



SHIRE OF CARNARVON

MINUTES

MAJOR PROJECTS AND INFRASTRUCTURE
COMMITTEE MEETING
TUESDAY 27 JANUARY 2026

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Carnarvon during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Carnarvon. The Shire of Carnarvon warns that anyone who has an application lodged with the Shire of Carnarvon must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Carnarvon in respect of the application.

To be noted that, in accordance with Regulation 11 of the Local Government (Administration) Regulations 1996, the minutes of the Council Meeting are a record of the decisions of the Council, any additional officers' advice, and explanatory notes as required. The minutes contain a summary of questions asked by members of the public and the answers given. The minutes are not a transcript of the proceedings of the meetings.

INFORMATION ON PUBLIC QUESTION TIME

The following information is provided should you wish to ask a question of Council at the Ordinary Meetings held on a monthly basis.

Please note that questions that have not been filled out on the Submission Form will not be accepted.

- The Local Government Act 1995 allows members of the public to ask questions in regard to any issue relating to the Shire.
- A maximum of 15 minutes will be allowed for public question time and the Presiding Member will allow a maximum of three (3) verbal/written questions per person.
- Prior to asking a question, the speaker must state his/her name and address.
- Members of the public are discouraged from asking questions which contain defamatory remarks, offensive language or questioning the competency of staff or Council members.
- The Presiding Member may nominate a member or officer to answer the question and may also determine that any complex questions requiring research be taken on notice and answered in writing.
- No debate or discussion is allowed to take place on any question or answer.
- A summary of each question asked and the response given will be included in the minutes of the meeting –

Local Government (Administration) Regulations 1996 – Pt 2, r.11 – (in part reads -)

11. Minutes, content of (Act s.5.25(1)(f))

The content of minutes of a meeting of a council or a committee is to include –

(e) a summary of each question raised by members of the public at the meeting and a summary of the response to the question.

Responses to questions that are taken on notice will be responded to as soon as possible.

- If you wish to ask a question, please complete the Public Question Time Submission Form at the back of this information sheet. Alternatively, questions can be submitted in writing to the Shire of Carnarvon 3 days prior to the meeting.

SPECIAL MEETINGS OF COUNCIL

Members of the public are welcome to attend a Special Meeting of Council if open, and ask questions of the Council within the allotted public question time **subject to the questions being asked only relating to the purpose of the Special Meeting** (s5.23 of the Act and regulation 12 (4) of the Local Government (Administration) Regulations 1996, the Department of Local Government and Communities Guide to Meetings and Governance Bulletin April 2014 and Guideline No. 3 Managing Public Question Time.)

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1 DECLARATION OF OPENING

The Presiding Member declared the meeting open at 11.33am

2 ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

Cr Eddie Smith Presiding Member/Shire President
 Cr Burke Maslen Councillor, Gascoyne/Minilya Ward
 Cr Merome Beard Councillor, Town Ward
 Cr Marco Ferreira Councillor, Plantation Ward
 Cr Dudley Maslen Councillor, Town Ward
 Cr Mark Young Councillor, Coral Bay Ward
 Cr Luke Skender Councillor, Town Ward

Miss Stephanie Leca Acting Chief Executive Officer
 Mr Colm Stanley Executive Manager, Infrastructure Services
 Mrs Amanda Leighton Executive Manager, Corporate Strategy & Performance
 Mr Mark Davis Lead Strategic Projects Manager(Teams)
 Mrs Peta Greening..... Strategics Project Manager(Teams)
 Mr Jamie Bone Executive Business Manager
 Mr Jasper Benthien..... Executive Services Coordinator
 Mrs Dannielle Hill Senior Executive Officer

Apologies

Mrs Amanda Dexter Chief Executive Officer
 Cr Paul Kelly Councillor, Town Ward

Press Nil
 Observers Nil

3 DECLARATION OF FINANCIAL INTEREST/ PROXIMITY INTEREST/ IMPARTIALITY INTEREST

(Elected Members and Officers 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.)

Nil

4 PUBLIC QUESTION TIME

(In accordance with Section 5.24 of the Local Government Act 1995, a 15 minute public question time is made available to allow members of the public the opportunity of questioning Council on matters concerning them. All questions are to be provided on the Public Question Time Submission Form.)

