has considered for the site. Broadening development options for the site is also a key consideration which is an objective for the landowner through a future planning application (Stage 2).

Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

5.0 STATE PLANNING POLICIES

5.1 SPP 3.7 – Planning for bushfire

Under the above Policy, land that is designated as bushfire prone needs to be considered. Mapping depicting this is provided by OBRM and it is noted that the subject site is within a bushfire prone area, being marked as pink on the OBRM Mapping System.

An excerpt from the OBRM Mapping System indicating this is provided at **Figure 10** below.

Figure 10 – OBRM Mapping System



It is stated at Part 4 of the Policy (application of this Policy) that

“Where the planning proposal or development is within an area designated as bushfire prone on the map of bushfire prone areas, and:

- *Results in the intensification of development (or land use) or*
- *Results in an increase of visitors or residents or employees or*
- *Adversely impacts or increases the bushfire risk to the subject or surrounding site”*

Then this triggers assessment of bushfire matters.

Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

The proposal does not result in intensification of development or increase in visitors or adversely increases bushfire risk to the subject or surrounding site and as such, no bushfire information need be provided. The State Planning Policy does not require this.

5.2 SPP 2.6 – Coastal Planning

The State Coastal Planning Policy was originally published in 2003 and amended in December 2006. The Policy is specifically targeted at dealing with coastal hazard risks and the objectives are to:

1. *“Ensure that development and the location of coastal facilities takes into account coastal processes, landform stability, coastal hazards, climate change and biophysical criteria*
2. *Ensure the identification of appropriate areas for sustainable use of the coast for housing, tourism, recreation, ocean access, maritime industry, commercial and other activities*
3. *Provide for public coastal foreshore reserves and access to them on the coast and*
4. *Protect, conserve and enhance coastal zone values particularly in areas of landscape biodiversity and ecosystem integrity, indigenous and cultural significance”*

Development proposals should consider Policy measures.

Of relevance to the proposal, Clause 5.2 refers to development and Part 2 states *“Ensure that when selecting a development location, regard is given to infrastructure capacity and where possible, existing infrastructure be upgraded and improved”*. This is relevant to the subject proposal, particularly in respect to water supply and waste disposal.

Part 3 of this clause states *“Ensure that when identifying areas suitable for development, consideration is given to strategic sites for coastal access and commercial development that is demonstrably dependent on foreshore location including ports, boat harbours and regional boat ramps”*.

The proposal represents a strategic site for coastal access with tourist outlet, enjoyment of the beach and boat access. Other parts of Clause 5.2 make reference to ensuring there is consideration to the appropriateness of activities and location in suitable areas (in this case demonstrated by the zoning), consideration of visual, amenity, social and ecological value and avoiding negative impacts on the environment. The proposal serves to continue to achieve these objectives.

The Policy makes reference to water resources and management and drainage matters are a key consideration as well as not utilising foreshore reserves for wastewater disposal. The proposal is again consistent with these requirements. The Policy also deals with building height limits which are not

Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

specified under the Scheme although height considerations is a general assessment matter. The development the subject of this proposal is low profile, consistent with existing development on the site and also very minor in its context.

Section 5.5 of the Policy deals with coastal hazard risk management and adaptive planning and the presentation of new development should be avoided or there could be planned or managed retreat. Typically, Shire's have been preparing Coastal Hazard Risk Management Adaption Plans although the Shire of Shark Bay has not produced one for the Nanga area. Having said this, there is a storm surge AHD height limit of 4.2 metres which is addressed by the proposal. Further, the only physical development proposed is that of upgrades to existing water and effluent systems and a portable building (temporary ablutions and laundry) which could be removed if coastal processes start to impact the site. A condition on the approval could indicated that the temporary ablutions are limited in timeframe for retention on the site unless otherwise approved by Council and must be removed or relocated on the site in the event of coastal processes affecting the site putting the building at risk.

In respect of water supply and waste management, this is all located at the furthest distance from the coast generally possible on the site (practically adjacent to existing development) and the disposal field for secondary treated water is also at a notable distance from the coast which is a much better outcome than the existing situation and effluent system.

The proposal therefore serves to not compromise the State Planning Policy in respect of coastal matters and is a limited footprint of development, effectively presenting as infrastructure improvements with a small temporary building that can be relocated, situated above AHD 4.2 metres.

The proposal therefore could be considered reasonable under the State Planning Policy.

Development Application
Nanga Shark Bay Caravan Park
Lot 4 Nanga Road, Nanga WA

6.0 CONCLUSION

The proposal represents a significant improvement to the infrastructure and existing offering of accommodation at the Nanga Shark Bay Caravan Park.

It is noted that the site is identified as a key tourism site and is an icon tourist destination in the Shark Bay World Heritage Area.

The site has been owned for quite some time by previous owners that have not invested much in reinvigorating and improving the site for many years. New owners (Summerstar Pty Ltd) have acquired the site and identified immediately the need to spend \$1 million (facilitated by this application) to provide an improved potable water supply, decommission an old effluent system and replace with a contemporary secondary treatment system with disposal field at a suitable distance from the coast and provide temporary, better quality ablution facilities for existing guests whilst renovating existing motel units.

The intention of this proposal is therefore to make marked improvements to provide impetus for tourists to be interested in staying at the site with better facilities.

The Local Planning Strategy and Scheme promotes the use of the site for tourism uses and also recognises there is a need to improve water supply (potable) and also wastewater systems. This application therefore serves to react to strategic objectives directly.

Summerstar have further plans to improve the park however, the first step is to improve the servicing as the current servicing arrangement clearly would not suit full renovation of existing development and expansion of this. It is anticipated that the Shire of Shark Bay would welcome this proposal and the new owners' first steps to invest significantly in improving the park and addressing key issues.

Approval is therefore respectfully requested.

