

AGENDA BRIEFING NOTES

COUNCIL CHAMBERS

STUART STREET CARNARVON

TUESDAY 18 NOVEMBER 2025

GUIDELINES

Agenda Briefings are to be advertised and open to the public, unless the Council is being briefed on a matter for which a formal meeting may be closed.

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Disclosure of Interests shall be adhered to as per a formal meeting of Council.

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Agenda Briefings shall follow the order of the Full Council Agenda.

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The Presiding Member must ensure no debate or decision making occurs between elected members during the forum.

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A public record of all Agenda Briefings shall be maintained.

SHIRE OF CARNARVON

AGENDA BRIEFING MEETING HELD ON

THURSDAY 18 NOVEMBER 2025

COMMENCING AT 11.45AM

1.0 ATTENDANCES, APOLOGIES AND APPROVED LEAVE OF ABSENCE

Cr E Smith..... Presiding Member/Shire President
Cr B Maslen..... Councillor, Gascoyne/Minilya Ward
Cr M Beard Councillor, Town Ward
Cr M Ferrierinha Councillor, Plantation Ward
Cr P Kelly Councillor, Town Ward
Cr L Skender Councillor, Town Ward
Cr M Youn Councillor, Coral Bay Ward

Mrs A Dexter..... Chief Executive Officer
Mr S Louw Executive Manager, Planning & Sustainability
Mrs A Leighton Executive Manager, Corporate Strategy & Performance
Miss S Leca Executive Manager, Lifestyle & Community
Mr C Stanley..... Executive Manager, Infrastructure Services
Mr Jamie Bone..... Executive Business Manager

Mrs D Hill Senior Executive Officer

Apologies

Cr D Maslen Councillor, Town Ward

Observers Nil

Leave of Absence Nil

1.0 DECLARATIONS OF INTEREST

(Councillors and Staff are reminded of the requirements of Section 5.65 of the Local Government Act 1995, to disclose any interest during the meeting or when the matter is to be discussed.)

Cr Skender – Financial – 7.2.5 – Tip Amnesty for Carnarvon Growers
President Smith - Financial – 7.2.5 – Tip Amnesty for Carnarvon Growers
Cr Ferreirinha - Financial – 7.2.5 – Tip Amnesty for Carnarvon Growers
Cr B Maslen – Impartiality - 4.3 – Minutes of Community Growth Fund
Cr P Kelly - - Impartiality - 4.3 – Minutes of Community Growth Fund

QUESTIONS TAKEN ON NOTICE

3.1.1 Mr John Farne re Coral Bay Waste Disposal Site

Cr Kelly – has any progress been made on a land use agreement.

CEO – not at this point in time – waiting until next year when a Board Meeting will be called – this will alleviate the high costs to call a meeting with the Board just to

consider a ILUA.

Cr Young – there is a letter on Shire records regarding the implementation of a transfer station that was sent to John Farne – would like to see a copy.

CEO – the matter of a transfer station will be brought to Council as part of the business case. A lot of things have changed since then which need to be taken into consideration.

2.0 DEPARTMENTAL REPORTS

2.1 GOVERNANCE

7.1.1 Status of Council Decisions November 2025

President Smith – any progress with the DPLH relating to the Blowholes Reserve Management as it appears to have dropped off the report.

CEO – yes, will be updated

7.1.2 Actions Performed Under Delegated Authority October and November 2025

Nil discussion

7.1.3 Appointment of Acting CEO for CEO's Leave Period

CEO advised that Miss Leca's CV is to be added to the final agenda.

2.2 CORPORATE & COMMUNITY SERVICES

7.2.1 Proposed Fees & Charges 25/26 – Community Art Hub

Nil discussion

7.2.2 Monthly Financial Report October 2025

Cr Kelly - General discussion around grant funding and year to date actuals. Would there be cash flow issues for Council.

CEO – cash flow is monitored and overdraft is written into budget each year as many of the milestone payment are in retrospect.

President – contribution to operations – adopted budget \$571k but year to date actuals is reflected as \$1.28m ?

CEO – will take on notice and report back

7.2.3 Accounts Paid Under Delegation October 2025

President - \$22k for Civic Legal – this is relating to DG Corp financial agreement and is covered under the funding agreement

7.2.4 Presentation of the 24/25 Annual Report

CEO – this is not a big matter and is for Council to sign off on the corporate side of the report and then the financials will be added to the final report. This is due to on many occasions the financials being received late from the Auditor.

7.2.5 Tip Amnesty for Carnarvon Growers

12.20pm Crs' Skender, Ferreirinha, Smith declared a Financial Interest and left the meeting prior to discussion.

CEO advised that Ministerial will be required in order that an absolute majority can be obtained for this item. There are 4 Councillors which will have financial interests.

Cr Beard – will there be an amnesty for business owners

CEO – this is not part of the agenda and can be discussed later

12.24pm Crs' Skender, Ferreirinha and Smith returned to the meeting.

2.3 DEVELOPMENT SERVICES

7.3.1 Defibrillators – Blowholes Reserve

Nil discussion

7.3.2 Shire of Carnarvon Local Planning Scheme 13 – Amendment 13

Cr Beard – what could happen on this block may impact people across the road – from what I can see there would not be able to have any significant development carried out?

CEO – this amendment will be advertised and the surrounding property owners can have a say on the proposal. This is the first step.

Discussion around conflicting uses in the area and ask that Stefan Louw have information available at the meeting.

7.3.3 WA Tourism Conference May 2026 – Waiving of Fees

Cr Kelly – we have allocated \$40k in budget adjustment

S Leca – no \$78k this is expected income -vs- expenditure out

Cr Kelly - \$78k inclusive of in kind contribution

Cr Beard – airfares based on \$900 – we take out the landing fees brings the airfares to \$866 – Tourism Council have agreed with a sponsorship Agreement with Nexus.

7.3.4 Pelican Point Beach Closure

Nil discussion

2.4 INFRASTRUCTURE SERVICES

No report

3.0 MATTERS FOR WHICH MEETING TO BE CLOSED TO MEMBERS OF THE PUBLIC

12.1 Aware of RFQ 18/2025 – Preparation of Precinct Structure Plan for Coral Bay

Confidential discussion

12.2 DG Corp Funding Agreement

Confidential discussion

12.3 Requested for Variation to Lease – Coral Coast Helicopters Office Space Carnarvon Airport

Confidential discussion

4.0 CLOSURE:

The Presiding Member declared the meeting closed at 1.09pm