No public in attendance.

5 CONFIRMATION OF MINUTES

5.1 Minutes of the Major Projects and Infrastructure Committee Meeting - 25 November 2025

COMMITTEE RESOLUTION MPIC 01/01/26

Moved: Cr Marco Ferreirinha

Seconded: Cr Burke Maslen

That the minutes of Major Projects and Infrastructure Committee Meeting held on 25 November 2025 be confirmed as a true record of proceedings.

FOR: Cr Burke Maslen, Cr Merome Beard, Cr Dudley Maslen, Cr Mark Young, Cr Eddie Smith, Cr Luke Skender and Cr Marco Ferreirinha

AGAINST: Nil

ABSENT: Cr PK Kelly

CARRIED BY SIMPLE MAJORITY 7/0

6 PRESENTATIONS

Major Projects Update by Mr Mark Davis, Lead Project Manager

A copy of the presentation is attached to these minutes which included discussion around –

1. Van Dongen Park 1
2. Van Dongen Park 2
3. Connect and Create
4. Tramway Walk Trail
5. Fascine to Harbour
6. Tramway Bridge
7. Urban Forest
8. Public Art Light Trail
9. The Pier
10. Tourism Conference
11. Airport Upgrade
12. Communications
13. Project Visibility and Next Updates

12.22pm – Cr Dudley Maslen left the meeting and did not return

12.42pm – Cr Burke Maslen left the meeting. 12.44pm – Cr Burke Maslen returned to the meeting

12.53pm – President Smith left the meeting. 12.56pm – President Smith returned to the meeting.

A further presentation was conducted on Van Dongen Park and next steps, with Council providing input on a way forward when it comes to retendering for the hard landscaping structures and soft landscaping and finishes. Again, this presentation has been attached to these minutes. Areas in question and feedback provided by Council to reduce costs included –

Blue Star (toilets) – costing to be provided before decision is made on whether it stays or goes

Green Star (shaded areas) – limit to one shade for this area only

Yellow Star (shaded area) – remove shade and seating and replace with grassed area only

Purple Star (food vendor area) – remove option to have structure and replace with grassed area only

7 REPORTS

5.1 MAJOR PROJECTS AND INFRASTRUCTURE UPDATE & PRESENTATION

File No:	ADM2331
Location/Address:	Shire of Carnarvon
Name of Applicant:	N/A
Name of Owner:	Shire of Carnarvon
Author(s):	Mark Davis, Project Manager
Authoriser:	Stephanie Leca, Executive Manager Lifestyle & Community
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	November 2025
Schedules:	1. Major Projects Update Agenda Item - January 2026 - Dashboard FINAL

Authority/Discretion:

<input type="checkbox"/>	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/>	Executive	The substantial direction setting and oversight role of the Council. E.g., adopting plans and reports, accepting tenders, directing operations, setting and amending budgets
<input type="checkbox"/>	Legislative	Includes adopting local laws, town planning schemes and policies.
<input checked="" type="checkbox"/>	Information	Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).
<input type="checkbox"/>	Quasi-judicial	When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses

Summary of Report

This report and the Major Projects and Infrastructure Dashboard (**Attachment 1**) provide a high level update to Council to provide oversight and awareness of key projects to Council. Officers continue to refine the dashboard as projects progress and evolve; and further revisions have been made based on Councillor feedback.

Background

The Shire of Carnarvon's approach to the successful delivery of major projects and infrastructure continues to evolve, and includes the initiation of the Major Projects Office, Major Projects Committee (**Committee**) and addition of specialist skillsets to the Shire team.

The purpose and intent of the Committee is to:

- Strengthen community confidence in the Shire's delivery of major works;
- Support scrutiny, accountability, and good governance; and
- Provide a forum for discussing risks, resourcing, and alignment with strategic goals.

As part of this evolution, officers reviewed the master list of projects and the way in which updates are reported to this committee. It was discussed at the May 2025 committee meeting that the Major Projects and Infrastructure Dashboard (**Dashboard**) should include projects which are considered to include one or more of the following at a high degree –strategic value, community interest, risk or budget.