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

ATTACHMENT # 4

SCHEDULE B – SPECIAL USE ZONES (Clause 21)

No.	Description of Land	Special Use	Conditions
SU3	Lot 1 Monkey Mia Road / corner Shark Bay Road, Denham (continued)		10) Notwithstanding condition (9), the local government may consider development prior to the approval of a Local Development Plan as provided for under Clause 56(2), Part 6, Schedule 2, of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> .
SU4	Lots 1, 2, 3 and 4 Nanga Road, Nanga (continued)	As 'D' use: - Agriculture - intensive - Ancillary dwelling - Camping ground - Caravan park - Carpark - Exhibition centre - Holiday accommodation - Motel - Office - Park home park - Reception centre - Restaurant/cafe - Service station - Shop - Short term accommodation - Single house - Tourist development - Tavern - Waste disposal facility - Waste storage facility - Workforce accommodation	1) Development of the site shall be generally in accordance with an approved Local Development Plan, which has been prepared in accordance with Part 6, Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and approved by the local government. The Local Development Plan is to address the following: (a) The proposed development is to be of a high architectural quality and be designed to be low scale and sympathetic to the location taking into account topography, physical characteristics and unique character of the surrounding area; (b) Provision of adequate services including potable water supply; (c) A Management Plan that addresses access, servicing, maintenance, waste disposal, effluent disposal, service areas and rubbish management;

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

SCHEDULE B – SPECIAL USE ZONES (Clause 21)

No.	Description of Land	Special Use	Conditions
SU4	Lots 1, 2, 3 and 4 Nanga Road, Nanga (continued)		(d) Provide clear demarcation between the development site and the foreshore reserve and definition of the setback for development from the permanent vegetation line; (e) coastal setbacks in accordance with any relevant state planning policies; and (f) bushfire management in accordance with any relevant state planning policy. (2) The local government may require a Visual Impact Assessment to demonstrate that any development will not negatively impact on World heritage values or detract from the scenic quality of the land. (3) Any development or Local Development Plan shall be referred to the Department of Biodiversity, Conservation and Attractions (Parks and Wildlife Services) and the Shark Bay World Heritage Advisory committee for comment prior to determination. (4) The local government will have due regard to coastal setbacks and bushfire management in accordance with relevant state planning policies and Clause 67, Schedule 2, Part 9 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

SCHEDULE B – SPECIAL USE ZONES (Clause 21)

No.	Description of Land	Special Use	Conditions
SU4	Lots 1, 2, 3 and 4 Nanga Road, Nanga (continued)		(5) Notwithstanding Condition (1), the local government may consider development prior to the approval of a Local Development Plan as provided for under Clause 56(2), Part 6, Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> .
SU5	Overlander Lot 174 North West Coastal Highway	As 'D' use: - Ancillary dwelling - Camping ground - Caravan park - Fuel depot - Holiday accommodation - Hotel - Restaurant / café - Roadhouse - Service station - Single house - Shop - Transport depot - Waste disposal facility - Waste storage facility - Workforce accommodation	1) Any development is to address the following matters to the satisfaction of the local government: a) Provision of adequate services including potable water supply; b) A Management Plan that addresses access, servicing, maintenance, waste disposal, effluent disposal, service areas and rubbish management; and c) Suitable areas on site for carparking, loading, truck parking, access and traffic movements. 2) Council may refer any application to the Department of Health WA and Main Roads WA for recommendations and comment. 3) Council may require lodgement of a traffic impact assessment for any new development prepared in accordance with the WAPC's <i>Transport Impact Assessment Guidelines (August 2016)</i>.

30 JULY 2025

12.2 PROPOSED NEW HOLIDAY HOUSE – LOT 2 (8B) AND LOT 1 (8A) LEEDS COURT, DENHAM P4235 & P4234

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Declaration of Interest: Cr Ridgley

Nature of Interest: Proximity Interest as he lives in adjacent property

Cr Ridgley left the Council Chamber at 1.40 pm.

Moved

Cr Fenny

Seconded

Cr Vankova

Council Resolution

That Council:

- A. Note that the application for a Holiday House on Lot 2 (8B) Leeds Court, Denham has been advertised for public comment. Advertising closed on the 8 May 2025, and three submissions have been received, as detailed in Attachment 1.**
- B. Request that Shire Administration include a copy of the parking plan with additional Shire notes with any approval letter, and the revised Management Plan (Attachment 2).**
- C. Approve the application seeking planning approval for the existing single house on Lot 2 (8B) and associated Lot 1 (8A) Leeds Court, Denham to be used as a Holiday House subject to the following conditions and footnotes:**
 - 1. This approval is valid for a maximum of twelve (12) months from the date of this planning consent. Following the twelve (12) month period this approval shall expire and become void.**
 - 2. This approval for a Holiday House is issued to Kelly Nasteski as the landowner of Lot 2 (8B) and associated Lot 1 (8A) Leeds Court, Denham. This approval shall not be transferred or assigned to any other person and shall not be transferred from the land in respect of which it was granted.**

Should there be a change of ownership of Lot 1 or Lot 2, this approval is cancelled and expires.
 - 3. Prior to occupation or use of the dwelling for any form of short-term accommodation, the owner shall:**

30 JULY 2025

- a. Remove all front fencing and the existing gate to allow full access to the lots by guests in accordance with the parking plan.

The existing metal fence post adjacent to the green dome is to be retained for protection of that infrastructure, unless an alternative is approved separately in writing by the Chief Executive Officer.

- b. Provide the Shire with written advice on measures to be implemented for ongoing protection of the green dome due to its central location.
4. The owner to install and construct a new crossover within six (6) months from the date of this planning consent, or an alternative period as agreed to in writing by the Chief Executive Officer. 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; or
 - c. A minimum of 50 mm thick brick pavers.
 5. The plans and supporting documentation lodged with this application shall form part of this approval. The attached Parking Plan (with Shire notes on parking) shall be displayed on any website advertising the premises, to ensure that guests are aware of parking requirements prior to booking.
 6. A parking area with the capacity to accommodate two (2) car parking bays and one boat is to be provided and maintained to a trafficable standard on site to the satisfaction of the Shire's Chief Executive Officer, in accordance with the Parking Plan submitted with the application.
 7. All guest and boat parking shall be accommodated within Lot 1 and 2 at all times. No parking shall occur in the road reserve, paved street or is to occur in a manner that obstructs the footpath at any time.
 8. This approval is for a maximum of one boat being accommodated within the boundaries of Lot 1 and Lot 2 for all guests at any one time. No guest caravans are to be parked on the lots at any time.
 9. The owner shall ensure implementation of the measures in the attached Management Plan lodged and approved as part of this application.
 10. The owners shall continue to engage a local property manager to manage the holiday house in accordance with the Management Plan approved as part of this application.

30 JULY 2025

If an alternative manager is engaged (other than the agent stated in the Management Plan), then a revised Management Plan is to be lodged for separate written approval by the Chief Executive Officer with revised contact details for the property manager.

