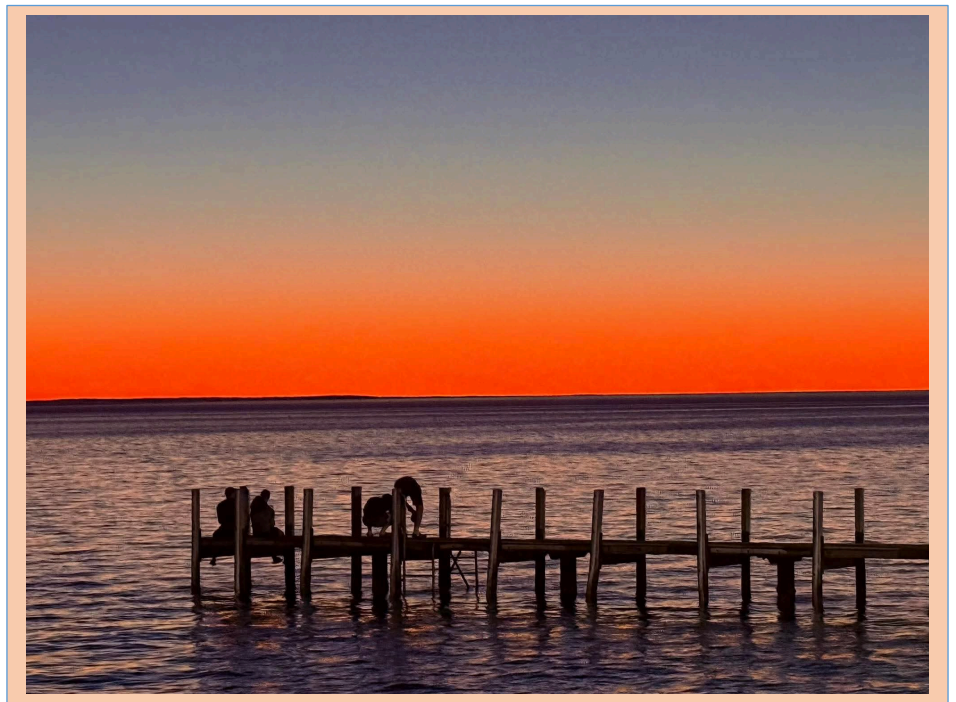


# SHIRE OF SHARK BAY MINUTES

26 November 2025

## ORDINARY COUNCIL MEETING



SHARK BAY SUN SET  
Credit: Marie Vranjes



26 NOVEMBER 2025

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

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 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 26 November 2025 commencing at 1.11 pm.

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26 NOVEMBER 2025

**1.0 DECLARATION OF OPENING**

The President declared the meeting open at 1:11pm.

**2.0 ACKNOWLEDGEMENT OF COUNTRY**

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

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

**3.0 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED**

**ATTENDANCES**

Cr P Stubberfield	President
Cr M Smith	Deputy President
Cr L Bellottie	
Cr C Cowell	
Cr E Fenny	
Cr A Johns	
Cr G Ridgley	

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

**APOLOGIES**

There were no apologies for the November 2025 Ordinary Council meeting.

**VISITORS**

3 Visitors in the Gallery

**4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE**

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

**5.0 PUBLIC QUESTION TIME**

The President opened public question time at 1:13pm and as there were no questions put forward from the gallery the President closed public question time at 1.13pm.

**6.0 APPLICATIONS FOR LEAVE OF ABSENCE**

There were no applications for leave of absence tabled to the November 2025 Ordinary Council meeting.

**7.0 PETITIONS**

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

26 NOVEMBER 2025

**8.0 CONFIRMATION OF MINUTES**

**8.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 29 OCTOBER 2025**

Moved            Cr Fenny  
Seconded       Cr Cowell

**Council Resolution**

**That the minutes of the Ordinary Council meeting held on 29 October 2025, as circulated to all Councillors, be confirmed as a true and accurate record.**

**7/0 CARRIED**

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

**8.2 CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 29 OCTOBER 2025**

Moved            Cr Fenny  
Seconded       Cr Smith

**Council Resolution**

**That the minutes of the Special Council meeting held on 29 October 2025, as circulated to all Councillors, be confirmed as a true and accurate record.**

**7/0 CARRIED**

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

**9.0 ANNOUNCEMENTS BY THE CHAIR**

There were no announcements by the President at the November 2025 Ordinary Council meeting.

26 NOVEMBER 2025

**10.0 FINANCE REPORT**

**10.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED**  
**CM00017**

Author

Finance Officer / Accounts Payable

Disclosure of any Interest

Declaration of Interest:

Nature of Interest:

Moved            Cr Smith  
Seconded       Cr Ridgley

**Council Resolution**

**That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$858,407.43 be accepted.**

**7/0 CARRIED**

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

AGAINST:       Nil

ABSENT:       Nil

Comment

The schedules of accounts for payment covering -

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

Municipal fund credit card direct debits for the month of October 2025 totalling \$5,999.51

Municipal fund direct debits to Council for the month of October 2025 totalling \$37,015.53

Municipal fund account electronic payment numbers MUNI 34167 to 34293 totalling \$643,451.15 and

Municipal fund account for October 2025 payroll totalling \$170,523.59

The schedule of accounts submitted to each member of Council on 21 November 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

26 NOVEMBER 2025

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### 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

Acting Chief Executive Officer *M Fanali*

Date of Report 6 November 2025

MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

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

NAME	DATE	DESCRIPTION	AMOUNT
BPAY	20/10/2025	AWARE SUPER	\$ 283.47
BPAY	20/10/2025	GESB	\$ 1134.18
		<b>TOTAL</b>	<b>\$ 1,417.65</b>

**SHIRE OF SHARK BAY – CBA CREDIT CARD**

**PAID 30 OCTOBER 2025**

**TOTAL \$ 5,999.51**

**CEO**

DATE	NAME	DESCRIPTION	AMOUNT
26/09/2025	DOUBLE A ON THE RI	REFRESHMENTS FOR MEETING - WALGA CONFERENCE	\$ 27.84
26/09/2025	DOUBLE A ON THE RI	BREAKFAST FOR CEO AND COUNCILLORS - WALGA CONFERENCE	\$ 122.51
26/09/2025	THE RITZ CARLTON PERTH	REFRESHMENTS FOR MEETING - WALGA CONFERENCE	\$ 47.41
1/10/2025	COMMONWEALTH BANK OF AUSTRALIA	ANNUAL CORPORATE CARD FEE - CEO	\$ 24.00
2/10/2025	SHORELINE BY SHARK BAY ECO TOURS	REFRESHMENTS FOR WAPOL MEETING	\$ 13.00
20/10/2025	SHORELINE BY SHARK BAY ECO TOURS	REFRESHMENTS FOR MANAGEMENT MEETING	\$ 19.50
23/10/2025	SHORELINE BY SHARK BAY ECO TOURS	REFRESHMENTS FOR COFFEE MEETING	\$ 14.00
		<b>TOTAL</b>	<b>\$ 268.26</b>



MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

**EMCD**

DATE	NAME	DESCRIPTION	AMOUNT
1/10/2025	COMMONWEALTH BANK OF AUSTRALIA	ANNUAL CORPORATE CARD FEE - EMCD	\$ 24.00
2/10/2025	CASH REGISTER WAREHOUSE	EPSON POS RECEIPT PRINTER WITH BARCODE SCANNER FOR SBDC	\$ 699.00
		<b>TOTAL</b>	<b>\$ 723.00</b>

**MFA**

DATE	NAME	DESCRIPTION	AMOUNT
29/09/2025	WWW.CLOUDPG.COM.AU	COURT PROCESS AND SOLICITOR FEES ONCHARGEABLE TO RATE PAYER	\$ 764.63
1/10/2025	COMMONWEALTH BANK OF AUSTRALIA	ANNUAL CORPORATE CARD FEE - MFA	\$ 24.00
2/10/2025	SHIRE OF SHARK BAY	TEST PURCHASE TO TRY OUT SMART MINI PAYMENT DEVICE AT REFUSE SITE	\$ 0.01
6/10/2025	BELONG	BELONG INTERNET 04 OCTOBER TO 03 NOVEMBER 2025 FOR RECREATION CENTRE DOOR ENTRY	\$ 15.00
6/10/2025	BELONG	BELONG INTERNET 04 OCTOBER TO 03 NOVEMBER 2025 FOR DENHAM TOWN HALL DOOR ENTRY	\$ 15.00
6/10/2025	WWW.CLOUDPG.COM.AU	COURT PROCESS AND SOLICITOR FEES ONCHARGEABLE TO RATE PAYER	\$ 778.73
10/10/2025	WWW.CLOUDPG.COM.AU	COURT PROCESS AND SOLICITOR FEES ONCHARGEABLE TO RATE PAYER	\$ 382.31
17/10/2025	REX	FLIGHT FOR PLANNING OFFICER TO ATTEND COUNCIL MEETING	\$ 405.21
17/10/2025	SHARK BAY BAKERY	CATERING FOR MENTAL HEALTH WEEK EVENT, BUSH FIRE BRIGADE TIP GREEN WASTE BURN OFF AND SBDC MANAGER FAREWELL FUNCTION	\$ 510.00
20/10/2025	TRANSPORT WA PERTH	MOTOR VEHICLE REGISTRATION RENEWAL FOR KUBOTA RIDE ON MOWER (P223) AND COMMUNITY JETTY RENEWAL FEE	\$ 134.50

MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

21/10/2025	TRANSPORT WA PERTH	PAYMENT TO DOT FOR CUSTOMERS - SHARK BAY PLATES (0888SB) AND (2727SB)	\$ 450.00
21/10/2025	STARLINK INTERNET	STARLINK INTERNET 20 OCTOBER TO 20 NOVEMBER 2025 FOR REFUSE SITE, MOBILE UNIT FOR BUSH FIRE BRIGADE AND SPARE ONE ON STANDBY MODE	\$ 342.50
24/10/2025	MIAMI STAINLESS P/L	MATERIALS FOR VELSHEDA / GALLA MAINTENANCE	\$ 1,090.36
24/10/2025	WANEWSDTI	12 WEEKS DIGITAL SUBSCRIPTION - THE WEST AUSTRALIAN	\$ 96.00
		<b>TOTAL</b>	<b>\$ 5,008.25</b>

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

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18550.1	01/10/2025	SUPERLOOP LIMITED	SUPERLOOP INTERNET CHARGES FOR 65 BROCKMAN STREET AND 5 SPAVEN WAY - 17 SEPTEMBER TO 16 OCTOBER 2025	-180.00
DD18550.2	02/10/2025	SUPERLOOP LIMITED	SUPERLOOP INTERNET CHARGES FOR ADMINISTRATION OFFICE - 18 SEPTEMBER TO 17 OCTOBER 2025	-105.00
DD18555.1	05/10/2025	EXPAND EXTRA SUPER	SUPERANNUATION CONTRIBUTIONS	-248.29
DD18563.1	10/10/2025	SUPERLOOP LIMITED	SUPERLOOP INTERNET CHARGES FOR 51 DURLACHER STREET - 25 SEPTEMBER TO 24 OCTOBER 2025	-90.00
DD18569.1	05/10/2025	PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	-356.04
DD18569.2	05/10/2025	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1227.19
DD18569.3	05/10/2025	BRIGHTER SUPER	SUPERANNUATION CONTRIBUTIONS	-308.42
DD18569.4	05/10/2025	RUSSELL SUPER SOLUTIONS	SUPERANNUATION CONTRIBUTIONS	-229.55
DD18569.5	05/10/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-2077.87

MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18569.6	05/10/2025	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-337.30
DD18569.7	05/10/2025	AMP SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-202.91
DD18569.8	05/10/2025	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-611.89
DD18569.9	05/10/2025	REST	SUPERANNUATION CONTRIBUTIONS	-299.82
DD18581.1	21/10/2025	VIVA ENERGY AUSTRALIA	MONTHLY FUEL ACCOUNT - SEPTEMBER 2025	-470.18
DD18585.1	10/10/2025	WATER CORPORATION - OSBORNE PARK	65 BROCKMAN STREET - WATER USAGE AND SERVICE CHARGES	-62.69
DD18585.1	10/10/2025	WATER CORPORATION - OSBORNE PARK	INDEPENDENT LIVING UNITS – WATER USAGE AND SERVICE CHARGES	- 6783.77
DD18585.6	13/10/2025	WATER CORPORATION - OSBORNE PARK	51 DURLACHER STREET – WATER USAGE AND SERVICE CHARGES	-346.08
DD18585.6	13/10/2025	WATER CORPORATION - OSBORNE PARK	80 DURLACHER STREET – WATER USAGE AND SERVICE CHARGES	-145.76
DD18585.6	13/10/2025	WATER CORPORATION - OSBORNE PARK	5 SPAVEN WAY – WATER USAGE AND SERVICE CHARGES	-386.83
DD18585.6	13/10/2025	WATER CORPORATION - OSBORNE PARK	16A SUNTER PLACE – WATER USAGE AND SERVICE CHARGES	-739.84
DD18585.6	13/10/2025	WATER CORPORATION - OSBORNE PARK	16B SUNTER PLACE – WATER USAGE AND SERVICE CHARGES	-324.04
DD18585.2	15/10/2025	WATER CORPORATION - OSBORNE PARK	COMMUNITY HUB – WATER USAGE AND SERVICE CHARGES	-77.35
DD18585.2	15/10/2025	WATER CORPORATION - OSBORNE PARK	DENHAM TOWN HALL – WATER USAGE AND SERVICE CHARGES	-628.67
DD18585.2	15/10/2025	WATER CORPORATION - OSBORNE PARK	ADMINISTRATION OFFICE – WATER USAGE AND SERVICE CHARGES	-138.98
DD18585.2	15/10/2025	WATER CORPORATION - OSBORNE PARK	COMMUNITY RESOURCE CENTRE – WATER USAGE AND SERVICE CHARGES	-126.31
DD18585.2	15/10/2025	WATER CORPORATION - OSBORNE PARK	TOWN OVAL FOUNTAIN – WATER USAGE	-5.33
DD18585.2	15/10/2025	WATER CORPORATION - OSBORNE PARK	FISH CLEANING FACILITIES – WATER USAGE CHARGES	-68.29

MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18585.2	15/10/2025	WATER CORPORATION - OSBORNE PARK	FORESHORE SHOWER BEACH FACILITIES – WATER USAGE	-48.19
DD18585.2	15/10/2025	WATER CORPORATION - OSBORNE PARK	CEMETERY – WATER USAGE	-153.61
DD18585.2	15/10/2025	WATER CORPORATION - OSBORNE PARK	DISCOVERY CENTRE – WATER USAGE AND SERVICE CHARGES	-270.33
DD18585.2	15/10/2025	WATER CORPORATION - OSBORNE PARK	FISH CLEANING FACILITIES – SERVICE CHARGES	-76.57
DD18585.2	15/10/2025	WATER CORPORATION - OSBORNE PARK	RECREATION CENTRE – WATER USAGE AND SERVICE CHARGES	-304.69
DD18585.3	16/10/2025	WATER CORPORATION - OSBORNE PARK	PIONEER PARK – WATER USAGE	-75.30
DD18585.3	16/10/2025	WATER CORPORATION - OSBORNE PARK	EMERGENCY SERVICES BUILDING - WATER USAGE	-41.85
DD18585.4	17/10/2025	WATER CORPORATION - OSBORNE PARK	DEPOT - WATER USAGE	-17.07
DD18585.5	21/10/2025	WATER CORPORATION - OSBORNE PARK	COMMUNITY STANDPIPE - SERVICE CHARGES SEPTEMBER 2025	-25.93
DD18586.1	07/10/2025	URL NETWORKS PTY LTD	SHIRE OFFICES TELEPHONE CHARGES - SEPTEMBER 2025	-152.04
DD18593.1	31/10/2025	SUPERLOOP LIMITED	SUPERLOOP INTERNET CHARGES FOR 65 BROCKMAN STREET AND 5 SPAVEN WAY - 17 OCTOBER TO 16 NOVEMBER 2025	-180.00
DD18598.1	19/10/2025	PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	-356.04
DD18598.2	19/10/2025	BRIGHTER SUPER	SUPERANNUATION CONTRIBUTIONS	-308.42
DD18598.3	19/10/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-2093.35
DD18598.4	19/10/2025	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-356.04
DD18598.5	19/10/2025	AMP SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-202.91
DD18598.6	19/10/2025	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-611.89
DD18598.7	19/10/2025	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	-86.88
DD18598.8	19/10/2025	ONE SUPER	SUPERANNUATION CONTRIBUTIONS	-308.43

MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18598.9	19/10/2025	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-314.27
DD18602.1	19/10/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-162.97
DD18569.10	05/10/2025	ONE SUPER	SUPERANNUATION CONTRIBUTIONS	-308.42
DD18569.11	05/10/2025	EXPAND EXTRA SUPER	SUPERANNUATION CONTRIBUTIONS	-334.96
DD18569.12	05/10/2025	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-314.27
DD18569.13	05/10/2025	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-556.85
DD18569.14	05/10/2025	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-763.38
DD18569.15	05/10/2025	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-3834.31
DD18569.16	05/10/2025	FUTURE SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-267.15
DD18569.17	05/10/2025	EQUIP SUPER	SUPERANNUATION CONTRIBUTIONS	-297.56
DD18569.18	05/10/2025	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-178.02
DD18569.19	05/10/2025	GESB	SUPERANNUATION CONTRIBUTIONS	-182.45
DD18598.10	19/10/2025	EXPAND EXTRA SUPER	SUPERANNUATION CONTRIBUTIONS	-187.39
DD18598.11	19/10/2025	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-556.85
DD18598.12	19/10/2025	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-763.38
DD18598.13	19/10/2025	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-3834.31
DD18598.14	19/10/2025	FUTURE SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-162.90
DD18598.15	19/10/2025	EQUIP SUPER	SUPERANNUATION CONTRIBUTIONS	-167.24
DD18598.16	19/10/2025	GESB	SUPERANNUATION CONTRIBUTIONS	-273.67
DD18598.17	19/10/2025	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1307.24
			<b>TOTAL</b>	<b>\$37,015.53</b>

MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

**SHIRE OF SHARK BAY – MUNI EFT  
OCTOBER 2025  
EFT #34167 – EFT #34293**

<b>EFT #</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT34167	01/10/2025	ALLERDING AND ASSOCIATES	PROGRESSIVE PAYMENT - CONSULTANCY PLANNING FEES FOR THE PROPOSED SUNDAY ISLAND BAY, DIRK HARTOG	-528.00
EFT34168	01/10/2025	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-264.00
EFT34169	01/10/2025	BLACKWOODS ATKINS	VARIOUS DEPOT TOOLS, SAFETY EQUIPMENT AND WORKSHOP CONSUMABLES	-4519.30
EFT34170	01/10/2025	CORSIGN	VARIOUS STREET AND TRAFFIC SIGNS, PART ONCHARAGBLE TO MAIN ROADS	-5382.30
EFT34171	01/10/2025	THINK WATER MID WEST	RETIC PARTS FOR TOWN OVAL MAINTENANCE	-493.30
EFT34172	01/10/2025	HORIZON POWER	VACANT INDEPENDENT LIVING UNITS 14, 19 AND 21 - ELECTRICITY CHARGES 28 AUGUST TO 25 SEPTEMBER 2025	-105.82
EFT34173	01/10/2025	TEAM GLOBAL EXPRESS PTY LTD	MONTHLY FREIGHT ACCOUNT - SEPTEMBER 2025	-3428.13
EFT34174	01/10/2025	SHARK BAY MARINE REPAIR AND SERVICES	SUPPLY OF 1000L INTERMEDIATE BULK CONTAINERS FOR DEPOT	-330.00
EFT34175	01/10/2025	SHARK BAY MARINE AND HARDWARE	MONTHLY HARDWARE ACCOUNT - AUGUST 2025	-2014.02
EFT34176	01/10/2025	XL2	MONTHLY IT MANAGEMENT SERVICES AND LICENCES - OCTOBER 2025	-4581.81
EFT34177	01/10/2025	R & L COURIERS	MONTHLY FREIGHT ACCOUNT - JUNE 2025	-199.37
EFT34178	01/10/2025	WINC AUSTRALIA PTY LIMITED	SERVICE OF PHOTO COPIERS AT ADMINISTRATION OFFICE, DISCOVERY CENTRE AND DEPOT, INCLUDES PARTS, TRAVEL COST AND LABOUR	-629.97
EFT34179	01/10/2025	ST JOHN AMBULANCE ASSOC. - SHARK BAY SUB CENTRE	5X WORKPLACE VEHICLE AND 4X OFFROAD MOTORING FIRST AID KITS	-850.00

MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34180	01/10/2025	CAMERON VAN DER DOES	MAGICIAN FOR 3 WORK SHOPS DURING SHOOL HOLIDAYS	-2500.00
EFT34181	03/10/2025	SHARK BAY HOLIDAY COTTAGES	BOOEASY OPERATOR PAYMENTS SEPTEMBER	-402.50
EFT34182	03/10/2025	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	BOOEASY OPERATOR PAYMENTS SEPTEMBER	-731.00
EFT34183	03/10/2025	ISLAND LIFE ADVENTURES PTY LTD	BOOEASY OPERATOR PAYMENTS SEPTEMBER	-3762.49
EFT34184	03/10/2025	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	BOOEASY OPERATOR PAYMENTS SEPTEMBER	-3390.61
EFT34185	03/10/2025	SHARK BAY ECO TOURS	BOOEASY OPERATOR PAYMENTS SEPTEMBER	-8867.23
EFT34186	03/10/2025	SHARK BAY COASTAL TOURS	BOOEASY OPERATOR PAYMENTS SEPTEMBER	-393.75
EFT34187	03/10/2025	NATIONWEST AVIATION PTY LTD T/AS SHARK BAY SCENIC FLIGHTS	BOOEASY OPERATOR PAYMENTS SEPTEMBER	-1598.00
EFT34188	03/10/2025	SHIRE OF SHARK BAY - EFT	BOOEASY OPERATOR PAYMENTS SEPTEMBER	-2813.42
EFT34189	07/10/2025	AUSTRALIAN TAXATION OFFICE	BAS RETURN	-47889.00
EFT34190	07/10/2025	ASM ECLIPSE PTY LTD	SBDC MERCHANDISE - MAGNETS AND KEYRINGS INCLUDING FREIGHT	-3668.20
EFT34191	07/10/2025	AUSTRALIA POST	MONTHLY POSTAL SERVICE INCLUDING RATE NOTICES - SEPTEMBER 2025	-1196.34
EFT34192	07/10/2025	BOOKTOPIA DIRECT PTY LTD	SBDC MERCHANDISE - BOOKS (PART ORDER)	-3337.26
EFT34193	07/10/2025	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-616.00
EFT34194	07/10/2025	BEAVIS & SMITH CLEANING & CHEMICALS	MONTHLY CLEANING ACCOUNT - SEPTEMBER 2025	-22509.58
EFT34194	07/10/2025	BEAVIS & SMITH CLEANING & CHEMICALS	VARIOUS CLEANING CONSUMABLES – SEPTEMBER 2025	-743.45
EFT34195	07/10/2025	CLAIRE COOPER	CONSIGNMENT SALE OF ARTWORK BY THE BAY CELESTIAL ANGLER LESS 20% GALLERY COMMISSION	-360.00
EFT34196	07/10/2025	CELLARBRATIONS DENHAM	REFRESHMENTS FOR DEPOT STAFF FUNCTION TO FAREWELL 8 YEAR SERVICE EMPLOYEE	-116.00
EFT34197	07/10/2025	CHUBB FIRE & SECURITY LTD	QUARTERLY PREVENTATIVE SECURITY MONITORING - DISCOVERY CENTRE	-331.66



MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34198	07/10/2025	DENHAM ELECTRICAL NORTH WEST	SUPPLY AND INSTALL FOUR SWEEP FANS IN INDEPENDENT LIVING UNITS 11 AND 13, INCLUDES LABOUR AND MATERIALS, FREIGHT AND DISPOSAL OF OLD FANS	-1980.00
EFT34199	07/10/2025	DAVID HADDEN	CONSULTANT HEALTH OFFICER CHARGES INCLUDING SITE VISIT	-2555.10
EFT34200	07/10/2025	DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY	BSL LEVY COLLECTION PERMIT #3517 - 147 KNIGHT TERRACE, TIMBER FRAME DECK	-56.65
EFT34201	07/10/2025	SHARK BAY FUEL FISHING AND CAMPING CENTRE	MONTHLY ACCOUNT - SEPTEMBER 2025	-54.93
EFT34202	07/10/2025	SHARK BAY SUPERMARKET	MONTHLY SUPERMARKET ACCOUNT - SEPTEMBER 2025	-132.60
EFT34203	07/10/2025	REFUEL AUSTRALIA	MONTHLY FUEL ACCOUNT - SEPTEMBER 2025	-19300.14
EFT34204	07/10/2025	GREAT NORTHERN RURAL SERVICES	PCTI REACTOR PENETRANT 1L AND CORT GRAZON EXTRA 5L FOR TOWN STREET MAINTENANCE	-557.92
EFT34205	07/10/2025	HORIZON POWER	STREET LIGHTING - SEPTEMBER 2025	-4956.43
EFT34206	07/10/2025	MANAGER FINANCE	SUPPLY OF LOUNGE SUITE FOR THE COMMUNITY DEVELOPMENT AREA	-350.00
EFT34207	07/10/2025	LGISWA	SHIRE PROPERTY INSURANCE - LOCAL GOVERNMENT SPECIAL RISKS ADDITIONS FOR ENDORSEMENT PERIOD 30 JUNE 2024 TO 30 JUNE 2025	-2520.77
EFT34208	07/10/2025	DENHAM NATURETIME - 4WD TOURS/PHOTOGRAPHY TOURS	SBDC MERCHANDISE - MUGS AND POSTCARDS	-312.00
EFT34209	07/10/2025	WINC AUSTRALIA PTY LIMITED	ARCHIVE BOXES FOR ADMINISTRATION OFFICE	-214.24
EFT34210	07/10/2025	SUMMER GYPSEA	SBDC MERCHANDISE - JEWELLERY	-395.00
EFT34211	07/10/2025	MOORE AUSTRALIA	CONTRACT FINANCIAL SERVICES TASKS INCLUDING ANNUAL FINANCIAL REPORT AND SITE VISIT, PREPARATION OF 10 YEAR CAPITAL AND OPERATING BUDGETS/LONG TERM FINANCIAL PLANS (PROGRESSIVE PAYMENT)	-29705.03



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EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34211	07/10/2025	MOORE AUSTRALIA	CONTRACT FINANCIAL SERVICES TASKS IN RELATION TO THE COMBINED FINANCIAL MANAGEMENT AND AUDIT REGULATION 17 REVIEWS (PROGRESSIVE PAYMENT)	-4950.00
EFT34212	07/10/2025	TOWN PLANNING INNOVATIONS	GENERAL PLANNING SERVICES - SEPTEMBER 2025	-3795.00
EFT34212	07/10/2025	TOWN PLANNING INNOVATIONS	PROGRESSIVE PAYMENT – LOCAL TOWN PLANNING STRATEGY REVIEW SEPTEMBER 2025	-825.00
EFT34213	07/10/2025	AUSTRALIAN WILDFLOWER SEEDS (WILDFLORA FACTORY PTY LTD)	SBDC MERCHANDISE - WILDFLOWER SEEDS AND GIFTFOLDER INCLUDING FREIGHT	-1896.99
EFT34214	09/10/2025	LAURENCE JAMES MICHAEL BELLOTTIE	OCTOBER TO DECEMBER COUNCILLOR PAYMENT	-2830.00
EFT34215	09/10/2025	CHERYL LORRAINE COWELL	OCTOBER TO DECEMBER PRESIDENTS PAYMENTS	-9570.00
EFT34216	09/10/2025	EDMUND GEORGE FENNY	OCTOBER TO DECEMBER COUNCILLOR PAYMENT	-2830.00
EFT34217	09/10/2025	MARK CORBETT SMITH	OCTOBER TO DECEMBER COUNCILLOR PAYMENT	-2830.00
EFT34218	09/10/2025	MIROSLAVA VANKOVA	OCTOBER TO DECEMBER COUNCILLOR PAYMENT	-2830.00
EFT34219	09/10/2025	PIETR JON STUBBERFIELD	OCTOBER TO DECEMBER DEPUTY PRESIDENT PAYMENT	-3953.50
EFT34220	09/10/2025	GREGORY LEON RIDGLEY	OCTOBER TO DECEMBER COUNCILLOR PAYMENT	-2830.00
EFT34221	10/10/2025	AUSCOINSWEST	SBDC MERCHANDISE - SOUVENIR COINS INCLUDING FREIGHT	-855.80
EFT34222	10/10/2025	BOOEASY AUSTRALIA PTY LTD	BOOEASY BOOKING FEE - SEPTEMBER 2025	-2008.58
EFT34223	10/10/2025	BEAVIS & SMITH CLEANING & CHEMICALS	VACANT CLEAN OF 16A SUNTER PLACE	-484.00
EFT34224	10/10/2025	CITY OF GREATER GERALDTON	BUILDING CERTIFICATION SERVICES - 01 JULY TO 30 SEPTEMBER 2025	-5943.44
EFT34225	10/10/2025	FREEDOM FAIRIES PTY LTD	BALANCE PAYMENT - FACEPAINTING ENTERTAINMENT FOR 2025 SPRING MARKETS	-550.00
EFT34226	10/10/2025	FAR WEST ELECTRICAL	INSTALLATION AND ASSOCIATED WORK FOR NEW 30KW DUCTED CONDENSER UNIT FOR THE EVACUATION CENTRE AT THE SHARK BAY RECREATION CENTRE	-7678.00
EFT34227	10/10/2025	GERALDTON HYDRAULICS	HOSES AND CRIMPS FOR JINKER HYDRAULIC BOAT TRAILER (P175)	-3378.28

MINUTES OF THE ORDINARY COUNCIL MEETING

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EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34228	10/10/2025	DENHAM WA PTY LTD T/A IGA X-PRESS	MONTHLY SUPERMARKET ACCOUNT - SEPTEMBER 2025	-179.25
EFT34229	10/10/2025	MCLEODS BARRISTERS AND SOLICITORS	LEGAL EXPENSES - 23 OAKLEY RIDGE, PROPOSED SHED	-1413.28
EFT34230	10/10/2025	SHARK BAY MARINE AND HARDWARE	MONTHLY HARDWARE ACCOUNT - SEPTEMBER 2025	-1393.99
EFT34231	10/10/2025	MP ROGERS & ASSOCIATES PL	PROGRESSIVE PAYMENT - PROJECT MANAGEMENT FOR CONSTRUCTION OF UPGRADED DENHAM REVETMENT	-2833.35
EFT34232	10/10/2025	REDFISH TECHNOLOGIES PTY LTD	ONSITE AUDIT / REVIEW / FIX ACCESS CONTROL - SHARK BAY RECREATION CENTRE	-6778.90
EFT34232	10/10/2025	REDFISH TECHNOLOGIES PTY LTD	REDFISH SUPPORT SERVICE LEVEL AGREEMENT SILVER – 01 SEPTEMBER 2025 TO 31 AUGUST 2026	-2062.50
EFT34233	10/10/2025	SHARK BAY SKIPS PTY LTD	MONTHLY SKIP BIN LIFTS FORESHORE SEPTEMBER 2025 – ONCHARGEABLE TO DOT	-950.40
EFT34233	10/10/2025	SHARK BAY SKIPS PTY LTD	MONTHLY SKIP BIN LIFTS USELESS LOOP / SHARK BAY ROADS SEPTEMBER 2025 - ONCHARGEABLE TO MAINROADS AND DBCA	-2772.00
EFT34233	10/10/2025	SHARK BAY SKIPS PTY LTD	SUPPLY OF SKIP BINS FOR CAPITAL REFURBISHMENT OF 65 BROCKMAN STREET, REMOVAL OF DEMOLITION MATERIAL FROM KITCHEN, BATHROOM AND LAUNDRY RENOVATIONS, SKIP BIN HIRE – SEPTEMBER 2025	-528.00
EFT34234	10/10/2025	SHARK BAY COMMUNITY RESOURCE CENTRE	RECREATION CENTRE MANAGEMENT - AUGUST 2025	-5488.00
EFT34235	10/10/2025	SUNNY INDUSTRIAL BRUSHWARE	DIGGA BROOMS FOR COMPACT TRACK LOADER - SKID STEER (P227)	-1738.88
EFT34236	10/10/2025	WILLIAM BUCK AUDIT (WA) PTY LTD	FINAL AUDIT FEES FOR WILLIAM BUCK TO UNDERTAKE ROADS TO RECOVERY AND LRCI PHASE 1,2 AND 3 FOR THE FINANCIAL YEAR 2024/2025	-7425.00
EFT34237	10/10/2025	WURTH AUSTRALIA PTY LTD	PROTECTIVE GLOVES INCLUDING FREIGHT	-181.18
EFT34238	20/10/2025	AW PHYSIO AND FINANCE	SUPPLY OF THREE YOGA EXERCISE CLASSES FOR MENTAL HEALTH WEEK	-330.00

MINUTES OF THE ORDINARY COUNCIL MEETING

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EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34239	20/10/2025	BOC LIMITED	MONTHLY CONTAINER RENTAL - SEPTEMBER 2025	-58.32
EFT34240	20/10/2025	DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY	BSL LEVY COLLECTION PERMITS #3526 and #3528	-831.39
EFT34241	20/10/2025	DIGGA WEST & EARTHPARTS WA	SUPPLY OF HYDRAULIC CYLINDER TO SUIT 4 IN 1 BUCKET ON COMPACT TRACK LOADER (P227)	-522.50
EFT34242	20/10/2025	HORIZON POWER	SHIRE PROPERTIES ELECTRICITY CHARGES - SEPTEMBER 2025	-5133.69
EFT34243	20/10/2025	IRWIN PLANT HIRE	SUPPLY PRIME MOVER TO HAUL SHIRE WATER TANKER ON SHARK BAY ROAD SHOULDERING FOR THE MONTH OF SEPTEMBER 2025 - ONCHARGEABLE TO MAINROADS	-14674.00
EFT34244	20/10/2025	JAKE MASON	SBDC MERCHANDISE - SHIRTS	-475.20
EFT34245	20/10/2025	MITCHELL & BROWN RETRAVISION	SUPPLY OF BUILT-IN-STEAM OVEN, GAS COOKTOP AND FREESTANDING DISHWASHER FOR REFURBISHMENT OF 65 BROCKMAN STREET	-3195.00
EFT34246	20/10/2025	MIDWEST BOUNCE AND FUN	BALANCE PAYMENT - BOUNCY CASTLE ENTERTAINMENT FOR 2025 SPRING MARKETS	-1962.00
EFT34247	20/10/2025	MIDWEST FIRE PROTECTION SERVICE	QUARTERLY SERVICE OF ALARM SYSTEM - RECREATION CENTRE	-165.00
EFT34248	20/10/2025	SBDC CENTRE MANAGER	SHIRE CONTRIBUTION OF HOLIDAY COTTAGES FEES 29 AUGUST TO 27 SEPTEMBER 2025	-950.00
EFT34249	20/10/2025	XL2	MONTHLY IT MANAGEMENT SERVICES AND LICENCES - NOVEMBER 2025	-4581.81
EFT34250	20/10/2025	SHARK BAY BAKERY	MORNING TEA AND LUNCH FOR 14 PEOPLE - OCM 30 APRIL 2025	-378.00
EFT34250	20/10/2025	SHARK BAY BAKERY	CATERING FOR 15 PEOPLE – OCM 28 MAY 2025	-120.00
EFT34250	20/10/2025	SHARK BAY BAKERY	MORNING TEA FOR 15 PEOPLE – WALGA ZONE MEETING 20 JUNE 2025	-80.00
EFT34250	20/10/2025	SHARK BAY BAKERY	CATERING FOR 12 PEOPLE – OCM 25 JUNE 2025	-144.00
EFT34250	20/10/2025	SHARK BAY BAKERY	MORNING TEA FOR 16 PEOPLE – STAFF FAREWELL EVENT 29 JULY 2025	-160.00

MINUTES OF THE ORDINARY COUNCIL MEETING

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EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34250	20/10/2025	SHARK BAY BAKERY	CATERING FOR 16 PEOPLE – OCM 30 JULY 2025	-160.00
EFT34250	20/10/2025	SHARK BAY BAKERY	CATERING FOR 12 PEOPLE – OCM 27 AUGUST 2025	-100.00
EFT34250	20/10/2025	SHARK BAY BAKERY	CATERING FOR 20 PEOPLE – AUSTRALIAN CITIZENSHIP CEREMONIES 10 SEPTEMBER 2025	-200.00
EFT34251	20/10/2025	SHIRE OF SHARK BAY - EFT	BSL LEVY COMMISSION PERMITS #3526 AND #3528	-10.00
EFT34252	20/10/2025	SHOP FOR SHOPS	SHOP EQUIPMENT AND FURNITURE - DISCOVERY CENTRE	-1126.25
EFT34253	20/10/2025	TELSTRA LIMITED	SHIRE MOBILE TELEPHONE CHARGES - 16 SEPTEMBER TO 15 OCTOBER 2025	-351.92
EFT34253	20/10/2025	TELSTRA LIMITED	BUSH FIRE BRIGADE SATELLITE PHONES - 14 SEPTEMBER TO 13 OCTOBER 2025	-90.00
EFT34254	20/10/2025	THEM EARTHMOVING PTY LTD	SUPPLY PLANT AND LABOUR FOR MAINTENANCE GRADING USELESS LOOP ROAD FOR THE PERIOD 21 SEPTEMBER TO 04 OCTOBER 2025	-171465.58
EFT34255	20/10/2025	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-247.14
EFT34256	20/10/2025	SHIRE OF SHARK BAY - EFT	BSL LEVY COMMISSION PERMIT #3501, #3508, #3517 AND #3518	-20.00
EFT34257	22/10/2025	LAURENCE JAMES MICHAEL BELLOTTIE	AMENDMENT TO MEETING ATTENDANCE FEE - 01 JULY 2024 TO 30 JUNE 2025	-236.00
EFT34258	22/10/2025	EDMUND GEORGE FENNY	AMENDMENT TO MEETING ATTENDANCE FEE - 01 JULY 2024 TO 30 JUNE 2025	-236.00
EFT34259	22/10/2025	MARK CORBETT SMITH	AMENDMENT TO MEETING ATTENDANCE FEE - 01 JULY 2024 TO 30 JUNE 2025	-236.00
EFT34260	22/10/2025	MIROSLAVA VANKOVA	AMENDMENT TO MEETING ATTENDANCE FEE - 01 JULY 2024 TO 30 JUNE 2025	-236.00
EFT34261	22/10/2025	PIETR JON STUBBERFIELD	AMENDMENT TO MEETING ATTENDANCE FEE - 01 JULY 2024 TO 30 JUNE 2025	-236.00
EFT34262	22/10/2025	GREGORY LEON RIDGLEY	AMENDMENT TO MEETING ATTENDANCE FEE - 01 JULY 2024 TO 30 JUNE 2025	-236.00
EFT34263	27/10/2025	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-440.00

MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34264	27/10/2025	DUNTEC PTY LTD	SUPPLY OF ONE SELF BUNDED DIESEL FUEL TANK 4,500L INCLUDING PIUSI CUBE 80L MINI BOWSER FOR THE REFUSE SITE	-10810.80
EFT34265	27/10/2025	TEAM GLOBAL EXPRESS PTY LTD	MONTHLY FREIGHT ACCOUNT - OCTOBER 2025	-286.08
EFT34266	27/10/2025	KRYSTLE RAE DEVINE	RATES REFUND FOR ASSESSMENT A1360 5 POLAND ROAD DENHAM 6537, PAID TWICE	-2976.57
EFT34267	27/10/2025	NATURALISTE PLUMBING PTY LTD	EMERGENCY CALLOUTS FOR OVERFLOWING ABLUTION OPPOSITE CALTEX, TWO SEPARATE OCCASIONS	-1050.00
EFT34268	27/10/2025	OCEANSIDE VILLAGE	ACCOMMODATION FOR LIZ BUSHBY, PLANNING OFFICER TO ATTEND ORDINARY COUNCIL MEETING 29 OCTOBER 2025	-380.00
EFT34269	27/10/2025	PEST-A-KILL	RODENT MONITORING AND BAITING - VARIOUS SHIRE PROPERTIES	-1009.90
EFT34270	27/10/2025	LYONS ENTERPRISES-SHARK BAY CAR HIRE	MONTHLY CAR HIRE FOR VISITING MEDICAL STAFF INCLUDING FUEL - SEPTEMBER 2025	-1268.30
EFT34271	27/10/2025	ROSHER E & MJ	SUPPLY OF ROAD SWEEPER INCLUDING FREIGHT FROM TASMANIA AND DOT INSPECTION ONLY	-67992.65
EFT34272	27/10/2025	WA HINO	GLASS ASSY FRONT DOOR FOR HINO 4X4 (P217)	-821.26
EFT34273	28/10/2025	EXMOUTH DIVE & WHALESHARKS NINGALOO	BOOEASY OPERATOR PAYMENT OCTOBER 2025	-382.50
EFT34274	28/10/2025	THE TRUSTEE FOR THE TENZO TRUST T/AS HARTOG COTTAGES	BOOEASY OPERATOR PAYMENT OCTOBER 2025	-315.00
EFT34275	28/10/2025	SHARK BAY HOLIDAY COTTAGES	BOOEASY OPERATOR PAYMENT OCTOBER 2025	-378.87
EFT34276	28/10/2025	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	BOOEASY OPERATOR PAYMENT OCTOBER 2025	-901.00
EFT34277	28/10/2025	TTFT SALTWATER UNIT TRUST T/A BEACHSIDE BUSINESS PTY LTD	BOOEASY OPERATOR PAYMENT OCTOBER 2025	-892.50
EFT34278	28/10/2025	ISLAND LIFE ADVENTURES PTY LTD	BOOEASY OPERATOR PAYMENT OCTOBER 2025	-9911.97
EFT34279	28/10/2025	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	BOOEASY OPERATOR PAYMENT OCTOBER 2025	-7166.24

MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT34280	28/10/2025	MONKEYMIA WILDSIGHTS	BOOKEASY OPERATOR PAYMENT OCTOBER 2025	-150.50
EFT34281	28/10/2025	OCEANSIDE VILLAGE	BOOKEASY OPERATOR PAYMENT OCTOBER 2025	-1165.49
EFT34282	28/10/2025	PINNACLE COACHLINES	BOOKEASY OPERATOR PAYMENT OCTOBER 2025	-64.26
EFT34283	28/10/2025	RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT	BOOKEASY OPERATOR PAYMENT OCTOBER 2025	-341.25
EFT34284	28/10/2025	SHARK BAY COASTAL TOURS	BOOKEASY OPERATOR PAYMENT OCTOBER 2025	-1741.24
EFT34284	28/10/2025	SHARK BAY ECO TOURS	BOOKEASY OPERATOR PAYMENT OCTOBER 2025	-13835.48
EFT34285	28/10/2025	NATIONWEST AVIATION PTY LTD T/AS SHARK BAY SCENIC FLIGHTS	BOOKEASY OPERATOR PAYMENT OCTOBER 2025	-799.00
EFT34286	28/10/2025	TASMAN HOLIDAY PARKS - DENHAM SEASIDE	BOOKEASY OPERATOR PAYMENT OCTOBER 2025	-437.50
EFT34287	28/10/2025	WULA GURA NYINDA ECO CULTURAL ADVENTURES	BOOKEASY OPERATOR PAYMENT OCTOBER 2025	-402.50
EFT34288	30/10/2025	BRIAN CHILD	50% BALANCE PAYMENT - SUPPLY AND INSTALL STORMWATER DRAINAGE AT 86 DAMPIER ROAD DBCA TO PAY HALF	-29000.00
EFT34289	30/10/2025	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-572.00
EFT34290	30/10/2025	HORIZON POWER	VACANT INDEPENDENT LIVING UNITS 14, 19 AND 21 - ELECTRICITY CHARGES 26 SEPTEMBER TO 27 OCTOBER 2025	-111.42
EFT34291	30/10/2025	TEAM GLOBAL EXPRESS PTY LTD	MONTHLY FREIGHT ACCOUNT - OCTOBER 2025	-73.91
EFT34292	30/10/2025	NATURALISTE PLUMBING PTY LTD	SUPPLY AND INSTALLATION OF NEW CARE TOILET SUITE AT ABLUTION BLOCK OPPOSITE CALTEX, INCLUDES MATERIALS AND LABOUR	-2680.00
EFT34293	30/10/2025	SEALIFE DIFFERENTLY	SBDC MERCHANDISE - BEACH TOWELS	-4554.00
			<b>TOTAL</b>	<b>\$ 643,451.15</b>

MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

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

<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
06/10/2025	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 05 OCTOBER 2025	\$ 88,330.34
20/10/2025	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 19 OCTOBER 2025	\$ 82,193.25
		<b>TOTAL</b>	<b>\$ 170,523.59</b>

26 NOVEMBER 2025

10.2 COMMUNITY ASSISTANCE GRANTS ROUND 1 2025/2026 – SHARK BAY ARTS COUNCIL GS00001

AUTHOR

Community Development Officer

DISCLOSURE OF ANY INTEREST

Nil

Moved            Cr Johns  
Seconded       Cr Ridgley

**Council Resolution**

**That Council approve the Shark Bay Arts Council application for the Shire's Community Assistance Grants Round 1 2025/2026 (Community Projects \$2,000 to \$5,000) for the amount of \$1,500.**

**7/0 CARRIED**

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

**BACKGROUND**

The Shire of Shark Bay's Community Assistance Grants are dedicated to ensuring local community-based organisations are supported to reach their full potential.

Applications for Round 1 (Community Projects) were open from 29 October until 18 November 2025 and were advertised to residents, associated clubs, and groups in the Shark Bay region through the following media outlets:

- Shire's website
- Facebook page and relevant community Facebook groups
- Inscription Post
- Emails

There were five grant applications received during this time. All applications meet the Shire's Community Assistance Grant Guidelines. Due to the high volume and quality of applications the Shire's 2025/2026 Round 1 Community Assistance Grants are currently oversubscribed by \$1,450.

**APPLICATION**

Organisation:        **Shark Bay Arts Council**  
Amount requested:   **\$1,500**  
Total event budget:   **\$3,500**  
Project:               **Sally Capwell Artist in Residence- Community Weaving Project**  
Date:                   **February 2025**  
Funding category:   **Community Projects**  
Strategic Community Plan category: **Social**



26 NOVEMBER 2025

The Shark Bay Arts Council is a local not-for-profit community group who run various community art programs as well as provide a space for members to work on individual and collaborative projects.

The Shark Bay Arts Council is seeking funding for a six-day Artist in Residence-Community Weaving Project. The application notes that former Shark Bay Resident Artist Sally Capewell, will deliver a daily weaving workshop and open studio sessions for the community. The workshops will be spread across six days and run for a total of six hours per day. The project will teach community members three weaving techniques using organic and recycled materials. The program will offer inclusive accessible scheduling across evenings and weekends to ensure all community members are provided with an opportunity to participate.

The application notes that the residency will offer participants new skills, creative inspiration and opportunities to engage with sustainable art practices, strengthening cultural activity within Shark Bay.

The application meets the social objective of the Shire's strategic community plan by opening the workshops to all members of the community, it will encourage intergenerational collaboration and participation enhancing community connection and wellbeing. The project aims to encourage conversation and shared learning which will have a social benefit to the remote community where opportunities can otherwise be limited.

Whilst the application notes the social benefit an environmental benefit could also be inferred. The project will incorporate recycled materials which will be provided in collaboration with War on Waste and will promote sustainable thinking, sustainable practises and resourcefulness amongst community members.

The requested funding of \$1,500 will support the delivery of the program, and will contribute towards artist fees, accommodation and travel. The majority of the project will be funded by another not for profit community group War on Waste who will contribute \$2,000 towards the delivery of the program.

**Officer Recommendation:**

The Officer's recommendation is to approve Shark Bay Arts Council funding application for the Sally Capewell Artist in Residence- Community Weaving Project. The funding application meets the selection criteria to involve and benefit the wider Shark Bay community by running workshops for all community members.

It should be noted that council have previously funded the Shark Bay Arts Council for an Artist in Residence program with Helen Clarke for \$3,000 which was successfully delivered in 2018.

Council also provided previous grant funding of \$3,330 for the provision of a new air conditioner, to allow ongoing operation of the community art space in summer months. The Arts council have continued to host open studio sessions over the past month with good attendance from community members.

**A confidential attachment is supplied under separate cover with financial reports for this applicant.**

26 NOVEMBER 2025

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The Community Assistance Grants program has been allocated \$50,000 in the 2025/2026 adopted budget, which is distributed across three rounds:

- Round 1 – Community Projects: \$20,000 allocated, up to \$5,000 per application.
- Round 2 – Minor Projects and Equipment: \$10,000 allocated, up to \$1,000 per application.
- Significant Events Funding: \$20,000 allocated, up to \$10,000 per application, open year-round.

For the 2024/2025 financial year, Round 1 has received five applications totalling \$21,450, which exceeds the round allocation by \$1,450. This represents an unprecedented level of demand; in the past five years, no individual round has been oversubscribed.

Despite this, historical expenditure across the entire program has consistently remained below the annual allocation:

- **2024/2025:** \$37,130 (\$12,870 unspent)
- **2023/2024:** \$22,433 (\$27,567 unspent)
- **2022/2023:** \$33,150 (\$16,850 unspent)
- **2021/2022:** \$38,093.44 (\$11,906.56 unspent)
- **2020/2021:** \$41,888.10 (\$8,111.90 unspent)

These figures demonstrate that the program has *not* fully expended its total annual allocation in any of the past five years, leaving flexibility within the broader budget envelope.

Officer assessment of all five applications confirms that each meets the program criteria and represents strong community value. Given the demonstrated underspend across previous years, Council has financial capacity within the overall program budget to support the full amount requested should it choose to do so.

Approving the recommended funding would result in an adjusted program expenditure of \$21,450 for Round 1, with adequate funds remaining across Rounds 2 and Significant Events to support additional applications later in the year.

STRATEGIC IMPLICATIONS

Social Objective: A safe, welcoming, and inclusive community

Economic Objective: A progressive, resilient, and diverse economy

## MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

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### RISK MANAGEMENT

These recommendations comply with the Shire's Community Assistance Grants guidelines.

### VOTING REQUIREMENTS

Simple Majority Required

### SIGNATURES

Acting Chief Executive Officer

*M Fanali*

Date of Report

20 November 2025

26 NOVEMBER 2025



## Shire of Shark Bay Community Assistance Grants

### APPLICATION FORM

Please complete and return the signed application form to the Shire of Shark Bay with the advertised timeframe. Late submissions will not be considered

Applications to be addressed to: Chief Executive Officer  
Shire of Shark Bay  
PO Box 126  
Denham WA 6537

Applications can be delivered: Shire of Shark Bay  
65 Knight Terrace  
Denham WA 6537

Email: cdo@sharkbay.wa.gov.au

For further information, please contact the Community Development Officer on 9948 1218

Please ensure you have read the Shire of Shark Bay Community Assistance Grants – Guidelines before completing the application form to confirm your organisation's eligibility.

#### **FUNDING ROUND**

Please indicate which funding round you are applying for:

- ☒ Round 1 - Community Projects Year: 2025
- ☐ Round 2 - Equipment and minor projects Year: \_\_\_\_\_
- ☐ Significant Event Sponsorship Funding Year: \_\_\_\_\_

#### **ORGANISATION DETAILS**

Organisation Name Shark Bay Arts Council

Postal Address 10 Denham Rd, Denham

Contact Person Sofie Hayes

Position/Title Chairperson

Telephone 0400256829

E-mail sharkbayartscouncil@gmail.com

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

What category best describes your organisation?

- ☐ Sporting Club  
☒ Community Group  
☐ Not-for-profit organisation  
☐ Other: \_\_\_\_\_

Which of the following best describes your organisation's status?

- |   | YES                                 | NO                                  |
|---|-------------------------------------|-------------------------------------|
| • Incorporated                            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| • GST Registered                          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| • Have a current Association Constitution | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |

Australian Business Number (ABN): 53 511 719 069

*Please note the Shire of Shark Bay requires applicants to have an ABN. Applicants who do not have one may be subjected to withholding tax of 48.5%. If you are unsure, please contact the Shire to discuss how to best proceed.*

## Bank details

Account Name: Shark Bay Arts Council

BSB: 066 512 Account Number: 10710747

## FUNDING DETAILS

Project title: Sally Capewell - Artist in Residence - Community Weaving Project

Project description: The Shark Bay Arts Council will host a six-day Artist in Residence program with former Shark Bay resident, artist Sally Capewell, who will deliver daily weaving workshops and open studio sessions for the community. The project will provide hands-on creative learning in three weaving techniques using organic and recycled materials, with accessible scheduling including weekends and evenings. This residency will offer participants new skills, creative inspiration, and opportunities to engage with sustainable art practices, strengthening cultural activity within

Date(s) the project will take place: 5 days in February 2006 (exact dates TBC)

Location(s) where the project will take place: Shark Bay Arts Shed

Total project funds requested (including GST if applicable) \$ 1,500

26 NOVEMBER 2025

Has your organisation previously received funding from the Shire of Shark Bay?

☒ Yes

☐ No

If Yes, Previous funding amount received: \$3,330

Round / Year funding was received: Round 2, Equipment (2025)

Funded project: Replacement of broken air conditioner at arts shed

Has your organisation acquitted all previous Shire of Shark Bay funding?

☒ Yes

☐ No

If No, please outline why?

*Please Note: Your organisation is not eligible to receive new funding from the Shire of Shark Bay, until previous Shire of Shark Bay funding has been acquitted.*

#### PROJECT DETAILS

What is the funding to be used for?

☐ Leveraging a grant from a State or Federal agency

☒ Purchasing goods and services (i.e. equipment and/or engaging a professional for the purpose of instruction)

*If your funding application involves purchasing equipment, can the equipment be used by other community groups in the future?*

☐ Yes

☐ No

☐ Infrastructure (i.e. significant construction or improvement of facilities). Please include Planning Approvals from the Shire

☐ Funding for a specific event or program

☐ Prize money.

Does the project meet the objectives of the Shire of Shark Bay Strategic Community Plan 2020-2030? Copy of the Plan can be found on the Shire's website.

☐ Economic      A progressive, resilient and diverse economy

☐ Environment      Help protect our unique natural and built environment

☒ Social      A safe, welcoming and inclusive community

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

Outline the project goals and how they will benefit Shark Bay community (*minimum of one objective*):

Economic: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Environment: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Social: see full description in attachment  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list other organisations involved in this project (*if applicable*)

Name of Organisation	Project Involvement
Shark Bay War On Waste	Provision of funding and recycled materials for weaving

## Project Referees:

Please provide two referees (*that is not associated with your organisation*) that are in support of your application, alternatively you can attach letters of support.

Name	Phone	Email	Organisation and position held
Helena Nicholson	99480013	helena.nicholson@education.wa.edu.au	Shark Bay School - Principal
CRC	9948 1787	sharkbaytc@westnet.com.au	Shark Bay CRC

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

## SIGNIFICANT EVENT – ONLY

All Significant Event applications will be required to do a presentation to Council about their project, prior to consideration of the grant application. Please speak with the Shire of Shark Bay Community Development Officer for more details and to secure a time. Council meets on the last Wednesday of each month.

If your project is a *Significant Event* will it attract additional visitors to town? If so, how many additional visitors are you planning for?

- ☐ 50-100  
☐ 100-200  
☐ 200-300  
☐ Over 500

Will you be charging an entry fee to attend the event?

- ☐ Yes  
☒ No

If Yes, how much? \_\_\_\_\_

Please ensure this is shown as income in the budget below

## PROJECT BUDGET

Please provide a total event/program budget outlining all funding sources (eg Shire of Shark Bay funds, your organisation contribution and other funding sources where applicable). Please attach quotes/evidence of cost for every expenditure item listed.

Expenditure Item Description (i.e. materials, equipment, advertising, catering, prizes)	Shire of Shark Bay Grant (\$)	*In-Kind (\$)	Other Funding/Income Amount (\$)	Other Funding Organisation Name (your organisation or external)
Equipment and materials, travel, accommodation			\$2000	Shark Bay War On Waste
Artist fees	\$1,500			
<b>Total</b>	<b>\$ 1,500</b>	<b>\$</b>	<b>\$ 2,000</b>	<b>\$3,500</b>

\*In-Kind value: Number of volunteers x hours worked directly on project x \$25 per hour

Shire of Shark Bay Community Assistance Grants – Application Form

Page 5 of 6



## MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

Will any of your expenditure items be spent locally with **Shark Bay businesses**?

☒ Yes

☐ No

Please describe which business(es) you will be spending money with and how much will be spent with each business.

Accommodation will be sought in town (specific business and amount TBC) and fuel acquired from petrol station.

### **PART 6 – ADDITIONAL INFORMATION**

Please attach a copy of the following:

- Organisation's most recent (Audited) Financial Statement
- Quotations for expenditure items

### **PART 7 – DECLARATION**

*I hereby certify that I am the authorised person to sign on behalf of the organisation and that the information is correct. I have read, understand and agree to abide by the conditions set out in the Shire of Shark Bay Community Assistance Grants guidelines.*

NAME	<u>Sofie Hayes</u>
SIGNATURE	<u><i>SA Hayes</i></u>
POSITION IN ORGANISATION	<u>Chairperson</u>
DATE	<u>18/11/2025</u>

**Shire of Shark Bay – Community Assistance Grant Application  
Round 1 – Community Projects**



**Shark Bay Arts Council – 18 November 2025**

**Project Description – Sally Capewell Artist in Residence Program**

The Shark Bay Arts Council is seeking funding through the Shark Bay Community Grant to host Sally Capewell—a former Denham resident of more than 25 years—as an Artist in Residence for a six-day program in February 2026. This residency will deliver high-quality creative engagement for the Shark Bay community, supporting skill development, cultural enrichment, and accessible participation in the arts.