Further, committee members expressed a desire for the dashboard to include updates on status, risks/mitigation and budget. These changes have been actioned and the Major Projects and Infrastructure Dashboard is attached. It is intended to be a working document, and is expected to continue to evolve.

Stakeholder and Public Consultation

Committee Meetings are publicly advertised and open to attendance. Stakeholder consultation and engagement is undertaken on a per project basis as part of delivery, and will be reported on by exception in the dashboard.

Statutory Environment

Nil

Relevant Plans and Policy

Strategic Community Strategic Plan 2022 - 2032

Carnarvon Activation Plan

Financial Implications

Project budgets are reported on at a high level within the dashboard, noting both Shire and external financial contributions.

Risk Assessment

STEP 3 – Risk Tolerance Chart Used to Determine Risk						
Consequence →		Insignificant 1	Minor 2	Major 3	Critical 4	Extreme 5
Likelihood →						
Almost certain	A	High	High	Extreme	Extreme	Extreme
Likely	B	Moderate	High	High	Extreme	Extreme
Possible	C	Low	Moderate	High	Extreme	Extreme
Unlikely	D	Low	Low	Moderate	High	Extreme
Rare	E	Low	Low	Moderate	High	High

Risk Category	Description	Rating	Mitigating Action/s
Financial Reputation	Projects require appropriate and adequate Council oversight to maintain transparency and ensure the community is well-informed.	D3 - Moderate	The proposed Committee will provide Council oversight, strategic direction, and transparency across key projects and initiatives. This structure is intended to support informed decision-making, strengthen governance, and ensure the community remains engaged and confident in the Shire's activities.
Reputation	Reputational damage arising from misinformation or inadequate project management.	D3 - Moderate	Implement clear and consistent communication strategies, including regular updates via official channels. Ensure strong project governance and oversight through established committees and reporting frameworks. Actively engage with stakeholders and the community to address concerns and clarify project objectives.

			Monitor public sentiment and respond promptly to emerging issues or misinformation.
Service disruption	Project delays due to lack of funding and/or limited availability of resources.	D3 - Moderate	Stage project delivery to align with available resources and budget capacity. Engage early with key delivery partners to secure commitments and identify potential resourcing gaps. Maintain regular project monitoring and adjust timelines proactively where required.
Environment	Environmental impacts resulting from project activities, including potential harm to land, water, flora, and fauna.	D3 - Moderate	Conduct environmental assessments and ensure compliance with all relevant legislation and regulations. Develop and implement an Environmental Management Plan (EMP) prior to project commencement. Engage qualified environmental consultants to monitor and guide works. Incorporate sustainable design and construction practices to minimise environmental footprint.

Community and Strategic Objectives

The proposal aligns with the following desired objectives as expressed in the *Community Strategic Plan 2022-2032*:

OBJECTIVES

In 2040 Carnarvon is a place where:

- *Our infrastructure, housing and amenities are high quality and accessible*

ADDITIONAL FOCUS AREAS:

- *Monitor the implementation of our Community Strategic Plan*

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- N/A

Comments

The Dashboard (**Attachment 1**) provides an update on the following projects, and the table below provides an indication of the criteria for their inclusion. This meeting will provide an overview of the projects and allow for discussion on points of interest for Committee members.

Officers have continued to progress projects since the last committee meeting, including commencing procurement as allowed during the caretaker period across a number of projects.

Presentations to the Committee will also provide further updates on the progress of Major Projects funded by Lotterywest and rPPPP, in addition to Carnarvon Airport Upgrades, and the 2026 Tourism Conference.

For clarity, the justification for projects included for updates at this meeting are summarised in the table below:

Project	Criteria			
	Strategic Value	Community Interest	Risk	Budget
Carnarvon Airport Upgrades	✓			✓
RPPP Projects			✓	✓
Tramway Bridge Restoration		✓	✓	
Carnarvon Activation Plan (Lotterywest Funded)	✓			✓
2026 Tourism Conference	✓			

OFFICER'S RECOMMENDATION

That the Major Projects and Infrastructure Committee Meeting notes the Major Projects and Infrastructure Dashboard (Attachment 1) and updates provided therein.