11. The owner shall keep and maintain a working fire extinguisher on the premises at all times in accordance with the Management Plan approved as part of this application, or any revised Management Plan approved separately in writing by the Chief Executive Officer.
12. An A3 laminated copy of the fire escape plan and A4 copy of the parking plan approved as part of this application shall be displayed in prominent places within the existing dwelling.
13. No guest shall be accommodated for periods totalling more than three (3) months in any twelve (12) month period.
14. The maximum number of persons to be accommodated at any one time (for short stay accommodation) shall be limited to 2 guests.
15. If any sign is installed to advertise or identify the holiday house it shall only be located within the lot boundary and the sign face shall not exceed an area of 0.2 square metres.

Footnote:

- (i) Please be advised that you need to register the dwelling on the Western Australia State Short Term Rental Accommodation Register.
- (ii) In regard to Condition 3(b), please liaise directly with Horizon Power to ascertain how they would prefer their infrastructure to be protected.

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

- (i) The Shire will maintain a holiday house register. Where a planning approval is issued Lot 1 and 2 will automatically be listed on the local holiday house register until such time as the approval expires.
- (ii) This initial approval is limited to a twelve (12) month period in accordance with Clause 32.15.4 of the Shire of Shark Bay Local Planning Scheme No 4.

It is recommended that owners lodge a new application for any 'renewal' three (3) months prior to the expiry date of any current approval, and ensure that conditions, such as crossover conditions, have been met.

The Shire has discretion to issue subsequent approvals for a Holiday house for terms of one (1) year, three (3) years or up to a maximum of five (5) years. Owners are required to demonstrate

30 JULY 2025

compliance with any previous planning approval as part of any 'renewal' application.

Please be advised that any continuation of a holiday house use should only occur if owners have a current and valid planning consent.

This approval is for a twelve (12) month period only and should not be construed as support for any subsequent applications, or for any stand-alone application for Lot 2.

- E. Authorise the Chief Executive Officer to write to all submitters to advise of the Council decision.

5/0 CARRIED

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

Cr Ridgely returned to the Council Chamber at 1.44 pm.

BACKGROUND

- ***Location and Description***

Lots 1 and 2 are under one ownership and are currently effectively used as one property. Lot 1 is vacant and has an area of 489m². Lot 2 contains a one-bedroom house and also has an area of 489m².

30 JULY 2025

There is no dividing fence between the two lots.



Above: View of house on Lot 2 and vacant Lot 1. Lot 1 is on the right hand side as viewed from Leeds Court.

30 JULY 2025

An aerial location plan is included below for ease of reference.



30 JULY 2025

COMMENT

- ***Description of application***

The existing house only has one bedroom with an ensuite, and combined living/kitchen area. The application includes a floor plan showing that a maximum of 2 guests will be accommodated in the single bedroom which contains a queen size bed.

The applicant has advised that:

- The holiday house will be managed by Ray White.
- The house has not previously been used for short stay accommodation.
- The property is connected to sewer.
- There is plenty of room for parking on the combined lots.

- ***Existing Crossover, access and parking***

There is an existing brick paved crossover to Lot 2, and a new crossover is proposed to Lot 1.

The temporary fencing at the front of the property will be removed prior to any holiday makers using the lots. The applicant has advised that fencing was erected as a temporary measure to try and deter kangaroos and emus from eating the new plants. All garden beds are reticulated.

There is an existing green power dome central to the lots, as reflected in the parking plan.

Although the parking plan shows a boat parking area on Lot 2, adjacent to the house, it is narrow. Access to vacant Lot 1 for boat parking is more practical and useable as the slope is less steep, and it is a larger, wider open area.

The parking plan is included overpage. Town Planning Innovations has added 'Shire approval notes' to the parking plan to address some of the issues raised in public submissions.

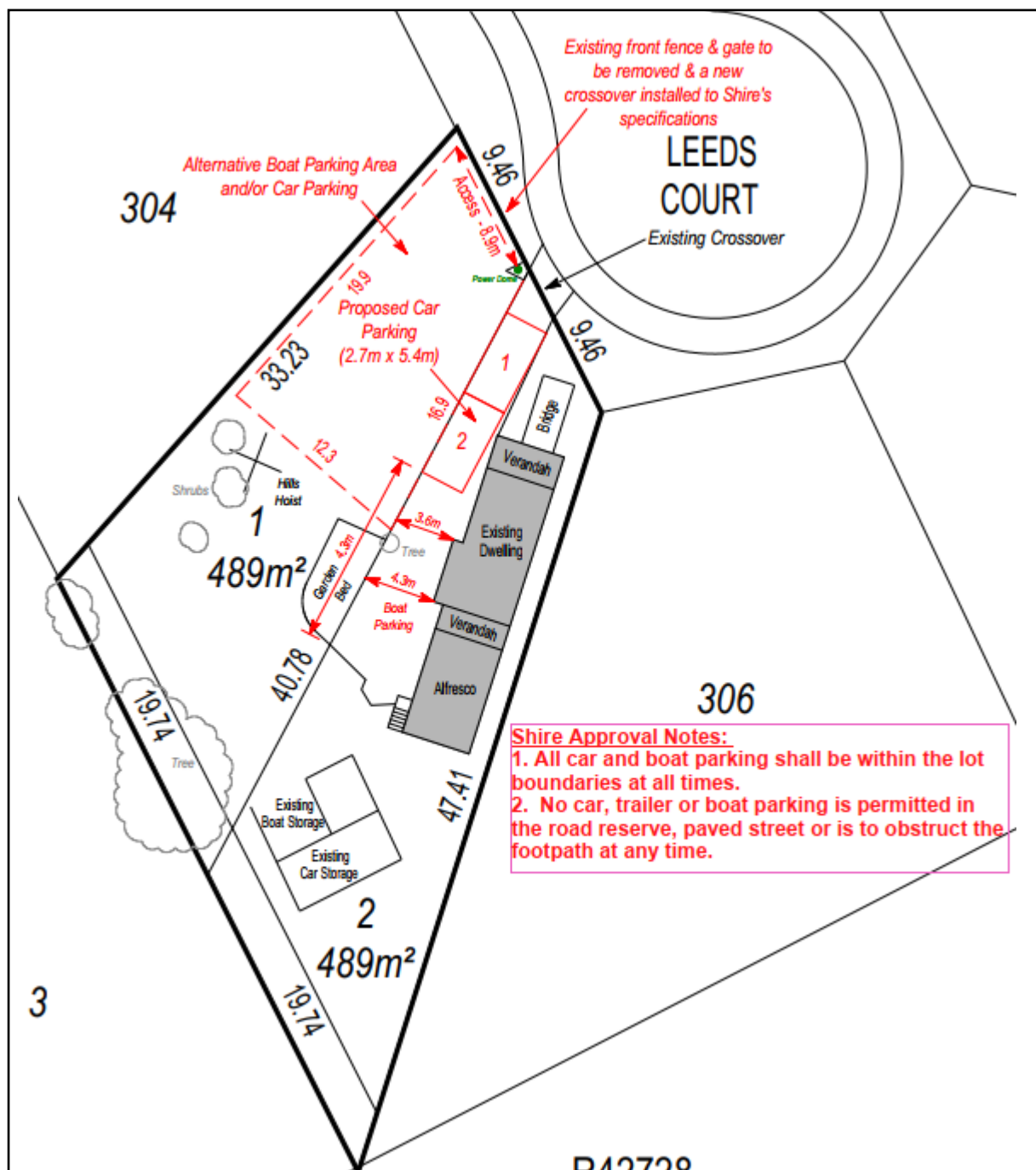
It should be noted that:

- a) Ray White has agreed to place the Parking Plan on their website as part of the advertising of this new holiday house, to ensure guests are aware of parking restrictions when they book the premises; and
- b) Ray White also proposes to display the Parking Plan in the house; and
- c) The applicant has lodged a revised Management Plan that includes a new Section 8 on parking that clearly outlines parking is to be within the lots, and not in the street or verge. It also includes information for off-site parking available for any larger boats.

The revised Management Plan is included as Attachment 2.

Given that the one-bedroom house can only accommodate one to two guests, parking is not considered an impediment to approval of the application.

30 JULY 2025



30 JULY 2025



Above: Photograph of narrow boat parking area on Lot 2 adjacent to existing house

30 JULY 2025



Above: Photograph of wider open boat parking area on vacant Lot 1

- ***Zoning and Proposed Land Use***

Lot 1 and Lot 2 are zoned 'Residential' under the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

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

Each symbol has a different meaning and determines whether Council has discretion to consider a land use in the corresponding zone (i.e. if the land use is permitted, not permitted, discretionary or requires advertising).

Part of the planning assessment involves determining which land use definition from the Scheme 'best fits' the proposal.

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

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

An extract of Table 1 is included overpage.

30 JULY 2025

TABLE 1

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

This essentially means that Council has discretion to consider an application for a holiday house in the Residential zone.

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

A summary of the Shire Policy requirements and compliance is included below:

Policy Requirement	Comment
1. A site plan or good quality clear aerial showing the existing house, existing buildings, driveway, and guest parking areas. The location, number and dimensions of parking areas should be clearly marked on the plan.	The applicant has lodged a detailed scaled parking plan. The parking plan has been drawn to scale by a professional draftsman, and distances can be measured using a scale ruler.
2. An internal floor plan showing the house layout, the use of each room, and number of double, single or bunk beds per room (including fold out couches).	The applicant has lodged detailed floor plans showing a queen bed in the single bedroom, to cater for a maximum of 2 guests. As the house is one bedroom, it will more likely cater for singles or one couple.
3. Carparking to be provided at a rate of 1 space every 3 guests.	One carparking bay is adequate, however the applicant has proposed 2 car bays.
4. A Management Plan that addresses how the land use will be managed on a day-to-day basis to maximise protection of residential amenity, including details of how noise issues will be addressed by the Manager (handling of complaints), and full contact details of the Manager or employee of the Manager.	The Policy includes an example Management Plan that can be used as a base. A Management Plan has been lodged and nominates Ray White as the property manager. It details all property manager responsibilities, booking procedures, and a complaint policy.

30 JULY 2025

	The Management Plan is in a format that has been supported and approved for a number of holiday houses in Denham. To address concerns about parking in the street (raised in submissions), the applicant lodged a revised Management Plan with additional parking information.
5. A Fire and Emergency Response Plan that includes detailed fire escape route maps, provision of a fire extinguisher and emergency contact numbers.	The Policy includes an example Fire and Emergency Response Plan template that can be modified by owners to suit their premises. The applicant has lodged detailed floor plan that show the location of smoke detectors, a fire extinguisher, fire blanket, outdoor hose, escape routes and assembly muster point at the front of the lot. The fire escape route plan will be displayed in the dwelling.

- **Consultation**

The application has been referred to adjacent and nearby landowners for comment. Advertising closed on the 27 June 2025.

Three submissions have been received, consisting of one non-objection and two objections – refer Attachment 1.

A plan showing the submitters locations is included overpage.

30 JULY 2025



30 JULY 2025

LEGAL IMPLICATIONS

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

Planning and Development (Local Planning Schemes) Regulations 2015 -

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

Shire of Shark Bay Local Planning Scheme No 4 –

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

Clause		Comment
32.15	The local government may permit a Holiday house within the Residential zone where, in its opinion, the use would not substantially spoil or detract from the residential character and amenity of the locality.	Council must consider issues of amenity as part of all planning applications, combined with the other normal planning considerations such as the objectives of the residential zone, parking, management, etc Council also has to consider the application in accordance with the Shires Local Planning Policy No 1.
32.15.2	The local government shall not consider an application for development approval for a Holiday house unless it is accompanied by: (a) A Management Plan that addresses how the land use will be managed to maximize protection of residential amenity, includes details of how noise issues will be addressed by the Manager, and full contact details of the Manager or employee of the Manager. (b) A Fire and Emergency Response Plan that includes detailed fire escape route maps and addresses	These scheme requirements are also replicated in Local Planning Policy No 1 and are addressed in the body of this report.