**Residency Delivery**

Over six days, Sally will provide 6 hours of community engagement per day, offering a mix of weaving workshops and open studio sessions held at the Shark Bay Arts Council Shed. Activities will include weekend and evening options to maximise accessibility for residents and visitors. Sally will teach three weaving techniques—coiling, under-and-over weaving, and mariposa stitch—and will supply a variety of organic and recycled materials such as raffia, wool, cotton, and repurposed fibres. Additional recycled materials will be contributed by the Shark Bay War on Waste committee, ensuring participants have ample, cost-free resources to explore sustainable creative practices.

**Artist Background**

Sally is a Midwest-based artist whose practice is shaped by the region's landscapes and the creative potential of overlooked or discarded materials. Originally trained in drawing and painting, she has developed a distinctive multidisciplinary practice focused on weaving, stitching, and transforming found objects into new artworks. Her work celebrates resilience, sustainability, and the reimagining of materials that have "lived before"—an approach that aligns strongly with community values around environmental awareness, creative reuse, and hands-on learning.

**Project Cost**

The total cost for the six-day Artist in Residence program is \$3,500, which includes artist fees, accommodation, travel, and all equipment and materials. The Shark Bay Arts Council is requesting \$1,500 through this grant to support delivery of the program.

**Benefit to Shark Bay Community - Social**

Bringing an Artist in Residence to Shark Bay will provide significant social benefits for our remote community. The program will create a welcoming space for people of all ages to come together, connect, and participate in creative activity, helping to reduce social isolation that can be more pronounced in regional areas. Sally's workshops encourage collaboration, conversation, and shared learning, fostering a sense of belonging and strengthening community bonds. Her focus on using recycled and found materials promotes sustainable thinking while empowering participants to see value in what they already have, which is particularly meaningful in a remote town with limited access to art resources.

The residency will also build local skills and confidence, offering residents the chance to try new forms of expression in a supportive, hands-on environment. By bringing fresh creative energy into the region, the project contributes to community wellbeing, cultural vibrancy, and a stronger, more connected Shark Bay.

26 NOVEMBER 2025

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## **Sally Capewell – Proposal and Quote for Artist In Residence Program**

### **Program Summary**

I would like to submit a proposal for an Artist-in-Residence program in Shark Bay in February 2026.

I am available to deliver 6 hours of community engagement per day for six days, offering a combination of weaving workshops and open studio sessions. I am also flexible with scheduling and able to accommodate weekend and evening activities to maximise accessibility for the community.

During the residency, I can teach three weaving techniques—coiling, under-and-over weaving, and mariposa stitch. I will supply a range of organic and recycled materials, including raffia, wool, and cottons, to support participants as they develop new skills and gain confidence in their creative practice.

Total Quote: \$3,500 for 6 days

This fee includes all artist fees, accommodation, travel, and equipment.

### **Community Benefits**

An Artist-in-Residence program offers significant value to a small and remote community such as Shark Bay, where access to arts experiences can be limited by distance and available resources. This residency will provide high-quality, hands-on creative engagement that is both inclusive and tailored to local needs.

The program will deliver:

- Skill development through learning accessible weaving techniques suitable for all ages and abilities
- Cultural enrichment by introducing contemporary and traditional methods of working with fibres and recycled materials
- Creative connection by bringing residents, families, and visitors together in a shared artistic environment
- Intergenerational participation, allowing young people, adults, and elders to engage equally
- Sustainable practice, encouraging the use of recycled and organic materials and fostering resourcefulness
- Community capacity-building, empowering participants with skills and knowledge they can continue to use long after the residency concludes

These workshops and open studio hours provide welcoming, low-pressure spaces for people to express themselves, explore new ideas, and build confidence. For a remote community, such experiences help reduce social isolation, strengthen community bonds, and foster ongoing creative interest.

By investing in an Artist-in-Residence program, Shark Bay will not only enjoy the immediate benefits of accessible arts activities but will also gain a lasting legacy through shared skills, strengthened community networks, and increased creative capacity within the region.

### **Artist Statement**

I live and create in the Midwest, WA, where the surrounding landscape continually inspires me to recognise possibility in the overlooked and forgotten. My practice began with drawing and painting,

26 NOVEMBER 2025

10.3 COMMUNITY ASSISTANCE GRANTS ROUND 1 2025/2026 – SHARK BAY BOWLING CLUB  
GS00001

AUTHOR

Community Development Officer

DISCLOSURE OF ANY INTEREST

Nil

Moved            Cr Smith  
Seconded       Cr Fenny

**Council Resolution**

**That Council approve the Shark Bay Bowling club application for the Shire's Community Assistance Grants Round 1 2025/2026 (Community Projects \$2,000 to \$5,000) for the amount of \$5,000.**

**7/0 CARRIED**

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

**BACKGROUND**

The Shire of Shark Bay's Community Assistance Grants are dedicated to ensuring local community-based organisations are supported to reach their full potential.

Applications for Round 1 (Community Projects) were open from 29 October until 18 November 2025 and were advertised to residents, associated clubs, and groups in the Shark Bay region through the following media outlets:

- Shire's website
- Facebook page and relevant community Facebook groups
- Inscription Post
- Emails

There were five grant applications received during this time. All applications meet the Shire's Community Assistance Grant Guidelines. Due to the high volume and quality of applications the Shire's 2025/2026 Round 1 Community Assistance Grants are currently oversubscribed by \$1,450.

**APPLICATION**

Organisation:        **Shark Bay Bowling Club**  
Amount requested:   **\$5,000**  
Total event budget:   **\$10, 453**  
Project:               **Replacement of commercial kitchen equipment**  
Date:                   **November 2025 to January 2026**  
Funding category:   **Community Projects**  
Strategic Community Plan category: **Economic and Social**

26 NOVEMBER 2025

The Shark Bay Bowling Club is seeking funding for the replacement of kitchen equipment inclusive of a commercial stove and commercial dishwasher. The current equipment is inoperable and requires replacement. The application notes that old equipment will be disposed of as it is unserviceable.

The application delineates that the provision of new equipment will enhance the club's ability to host community events and functions which will in turn have a social and economic benefit to the community.

The Bowling Club provides an opportunity for community members and visitors to engage in recreational activities such as bowls, darts and croquet. The provision of new kitchen equipment would allow members of the community and visitors to share a meal or morning tea following events, further enhancing social connections amongst members and visitors.

The application states that the upgraded equipment would boost the capacity of the club to host functions and events providing an economic boost to other local businesses as well as putting money back into the club for further upgrades/ projects.

The requested funding of \$5,000 will contribute to the installation of a commercial stove and dishwasher allowing the club to host functions and events for members and visitors. The Shark Bay Bowling Club will be contributing \$5,453 (over 50%) towards the kitchen equipment replacement project. Although the equipment cannot be sourced locally, there will be an economic boost by using local trades for the installation of the equipment.

**Officer Recommendation:**

The Officer's recommendation is to approve Shark Bay Bowling Club's funding application for the replacement of commercial kitchen equipment. The funding application meets the selection criteria to involve and benefit the wider Shark Bay community.

Although records indicate that previous Grant Funding was provided in 2019 for the Shark Bay Bowling Carnival, Council have continued to provide sponsorship for community events such as Citizen of the year awards and the Anzac Day event in 2023. The Shark Bay Bowling Club have fulfilled their commitments and continued to deliver events as planned with good attendance from the wider community.

**A confidential attachment is supplied under separate cover with financial reports for this applicant.**

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The Community Assistance Grants program has been allocated \$50,000 in the 2025/2026 adopted budget, which is distributed across three rounds:

## MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

- Round 1 – Community Projects: \$20,000 allocated, up to \$5,000 per application.
- Round 2 – Minor Projects and Equipment: \$10,000 allocated, up to \$1,000 per application.
- Significant Events Funding: \$20,000 allocated, up to \$10,000 per application, open year-round.

For the 2024/2025 financial year, Round 1 has received five applications totalling \$21,450, which exceeds the round allocation by \$1,450. This represents an unprecedented level of demand; in the past five years, no individual round has been oversubscribed.

Despite this, historical expenditure across the entire program has consistently remained below the annual allocation:

- **2024/2025:** \$37,130 (\$12,870 unspent)
- **2023/2024:** \$22,433 (\$27,567 unspent)
- **2022/2023:** \$33,150 (\$16,850 unspent)
- **2021/2022:** \$38,093.44 (\$11,906.56 unspent)
- **2020/2021:** \$41,888.10 (\$8,111.90 unspent)

These figures demonstrate that the program has *not* fully expended its total annual allocation in any of the past five years, leaving flexibility within the broader budget envelope.

Officer assessment of all five applications confirms that each meets the program criteria and represents strong community value. Given the demonstrated underspend across previous years, Council has financial capacity within the overall program budget to support the full amount requested should it choose to do so.

Approving the recommended funding would result in an adjusted program expenditure of \$21,450 for Round 1, with adequate funds remaining across Rounds 2 and Significant Events to support additional applications later in the year.

### STRATEGIC IMPLICATIONS

Social Objective: A safe, welcoming, and inclusive community

Economic Objective: A progressive, resilient, and diverse economy

### RISK MANAGEMENT

These recommendations comply with the Shire's Community Assistance Grants guidelines.

### VOTING REQUIREMENTS

Simple Majority Required

### SIGNATURES

Acting Chief Executive Officer

*M Fanali*

Date of Report

20 November 2025



26 NOVEMBER 2025



## Shire of Shark Bay Community Assistance Grants

### APPLICATION FORM

Please complete and return the signed application form to the Shire of Shark Bay with the advertised timeframe. **Late submissions will not be considered**

Applications to be addressed to: Chief Executive Officer  
Shire of Shark Bay  
PO Box 126  
Denham WA 6537

Applications can be delivered: Shire of Shark Bay  
65 Knight Terrace  
Denham WA 6537

Email: cdo@sharkbay.wa.gov.au

For further information, please contact the Community Development Officer on 9948 1218

Please ensure you have read the Shire of Shark Bay Community Assistance Grants – Guidelines before completing the application form to confirm your organisation's eligibility.

#### FUNDING ROUND

Please indicate which funding round you are applying for:

- ☒ Round 1 - Community Projects Year: 2025
- ☐ Round 2 - Equipment and minor projects Year: \_\_\_\_\_
- ☐ Significant Event Sponsorship Funding Year: \_\_\_\_\_

#### ORGANISATION DETAILS

Organisation Name SHARK BAY BOWLS SPORT & RECREATION CLUB

Postal Address P.O. Box 85 DENHAM 6537

Contact Person EILEEN McMILLAN

Position/Title SECRETARY/TREASURER

Telephone 0407440929

E-mail sharkbaybowls@westnet.com.au

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

What category best describes your organisation?

- ☒ Sporting Club  
☐ Community Group  
☒ Not-for-profit organisation  
☐ Other: \_\_\_\_\_

Which of the following best describes your organisation's status?

- |   | YES                                 | NO                       |
|---|-------------------------------------|--------------------------|
| • Incorporated                            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| • GST Registered                          | <input type="checkbox"/>            | <input type="checkbox"/> |
| • Have a current Association Constitution | <input type="checkbox"/>            | <input type="checkbox"/> |

Australian Business Number (ABN): 35 876 340 257

*Please note the Shire of Shark Bay requires applicants to have an ABN. Applicants who do not have one may be subjected to withholding tax of 48.5%. If you are unsure, please contact the Shire to discuss how to best proceed.*

## Bank details

Account Name: SHARKBAY BAY BOWLING SPORT AND RECREATION CLUB

BSB: 066 512 Account Number: 0107 048 57

## FUNDING DETAILS

Project title: REPLACING COMMERCIAL STOVE & DISHWASHER

Project description: REPLACING BROKEN APPLIANCES  
TO KITCHEN, OLD APPLIANCES ARE NOW  
FUNCTIONING AND WILL BE TAKEN TO THE  
TIP.

Date(s) the project will take place: NOVEMBER 2025 - JANUARY 2026

Location(s) where the project will take place: 14 FRANCIS ST DENHAM

Total project funds requested (including GST if applicable) \$ 5,000



MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

Has your organisation previously received funding from the Shire of Shark Bay?

☒ Yes

☐ No

If Yes, Previous funding amount received: \$ \_\_\_\_\_

Round / Year funding was received: \_\_\_\_\_

Funded project: \_\_\_\_\_

} need to check  
records as been  
a few years

Has your organisation acquitted all previous Shire of Shark Bay funding?

☒ Yes

☐ No

If No, please outline why?

*Please Note: Your organisation is not eligible to receive new funding from the Shire of Shark Bay, until previous Shire of Shark Bay funding has been acquitted.*

**PROJECT DETAILS**

**What is the funding to be used for?**

☐ Leveraging a grant from a State or Federal agency

☒ Purchasing goods and services (i.e. equipment and/or engaging a professional for the purpose of instruction)

*If your funding application involves purchasing equipment, can the equipment be used by other community groups in the future?*

☐ Yes

☐ No

☐ Infrastructure (i.e. significant construction or improvement of facilities). Please include Planning Approvals from the Shire

☐ Funding for a specific event or program

☐ Prize money.

**Does the project meet the objectives of the Shire of Shark Bay Strategic Community Plan 2020-2030? Copy of the Plan can be found on the Shire's website.**

☒ Economic      A progressive, resilient and diverse economy

☐ Environment      Help protect our unique natural and built environment

☒ Social      A safe, welcoming and inclusive community

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

Outline the project goals and how they will benefit Shark Bay community (minimum of one objective):

**Economic:** Making money to put back into the club to do other projects.

**Environment:**

**Social:**

A place where locals and visitors can come to play bowls, darts, crochet etc and have a meal or morning teas and have functions

Please list other organisations involved in this project (if applicable)

Name of Organisation	Project Involvement

**Project Referees:**

Please provide two referees (that is not associated with your organisation) that are in support of your application, alternatively you can attach letters of support.

Name	Phone	Email	Organisation and position held
CRC	99481787	sharkbaycouncilwestnet.com.au	Manager
Pistol Club	0427341430	ceortau.com.au	club secretary

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

## SIGNIFICANT EVENT – ONLY

All Significant Event applications will be required to do a presentation to Council about their project, prior to consideration of the grant application. Please speak with the Shire of Shark Bay Community Development Officer for more details and to secure a time. Council meets on the last Wednesday of each month.

If your project is a **Significant Event** will it attract additional visitors to town? If so, how many additional visitors are you planning for?

- ☒ 50-100  
☐ 100-200  
☐ 200-300  
☐ Over 500

Will you be charging an entry fee to attend the event?

- ☐ Yes  
☒ No

If Yes, how much? \_\_\_\_\_

Please ensure this is shown as income in the budget below

## PROJECT BUDGET

Please provide a total event/program budget outlining all funding sources (eg Shire of Shark Bay funds, your organisation contribution and other funding sources where applicable). Please attach quotes/evidence of cost for every expenditure item listed.

Expenditure Item Description (i.e. materials, equipment, advertising, catering, prizes)	Shire of Shark Bay Grant (\$)	*In-Kind (\$)	Other Funding/Income Amount (\$)	Other Funding Organisation Name (your organisation or external)
Commercial stove CR9D Com	4999.00 \$5105.00			<del>SBB SRC</del> <del>\$105.00</del>
Commercial Dishwasher Midea	\$3629	→	\$3629.00	SBB SRC
BRIAN CHILD PLUMBER & GAS FITTER	\$980	→	\$980.00	SBB SRC.
FREIGHT	\$845	→	\$845.00	SBB SRC.
<b>Total</b>	\$ 5,000	\$	\$ 5,454.00	

\*In-Kind value: Number of volunteers x hours worked directly on project x \$25 per hour

Shire of Shark Bay Community Assistance Grants – Application Form

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## MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

Will any of your expenditure items be spent locally with **Shark Bay businesses**?

☒ Yes

☐ No

Please describe which business(es) you will be spending money with and how much will be spent with each business.

### PART 6 – ADDITIONAL INFORMATION

Please attach a copy of the following:

- Organisation's most recent (Audited) Financial Statement
- Quotations for expenditure items

### PART 7 – DECLARATION

*I hereby certify that I am the authorised person to sign on behalf of the organisation and that the information is correct. I have read, understand and agree to abide by the conditions set out in the Shire of Shark Bay Community Assistance Grants guidelines.*

NAME

EILEEN McMILLAN

SIGNATURE

[Signature]

POSITION IN ORGANISATION

SECRETARY / TREASURER

DATE

15/11/2025

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

## CATERLINK

COMMERCIAL KITCHENS AND BARS

Account Number: SHARKBAY04

Date: 17-Nov-25

Contact: Eileen McMillan

Business/ Project:

Shark Bay Bowling Club  
14 Francis Road,  
Denham WA 6537

Ph: 0407 440 929 / 0407 440 929

Invoice To:

Shark Bay Bowling Club  
14 Francis Road,  
Denham WA 6537

Proposal Number 466536

PO Ref:

Email: kelkomc58@gmail.com

Address:

Shark Bay Bowling Club  
14 Francis Road,  
Denham WA 6537

Consultant: Ryan Morris

Terms: Cash Account

Ship Via: Mackisons

ryan@caterlink.com.au

ITEM	CUST REF	MODEL / DESCRIPTION	NR	QTY	UNIT PRICE	LINE TOTAL
1.00		CR9D-LPG Cobra 900mm Gas Range with 6 Burner on Static Oven with Flame Failure. (LPG Gas) - 6 x 22MJ/hr Open Burners - Variable High to Low Controls - Vitreous Enamel Pot Stands  <i>Dimensions: 900 x 800 x 1085 mmH / Warranty: 24 Months Parts and Labour</i> <i>STOCK EX EAST - 7-10 DAYS</i>	Y	1 EA	\$4,999.00	\$4,999.00
1.10	GAS CONVERSION KIT SUPPLIED	M36S-6F-NG Mercury 36" Six Burner Gas Range with Static Oven GN 2/1 and Drop Down Oven Door. (NAT Gas 222mj) - 32MJ Open Burners with Pilots and Flame failure - Gas Static Oven, 100°C to 300°C Thermostatic with Piezo Ignition - Oven 675 x 415 x 355, Supplied with 2 Racks 635 x 560mm  <i>Dimensions: 915 x 836 x 1124 mmH / Warranty: 24 Months Parts and Labour</i>	Y	1 EA	\$3,809.00	\$3,809.00
2.00		U600 Melfco Upster Series Undercounter Dishwasher, 500mm Rack with 3 Cycles 120, 180, 240sec & Drain Pump. (15A) - Water Consumption: 3L/cycle - Fully Insulated Chamber and Door - Melfco Eco filtering from the bottom of the wash tank  <i>Dimensions: 600 x 600 x 845 mmH / Warranty: 24m Parts &amp; Labour (12m Labour Outside Metro)</i>	Y	1 EA	\$3,629.00	\$3,629.00
2.10	RECOMMENDED	FS30U10A00-SYS2 BWT Bestclear Extra 2XL Water Desalination Filter System to suit Glasswashers, Dishwashers and Convection Ovens with Steam Function. - System includes: 1 x BWT bestclear extra 2XL, 1 x Braided Hose 2m 1/4" female Inlet/outlet, 1 x PRV/150/600 Pressure Reduction Valve w/ Pressure Gauge, 1 x BWT filterhead & bracket, 1 x BWT bestflush KIT w/ 1/4" M outlet	Y	1 EA	\$665.00	\$665.00

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

## CATERLINK

COMMERCIAL KITCHENS AND BARS

2.20	WATER FILTER	N 1 EA	\$0.00	\$0.00
	<p>Important Note: Water Filtration OR Treatment for your Appliance is Highly Recommended in WA due to Varying Water Quality, High Chloride Levels and/or Hardness. Faults Caused by Water Quality will not be Covered by Manufacturers Warranty Terms. Caterlink Recommends You have your Water Tested by a Qualified Agent Prior to Installation.</p> <ul style="list-style-type: none"> <li>- Recommended Contact:</li> <li>- Xsential (Water Filters)</li> <li>- Man Bai</li> <li>- Phone: 1300 366 295</li> <li>- Man.bai@xsential.com.au</li> </ul>			
6.00	*TAIL LIFT DELIVERY	Y 1 EA	\$845.00	\$845.00
	<p>Tail lift delivery direct to Shark Bay Bowls Club- NO FORKLIFT REQUIRED</p>			

I trust this meets with your approval and will be in touch to discuss this opportunity further. Should you require anything further, please feel free to contact me.  
Kind Regards.