COMMITTEE RESOLUTION MPIC 02/01/26

Moved: Cr Burke Maslen

Seconded: Cr Marco Ferreira

That the Major Projects and Infrastructure Committee Meeting notes the Major Projects and Infrastructure Dashboard (Attachment 1) and updates provided therein.

FOR: Cr Burke Maslen, Cr Merome Beard, Cr Dudley Maslen, Cr Mark Young, Cr Eddie Smith, Cr Luke Skender and Cr Marco Ferreira

AGAINST: Nil

ABSENT: Cr PK Kelly

CARRIED BY SIMPLE MAJORITY 7/0

8 URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY A DECISION OF THE COUNCIL

Nil

9 MATTERS FOR WHICH MEETING MAY BE CLOSED TO THE PUBLIC

Nil

10 REQUEST FOR REPORTS FOR FUTURE CONSIDERATION

Nil

11 DATE OF NEXT MEETING

The next meeting will be held on Tuesday 24 March 2026 at Shire Council Chambers, Stuart Street Carnarvon commencing at 11.30am

12 CLOSE

The Presiding Member declared the meeting closed at 1.09pm.

MAJOR PROJECTS UPDATE

Shire of Carnarvon

27 January

2026

 www.carnarvon.wa.gov.au



MAJOR PROJECTS

Project	Criteria			
	Strategic Value	Community Interest	Risk	Budget
Carnarvon Airport Upgrades	✓			✓
RPPP Projects			✓	✓
Tramway Bridge Restoration		✓	✓	
Carnarvon Activation Plan (Lotterywest Funded)	✓			✓
2026 Tourism Conference	✓			

VAN DONGEN PARK 1

Current Stage

- Procurement
(RFT 03/2025 – Landscaping & Construction)

Next Stage

- Construction
- Commencement **TBC (post January 2026 OCM)**

Key Notes

- RFT to Council in **January 2026**
- Alternative delivery methods to be explored, subject to Council decision

VAN DONGEN PARK 2

Current Stage

- Detailed design

Next Stage

- Procurement (Construction) – **April 2026**

Key Notes

- Detailed design by H&H expected early 2026
- Likely consolidation with Van Dongen Park (CAP 1) tender packages

CONNECT AND CREATE

Current Stage

- Fabrication – Digital LED Screen
- Fabrication – Public Art Elements

Next Stage

- Installation **February 2026**

Key Notes

- Digital LED screen: preparations for mobilisation and install ongoing
- Public art fabrication complete
- Robinson Street installation underway, expected late February
- Van Dongen Park components to be delivered in due course

TRAMWAY WALK TRAIL

Current Stage

- Procurement
(RFT 02/2025 – Healing Shelter & Tramway Shelter)
- Fabrication – Signage and Seating

Next Stage

- Construction (Shelters) – **Feb/March 2026 (TBC)**
- Installation (Signage & Seating) – **April 2026**

Key Notes

- Extension of time applied to tender process
- RFT to Council at **February 2026 OCM**
- Stuart Parker awarded signage and seating contract
- Works commenced using recovered timber from One Mile Jetty

FASCINE TO HARBOUR

Current Stage

- Detailed design and due diligence

Next Stage

- Procurement (Construction) – **April 2026**

Key Notes

- Ongoing liaison with DTMI (services, lighting, road interface)
- Detailed design anticipated **February 2026**
- Construction forecast for **late 2026**

TRAMWAY BRIDGE

Current Stage

- Detailed design and approvals – Tramway Bridge
- Procurement planning – Path Improvements

Next Stage

- Construction (Bridge – Stage 1 <170m) – **from February 2026 (pending approvals)**
- Procurement (Path Improvements) – **April–May 2026**

Key Notes

- Ventia awarded bridge contract
- Practical completion anticipated **late 2026**
- Mobilisation and preliminary works expected February
- Heritage Committee considerations informing procurement
- Path works construction anticipated late 2026

URBAN FOREST

Current Stage

- Procurement
(RFQ 10/2025 – Town Centre Public Light-Art Trail & Urban Greening – Detailed Design)

Next Stage

- Detailed design – **April 2026**

Key Notes

- Internal due diligence underway on procurement documentation
 - Construction anticipated **late 2026**
-