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

	the provision of safety features including hard wired smoke detectors, provision of a fire extinguisher and emergency contact numbers. (c) A detailed site plan which demonstrates adequate carparking can be provided on site.	
32.15.3	The local government <u>may</u> have regard for the following matters when determining an application for development approval for a Holiday house:	This clause is worded to outline matters that Council <u>may</u> have regard for. It does not use the term 'shall' or the term 'due regard' so provides some flexibility.
32.15.3a	A Management Plan adequately demonstrates that the land use will be managed as to ensure that it will not cause nuisance or annoyance to the owners of adjoining or nearby residential properties;	This scheme requirement is replicated in Local Planning Policy No 1 and is addressed in the body of this report.
32.15.3b	A manager, caretaker or a contactable employee of the Manager permanently resides in Denham townsite or within one hours drive of Denham townsite;	This scheme requirement is replicated in Local Planning Policy No 1 and is addressed in the body of this report.
32.15.3c	A Fire and Emergency Response Plan comprehensively addresses fire safety.	This scheme requirement is replicated in Local Planning Policy No 1 and is addressed in the body of this report.
32.15.3d	The proximity of the lot to Denham townsite, the beach and/or any significant tourist attraction.	This report includes a plan showing the location of the property.
32.15.3e	The need to encourage holiday house's close to the Denham Town Centre and discourage these uses within established residential areas distanced from the Denham Town Centre;	As per above.
32.15.3f	The size of the lot and density of development in the surrounding area;	This report includes an aerial plan showing surrounding development, photographs of the lots and advice on the lot size.
32.15.3g	The potential for increased impact where adjacent land has been developed for grouped dwellings or there are small lots with dwellings in close proximity to each other;	There are no grouped dwellings on immediately adjacent lots.
32.15.3h	The potential for occupiers to have different behaviours and routines and the need to protect residents in suburban locations with daily work routines.	To address this the Scheme requires a local property manager, a Management Plan, and the ability to limit

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

		the term of any planning approval.
32.15.3i	The location of active outdoor areas and their relationship to sensitive bedrooms within surrounding dwellings in a suburban environment.	Aerials are included in all agenda reports to Council, however access to neighbours' internal floor plans are limited. All applications are advertised for public comment so neighbours can raise any concerns over applications.
32.15.4	The local government shall limit any initial development approval for a Holiday house to a maximum 12 month period.	All 'first time' approvals are limited to 12 months through a condition of approval.
32.15.5	The local government may issue subsequent Development approvals for a Holiday house and has discretion to limit the term of approval to one year, 3 years or up to a maximum of 5 years as deemed appropriate by the local government.	The Shire can issue subsequent approval for terms of 3 or 5 years. All first approvals have been limited to 3 years.
32.15.6	The local government may have regard for any substantiated written complaint or evidence about mismanagement of a Holiday house in considering the issue of subsequent Development approvals.	All applications (new or renewals) are advertised to nearby and surrounding neighbours to ascertain whether issues have arisen for any approved holiday house.
32.15.7	Advertising signage associated with a Holiday house shall have a maximum area of 0.2m ² and be fully located within the lot boundary.	A condition is placed on all approvals to limit the size of any sign.
32.15.8	A Holiday house is to comply with the Residential Design Codes and/ or any existing Planning consent already granted for the dwelling or variation to the Residential Design Codes with the exception that Council has discretion to require a higher provision of carparking for any Holiday house having regard for the number of bedrooms and maximum number of persons to be accommodated at any one time.	Council has regard for factors such as number of bedrooms and maximum number of guests in assessing carparking. Parking is discussed in the moa body of this report.
32.15.9	Development approvals can be renewed when an owner/ applicant lodges a new Planning Application to the local government.	Renewals are only considered where a landowner lodges a new application.
32.15.10	A development approval for a Holiday house is issued to a specific owner of a particular parcel of land, it shall not be transferred or assigned to any other person, and shall not be transferred from	Conditions are placed on approvals for holiday houses to ensure they are specific to the current landowner(s).

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

	the land in respect of which it was granted. Should there be a change of the owner of the land in respect of which planning consent is issued the planning consent is cancelled.	If ownership of a lot changes any existing approval lapses and expires.
3.15.11	A Holiday house shall not operate within the Residential zone unless it is registered in respect of the lot under Clause 32.15.12.	The Shire registers holiday houses if an approval is granted.
32.15.12	Outlines that all holiday houses have to be a register maintained by the Shire.	The Shire registers holiday houses if an approval is granted.
32.15.13	Outlines that Council may have a general regard for Clauses 32.15.2 and 32.15.3 in determining applications for a holiday house in the Commercial or Tourism zone.	This clause does not apply as this proposal is in a residential zone.

POLICY IMPLICATIONS

Explained in the body of this report.

The Shire has a crossover policy.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic planning for different matters such as holiday houses may be examined as part of the Local Planning Strategy.

RISK MANAGEMENT

Nil.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

Date of Report

22 July 2025

30 JULY 2025

ATTACHMENT 1

Summary of Submission	Comment
<u>Submission 1: Janet and Mike Parry</u> 1a. We have taken the time to look at the proposal. Given that there is a maximum of 2 tenants at any time we see no problem with the shire granting a 12 month permit to the owners. We feel that 12 months is a good amount of time to see if any issues arise.	1a. Non-objection noted. Any first approval would be limited to one year.
<u>Submission 2: Janine Standen</u> 2a. Leeds Court is a quiet, short, winding narrow cul-de-sac with working and retired residents. We have 1 Leeds Court approved for short stay accommodation and the Shire proposes to approve 8a and 8b Leeds Court as a holiday house in this quiet, short, winding, narrow winding cul-de-sac. 2b. Submissions were received by the Shire for 1 Leeds Court by at least 10 residents, and 1 Leeds Court has been approved twice to continue as a holiday house. 2c. Despite concerns by residents over 1 Leeds Court being ignored, I would like to submit the following in relation to 8a and 8b Leeds court.	2a. Objection noted. At the time of advertising there was no Council decision to approve this application for 8a and 8b Leeds Court. The purpose of this report item is for Council to determine the application. 2b. Noted. Council supported conditional approval of a renewal application for 1 Leeds Court at the meeting held on the 28 May 2025. 2c. Town Planning Innovations is of the understanding that Council supported the application for 1 Leeds Court to ensure continuity for the applicant so that they can continue to operate within the law, and address the concerns presented. The second approval was limited to a 1 year period, whereas ordinarily second approvals would be for a 3 year period.