Ryan Morris

Sub Total (Ex-GST)	\$13,947.00
GST (10%)	\$1,394.70
Total (Incl. GST)	\$45,341.70

10,876.70



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This quotation is valid for acceptance within 30 days of issue date, unless otherwise noted.  
All items marked NR are custom, clearance or special buy-in and as such are non-returnable. For more information, please ask your consultant.  
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All units are to be installed by a qualified technician in strict accordance with manufacturers' instructions. Failure to do so may void warranty and incur additional charges.  
EO&E. Please refer to the attached terms and conditions.

26 NOVEMBER 2025

**BRIAN CHILD**

Licensed Plumber & Gas Fitter

PL: 8146 GL: 015805

ABN: 29238477919

**QUOTE:1**

Brian Child

M: 0414 468 807

Email: plumovation@bigpond.com

**DATE:15/11/25**

**Client:Sharkbay Bowling Club**

**Address:Francis st denham**

**Description: Disconnect gas stove,disconnect dishwasher,and remove.**

**Install new gas stove change jets to lpg adjust unitrolls test and commission .**

**Install new dishwasher and commission.**

**SUBTOTAL: \$980.00**

**TOTAL:  
\$980.00**

**Payment in full upon completion of work**

**Account details for EFT payments:**

**Bank: Westpac BSB: 738 065 Account no. 608879**



26 NOVEMBER 2025

10.4 COMMUNITY ASSISTANCE GRANTS ROUND 1 2025/2026 – SHARK BAY PISTOL CLUB GS00001

AUTHOR

Community Development Officer

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Ridgley  
Seconded Cr Bellottie

**Council Resolution**

**That Council approve the Shark Bay Pistol Club application for the Shire's Community Assistance Grants Round 1 2025/2026 (Community Projects \$2,000 to \$5,000) for the amount of \$5,000.**

**7/0 CARRIED**

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

**BACKGROUND**

The Shire of Shark Bay's Community Assistance Grants are dedicated to ensuring local community-based organisations are supported to reach their full potential.

Applications for Round 1 (Community Projects) were open from 29 October until 18 November 2025 and were advertised to residents, associated clubs, and groups in the Shark Bay region through the following media outlets:

- Shire's website
- Facebook page and relevant community Facebook groups
- Inscription Post
- Emails

There were five grant applications received during this time. All applications meet the Shire's Community Assistance Grant Guidelines. Due to the high volume and quality of applications the Shire's 2025/2026 Round 1 Community Assistance Grants are currently oversubscribed by \$1,450.

**APPLICATION**

Organisation: **Shark Bay Pistol Club**  
Amount requested: **\$5,000**  
Total event budget: **\$11,600**  
Project: **Improvement to Infrastructure**  
Date: **November 2025 to January 2026**  
Funding category: **Community Projects**  
Strategic Community Plan category: **Economic, Environment and Social**



26 NOVEMBER 2025

The Shark Bay Pistol Club is seeking funding for the improvement of club infrastructure in the way of concrete for the generator shed floor and upgrades to the pathway to meet AS 1428.1-2009. The current infrastructure is extremely degraded due to the harsh conditions in Shark Bay and has subsequently reached the end of its lifespan. The club notes that the current pathway is impacting on access and safety for members and visitors.

The application states that the upgrade of the club's infrastructure will have a social benefit by boosting the participation of local members and increasing the Shark Bay Pistol Clubs capacity to host regional events. The provision of regional events will provide the community with a positive economic impact to local businesses and facilities. The replacement of the pathway in line with AS 1428.1-2009 will assist with disability access and inclusion and allow increased participation from current elderly members, community members and visitors that may experience mobility and access issues.

The application states that the addition of concrete flooring to the generator shed will have positive environmental effects by assisting to prevent wind erosion and provide containment of potential fuel/ oil spillage.

The requested funding of \$5,000 will contribute to the installation of concrete flooring to the generator shed and upgraded accessible paths to ensure inclusion for community members and visitors. Local businesses Dredds Carpentry and The Bay Roadrunner will be providing \$3000 towards formwork and labour. The Shark Bay Pistol Club will contributing \$2000 towards general labour.

**Officer Recommendation:**

The Officer's recommendation is to approve Shark Bay Pistol Club's funding application for the improvement of club infrastructure. The funding application meets the selection criteria to involve and benefit the wider Shark Bay community. The application is also in line with the Disability Access and Inclusion Plan by making recreational facilities accessible to all community members and visitors.

It should be noted that Council have previously funded the Shark Bay Pistol Club in 2021 for \$3,200 for the cost of a generator. In 2024 Council funded \$5,000 towards the replacement of a rainwater tank, bore water tank and Colourbond roof sheeting. A further \$800 was provided in 2025 for additional roof sheeting. The proposed project is part of a continuous improvement plan for the Shark Bay Pistol Club facilities.

**A confidential attachment is supplied under separate cover with financial reports for this applicant.**

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

POLICY IMPLICATIONS

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

26 NOVEMBER 2025

FINANCIAL IMPLICATIONS

The Community Assistance Grants program has been allocated \$50,000 in the 2025/2026 adopted budget, which is distributed across three rounds:

- Round 1 – Community Projects: \$20,000 allocated, up to \$5,000 per application.
- Round 2 – Minor Projects and Equipment: \$10,000 allocated, up to \$1,000 per application.
- Significant Events Funding: \$20,000 allocated, up to \$10,000 per application, open year-round.

For the 2024/2025 financial year, Round 1 has received five applications totalling \$21,450, which exceeds the round allocation by \$1,450. This represents an unprecedented level of demand; in the past five years, no individual round has been oversubscribed.

Despite this, historical expenditure across the entire program has consistently remained below the annual allocation:

- **2024/2025:** \$37,130 (\$12,870 unspent)
- **2023/2024:** \$22,433 (\$27,567 unspent)
- **2022/2023:** \$33,150 (\$16,850 unspent)
- **2021/2022:** \$38,093.44 (\$11,906.56 unspent)
- **2020/2021:** \$41,888.10 (\$8,111.90 unspent)

These figures demonstrate that the program has *not* fully expended its total annual allocation in any of the past five years, leaving flexibility within the broader budget envelope.

Officer assessment of all five applications confirms that each meets the program criteria and represents strong community value. Given the demonstrated underspend across previous years, Council has financial capacity within the overall program budget to support the full amount requested should it choose to do so.

Approving the recommended funding would result in an adjusted program expenditure of \$21,450 for Round 1, with adequate funds remaining across Rounds 2 and Significant Events to support additional applications later in the year.

STRATEGIC IMPLICATIONS

Social Objective: A safe, welcoming, and inclusive community

Economic Objective: A progressive, resilient, and diverse economy

RISK MANAGEMENT

These recommendations comply with the Shire's Community Assistance Grants guidelines.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Acting Chief Executive Officer

*M Fanali*

Date of Report

20 November 2025

26 NOVEMBER 2025



## Shire of Shark Bay Community Assistance Grants

### APPLICATION FORM

Please complete and return the signed application form to the Shire of Shark Bay with the advertised timeframe. Late submissions will not be considered

Applications to be addressed to: Chief Executive Officer  
Shire of Shark Bay  
PO Box 126  
Denham WA 6537

Applications can be delivered: Shire of Shark Bay  
65 Knight Terrace  
Denham WA 6537

Email: cdo@sharkbay.wa.gov.au

For further information, please contact the Community Development Officer on 9948 1218

Please ensure you have read the Shire of Shark Bay Community Assistance Grants – Guidelines before completing the application form to confirm your organisation's eligibility.

#### **FUNDING ROUND**

Please indicate which funding round you are applying for:

- ☒ Round 1 - Community Projects Year: 2025
- ☐ Round 2 - Equipment and minor projects Year:
- ☐ Significant Event Sponsorship Funding Year:

#### **ORGANISATION DETAILS**

Organisation Name SHARK BAY PISTOL and GUN CLUB

Postal Address PO BOX 67 DENHAM WA 6537

Contact Person DAVE ROCK

Position/Title SECRETARY/TREASURER

Telephone 0427341430

E-mail ceo@rtau.com.au

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

What category best describes your organisation?

- ☒ Sporting Club  
☐ Community Group  
☒ Not-for-profit organisation  
☐ Other: \_\_\_\_\_

Which of the following best describes your organisation's status?

	YES	NO
• Incorporated	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• GST Registered	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Have a current Association Constitution	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Australian Business Number (ABN):**

\_69576429200\_\_\_\_\_

*Please note the Shire of Shark Bay requires applicants to have an ABN. Applicants who do not have one may be subjected to withholding tax of 48.5%. If you are unsure, please contact the Shire to discuss how to best proceed.*

## Bank details

Account Name: SHARK BAY PISTOL CLUB\_\_\_\_\_

BSB: 066512\_\_\_\_\_ Account Number: 10619505\_\_\_\_\_

## FUNDING DETAILS

Project title: \_Improvement to infrastructure. Concrete range pathway and concrete floor to generator shed\_\_\_\_\_

Project description: Improved infrastructure will enable the club members and visitors with disability/flail age issues to access the range during competitions. Providing them the opportunity to participate fully in shooting, range duties, scoring etc. Allowing for more inter-club competitions and events to a wider demographic to include mobility impaired.

Concreting the floor of the generator shed will improve safety and assist in maintaining equipment.

The current infrastructure is extremely degraded due to the harsh conditions in shark bay, therefore the concrete pathway and generator shed floor will improve access and safety

\_\_\_\_\_  
Total project funds requested (including GST if applicable) \$5000\_\_\_\_\_

*Shire of Shark Bay Community Assistance Grants – Application Form*

Date(s) the project will take place: November 2025 to January 2026\_\_\_\_\_

Page 2 of 6

Location(s) where the project will take place: Shark Bay Pistol Club, Monkey Mia Rd, Denham

26 NOVEMBER 2025

Has your organisation previously received funding from the Shire of Shark Bay?

☒ Yes

☐ No

If Yes, Previous funding amount received: \$\_800\_\_\_\_\_

Round / Year funding was received:

\_2/2025\_\_\_\_\_ Funded project: generator shed

refurbishment/roofing\_\_\_\_\_

Has your organisation acquitted all previous Shire of Shark Bay funding?

☒ Yes

☐ No

If No, please outline why?

*Please Note: Your organisation is not eligible to receive new funding from the Shire of Shark Bay, until previous Shire of Shark Bay funding has been acquitted.*

## PROJECT DETAILS

What is the funding to be used for?

☐ Leveraging a grant from a State or Federal agency

☒ Purchasing goods and services (i.e. equipment and/or engaging a professional for the purpose of instruction)

*If your funding application involves purchasing equipment, can the equipment be used by other community groups in the future?*

☐ Yes  
☒ No

☒ Infrastructure (i.e. significant construction or improvement of facilities). Please include Planning Approvals from the Shire

☐ Funding for a specific event or program

☐ Prize money.

Does the project meet the objectives of the Shire of Shark Bay Strategic Community Plan 2020-2030? Copy of the Plan can be found on the Shire's website.

☒ Economic A progressive, resilient and diverse economy

☒ Environment Help protect our unique natural and built environment

☒ Social A safe, welcoming and inclusive community

## MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

Outline the project goals and how they will benefit Shark Bay community (*minimum of one objective*):

**Economic:** The improvements will enable to club to host more events and competitions with other clubs in the Gascoyne, Midwest and Pilbara regions. These visiting clubs would provide a positive economic impact to local businesses during their visits.

**Environment:** Concrete pathways will reduce the wind erosion that occurs within our shire  
Concrete floor to the generator shed will enhance the containment of potential fuel/oil spillage

**Social:** Infrastructure improvements and repair will assist participation by people with disabilities, current elderly members, new community members and visitors. Pathway to meet the Design for Access and Mobility AS 1428.1—2009

Please list other organisations involved in this project (*if applicable*)

Name of Organisation	Project Involvement

### Project Referees:

Please provide two referees (*that is not associated with your organisation*) that are in support of your application, alternatively you can attach letters of support.

Name	Phone	Email	Organisation and position held
Dave Harrower	0429998944	cdhelectrics@gmail.com	Shark Bay Speedway President
Dave Cunningham	08 99481001	davetrout05@gmail.com	Shark Bay Marine and Hardware



# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

## SIGNIFICANT EVENT – ONLY

All Significant Event applications will be required to do a presentation to Council about their project, prior to consideration of the grant application. Please speak with the Shire of Shark Bay Community Development Officer for more details and to secure a time. Council meets on the last Wednesday of each month.

If your project is a *Significant Event* will it attract additional visitors to town? If so, how many additional visitors are you planning for?

- ☐ 50-100
- ☐ 100-200
- ☐ 200-300
- ☐ Over 500

Will you be charging an entry fee to attend the event?

- ☐ Yes
- ☐ No

If Yes, how much? \_\_\_\_\_

Please ensure this is shown as income in the budget below

## PROJECT BUDGET

Please provide a total event/program budget outlining all funding sources (eg Shire of Shark Bay funds, your organisation contribution and other funding sources where applicable). Please attach quotes/evidence of cost for every expenditure item listed.

Expenditure Item Description (i.e. materials, equipment, advertising, catering, prizes)	Shire of Shark Bay Grant (\$)	*In-Kind (\$)	Other Funding/Income Amount (\$)	Other Funding Organisation Name (your organisation or external)
concrete, labor and reinforcing	\$5000			
			\$1600	Shark Bay Pistol and Gun Club
Formwork and finishing labor		\$3000		Dredds Carpentry, Straya
				Concreting.
General Labour		\$2000		Shark Bay Pistol and Gun Club
<b>Total</b>	<b>\$ 5000</b>	<b>\$ 5000</b>	<b>\$ 1600</b>	

\*In-Kind value: Number of volunteers x hours worked directly on project x \$25 per hour

Shire of Shark Bay Community Assistance Grants – Application Form

Page 5 of 6

## MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

Will any of your expenditure items be spent locally with **Shark Bay businesses**?

☒ Yes

☐ No

Please describe which business(es) you will be spending money with and how much will be spent with each business. Oakley Earthworks and Concrete \$6600, Dredds Carpentry \$1500 in kind, Straya Concreting \$1500 in kind.


### PART 6 – ADDITIONAL INFORMATION

Please attach a copy of the following:

- Organisation's most recent (Audited) Financial Statement
- Quotations for expenditure items

### PART 7 – DECLARATION

*I hereby certify that I am the authorised person to sign on behalf of the organisation and that the information is correct. I have read, understand and agree to abide by the conditions set out in the Shire of Shark Bay Community Assistance Grants guidelines.*

NAME	__Dave Rock__
SIGNATURE	__  __
POSITION IN ORGANISATION	__Secretary/Treasurer__
DATE	__14/11/2025__



MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

OAKLEY EARTHWORKS AND CONCRETE

135 Dampier Road  
PO Box 29  
Denham WA 6537  
Mobile: 0407979374  
Email: [leslie.oakley@icloud.com](mailto:leslie.oakley@icloud.com)



ATTN: DAVE ROCK  
SHARK BAY PISTOL AND GUN CLUB INC  
MONKEY MIA RD  
DENHAM WA 6537

Date	QUOTATION	Amount
6/11/2025	<p>CONSTRUCT CONCRETE PATHWAYS FOR DISABLE ACCESS</p> <p>SUPPLY : CONCRETE, LABOUR, REINFORCING</p>	\$ 6,000.00

	GST:	\$ 600.00
	Total Inc. GST:	
	Amount Applied:	
	Balance Due:	\$6,600.00

QUOTATION IS VALID UNTIL

26 NOVEMBER 2025

10.5 COMMUNITY ASSISTANCE GRANTS ROUND 1 2025/2026 – SHARK BAY RSL  
GS00001

AUTHOR

Community Development Officer

DISCLOSURE OF ANY INTEREST

NIL

Moved Cr Smith  
Seconded Cr Fenny

**Council Resolution**

**That Council approve the Shark Bay RSL application for the Shire's Community Assistance Grants Round 1 2025/2026 (Community Projects \$2,000 to \$5,000) for the amount of \$4,950.**

**7/0 CARRIED**

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

**BACKGROUND**

The Shire of Shark Bay's Community Assistance Grants are dedicated to ensuring local community-based organisations are supported to reach their full potential.

Applications for Round 1 (Community Projects) were open from 29 October until 18 November 2025 and were advertised to residents, associated clubs, and groups in the Shark Bay region through the following media outlets:

- Shire's website
- Facebook page and relevant community Facebook groups
- Inscription Post
- Emails

There were five grant applications received during this time. All applications meet the Shire's Community Assistance Grant Guidelines. Due to the high volume and quality of applications the Shire's 2025/2026 Round 1 Community Assistance Grants are currently oversubscribed by \$1,450.

**APPLICATION**

Organisation: **Shark Bay RSL**  
Amount requested: **\$4,950**  
Total event budget: **\$8,450**  
Project: **The diggers bench- Denham town lookout**  
Date: **1<sup>st</sup> February 2026- 25<sup>th</sup> April 2026**  
Funding category: **Community Projects**  
Strategic Community Plan category: **Social, Economic and Environmental**

26 NOVEMBER 2025

The Shark Bay RSL is seeking funding for a community project to replace a memorial seating bench at the Denham town lookout. The current bench is extremely degraded and unusable due to age and the harsh conditions in Shark Bay.

The application notes that the bench served as a memorial for a WW1 digger "Leslie Charles Gillan." Accordingly, the RSL supports the removal of the existing degraded bench and its replacement with a new bench constructed from durable long-lasting materials. The application states that the project will have social, economic and environmental benefits to the Shark Bay community.

The application notes that installing the bench will enhance the already impressive views over the Western Gulf visible from the lookout. This improvement is expected to enrich the visitor experience, encouraging longer stays and repeat visits, which in turn will help generate economic benefits for the local community.

The project will have a social benefit to the local community by preserving the memory of Shark Bay locals who served in various conflicts, the site will serve as a place for remembrance, reflection and pride.

The bench will be manufactured using long-lasting, tamper-proof materials, thereby reducing the potential for future environmental concerns. Additionally, the project aims to support the continued upkeep of the site.

**Officer Recommendation:**

The Officer's recommendation is to approve Shark Bay RSL's funding application for the replacement of the diggers bench. The funding application meets the selection criteria to involve and benefit the wider Shark Bay community in all domains of the Shire's Strategic community plan.

Although the RSL have not received any recent grant funding, the Council have provided sponsorship to the RSL to host Remembrance Day and Anzac Day ceremonies. The RSL have continued to provide an Annual Anzac Day dawn service commemorating those who served in the armed forces. The RSL recently hosted the Remembrance Day service and reported a high volume of attendees.