PUBLIC ART LIGHT TRAIL

Current Stage

- Procurement

(RFQ 10/2025 – Town Centre Public Light-Art Trail & Urban Greening – Detailed Design)

Next Stage

- Detailed design – **April 2026**

Key Notes

- Internal due diligence underway
- Construction anticipated **late 2026**

THE PIER

Current Stage

- Legal agreement negotiations

Next Stage

- DG Corp project commencement – **pending agreement execution**

Key Notes

- MRWA draft agreement received **9 January**
 - Reviewed by Shire and Civic Legal
 - With DG Corp for review as of **20 January**
-

TOURISM CONFERENCE



- **Final Program:** Confirmed with Tourism Council
 - **Networking Function | 25 May 2026**
Partner: Gascoyne Development Commission \$30,000 confirmed
 - **Conference Dinner & Awards | 26 May 2026**
Partner: Carnarvon Space & Technology Museum \$20,000 confirmed
 - **Closing Ceremony | 27 May 2026**
Partner: Carnarvon Heritage Precinct Collaboration: Perth Symphony Orchestra
 - **Pre-Conference Experience**
\$350,000 confirmed – Baiyungu Aboriginal Corporation / Chevron **+\$40,000** Tourism WA
-

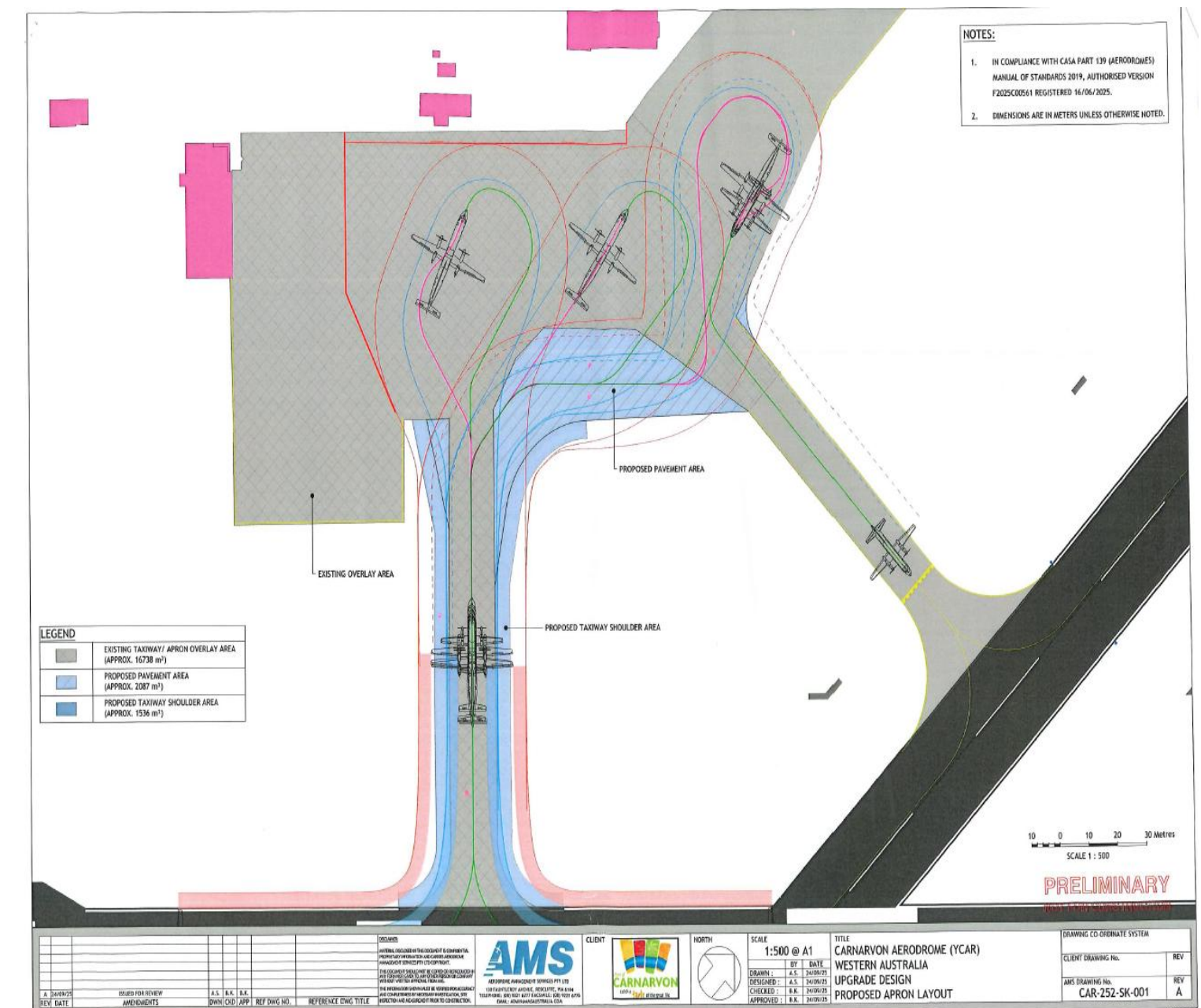
AIRPORT UPGRADE

Update

- Survey completed
- Geotechnical Review Completed
- Concept Design Approved by DTMI
- Funding Cost estimate refined (\$14m)
- Treasury State Budget Submission submitted

Coming Up

- Engage ITE
- Tender Document Development (Technical Detail)
- Based on approved design
- Confirmation of Budget increase from Treasury (from \$8m to \$14m)



COMMUNICATIONS

Ongoing Communications

- Monthly newsletters remain the primary channel
- Additional news updates issued for key milestones (e.g. collection of One Mile wood)
- Approved content is repurposed across channels where appropriate
- GWN News story delivered – December 2025

On-Ground & Digital Promotion

- Project signage installed on the Tramway Bridge, linking to the Tramway Walk Trail project webpage
- Project promotion delivered at the Community Meeting (Tuesday 18 November)

Direct Community Engagement

- Community forum and shopping centre engagement
-

Project Visibility & Next Updates

Project Information Displays

- Project update posters currently displayed at:
 - Shire Office
 - Library
 - Swimming Pool
 - Visitor Centre

Upcoming Updates and Ongoing Approach

- Posters and website content scheduled for refresh following OCM outcome for the Van Dongen Park tender
 - Continue regular communications through newsletters
 - Issue targeted updates aligned to key project milestones and approvals
-