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

2d. The parking plan accommodates two cars and one boat within the boundaries of the property. The parking plan could be successful depending on the skills of the drivers who manoeuvre these vehicles, especially the large trailers with boats. Our cul-de-sac attracts people who park in the street because they do have the skill to park within property boundaries. The Councillors inspected Leeds Court on the 20 June 2025 and have now observed that the footpath on the left hand side of the road (the side without a footpath) is used extensively by the short stay holiday makers at 1 Leeds Court. The footpath and the spare allotment (7 Leeds Court) beside 9 Leeds Court will be used extensively by the short stay holiday makers at 8a and 98b Leeds Court so that they can reverse their boats into the parking within the boundary of 8a and 8b Leeds Court. Often the verge of 3 Leeds resident, Janine Guenther, is used to try and manoeuvre large vehicles into 1 Leeds Court. Often the vehicles/boats/trailers have spilt onto the footpath/verge and made access difficult for the residents who use the road daily. Photographic evidence was provided by Janine Guenther, May 2025.)	2d. A theme in this submission is to highlight issues they perceive have occurred at 1 Leeds Court, which is a very different situation and property layout, compared to 8a and 8b Leeds Court. There is a wide reversing area available in the cul-de-sac head adjacent to 8a and 8b Leeds Court. Town Planning Innovations is of the view that the parking plan and physical features of 1 Leeds Court is not directly comparable to those for 8a and 8b Leeds Court. Conditions are recommended to require all parking to occur within the lot boundaries for this application. Ray White has agreed to publish a copy of the parking plan on the website that advertises the property for short stay. This means that guests will be aware of the parking when they book.
2e. I confirm that a ute towing the fishing vessel owned by 11 Leeds Court resident, Gavin Oakley (travelling either up or down Leeds Court), and a ute and trailer owned by 9 Leeds Court resident, myself (travelling in the opposite direction) cannot pass by 1 Leeds Court if the short stay accommodation occupants have their boats/trailers/caravan parked on the footpath or verge of 1 Leeds Court. Leeds Court is a narrow street.	2e. The comment is noted, however 8a and 8b Leeds Court present a different physical situation, and are adjacent to the cul-de-sac head which has a larger passing and wider turnaround area. This comment seems to relate more to 1 Leeds Court, which has already been approved by Council for short stay accommodation.

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

2f. Several times a week the occupant of 11 Leeds Court reverses and/or drives a ute and boat trailer out of his property to work. Several times a week the occupant of 9 Leeds Court reverses and/or drives a ute and large trailer out of 9 Leeds Court to work. Should the short stay holiday makers at 8a and 8b Leeds Court leave a vehicle and/or trailer parked on the footpath or in the cul-de-sac, access will be restricted for the long term residents of 11 and 9 Leeds Court.	2f. Conditions are recommended to require parking to be within the lot boundaries for this application, as there is a narrow verge area that contains a footpath. The nature of the road reserve adjacent to 8a and 8b Leeds Court presents a different situation to that of 1 Leeds Court. In any event, Council has already made a determination on the separate 1 Leeds Court application.
2g. The parking of long vehicles including cars with trailers and boats at 1 Leeds Court has been largely unsuccessful. In fact, there were two parking plans for that property. In light of this information, I doubt the success of parking plan for 8a and 8b Leeds Court.	2g. This is a statement outlining the submitters opinion. Town Planning Innovations is of the view that the application for 1 Leeds Court, for 6 guests, and the parking for 1 Leeds Court, is a different situation than proposed for 8a and 8b Leeds Court. Notably, only a single person or a couple is likely to stay at 8a and 8b Leeds Court, as it is a one bedroom house. Town Planning Innovations has recommended conditions be imposed to require all parking to be within the lots for this application.
2h. The submission recommends that a condition be placed on any approval to require long vehicle parking off site near the Town Hall or at parking facilities on the foreshore.	2h. Use of Shire facilities for guest parking or boat parking is not supported. Town Planning Innovations has liaised with the Manager of Works and is of the understanding that some of the foreshore carparks have signs that do not allow overnight parking.
2i. I empathise with the resident at 3 Leeds Court who is often woken from 5.00am onwards by the sort stay occupants of 1 Leeds Court getting their boats ready for fishing expeditions, or parking up to drive to their net destination. This is a regular occurrence and spoils the amenity for the residents living in Leeds Court. To avoid	2i. This is a statement. If Council approves this application, then it will be limited to a one year time-period. The application does not propose to cater for any large groups, and is more likely to attract a single person or a couple, as a compact one bedroom house.

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

this occurrence with the short stay occupants of 8a and 8b Leeds Court as a pro-active measure the Ray White Management Plan and Code of Conduct could include clauses such as: “Noise and Nuisance: - Guests are not to cause or permit nuisance at the property. - This includes excessive noise, disruptive behaviour or anti-social behaviour. - Noise should generally cease after 9.00pm Sunday to Thursday and 10.00pm Friday and Saturday. - The property manager may contact any guests where the noise levels are deemed unacceptable. - Noise should generally begin no earlier than 7.30am in the morning. 2j. If the boats/trailers/caravans owned by the short stay tenants were parked off site in the Shire designated long vehicle parking, the boats can be packed the night before. This will alleviate the packing of boats /trailers and cars from 5.00am. 2k. Not only will these alternatives alleviate the illegal parking problem it will provide unobstructed daily access to Leeds Cort for all vehicle users. The long vehicles can be loaded up off site and allow the working and retired residents to rest until 7.30am and return the amenity to Leeds Court. 2l. I have spoken to residents who share other Denham streets with holiday accommodation, and the residents don't bother to report issues because they don't believe	As per 2h above. As per 2h above. 2l. This is a statement.
---	---

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

reporting the traffic and noise issues would make a difference.	
2m. The Shire of Shark Bay Local Planning Scheme includes clauses requiring 'a Management Plan that addresses how the land use will be managed to maximize protection of residential amenity, includes details of how noise issues will be addressed by the Manager, and full contact details of the Manager or employee of the Manager' and 'a Management Plan that adequately demonstrates that the land use will be managed as to ensure that it will not cause nuisance or annoyance to the owners of adjoining or nearby residential properties'. These clauses give residents the opportunity to be heard and their evidenced opinions considered and valued, rather than dismissed.	2m. Noted. The Shire can require an amended Management Plan to further address any issue if deemed necessary. At this early stage, Town Planning Innovations supports a one year conditional approval.
2n. I attach the recommendation presented at the Shire meeting of 28/5/2025 from Town Planning advisor Liz Bushby which recommended that the Shire not approve the continued short stay accommodation at 1 Leeds Court. This advice was not adopted by Council and it was approved to continue as short stay accommodation.	2n. Noted. This is not out of the ordinary, as Town Planning Innovations role is to make an officer recommendation, and Council is the decision maker. It is not uncommon for some Councillors, or even a majority of Council, to vote against an officer recommendation – that is part of the normal democratic local government meeting process.
2o. The amenity of Leeds Court and the submissions by Denham long term residents and ratepayers regarding the short term accommodation have not been adequately considered by Council. How can the long term ratepayers and residents be adequately	2o. Council considered the issues raised in submissions, however were satisfied (for 1 Leeds Court) after a site visit, that the matters could be addressed by limiting the second approval to a one year period, and requiring an updated Management and Parking Plan. Ultimately Council is the decision maker for all applications.

