



SHIRE OF CARNARVON

MINUTES

SPECIAL COUNCIL MEETING

TUESDAY 12 AUGUST 2025

CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on
26 August 2025
as a true and accurate record

Chairman

Shire Council Chambers
Stuart Street
Carnarvon, West
Australia
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DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Carnarvon for any act, omission or statement or intimation occurring during Council/Committee Meetings or during formal/informal conversations with Staff or Councillors. The Shire of Carnarvon disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee Meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or 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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6 CLOSURE 17

The meeting was declared open by the Presiding Member at 8.00am

The Shire of Carnarvon acknowledges and respects the Yinggarda (Carnarvon) and Baiyungu (Coral Bay) as the traditional custodians of the lands where we live and work. We pay our respects to Elders, past, present and emerging. The Shire of Carnarvon is committed to honouring the traditional custodians' unique cultural and spiritual relationships to the land, waters and seas and their rich contribution to society.

1 ATTENDANCES, APOLOGIES & APPROVED LEAVE OF ABSENCE

Mr Eddie Smith Presiding Member/Shire President
 Cr Burke Maslen Councillor, Gascoyne/Minilya Ward
 Cr Marco Ferreira Councillor, Plantation Ward
 Cr Luke Skender Councillor, Town Ward
 Cr Luke Vandeleur Councillor, Town Ward
 Cr Paul Kelly Councillor, Town Ward
 Cr Dudley Maslen Councillor, Town Ward

Mrs Amanda Leighton Acting CEO
 Mr Stefan Louw Executive Manager, Community Planning & Sustainability
 Miss Stephanie Leca Executive Manager, Lifestyle & Community
 Mr Colm Stanley Executive Manager, Infrastructure Services
 Mr Jamie Bone Acting Executive Manager, Corporate Strategy & Performance
 Mrs Giana Covella Strategic Communications & Economic Development Manager
 Mrs Renee Louw ICT Support Officer

Apologies

Cr Adam Cottrell Councillor, Coral Bay Ward
 Mrs Amanda Dexter Chief Executive Officer

Leave of Absence

Nil

Press Nil

Observers Nil

2 DECLARATIONS OF 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.)

Cr L Skender (Impartiality) – 4.1.1 Award Of RFQ 08/2025 Project Management For RRG Works, AGRN1175 And Technical Road Infrastructure Advice

3 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.)

There was no public in attendance.

3.1 Public Question Time

4 DEPARTMENTAL REPORTS

4.1 INFRASTRUCTURE SERVICES

4.1.1 AWARD OF RFQ 08/2025 PROJECT MANAGEMENT FOR RRG WORKS, AGRN1175 AND TECHNICAL ROAD INFRASTRUCTURE ADVICE

Cr L Skender (Impartiality) – 4.1.1 Award Of RFQ 08/2025 Project Management For RRG Works, AGRN1175 And Technical Road Infrastructure Advice

File No:	ADM2354
Location/Address:	Shire of Carnarvon
Name of Applicant:	Shire of Carnarvon
Name of Owner:	Shire of Carnarvon
Author(s):	Carolien Claassens, Project Contracts Manager
Authoriser:	Colm Stanley, Executive Manager Infrastructure
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	Nil
Schedules:	1. RFQ 08/20235 Evaluation & Recommendation Report - Confidential

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 checked="" 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 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 seeks Council's approval to award Request for Quote (RFQ) 08/2025 Project Management for RRG works, AGRN1175 and Technical Road Infrastructure Advice to Greenfield Technical Services (Greenfields) for provision of the following services:

1. Project management and onsite supervision services for the unsealed road upgrade projects in 2025/26 and 2026/27 as part of the Regional Road Group (RRG) Projects;
2. Provision of technical advice on Shire road infrastructure to assist Shire engineering and planning;
3. Engineering Services, Supervision and Administrative Support for Disaster Recovery Funding Arrangements WA (DRFAWA) – AGRN 1175.

Background

The scope of works for RFQ 08/2025 requests experienced consultancy support for the delivery of several road projects and provision of technical road advice in the current and next financial year. The scope has been divided into three separable portions. Pending the quality and number of submissions, the Shire has the option to engage different contractors for each of the separable portions.

Separable Portion 1: Project Management and onsite supervision services for RRG Projects

The delivery of the RRG projects requires project management and onsite supervision services. Greenfields has been responsible for these services during the delivery of the 2024/25 RRG projects.