The Shire has sought advice from the Department of Planning, Lands and Heritage regarding the replacement of the damaged commemorative bench. Department of Planning, Lands and Heritage's assessment confirmed that the works will not impact or damage the nearby Aboriginal heritage sites, and the like-for-like replacement does not require Regulation 10 approval.

**A confidential attachment is supplied under separate cover with financial reports for this applicant.**

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

POLICY IMPLICATIONS

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

26 NOVEMBER 2025

FINANCIAL IMPLICATIONS

The Community Assistance Grants program has been allocated \$50,000 in the 2025/2026 adopted budget, which is distributed across three rounds:

- Round 1 – Community Projects: \$20,000 allocated, up to \$5,000 per application.
- Round 2 – Minor Projects and Equipment: \$10,000 allocated, up to \$1,000 per application.
- Significant Events Funding: \$20,000 allocated, up to \$10,000 per application, open year-round.

For the 2024/2025 financial year, Round 1 has received five applications totalling \$21,450, which exceeds the round allocation by \$1,450. This represents an unprecedented level of demand; in the past five years, no individual round has been oversubscribed.

Despite this, historical expenditure across the entire program has consistently remained below the annual allocation:

- **2024/2025:** \$37,130 (\$12,870 unspent)
- **2023/2024:** \$22,433 (\$27,567 unspent)
- **2022/2023:** \$33,150 (\$16,850 unspent)
- **2021/2022:** \$38,093.44 (\$11,906.56 unspent)
- **2020/2021:** \$41,888.10 (\$8,111.90 unspent)

These figures demonstrate that the program has *not* fully expended its total annual allocation in any of the past five years, leaving flexibility within the broader budget envelope.

Officer assessment of all five applications confirms that each meets the program criteria and represents strong community value. Given the demonstrated underspend across previous years, Council has financial capacity within the overall program budget to support the full amount requested should it choose to do so.

Approving the recommended funding would result in an adjusted program expenditure of \$21,450 for Round 1, with adequate funds remaining across Rounds 2 and Significant Events to support additional applications later in the year.

STRATEGIC IMPLICATIONS

Social Objective: A safe, welcoming, and inclusive community

Economic Objective: A progressive, resilient, and diverse economy

RISK MANAGEMENT

These recommendations comply with the Shire's Community Assistance Grants guidelines.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Acting Chief Executive Officer

*M Fanali*

Date of Report

25 November 2025

26 NOVEMBER 2025



## Shire of Shark Bay Community Assistance Grants

### APPLICATION FORM

Please complete and return the signed application form to the Shire of Shark Bay with the advertised timeframe. **Late submissions will not be considered**

Applications to be addressed to:

Chief Executive Officer  
Shire of Shark Bay  
PO Box 126  
Denham WA 6537

Applications can be delivered:

Shire of Shark Bay  
65 Knight Terrace  
Denham WA 6537

Email:

cdo@sharkbay.wa.gov.au

For further information, please contact the Community Development Officer on 9948 1218

Please ensure you have read the Shire of Shark Bay Community Assistance Grants – Guidelines before completing the application form to confirm your organisation's eligibility.

#### FUNDING ROUND

Please indicate which funding round you are applying for:

☒ Round 1 - Community Projects

Year: 2025

☐ Round 2 - Equipment and minor projects

Year: \_\_\_\_\_

☐ Significant Event Sponsorship Funding

Year: \_\_\_\_\_

#### ORGANISATION DETAILS

Organisation Name

SHARK BAY SUB BRANCH RSL

Postal Address

PO Box 167 DENHAM WA 6537

Contact Person

WAYNE MORONEY

Position/Title

PRESIDENT

Telephone

0439 347683

E-mail

moby@outlook.com.au

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

What category best describes your organisation?

- ☐ Sporting Club  
☐ Community Group  
☒ Not-for-profit organisation  
☐ Other: \_\_\_\_\_

Which of the following best describes your organisation's status?

- |   | YES                      | NO                                  |
|---|--------------------------|-------------------------------------|
| • Incorporated                            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • GST Registered                          | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Have a current Association Constitution | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Australian Business Number (ABN): 5012-409-7357

*Please note the Shire of Shark Bay requires applicants to have an ABN. Applicants who do not have one may be subjected to withholding tax of 48.5%. If you are unsure, please contact the Shire to discuss how to best proceed.*

Bank details

Account Name: SHARK BAY RSL

BSB: 066 509 Account Number: 00902952

## FUNDING DETAILS

Project title: THE DIGGER'S BENCH - DENHAM TOWN LOOKOUT

Project description: THE FUNDING WILL BE USED FOR THE REPLACEMENT OF A MEMORIAL SEATING BENCH THAT HAS BECOME UNUSABLE DUE TO AGE. THE SHARK BAY RSL IS INVOLVED AS A PLAQUE FOR A WWII DIGGER WAS ON THE BENCH. LESLIE CHARLES GILLAN

Date(s) the project will take place: 1<sup>st</sup> FEBRUARY - 25<sup>th</sup> APRIL 2026

Location(s) where the project will take place: DENHAM TOWN LOOKOUT

Total project funds requested (including GST if applicable) \$ 4950



# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

Has your organisation previously received funding from the Shire of Shark Bay?

☐ Yes

☒ No

If Yes, Previous funding amount received: \$ \_\_\_\_\_

Round / Year funding was received: \_\_\_\_\_

Funded project: \_\_\_\_\_

Has your organisation acquitted all previous Shire of Shark Bay funding?

☒ Yes FUNDING FROM THE SHIRE FOR ANZAC & REMEMBRANCE DAY FUNCTIONS

☐ No

If No, please outline why?

*Please Note: Your organisation is not eligible to receive new funding from the Shire of Shark Bay, until previous Shire of Shark Bay funding has been acquitted.*

## PROJECT DETAILS

What is the funding to be used for?

☐ Leveraging a grant from a State or Federal agency

☐ Purchasing goods and services (i.e. equipment and/or engaging a professional for the purpose of instruction)

*If your funding application involves purchasing equipment, can the equipment be used by other community groups in the future?*

☐ Yes

☐ No

☐ Infrastructure (i.e. significant construction or improvement of facilities). Please include Planning Approvals from the Shire

☒ Funding for a specific event or program

☐ Prize money.

Does the project meet the objectives of the Shire of Shark Bay Strategic Community Plan 2020-2030? Copy of the Plan can be found on the Shire's website.

☒ Economic A progressive, resilient and diverse economy

☒ Environment Help protect our unique natural and built environment

☒ Social A safe, welcoming and inclusive community



# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

Outline the project goals and how they will benefit Shark Bay community (minimum of one objective):

**Economic:** THE DENHAM TOWN LOOKOUT OFFERS WONDERFUL VIEWS OVER THE WESTERN GULF AND THE TOWN OF DENHAM. THE REPLACEMENT BENCH WILL IMPROVE THE AMENITY OF THE LOCATION LEADING TO INCREASE ENJOYMENT BY TOURISTS AND LOCALS.

**Environment:** WORKING WITH THE MALGANA ABORIGINAL CORPORATION WILL ENSURE THE ABORIGINAL HERITAGE AREA WILL BE LOOKED AFTER, FROM A CULTURAL AND LANDSCAPE PERSPECTIVE.

**Social:** REPLACEMENT OF THE MEMORIAL BENCH WILL ENSURE THE LEGACY OF PEOPLE WHO HAVE SERVED AUSTRALIA IN TIMES OF CONFLICT, IS CONTINUED

Please list other organisations involved in this project (if applicable)

Name of Organisation	Project Involvement
MALGANA ABORIGINAL CORP.	CONSULTATION & PLANNING, RANGER ASSISTANCE
FINN FILMS	DOCUMENTARY PRODUCTION.

## Project Referees:

Please provide two referees (that is not associated with your organisation) that are in support of your application, alternatively you can attach letters of support.

Name	Phone	Email	Organisation and position held
GEOFF IRVIN	0438202805	girvino@inet.net.au	CLUBS WA. - PRESIDENT.
SOFIE <del>SETH</del> HAYES	0400256829	sharkbayarts.council@gmail.com	SHARK BAY ARTS COUNCIL - CHAIR

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

## SIGNIFICANT EVENT – ONLY

All Significant Event applications will be required to do a presentation to Council about their project, prior to consideration of the grant application. Please speak with the Shire of Shark Bay Community Development Officer for more details and to secure a time. Council meets on the last Wednesday of each month.

If your project is a **Significant Event** will it attract additional visitors to town? If so, how many additional visitors are you planning for?

- ☐ 50-100
- ☐ 100-200
- ☐ 200-300
- ☐ Over 500

Will you be charging an entry fee to attend the event?

- ☐ Yes
- ☐ No

If Yes, how much? \_\_\_\_\_

Please ensure this is shown as income in the budget below

## PROJECT BUDGET

Please provide a total event/program budget outlining all funding sources (eg Shire of Shark Bay funds, your organisation contribution and other funding sources where applicable). Please attach quotes/evidence of cost for every expenditure item listed.

Expenditure Item Description (i.e. materials, equipment, advertising, catering, prizes)	Shire of Shark Bay Grant (\$)	*In-Kind (\$)	Other Funding/Income Amount (\$)	Other Funding Organisation Name (your organisation or external)
VOLUNTEER TIME		\$1000		SHARK BAY RSL
DOCUMENTARY FILM FILMS		\$2000		FILM FILMS
MANUFACTURE AND INSTALLATION OF BENCH \$4950				
DEDICATION OF BENCH			\$500	SHARK BAY RSL
<b>Total</b>	<b>\$4950</b>	<b>\$3000</b>	<b>\$500</b>	

\*In-Kind value: Number of volunteers x hours worked directly on project x \$25 per hour

Shire of Shark Bay Community Assistance Grants – Application Form

Page 5 of 6

## MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

Will any of your expenditure items be spent locally with **Shark Bay businesses**?

☒ Yes

☐ No

Please describe which business(es) you will be spending money with and how much will be spent with each business.

### PART 6 – ADDITIONAL INFORMATION

Please attach a copy of the following:

- Organisation's most recent (Audited) Financial Statement
- Quotations for expenditure items

### PART 7 – DECLARATION

*I hereby certify that I am the authorised person to sign on behalf of the organisation and that the information is correct. I have read, understand and agree to abide by the conditions set out in the Shire of Shark Bay Community Assistance Grants guidelines.*

NAME

SHARON E THOMSON

SIGNATURE



POSITION IN ORGANISATION

PROJECT CO-ORDINATOR

DATE

17<sup>th</sup> NOVEMBER 2025.

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

FW: Replacement of seating bench at the Town Lookout Att: Dale Chapman.



Dale Chapman  
dale@sharkbay.wa.gov.au  
[Hide Details](#)



To: shaynethomson@gmail.com  
Cc: Michelle Fanali  
mfanali@sharkbay.wa.gov.au  
Date: October 27, 2025 at 10:26 AM

Morning Shayne,

I have received the all clear from DPLH to replace the seat in the current location, please liaise with Michelle moving forward (she has the correspondence from Dan).

The potential installation of a gazebo would be another matter and maybe something for down the track.

Regards  
Dale

Dale Chapman  
Chief Executive Officer | Shire of Shark Bay

Shire Office: 08 9948 1218  
Address: 65 Knight Tce, Denham, WA 6537  
Shire Depot: 08 9948 1013  
Shark Bay World Heritage Discovery & Visitor Centre: 08 9948 1590  
Visitors Centre Website: <http://www.sharkbayvisit.com.au/>  
Shire Website: <http://www.sharkbay.wa.gov.au/>

We would like to acknowledge the Malgana Peoples 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.



Please consider the environment before printing this e-mail  
This message (including attachments) is confidential and may be privileged.  
If you received it in error you may not disclose or use it - please notify us then delete it.



## **Report: Replacement of ‘The Digger’s Bench’ – Denham Town Lookout, Shark Bay**

For more than 30 years, *The Digger’s Bench* has stood at the Denham Town Lookout as a quiet tribute to Driver **Leslie Charles Gillan** (XW10060), a World War II soldier who died in 1944 when the *Rakuyo Maru* was sunk while transporting Allied prisoners of war. The memorial bench, possibly placed by his family who holidayed in Shark Bay, has deteriorated beyond use and now requires respectful replacement to preserve its historical significance and community value.



### **Purpose of the Project**

This project seeks to remove the deteriorated bench and install a new memorial seating area in the same location, ensuring the story of Leslie Gillan and the contribution of Shark Bay residents who served in armed forces, continues to be honoured.



26 NOVEMBER 2025

Memorial plaque from the original Bench

Leslie Charles Gillan – Service Form



## Benefits to the Local Community

### 1. Social and Cultural Value

Memorials like The Digger's Bench help communities maintain a tangible connection to their local history. Restoring this tribute will:

- Preserve the memory of Driver L.C. Gillan and the 1,316 POWs who lost their lives on the *Rakuyo Maru*.
- Recognise the service of Shark Bay locals who served in various conflicts, offering a place for remembrance, reflection, and pride.
- Strengthen community identity by maintaining cultural continuity across generations.
- Dedication of the Memorial Bench Plans are underway by the Shark Bay RSL to dedicate the Memorial Bench during the ANZAC Day commemorations in 2026

### 2. Educational and Heritage Significance

The Denham Lookout sits within an area of **Indigenous Heritage Listing**, providing an opportunity to consult with the Malgana Aboriginal Corporation to include:

- Interpretive signage sharing the Malgana people's connection to Country, enhancing cultural understanding for locals and visitors.
- Historical connection to other events like the sinking of the HMAS Sydney II which happened 200 kilometre west of the Lookout and resulted in the deaths of 645 Servicemen.

### 3. Economic and Tourism Benefits

The Lookout is already a popular stop for visitors drawn by panoramic views of the western gulf and the town of Denham. A renewed memorial area will:

- Enhance the visitor experience, encouraging longer stays and repeat visitation.
- Create a more attractive and meaningful site, adding interpretive elements that enrich Shark Bay's cultural tourism appeal.

#### 4. Environmental and Aesthetic Improvements

Replacing the damaged bench with a durable, well-designed structure—such as the proposed osprey design as well as upkeep of the surrounding site - will:

- Improve the visual landscape of the Lookout area.
- Reduce future environmental impact by installing long-lasting materials.
- Ensure the site remains safe, functional, and welcoming for all who visit.




**Conclusion** Restoring The Digger's Bench is not simply a maintenance project; it is an investment in the social fabric, heritage values, and tourism appeal of Shark Bay. By replacing the deteriorated bench with a respectful, enduring memorial and incorporating interpretive elements, the community ensures that stories of bravery, local culture, and historical sacrifice continue to be honoured for generations to come.

Contact: Shayne Thomson Project Coordinator 0438800165 [shaynethomson@gmail.com](mailto:shaynethomson@gmail.com) on behalf of the Shark Bay RSL Sub Branch.



# MINUTES OF THE ORDINARY COUNCIL MEETING


26 NOVEMBER 2025



Janice Hall

To: shaynethomson@gmail.com

5d [More Details](#)



Shayne Thomso...  
303.9 kb

Hi Shayne,

The cost for the beachcomber seat is \$1612 + GST which includes 2 hours of fabrication or \$1929 + GST if the design requires 4 hours of fabrication. In addition to this there is a new artwork fee of \$265 which includes 3 alterations. If we estimate the design and fabrication to take more than 5 hours there may be additional costs of \$150 + GST per hour. I have asked the team to give me an estimate based on what you have sent us but have not heard back yet.

I did see one they were working on last week when I was in Victoria and that was a complex design but not as large as yours and they were saying that it was 8 hours so I am expecting something like that.

In addition you will be looking at 2 plaques, if we use the 236x72mm plaques the cost is \$79 each.

I've put these figures into a ball park quote for you allowing 8 hours total for design and fabrication. Hopefully this gives you some ideas to work from. I haven't included any freight up to you as this will vary depending on how long it takes to raise the funds etc.

I hope this all helps.

Replas WA Stores is currently open for collections/ deliveries from 9am- 2pm Monday to Friday unless by appointment. The best contact number outside these hours is Scott Herbert on 0409 081 095.



Please let me know if I can assist further.

Base Beachcomber Bench	\$1612.00
Artwork fee	\$265.00
3 addition hours for artwork	\$450.00
9 plaques @ \$79	\$711.00
<b>Total \$3038 plus GST</b>	<b>\$3341.80</b>

Kind regards,

Janice Hall – Internal Sales Manager  
Repeat Plastics WA trading as Replas WA  
ABN: 26 416 062 182  
Offices in all states  
p: 08 9249 2588 | f: 08 9249 5322  
w: [www.replas.com.au](http://www.replas.com.au) | e: [janice.hall@replas.com.au](mailto:janice.hall@replas.com.au)  
Please consider the environment before printing this e-mail.

Unit 2, 44 Fortitude Blvd, Gnangara, 6077



"Replace it with Replas"

26 NOVEMBER 2025

FINN Films

▲ Leon Deschamps  
0487 213 783

▲ Shayne Thomson  
0438 800 165

4 Mainland Street Denham, Western Australia 6537  
email - finnfilmaustralia@gmail.com  
ABN 88485669373

|18th November 2025

Quote - In Kind

To: Shark Bay RSL Sub Branch

**'Tale of a Digger's Bench' - Mini Documentary**

To film and produce a 10 minute documentary covering the planning, Memorial Bench installation and the dedication of the Digger's Bench on Anzac Day 2026 at the Denham Town Lookout.

The documentary will be available for use by the Shark Bay RSL and the Shire of Shark Bay.

Estimated cost \$2000 (in kind)



Thank You

### **Community Assistance Grant Application – November 2025**

#### **Project Report - attached**

This document contains the full Community Assistance Grant report outlining the economic, social, and environmental benefits of replacing the Digger's Memorial Bench at the Denham Town Lookout in Shark Bay.

#### **Budget Breakdown**

1. Replacement Bench Fabrication: \$2500
2. Removal of original bench, installation and site preparation for new bench: \$800
3. Signage Artwork on new bench (Malgana cultural content + memorial content): \$800
4. Transport, freight, and handling: \$400
5. Contingency (10%): \$450

Total Estimated Budget: \$4950

#### **Project Timeline – Commencing February 2026**

- Weeks 1–2: Final design approval and contractor confirmation
  - Weeks 3–6: Fabrication of the new bench and interpretive signage
  - Week 7: Delivery of materials to Shark Bay
  - Weeks 8–9: Site preparation and installation
  - Week 10: Community communication and project completion
- Completion and Dedication of the Memorial Bench by 25<sup>th</sup> April 2026.

#### **Risk Management**

- Weather delays: Mitigated by scheduling installation during stable-weather periods.
- Material delivery delays: Mitigated by selecting reputable suppliers and allowing buffer time.

26 NOVEMBER 2025

10.6 COMMUNITY ASSISTANCE GRANTS ROUND 1 2025/2026 – ST JOHNS AMBULANCE SHARK BAY SUBCENTRE  
GS00001

AUTHOR

Community Development Officer

DISCLOSURE OF ANY INTEREST

Nil

Moved            Cr Cowell  
Seconded       Cr Johns

**Council Resolution**

**That Council approve the St Johns Ambulance Shark Bay Subcentre application for the Shire's Community Assistance Grants Round 1 2025/2026 (Community Projects \$2,000 to \$5,000) for the amount of \$5,000.**

**7/0 CARRIED**

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

**BACKGROUND**

The Shire of Shark Bay's Community Assistance Grants are dedicated to ensuring local community-based organisations are supported to reach their full potential.