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

considered along with the needs of holiday home investors?	
<u>Submission 3: Janine Gunther & Bevan Buirchell</u> 3a. We strongly oppose the development for the following reasons: 3b. There are eight homes in Leeds Court and currently one of those is officially a STRA. If 8a Leeds Court is allowed then we have 25% of the residences in our quiet street now open for non-residential activities, that is for holiday makers. This will have an undeniable impact on the amenity of our street and change completely the character of Leeds Court. This is a residential area not a commercial zone! 3c. Council has considered allowing STRA to rise to 15% within the whole of the residential area of Denham. What about at a street by street level, is this being capped at 15%? If this development is allowed Leeds Court would considerably pass this figure. There seems to be no end in sight to what level of STRA will reach in Denham in spite of the by-laws that are in place to make sure residential areas are not impacted. 3d. Section 32.15 of the Town Planning Scheme No 4 has clauses in it that were obviously put in there to limit the impact of STRA on the residential zone - eg, 32.15.3 (d) <i>The proximity of the lot to Denham townsite, the beach and/or any significant tourist attraction;</i>	3a. This is a statement and the objection is acknowledged. 3b. The 15% that is referred to in this submission relates to the percentage of overall residential lots in Denham and is not intended to be measured 'street by street'. There are 12 lots in Leeds Court, so 2 out of 12 properties for short stay accommodation is not considered excessive. If any additional proposals are received in this street, then at that point Council may consider their position on how many are appropriate in this setting and urban environment. 3c. In short, the 15% is not proposed to be capped at a 'street by street' level. That would be difficult to administer and is not supported at an officer level. 3d. Town Planning Innovations wrote the current Scheme to provide flexibility for Short Term Rental Accommodation in Denham, with general guidelines then refined in the Local Planning Policy.

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

(e) <i>The need to encourage holiday house's close to the Denham Town Centre and discourage these uses within established residential areas distanced from the Denham Town Centre;</i> (f) <i>The size of the lot and density of development in the surrounding area;</i> (g) <i>The potential for increased impact where adjacent land has been developed for grouped dwellings or there are small lots with dwellings in close proximity to each other;</i> (h) <i>The potential for occupiers to have different behaviours and routines and the need to protect residents in suburban locations with daily work routines; and</i> (i) <i>The location of active outdoor areas and their relationship to sensitive bedrooms within surrounding dwellings in a suburban environment</i>	The Shire Councillors have had robust discussions at workshops about the extent of short stay accommodation/ holiday houses in Denham, and the current position is to track and review the number of approvals.
3d. <i>While the Council has not considered those clauses due to the "may have regard" they have been put into the scheme for a reason and it is time the Council started considering that reason. Residents DO NOT WANT to be overwhelmed with STRAs and the consequent disruption of their neighbourhoods by holiday makers who have different routines and priorities to the residents. We do not want our quiet street covered in boat trailers and vehicles, we do not want our working lives disrupted by early morning fishermen etc.</i>	3d. The Scheme was written to state that Council <u>may</u> have regard for certain matters but does not utilise the word '<u>shall</u>' have regard for certain matters, to give Council flexibility. The submitters house is approximately 80 metres to the dwelling at 8B Leeds Court.
3e. <i>It is our experience from 1 Leeds Court that guests at STRAs DO NOT comply with parking plans. They park where ever it is convenient to them and do not care about the neighbourhood. It is obvious that this will also be the</i>	3e. Town Planning Innovations acknowledges that good quality ongoing management of all holiday houses is crucial. There are some matters that the submitter may not be aware of as follows:

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

case at 8a Leeds Court, especially considering the following:

- (i) *There is a gate that people will have to open - who wants to constantly do that on holiday.*
- (ii) *The dip down into the parking area is not friendly to large vehicles nor large boat trailers.*
- (iii) *The crossover does not line up with the gate so that will make entering and exiting the property even more precarious.*
- (iv) The green Horizon Power dome is right along side the crossover (where there is no gate) so if they do open that side the green dome is doomed to be destroyed and cause disruption to the streets power supply.

Consequently guests will park in the turn around and disrupt the residents living in this street.

- (i) *The gate is proposed to be removed as shown on the parking plan.*
- (ii) *The applicant has lodged a photo showing a car and boat on Lot 2 (in table below). Town Planning Innovations agrees that the gentler slope of the vacant Lot 1 is more conducive for boat parking, which is shown as an option on the parking plan submitted.*
- (iii) *The current brick paved crossover does not line up with the gate, however the gate is going to be removed and a new crossover is proposed to be constructed.*
- (iv) Town Planning Innovations has recommended condition be placed on the approval for protection of the green dome, as it is in the middle of the driveway.

If any guests park in the cul-de-sac head, then Ray White will have to advise them to move.

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

3f. We also would like to point out that the application covers two separate lots – even if owned by the same person at the moment, the rules and requirements in regards to such developments are PER lot only. You can't just combine two to make it happen. 3g. At last I would like to point out that when we submitted our building application for 3 Leeds Court (which originally had a carport designed with two vehicles parking behind each other), Liz Bushby objected and asked to add an extra parking hard-stand outside the carport for a second car as having two cars parked	 Above: Photograph showing car and boat on Lot 2 3f. Only one single house is proposed to be used for short stay, so it is unclear why the submitter objects on this basis. In addition, the Shire has approved grouped dwellings (more than one house on a lot) for short stay. The two lots are under one ownership and effectively used as one property by the current owner. 3g. Town Planning Innovations would have only required parking for 3 Leeds Court to be amended to comply with the Residential Design Codes. Car parking can be tandem however provision has to be made for cars to egress in forward gear, if the bays are more than 30 metres to the street lot boundary – the parking for
---	--

MINUTES OF THE ORDINARY COUNCIL MEETING

30 JULY 2025

behind each other is not practical. I would expect you, Liz, to point this out to the Councillors.	No 8a and 8b is not more than 30 metres from the street so 2 tandem bays are permissible. In any event, it is likely guests will only bring one car as the house is single bedroom.
--	---

30 JULY 2025

ATTACHMENT 2

Attachment 5

Revised Management Plan
received 22 July 2025

RAY WHITE SHARK BAY

MANAGEMENT PLAN

1. PROPERTY ADDRESS: 8A & 8B LEEDS COURT, DENHAM

2. PROPERTY MANAGER DETAILS:

Name: Ray White Shark Bay – Debbie Byett
Address: U3/ 71 Knight Terrace, Denham
Phone Number: 9948 1323
Mobile: 0448 753 314
Email: sharkbay.wa@raywhite.com

3. DETAILS OF RESERVATION ARRANGEMENTS (PLEASE TICK ALL APPLICABLE):

- ☒ Internet (please specify) : All bookings through Ray White Shark Bay
- ☒ Property Manager : All bookings through Ray White Shark Bay
- ☐ Other (please specify) N/A

4. RAY WHITE SHARK BAY MANAGEMENT STATEMENT

Ski At Denham Pty Ltd T/A Ray White Shark Bay has been managing holiday accommodation houses and units in Denham continuously for the past 20 years.