In previous years Shire staff have been responsible for project management, including onsite supervision of these works. Due to staff changes the Shire no longer has the ability to deliver these services in-house. It should be noted, project management of the 2026/27 RRG projects has been included as a provisional item. Pending availability of staff, the Shire has the option to deliver the project management services in-house.

Separable Portion 2: Provision of technical advice on Shire Road infrastructure

Requires technical advice to assist the staff with engineering and planning of Shire road infrastructure upgrades and maintenance. An experienced Road (Civil) Engineer is to be appointed to assist with the following:

1. Technical advice on road maintenance, repair, and reinstatement issues.
2. Future road improvements and an indicative cost estimation where possible.
3. Identified project constraints and recommendations for the most suitable and cost-effective solution for road maintenance and reinstatement works.
4. Preliminary cost estimation for the preferred treatment and follow the relevant guidelines to carry out work on the site.
5. Road design, cost estimation, pavement configuration, classifications, and professional advice on road safety.

These services will be provided on an ad hoc basis upon request from staff. Knowledge and experience with the Carnarvon road network is imperative to be able to provide these services.

Separable Portion 3: Project Management for AGRN 1175

Separable Portion 3 includes engineering services, onsite supervision and administrative support with the delivery of the AGRN 1175 approved works.

The Shire has been able to successfully secure funding from DFES, via the Disaster Recovery Funding Arrangements WA (DRFAWA) program, for the repair of roads damaged during storms and associated flooding in the Midwest-Gascoyne between 10 and 17 December 2024. An Australian Government Reference Number(AGRN) has been activated in relation to this storm event, being AGRN1175.

The Shire has submitted a funding submission to DFES, which includes photographic evidence of the damage, and the proposed reinstatement works. The Shire is currently awaiting formal approval of the funding submission from DFES. Part of the delivery of AGRN1175 is the engagement of a project manager to support with the delivery of the works, which includes:

1. Professional engineering services for:

- a. Development of works contract specification for remediation works services for procurement via public tender.
 - b. Assessment and evaluation of remediation works contract tender submissions.
2. Preparation of project planning and scheduling, ensure that all deliverables align with the funding criteria.
3. Overall project management and onsite works supervision, documentation, and certification of works to ensure works are completed in accordance with the scope of works and specifications and align with DRFAWA funding criteria.
4. Administrative support for lodgement of reimbursement claims to the Department of Fire & Emergency Services (DFES) under the Disaster Recovery Funding Arrangements, Western Australia (DRFAWA).

Five (5) WALGA preferred suppliers were invited to submit a quote. Upon closing of the RFQ on 17 July 2025 the Shire received one (1) submission from Greenfields.

Detailed information regarding the evaluation of the submission by the Panel members is provided in ***Confidential Schedule 1. Evaluation and Recommendation report.***

Stakeholder and Public Consultation

No stakeholder or public consultation has taken place.

Statutory Environment

In accordance with Local Government Regulations Function and General 1996, Part 4 S. 11 (2) (b) Tenders do not have to be publicly invited according to the requirements of this Division if –

‘The supply of the goods or services is to be obtained through the WALGA preferred supplier program’.

As a result (5) five WALGA preferred suppliers have been invited, via the WALGA Vendor Panel Portal to submit a quote.

The WALGA Member Contract Conditions (Consultancy Services) will be utilised for the formal contract arrangement between the Shire and the successful Consultant.

Relevant Plans and Policy

CF001 – Procurement and Purchasing

Financial Implications

Separable Portion 1: Project Management and onsite supervision services for RRG Projects

The 2025/26 budget includes the following allocation to the 2025/26 RRG roads projects:

- Quobba/Gnaraloo Road - \$1,076,006
- Wahroonga/Pimbee Road - \$806,508

RRG provides 66% of project budget, the remaining 33% is funded by the Shire. Project management services are included within this budget. All remaining funds will be allocated to the construction works. Goodwork Holdings Pty Ltd has been contracted for the completion of all RRG works up until 2026/27.

The 2026/27 budget for RRG roads is to be confirmed by Main Roads prior to the 1 July 2026.

Separable Portion 2: Provision of technical advice on Shire Road infrastructure

No specific budget has been allocated towards the provision of technical advice for engineering and planning.

Technical advice will only be requested on an ad hoc basis if required by staff. The cost of the advice will be allocated towards the relevant project budgets.