VAN DONGEN PARK – NEXT STEPS

Shire of Carnarvon

27 January

2026

 www.carnarvon.wa.gov.au

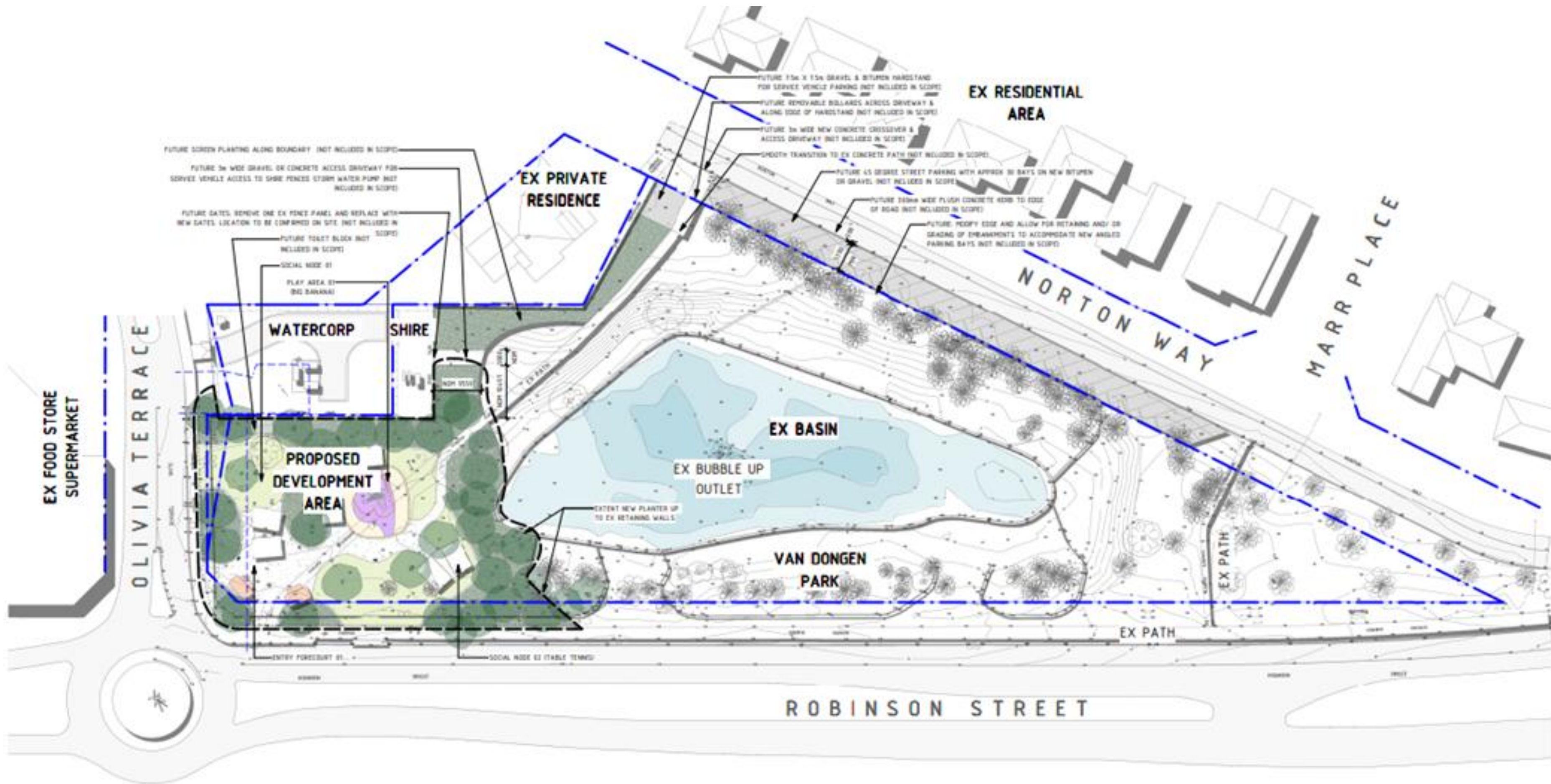


OVERVIEW

Van Dongen Park Redevelopment

Delivery of an **iconic destination playground**, including landscaping and community spaces, to:

- Create a **vibrant, welcoming park** for residents
- Increase **community use, activation and events**
- Enhance the town's attractiveness for **visitors**





WHERE WE'RE AT

Stage 1 RFT outcome

- One (1) conforming tender received
- Tender price: **\$3.7m**
- Available construction budget: **\$2.5m**

What this tells us

- Current scope and packaging are **not aligned to market or budget**

WHY WE'RE NOT RE-TENDERING YET

Good governance requires a reset before returning to market

Before re-tendering, we must:

- Review and test the existing scope
- Seek targeted market feedback
- Consider alternative delivery and packaging options

Goal

- Avoid repeating the same tender outcome
- Reduce cost escalation and procurement risk

WHAT WE'RE DOING NOW

Pre-re-tender actions

- Review scope against budget reality
- Engage market to understand cost drivers
- Re-engage design team for value engineering
- Work with Council to confirm **must-haves vs nice-to-haves**

Community priorities to be retained

- Shade
- Spaces for activation
- **Big Banana Playground as the focal element**
- Enhance the town's attractiveness for **visitors**

HOW WE'LL GO BACK TO MARKET

Preferred procurement approach

- Split works into two packages:
 - Hard landscaping & structures
 - Soft landscaping & finishes

Tender structure

- Clear identification of:
 - Must-haves
 - Nice-to-haves
 - Available budget
-

VALUE ENGINEERING WITH COUNCIL

Working with Council to align scope to budget while retaining project intent

Value engineering focus areas

- Maximise **grass and soft landscaping** over hard finishes
- Remove the **social node** element
- Defer **Norton Way car parking** works
- Integrate **toilet block** within the hard landscaping package

SUMMARY



Delivery and market approach

- Package works to **encourage local participation**
- Include options for:
 - Local contractor bids
 - Potential **internal Shire delivery of soft landscaping**, where appropriate

Outcome

- Reduced construction cost
 - Increased delivery flexibility
 - Stronger local economic participation
-