Ray White Shark Bay are a complete property management service and over the years have developed the skills necessary to help the owners of the properties, and, the many thousands of visitors we deal with annually. We are based permanently in Denham and have an office located at 3/71 Knight Terrace. The office is officially open 6 days a week and we are available by mobile if the office is not open.

Some key points of our service below.

- The premises are inspected after guests check out to ensure that it has been kept in a neat and tidy condition. Guests can provide their credit card details as security or pay a bond which is refunded after inspection.
- Bins are put out weekly for standard Council pick up or as necessary.
- We arrange regular cleaning of the premises in between guest stays and ongoing maintenance of the property.
- Any damage, safety or general maintenance issues are reported to the owner, including smoke alarms and fire emergency equipment.
- If works are needed, such as replacement of smoke alarms, new batteries in smoke alarms, or general safety / maintenance repairs then we organise those works for the owners.
- Fire extinguishers and fire blankets are checked and certified on a 6 monthly basis as per Australian standard.
- As premises are inspected regularly we have a high level of knowledge about the condition of each property/dwelling under our management.
- Because we are based locally and live in the Denham community, we have excellent knowledge of what happens at all the properties that we manage.

Attachment 5

5. BOOKING PROCEDURE CONDUCT FOR GUESTS

Ray White Shark Bay have booking procedures and provide guests with the following at the time of booking:

TERMS AND CONDITIONS (House rules) Need to know items such as Check in / Check out times. After Hour Key Pick Up. Linen and what is provided. Cancellation Policy. Pet Information. Rubbish collection. Guest Numbers. Excessive Noise. Guest Responsibilities. Left Items. Feedback. Call Outs. Loss or Damage to Property. Alternate Accommodation. Property Keys. Covid-19 information.

CONFIRMATION LETTER which the guest acknowledges the booking is for a total of **2 guests** and that there is a strict no smoking policy inside the premises. They also acknowledge that if house rules are broken and false or misleading information has been given that, as the Property Manager, we have the authority to order the premises be vacated with no refunds given.

When guests check in whether it be in business hours or after hours they collect an envelope with a town map and directions to their accommodation, a set of keys, our after hours contact numbers if they are needed and important things to know.

6. MAINTENANCE AND ACCESSIBILITY

Who will be responsible for ensuring that a fire extinguisher will be provided?	Property Manager or Fire Technician (already installed)
Who will inspect the premises regularly to ensure that the smoke alarms are in working order?	Owner or Property Manager (already installed)
Who will inspect the premises regularly to ensure that the fire extinguisher is in working order?	By registered Fire Test & Tag Technician at least 2 times per year as per Australian regulations
What arrangements are in place for cleaning the house before each booking?	Organised by Ray White Shark Bay via local contract
Is there a working outdoor hose available to guests?	Yes (1 in total) –at the right hand side of the house
If windows are fitted with locks, are the keys provided to guests?	Yes – organised by Ray White Shark Bay
Are guests given keys to all external lockable doors, including security doors?	Yes - organised by Ray White Shark Bay
What arrangements are in place for maintenance of external yard areas?	Organised by Ray White Shark Bay and also conducted via owners on a regular basis. The place is always well kept.

7. RAY WHITE SHARK BAY ACTIVE COMPLAINTS POLICY

- Ray White Shark Bay have staff available after hours who are contactable by mobile and email if neighbours need to report any guest behaviour issues.
- All complaints are recorded in an electronic form with the address and nature of complaint.
- Each complaint is assessed based on the individual situation taking into regard the seriousness of the complaint.
- Any premises would be inspected in person on receipt of a complaint and staff would talk to the guests about any issue reported by a neighbour.
- Depending on the nature of the issue, staff may give the guests a warning or under extreme circumstances our company has authority to evict guests.
- The complainant / neighbour would be informed of the outcome of any inspection and action taken by our company to respond to the complaint. Advice would generally be provided in writing by email for recording purposes.
- Owners are also advised in writing of the any serious or justified complaint and action taken to respond or resolve any complaint.
- If warranted we would liaise with police over any serious issues. We have a good working relationship with local police.

Attachment 5

- During peak holiday periods we conduct drive by inspections of properties under our care to ensure that they are well managed. We take an active role in overseeing the use of all holiday houses under our management to ensure that they are used responsibly.
- It is in our interest to ensure that all properties under our care are well managed, looked after and maintained to fulfill our contractual obligations with land owners.

Also being a part of a large franchise group such as Ray White we can also call on our corporate office for assistance and support regarding any complaints or disputes.

As outlined in Point 5 all guests are provided with detailed terms and conditions as part of the booking process.

8. PARKING

Boat Parking for 8a and 8b Leeds Court is to be within the boundaries of the property at all times. Please be sure that your Car and Boat are not protruding past the property boundaries as indicated on the Parking Plan. At no time are vehicles or boats to protrude onto the verge or be parked on the road.

If you are unable to place your boat in the boat parking area, there is 24 hour boat parking available at Shark Bay Marine Repairs, 60 Monkey Mia Road, Denham please contact 0427 481 324 for bookings.

Please refer to the Parking Plan clearly displayed at the property (and also available on the Ray White website).

30 JULY 2025

13.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

15.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

There was no urgent business presented to the July 2025 Ordinary Council meeting.

16.0 MATTERS BEHIND CLOSED DOORS

There were no matters behind closed doors presented to the July 2025 Ordinary Council meeting.

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 27 August 2025 commencing at 1.00 pm.

18.0 CLOSURE OF MEETING

As there was no further business, the President closed the Ordinary Council meeting at 1:46pm.