Applications for Round 1 (Community Projects) were open from 29 October until 18 November 2025 and were advertised to residents, associated clubs, and groups in the Shark Bay region through the following media outlets:

- Shire's website
- Facebook page and relevant community Facebook groups
- Inscription Post
- Emails

There were five grant applications received during this time. All applications meet the Shire's Community Assistance Grant Guidelines. Due to the high volume and quality of applications the Shire's 2025/2026 Round 1 Community Assistance Grants are currently oversubscribed by \$1,450.

**APPLICATION**

Organisation:        **St Johns Ambulance Shark Bay Subcentre**  
Amount requested:   **\$5,000**  
Total event budget:   **\$7,660**  
Project:               **Infrastructure (flooring replacement)**  
Date:                   **January 2026**  
Funding category:   **Community Projects**  
Strategic Community Plan category: **Social**

26 NOVEMBER 2025

St Johns Ambulance Shark Bay Subcentre are seeking funding for the replacement of flooring in the training and meeting room. The application states that the current carpet has become very worn, stained and poses a hygiene/ infection control risk for visitors, members and the wider community who access the facility. It was noted that all other Western Australian St Johns subcentres have been replaced with solid flooring such as floor tiles to ensure a hygienic surface, therefore funding is being sought to replace carpet at the Shark Bay subcentre. Given the increased cost and time for installation of floor tiles, St Johns Shark Bay are requesting Shire support for vinyl flooring as a solution.

The St John's Ambulance subcentre is a vital emergency service for the Shire of Shark Bay, delivering volunteer-based first responder support to the community via call outs and attendance at local sporting and recreational events.

The application notes that the subcentre meeting room is extensively used for hosting visiting paramedics, voluntourists and small events. The St John Ambulance Shark Bay subcentre are also the only training provider in the community offering life saving skills training such as first aid and basic life support.

Due to the nature and locations of the work undertaken by St John's ambulance the carpet is considered unhygienic due to the foot traffic to and from the meeting room for training and events. The replacement of the carpet with vinyl flooring would offer a surface that could undergo the appropriate sanitation.

The application states it would have a social benefit to the community by providing a safe, welcoming and inclusive environment for community members to complete training, attend meetings and host small events. It could be delineated that the provision of a safe hygienic environment may impact on return visits from community members and visitors providing further social engagement within the Shire of Shark Bay.

The requested funding of \$5,000 will contribute towards the installation of vinyl flooring to facilitate a hygienic surface for training, meetings and events promoting safe social inclusion for visitors and community members. St John's Ambulance will be contributing \$2,660 towards the proposed project. The project will assist with the overall upkeep and improvement of the emergency services building.

**Officer Recommendation:**

The Officer's recommendation is to approve St John's Ambulance Shark Bay subcentre's funding application for the replacement of flooring in the meeting room. The funding application meets the selection criteria to involve and benefit the wider Shark Bay community by providing a safe, clean and accessible space for training and events.

It should be noted that council have previously provided grant funding in 2021 to the value of \$1,000 to support the upgrade of the volunteer workstation. A further \$4,840 was provided in 2021 to support the purchase of two satellite phones to ensure contact between the St John Ambulance Association Communications Centre.

**A confidential attachment is supplied under separate cover with financial reports for this applicant.**

26 NOVEMBER 2025

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The Community Assistance Grants program has been allocated \$50,000 in the 2025/2026 adopted budget, which is distributed across three rounds:

- Round 1 – Community Projects: \$20,000 allocated, up to \$5,000 per application.
- Round 2 – Minor Projects and Equipment: \$10,000 allocated, up to \$1,000 per application.
- Significant Events Funding: \$20,000 allocated, up to \$10,000 per application, open year-round.

For the 2024/2025 financial year, Round 1 has received five applications totalling \$21,450, which exceeds the round allocation by \$1,450. This represents an unprecedented level of demand; in the past five years, no individual round has been oversubscribed.

Despite this, historical expenditure across the entire program has consistently remained below the annual allocation:

- **2024/2025:** \$37,130 (\$12,870 unspent)
- **2023/2024:** \$22,433 (\$27,567 unspent)
- **2022/2023:** \$33,150 (\$16,850 unspent)
- **2021/2022:** \$38,093.44 (\$11,906.56 unspent)
- **2020/2021:** \$41,888.10 (\$8,111.90 unspent)

These figures demonstrate that the program has *not* fully expended its total annual allocation in any of the past five years, leaving flexibility within the broader budget envelope.

Officer assessment of all five applications confirms that each meets the program criteria and represents strong community value. Given the demonstrated underspend across previous years, Council has financial capacity within the overall program budget to support the full amount requested should it choose to do so.

Approving the recommended funding would result in an adjusted program expenditure of \$21,450 for Round 1, with adequate funds remaining across Rounds 2 and Significant Events to support additional applications later in the year.

STRATEGIC IMPLICATIONS

Social Objective: A safe, welcoming, and inclusive community

Economic Objective: A progressive, resilient, and diverse economy

RISK MANAGEMENT

These recommendations comply with the Shire's Community Assistance Grants guidelines.

## MINUTES OF THE ORDINARY COUNCIL MEETING

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26 NOVEMBER 2025

### VOTING REQUIREMENTS

Simple Majority Required

### SIGNATURES

Acting Chief Executive Officer

*M Fanali*

Date of Report

20 November 2025



26 NOVEMBER 2025



## Shire of Shark Bay Community Assistance Grants **APPLICATION FORM**

Please complete and return the signed application form to the Shire of Shark Bay with the advertised timeframe. **Late submissions will not be considered**

Applications to be addressed to: Chief Executive Officer  
Shire of Shark Bay  
PO Box 126  
Denham WA 6537

Applications can be delivered: Shire of Shark Bay  
65 Knight Terrace  
Denham WA 6537

Email: cdo@sharkbay.wa.gov.au

For further information, please contact the Community Development Officer on 9948 1218

Please ensure you have read the Shire of Shark Bay Community Assistance Grants – Guidelines before completing the application form to confirm your organisation's eligibility.

### **FUNDING ROUND**

Please indicate which funding round you are applying for:

Round 1 - Community Projects

Year: 2025

### **ORGANISATION DETAILS**

Organisation Name St John Ambulance Shark Bay Subcentre

Postal Address P O Box 82 Denham WA 6537

Contact Person Sharyn Burvill

Position/Title Administration Officer

Telephone 9948 3023 0411 063 217

E-mail sharkbay.subcentre@stjohnwa.com.au

What category best describes your organisation?

26 NOVEMBER 2025

Not-for-profit organisation

Which of the following best describes your organisation's status?

- |   |     |
|---|-----|
| • Incorporated                            | NO  |
| • GST Registered                          | YES |
| • ACNC Registered                         | YES |
| • Have a current Association Constitution | YES |

**Australian Business Number (ABN):** 55 028 468 715

*Please note the Shire of Shark Bay requires applicants to have an ABN. Applicants who do not have one may be subjected to withholding tax of 48.5%. If you are unsure, please contact the Shire to discuss how to best proceed.*

**Bank details**

Account Name: St John Ambulance WA Shark Bay Subcentre

BSB: 066-000 Account Number: 17550753

**FUNDING DETAILS**

Project title: Replace meeting room flooring

Project description: Removed worn and stained carpeting with hygienic vinyl flooring.

Date(s) the project will take place: January 2026

Location(s) where the project will take place: 100 Durlacher Street Denham WA 6537

Total project funds requested (including GST if applicable) \$5,000.00

Has your organisation previously received funding from the Shire of Shark Bay?

Yes

Previous funding amount received: \$2,000.00

Round / Year funding was received: 2021

Funded project: Office Equipment

Shire of Shark Bay Community Assistance Grants – Application Form

Page 2 of 5

26 NOVEMBER 2025

Has your organisation acquitted all previous Shire of Shark Bay funding?

Yes

If No, please outline why?

**Please Note:** Your organisation is not eligible to receive new funding from the Shire of Shark Bay, until previous Shire of Shark Bay funding has been acquitted.

### PROJECT DETAILS

**What is the funding to be used for?**

Infrastructure (i.e. significant construction or improvement of facilities). Please include Planning Approvals from the Shire

**Does the project meet the objectives of the Shire of Shark Bay Strategic Community Plan 2020-2030? Copy of the Plan can be found on the Shire's website.**

Social A safe, welcoming and inclusive community

Outline the project goals and how they will benefit Shark Bay community (*minimum of one objective*):

**Social:** Since occupying the Emergency Services Building in Denham, St John Ambulance has extensively used the meeting room, including hosting visiting paramedics, voluntourists and small events. During this time the carpet in the meeting room has become stained and worn. Carpeted flooring is considered unhygienic due to the nature and locations of Ambulance callouts and has been replaced with solid flooring in all St John WA subcentres except ours. Floor tiles are considerably more expensive than vinyl flooring and would require a longer time to install.

As the Shire of Shark Bay owns the Emergency Services Building, it would be in the interest of the Shire to have the building and fittings maintained in suitable condition.

Please list other organisations involved in this project (*if applicable*)

Name of Organisation	Project Involvement



# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025

## Project Referees:

Please provide two referees (*that is not associated with your organisation*) that are in support of your application, alternatively you can attach letters of support.

Name	Phone	Email	Organisation and position held
Shaun Burton	0448 422 884		DFES Shark Bay SES
Sabrina Fontana	0408 097 083		Community Paramedic Exmouth

## PROJECT BUDGET

Please provide a total event/program budget outlining all funding sources (eg Shire of Shark Bay funds, your organisation contribution and other funding sources where applicable). Please attach quotes/evidence of cost for every expenditure item listed.

Expenditure Item Description (i.e. materials, equipment, advertising, catering, prizes)	Shire of Shark Bay Grant (\$)	*In-Kind (\$)	Other Funding/Income Amount (\$)	Other Funding Organisation Name (your organisation or external)
Vinyl flooring	\$5,000.00			
Vinyl flooring			\$2,660.00	St John Ambulance Shark Bay Subcentre
<b>Total</b>	<b>\$ 5,000.00</b>		<b>\$ 2,660.00</b>	<b>\$ 7,660.00</b>

*\*In-Kind value: Number of volunteers x hours worked directly on project x \$25 per hour*

Will any of your expenditure items be spent locally with **Shark Bay businesses**?

No

Please describe which business(es) you will be spending money with and how much will be spent with each business.

Jupps Floorcovering - Geraldton based Midwest Regional business totalling \$7,660.00

## PART 6 – ADDITIONAL INFORMATION

Please attach a copy of the following:

- Organisation's most recent (Audited) Financial Statement
- Quotations for expenditure items

26 NOVEMBER 2025

**PART 7 – DECLARATION**

*I hereby certify that I am the authorised person to sign on behalf of the organisation and that the information is correct. I have read, understand and agree to abide by the conditions set out in the Shire of Shark Bay Community Assistance Grants guidelines.*

**NAME**

**Sharyn Burvill**

**SIGNATURE**

A handwritten signature in blue ink, appearing to read 'Sharyn Burvill', is written over a horizontal line.

**POSITION IN ORGANISATION**

**Administration Officer**

**DATE**

**18 November 2025**

# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025



**Jupps Carpets & Ceramics Pty Ltd**  
Trading as Jupps Floor Covering and Tile Specialists Geraldton  
7 Anzac Terrace Geraldton WA 6531  
Phone (08) 9921 2661

**ABN 22 139 768 264**  
www.juppsfloorcoverings.com.au  
Opening Hours Mon - Fri 8.30am - 5.00pm  
Sat 8.30am-1.00pm

## ESTIMATE

CLIENT		PROJECT	
ST JOHNS SUBCENTRE		ST JOHNS SUBCENTRE	
SHARK BAY, WA 6537		SHARK BAY, WA 6537	
ESTIMATE Date	Tele #1	Salesperson 1	ESTIMATE Number
12/11/25	99483023	IAN RAMSHAW	GB008420-001

### Quotation Details;

We are pleased to offer our quotation for supply and installation of the following floor coverings;

To: Meeting room, Store x 2 and office

Type: NFD Reaction 2.5mm thick .5 wear layer commercial graded plank, Or Summerhill, Affinity, Camaro, Duraplank, ranges all commercial graded

Colour: TBC

- ? Jupps to uplift and dispose of existing floorcoverings.
- ? Jupps to grind subfloor to remove old adhesive and any contamination.
- ? Jupps to apply 1 coat of feather finish to slab prior to install.
- ? New trims have been allowed
- ? Travel has been allowed
- ? 1 x meal allowance has been allowed
- ? Accommodation for 1 night has been allowed
- ? Customer to remove and replace furniture prior to install.

**TOTAL PRICE     \$7,660.00 inc**

Thank you for the opportunity in the submission of this quotation.

Kind Regards,  
Ian Ramshaw

**PLEASE NOTE.. All prices quoted are valid for 30 days from the date stated on the quote.**

We are pleased to submit the above estimate and look forward to your acceptance. Please note by accepting this estimate you agree you have read and understood the standard work exclusions list and our terms and conditions, which were submitted as an attachment to this estimate. For an additional copy, please contact our Geraldton office.

12/11/2025

Page No: 1

**Total             \$7,660.00**

26 NOVEMBER 2025

**11.0 TOWN PLANNING REPORT**

**11.1 PROPOSED OUTBUILDING – LOT 92 (29) HARTOG CRESCENT, DENHAM P1153**

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Town Planning Innovations

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire – Section 5.50A of *Local Government Act 1995*

Moved Cr Smith

Seconded Cr Fenny

**LOST Officer Recommendation**

**That Council:**

- A. Note that the application for an outbuilding on Lot 92 (29) Hartog Crescent, Denham has been advertised for public comment. Advertising closed on the 28 October 2025, and no submissions have been received.**
- B. Approve the application for an ancillary outbuilding on Lot 92 (29) Hartog Crescent, Denham subject to the following conditions and footnote:**
  - 1. The plans lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.**
  - 2. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into road reserve unless otherwise approved in writing by the Chief Executive Officer.**
  - 3. The outbuilding is approved for storage associated with existing development and shall not be used for habitation at any time.**
  - 4. The existing outbuilding on Lot 92 is to be demolished and removed prior to the commencement of site works for the outbuilding approved in this application.**
  - 5. If the development subject to this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.**



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**Footnote:**

- (i) This is a planning consent only and owners need to apply for a separate building permit prior to commencing any site works or construction.
- (ii) This does not provide formal approval for a revised parking plan for the holiday accommodation use on the same lot, which is subject to a separate planning approval dated the 4 June 2025. The owners are advised that they will need to lodge a separate planning application to the Shire to seek formal approval for a revised car parking plan and to vary Condition 3 of the approval for holiday accommodation on Lot 92 dated the 4 June 2025.

- C. 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 any formal application lodged to seek a variation of conditions for the existing planning approval dated 4 June 2025 for holiday accommodation on Lot 92 (29) Hartog Crescent, Denham to facilitate a revised car parking plan (affected by this outbuilding application).

**7/0 LOST BY ABSOLUTE MAJORITY**

FOR: Nil

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

ABSENT: Nil

**AMMENDMENT TO OFFICERS RECOMMENDATION**

**Reason:** Council was concerned that the eastern boundary is shared with another property with visibility of a 9m long outbuilding, with a wall height of 3.6m. The northern boundary is shared with the Water Corporation with only the 6.2m rear view of the outbuilding.

Moved Cr Fenny

Seconded Cr Smith

**Council Resolution**

**That Council:**

- A. Note that the application for an outbuilding on Lot 92 (29) Hartog Crescent, Denham has been advertised for public comment. Advertising closed on the 28 October 2025, and no submissions have been received.
- B. Approve the application for an ancillary outbuilding on Lot 92 (29) Hartog Crescent, Denham subject to the following conditions and footnote:
  - 1. The plans lodged with this application shall form part of this planning approval. All development shall generally be in

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accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.

2. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into road reserve unless otherwise approved in writing by the Chief Executive Officer.
3. The outbuilding is approved for storage associated with existing development and shall not be used for habitation at any time.
4. The existing outbuilding on Lot 92 is to be demolished and removed prior to the commencement of site works for the outbuilding approved in this application.
5. If the development subject to this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.
6. 1 metre setback from eastern boundary (instead of .5) and .5 from northern boundary (instead of 1m)

**Footnote:**

- (i) This is a planning consent only and owners need to apply for a separate building permit prior to commencing any site works or construction.
- (ii) This does not provide formal approval for a revised parking plan for the holiday accommodation use on the same lot, which is subject to a separate planning approval dated the 4 June 2025. The owners are advised that they will need to lodge a separate planning application to the Shire to seek formal approval for a revised car parking plan and to vary Condition 3 of the approval for holiday accommodation on Lot 92 dated the 4 June 2025.

- C. 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 any formal application lodged to seek a variation of conditions for the existing planning approval dated 4 June 2025 for holiday accommodation on Lot 92 (29) Hartog Crescent, Denham to facilitate a revised car parking plan (affected by this outbuilding application).

**7/0 CARRIED BAY ABSOLUTE MAJORITY**

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

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**BACKGROUND**

- ***Relevant Council decision***

Council granted conditional approval for the existing dwellings on Lot 92 to be used for holiday accommodation (short stay) at the Ordinary Meeting held on the 28 May 2025.

The approval was granted for a one year period (until 4 June 2026).

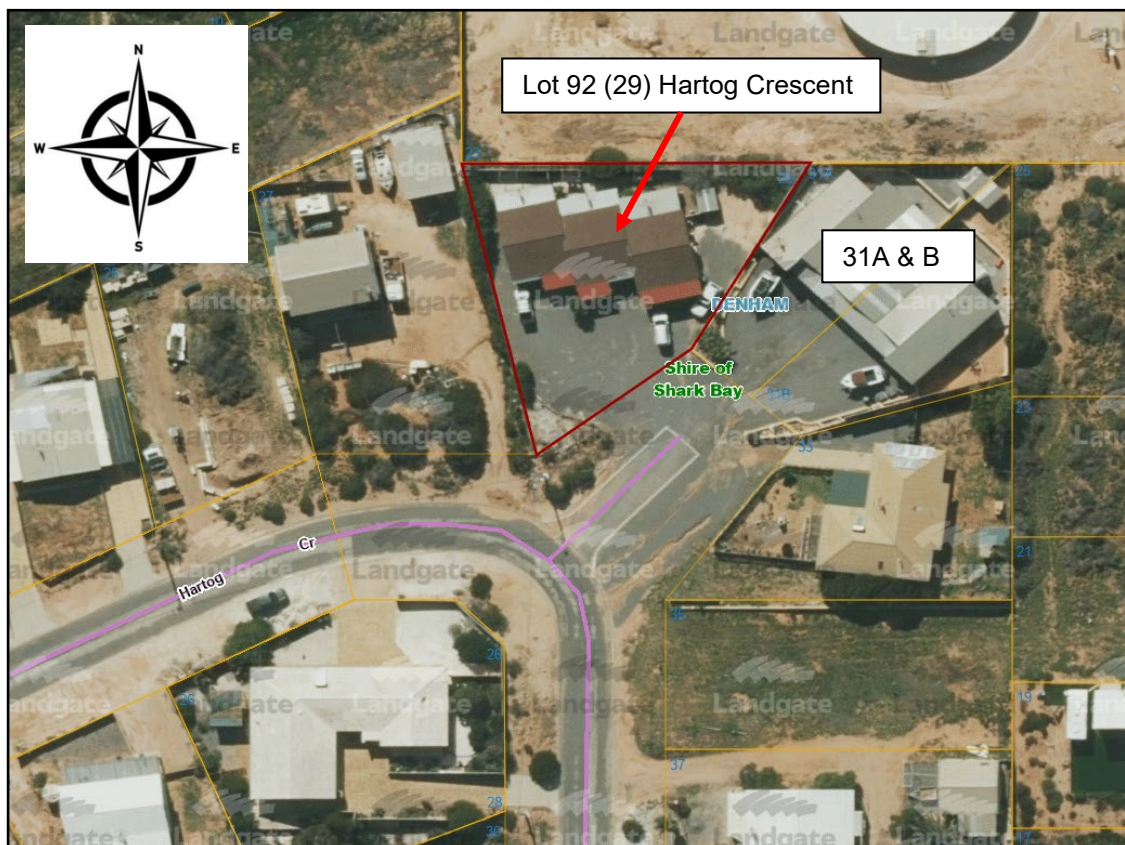
- ***Location***

The lot is located on a bend in Hartog Crescent. There is a small road extension that services Lot 92 Hartog Crescent and adjacent 31A and 31B Hartog Crescent in Denham.

Lot 92 has an area of 1002m<sup>2</sup> and shares a rear boundary with Water Corporation land.

There are three existing dwelling units on Lot 92. The dwellings are not strata titled (ie all three dwellings are on one lot).

A location plan is included below for ease of reference.



*Above: Location Plan*

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COMMENT

• ***Description of proposal***

The application is summarised as follows:

- The owners of the property have applied for an outbuilding to the east side of an existing dwelling.
- The owners live in Kalbarri and visit and stay in one of the units periodically, to conduct maintenance on the property. They would like to store their boat in the outbuilding when they visit.
- The outbuilding will also be used for storage of cleaning products, linen, spare appliances and general storage associated with running the approved holiday accommodation. The outbuilding will be used in association with, and ancillary to, the holiday accommodation use.
- The location of the outbuilding has been chosen so as not to significantly impact on the approved parking for the holiday accommodation use.
- A smaller existing outbuilding on the lot is proposed to be demolished, and replaced with the new proposed outbuilding.

The plans are included as Attachment 1, at the end of this report.

A photograph of the property and existing streetscape is included below for reference.



*Above: The outbuilding is proposed to the side of the existing (most western) dwelling. The above photograph is a street view from Google Earth which shows adjacent 31A Hartog Crescent.*

• ***Zoning and Residential Design Codes***

Lot 92 is zoned 'Residential' under the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

Under the Residential Design Codes (R-Codes) there are specific 'Deemed to Comply' requirements for outbuildings. Planning approval is required for any outbuilding that entails a variation to the 'deemed to comply' requirements of the R-Codes.

The owners originally lodged plans for an outbuilding with a wall height of 4 metres and ridge height of 4.83 metres. Town Planning Innovations advised the owners that the heights would not likely be supported by the Shire, and they subsequently lodged revised plans.



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The proposed outbuilding entails variations to the Residential Design Codes as detailed below:

<b>Clause 5.4.3 C3 B 'deemed to comply' criteria / Outbuildings that:</b>	<b>Officer Comment (Town Planning Innovations)</b>
(i) individually or collectively does not exceed 60sqm in area or 10 percent in aggregate of the site area, whichever is the lesser	Complies. A floor area of 55.8m <sup>2</sup> is proposed.
(ii) setback in accordance with Table 2a.	Variation. A 0.5 metre side setback is proposed to the west lot boundary, in lieu of 1 metre. The setback is supported as it is adjacent to an unused side area associated with the dwelling on adjacent 31A Hartog Crescent.
(iii) does not exceed a wall height of 2.4 metres	Variation. A wall height of 3.6 metres is proposed.
(iv) does not exceed a ridge height of 4.2 metres	Complies.
(vi) not located within the primary or secondary street setback area; and	Complies.
vi) does not reduce the open space and outdoor living area requirements in Table B.	Complies.

• **Relevant Council decisions on Outbuildings (wall heights)**

State legislative changes aimed at streamlining the development process for applications associated with a single house, became effective on the 1 July 2024.

This has meant that since the 1 July 2024, most outbuilding applications (associated with one house on a lot) must be determined by the Chief Executive Officer instead of Council.

This application has been referred to Council as the outbuilding is associated with a group of dwellings on a lot (not a single house).

The most recent applications approved by Council on outbuildings from 2023/2024 are summarised below for context:

<b>Address</b>	<b>Heights</b>	<b>Council Meeting Date</b>
131 Knight Terrace, Denham (corner Fry Court)	4.1 wall height 4.4 metre ridge height	27 September 2023
4 Terry Deschamps Way, Denham	3.65 to 4.15 wall height 4.15 metre ridge height	13 December 2023
25 Freycinet Drive, Denham Estate	2.75 metre wall height 3.73 metre ridge height	29 May 2024
143 Knight Terrace, Denham	3.6 wall height 4.2 metre ridge height	29 May 2024

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Support for the proposed 3.6 metre wall height is considered consistent with past approvals issued by Council, albeit those outbuildings were associated with a single house, rather than a group of dwellings.

- ***Outbuilding Assessment: Design Principle and Residential Design Codes***

As the application proposes variations to the 'Deemed to Comply' requirements of the R-Codes, the Shire must be satisfied that the outbuilding complies with the alternative 'Design Principle' which is:

*"Outbuildings that do not detract from the streetscape or the visual amenity of residents of neighbouring properties".*

It is the applicants right to pursue an approval under the available alternative Design Principle of the R-Codes. The Design Principle pathway offers an alternative merit-based approach when one or more of the 'deemed-to-comply' provisions are not satisfied.

Town Planning Innovations is of the view that the outbuilding complies with the alternative 'Design Principle' of the Codes for the following reasons:

1. The outbuilding is proposed to the rear side area of an existing dwelling, so will partially be screened from view from the street.
2. Similar wall heights of 3.6 metres and above have been approved for outbuildings on other lots in Denham.
3. The visual amenity of this street is negatively affected by development on Water Corporation land to the rear.

- ***Advertising***

The application has been advertised for public comment. Advertising closed on the 28 October 2025, and no submissions have been received.

- ***Parking for approved Holiday Accommodation (related issue)***

The front of the lot and areas to the west and east of the 3 joined dwellings consists of blue metal trafficable areas.

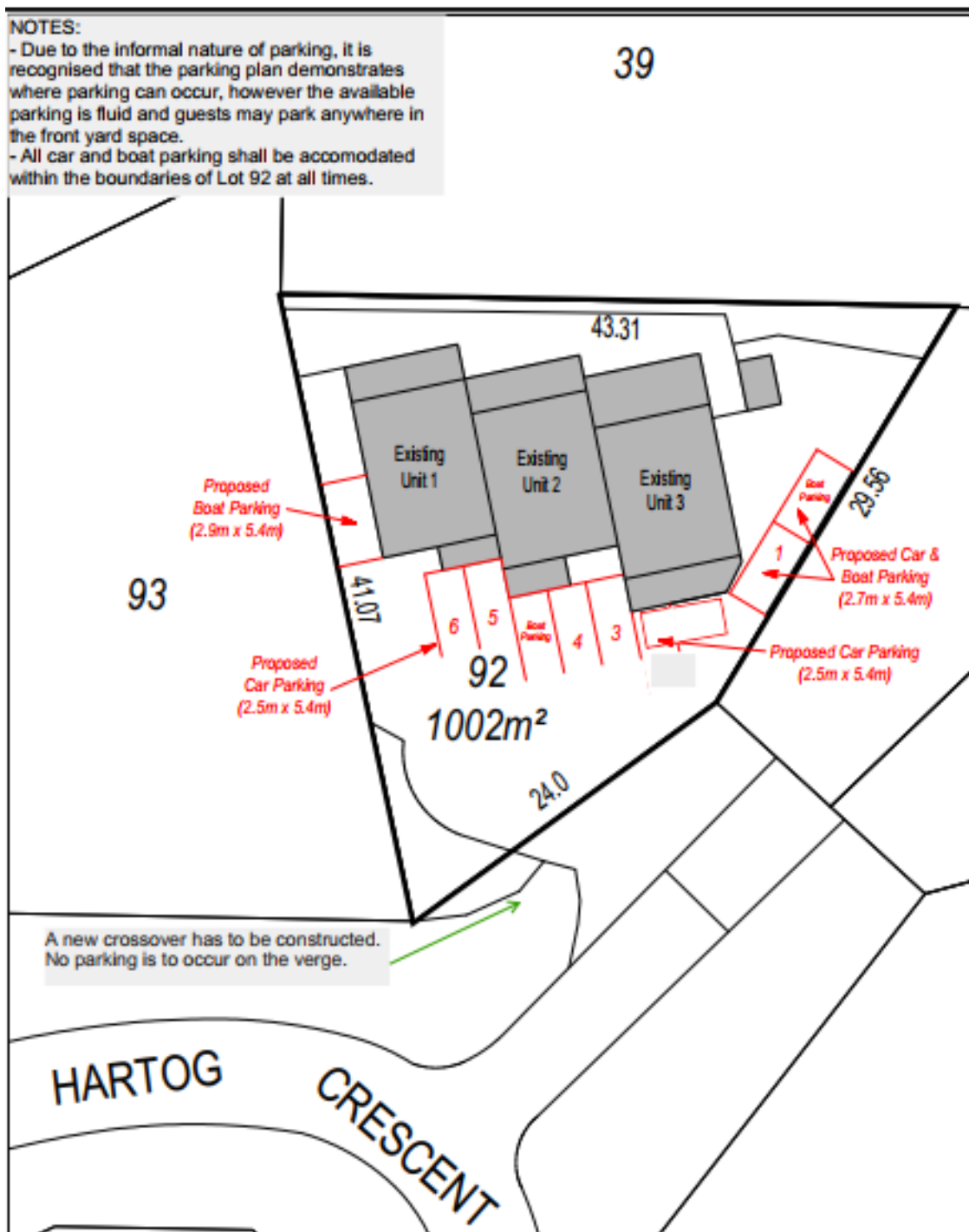
As part of the previous holiday accommodation application, the owners lodged a carparking plan that provides for 2 cars per dwelling, and one boat parking area per dwelling.

Although car and boat parking bays were shown on a site plan, it was recognised that parking may be fluid, due to the open nature of the front yard.

It was also recognised that boats could park in front of the dwelling units, and the areas to the west and east of the buildings can be used for car parking.

The approved (original) parking plan is included over page.

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Above: Parking Plan approved by Council at the May 2025 meeting



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The proposed outbuilding location will only marginally change parking for the approved holiday accommodation, and parking is still considered acceptable – refer revised site plan below.



The original parking plan forms part of the approval issued for holiday accommodation on Lot 92 dated the 4 June 2025. If the outbuilding is approved by Council, the owners will need to apply to modify the conditions of their existing planning approval for holiday accommodation, to incorporate a revised parking plan.

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To streamline that process, Town Planning Innovations recommends that Council grant delegated authority to the Chief Executive Officer to consider modifying the conditions of the holiday accommodation planning approval for Lot 92. Town Planning Innovations will work with the owners to guide them through that separate process.

LEGAL IMPLICATIONS

*Planning and Development (Local Planning Schemes) Regulations 2015 –*

Regulation 57 of the deemed provisions outlines 'matters to be considered by Council' including but not limited to orderly and proper planning, the compatibility of the development with its setting including the relationship to development on adjoining land, the amenity of the locality, the adequacy of proposed means of access to and from the site, the amount of traffic to be generated by the development, and any submission received.

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

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

Clause 16(2) of the Scheme outlines the following objectives of the Residential Zone:

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

POLICY IMPLICATIONS

There are no known policy implications relative to this report.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no known strategic implications associated with this report.

RISK MANAGEMENT

There are no known risks associated with the proposed development.

VOTING REQUIREMENTS

Absolute Majority Required (for delegated authority)

SIGNATURES

Author

*L Bushby*

Acting Chief Executive Officer

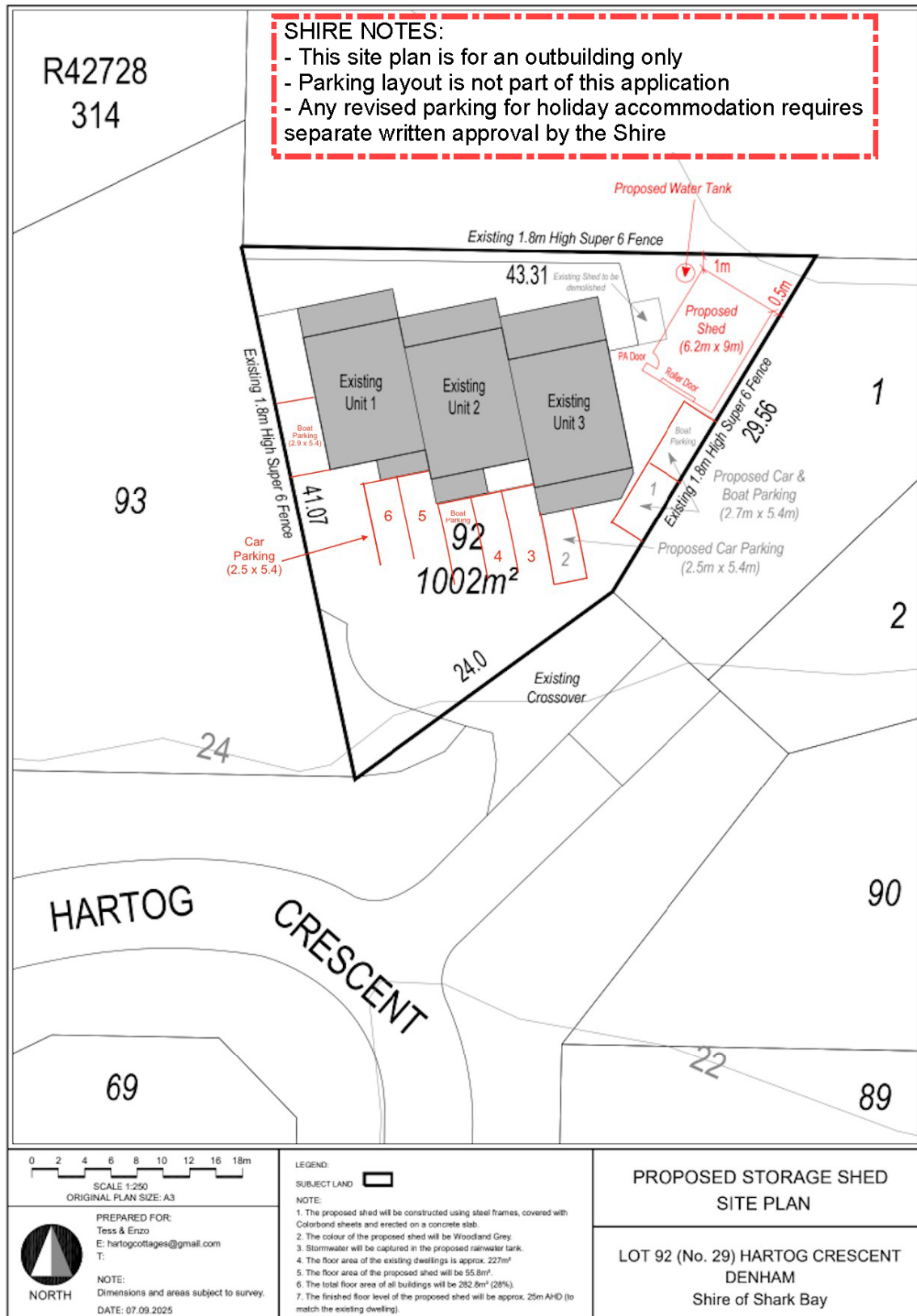
*M Fanali*

Date of Report

13 November 2025

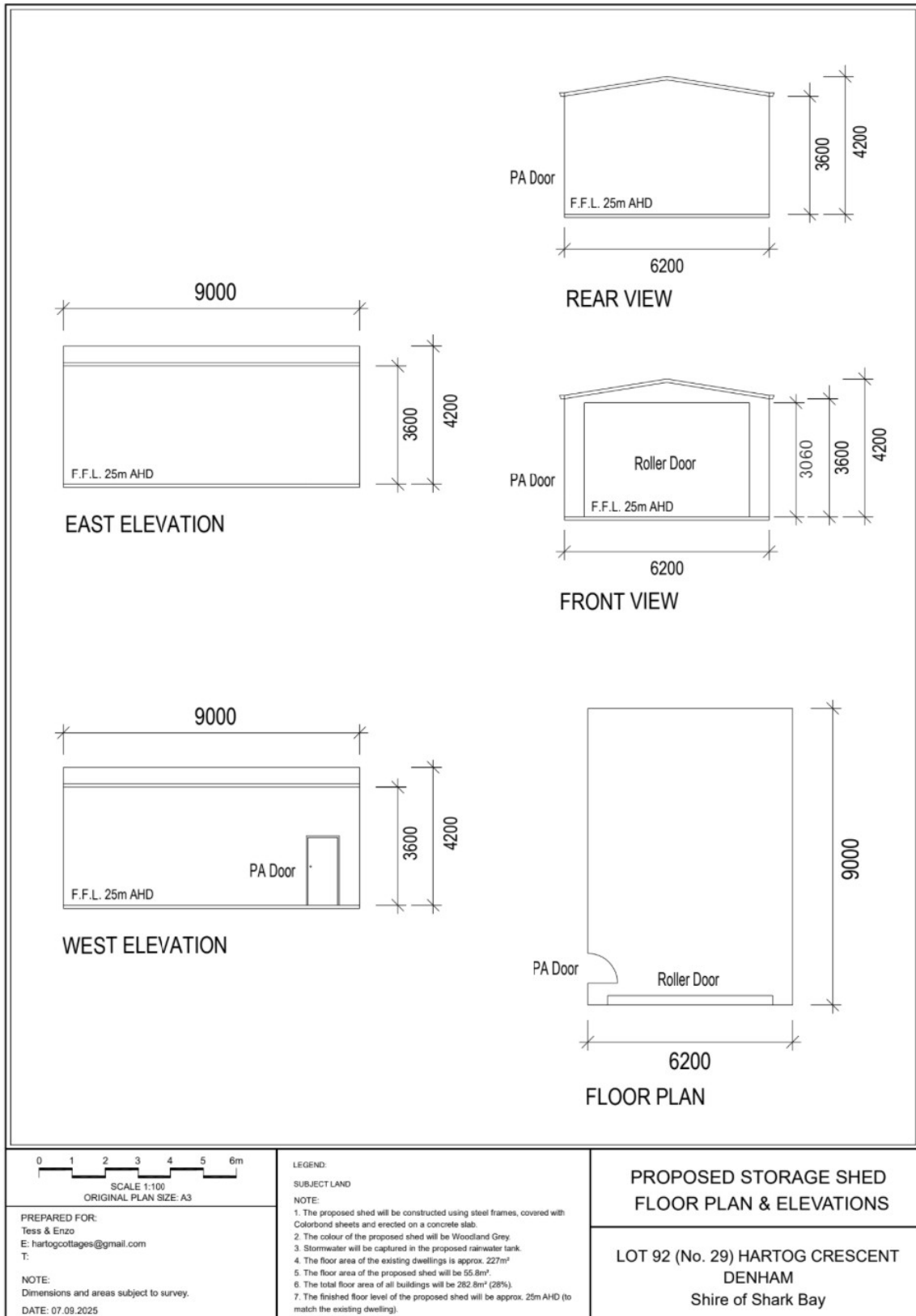
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## ATTACHMENT # 1



# MINUTES OF THE ORDINARY COUNCIL MEETING

26 NOVEMBER 2025



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

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

**13.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

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

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

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

**15.0 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 17 December 2025 commencing at 1.00 pm.

**16.0 CLOSURE OF MEETING**

As there was no further business, the President closed the Ordinary Council meeting at 1.48pm.