Separable Portion 3: Project Management for AGRN 1175

All project management, admin support and onsite supervision is funded by the DRFAWA program. A Local Government contribution of up to \$240,000 is required as part of the DRFAWA program.

Greenfields has provided an estimated project cost for separable portions 1 and 3. The successful consultant will be engaged based on the submitted schedule of rates. The actual total project cost will depend on the actual hours taken to complete the works.

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	DRFAWA funding requirements are strict and require a substantial amount of administrative support to ensure (timely) reimbursement of costs by DFES. The Project Manager will be responsible to ensure all required information is correctly collated to ensure prompt payment by DFES.	B3 - high	Award RFQ 08/2025 to Greenfields to ensure the Shire is able to meet the administrative requirements for DRFAWA funding.
Health & Safety	(Rural) road upgrades require a substantial amount of health and safety requirements from the Construction Contractor. The onsite supervisor will ensure approval of and adherence to all health and safety requirements by the Construction Contractor.	B2 - high	Award RFQ 08/2025 to Greenfields to ensure onsite supervision during construction works at all times.

Reputation	To ensure road upgrade projects are delivered to the highest standard is important to protect the Shire's and construction contractor's reputation.		Award RFQ 08/2025 to Greenfields to ensure onsite supervision during the construction works and experienced project management support.
Service disruption	The engagement of a project manager for the RRG road projects is urgent. The construction works for Quobba Gnaraloo Rd will commence in Mid-August 2025.	A2 - high	Award RFQ 08/2025 to Greenfields to ensure onsite supervision during all construction works.
Compliance			
Property			
Environment	No environmental risks have been identified for the acceptance of the submission from Greenfields.	D1 - Low	
Fraud	No fraud risks have been identified for the acceptance of the submission from Greenfields.	D1-Low	

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:

- N/A

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- N/A

Comments

Greenfields has been engaged by the Shire for several years to assist with the delivery of road projects. Several of these projects included the provision of technical design and tender specifications, for example

Middalya Crossing at Minilya Lyndon Road, the recently paved section of Harbour Road and the concrete section of the Main Street.

Since 2020 Greenfields has provided the Shire with project management services for DRFAWA works including AGRN951, AGRN1021 and AGRN1118. They have also been responsible for the damage pickup and assessment for AGRN1175. Greenfields is a well established provider who services other local government agencies in the Gascoyne region.

Greenfields provided project management services, including onsite supervision during the construction of the 2024/25 RRG projects.

Greenfields has substantial knowledge of the Carnarvon Rural Roads network due to the completion of the road network inspection in 2022 and an update of the Shire's RAMM database in 2023/24. This included collection of visual imagery and roughness data on the Shire road network.

OFFICER'S RECOMMENDATION

- 1. That Council in accordance with Local Government Regulation (Function and General) S.11 (2) (b) accepts the submission for Request for Quote – RFQ 08/2025 Project Management for RRG works, AGRN1175 and Technical Road Infrastructure Advice from the Trustee For Roadstone West Unit Trust T/A Greenfield Technical Services.***
- 2. That Council in accordance with Local Government Act 1995, S. 9.49A authorises the CEO to make any necessary non-material amendments and finalise the execution of a contract between the Shire of Carnarvon and Trustee For Roadstone West Unit Trust T/A Greenfield Technical Services.***

COUNCIL RESOLUTION SCM 01/08/25

Moved: Cr Dudley Maslen

Seconded: Cr Paul Kelly

- 1. That Council in accordance with Local Government Regulation (Function and General) S.11 (2) (b) accepts the submission for Request for Quote – RFQ 08/2025 Project Management for RRG works, AGRN1175 and Technical Road Infrastructure Advice from the Trustee For Roadstone West Unit Trust T/A Greenfield Technical Services.***
- 2. That Council in accordance with Local Government Act 1995, S. 9.49A authorises the CEO to make any necessary non-material amendments and finalise the execution of a contract between the Shire of Carnarvon and Trustee For Roadstone West Unit Trust T/A Greenfield Technical Services.***

FOR: Mr Eddie Smith, Cr Burke Maslen, Cr Marco Ferreira, Cr Luke Skender, Cr Luke Vandeleur, Cr Paul Kelly and Cr Dudley Maslen

AGAINST: Nil

ABSENT: Cr AC Cottrell

CARRIED BY SIMPLE MAJORITY 7/0

4.1.2 RFT 01/2025 - CARNARVON AERODROME UPGRADE PROJECT PLANNING AND DESIGN

File No:	ADM2303
Location/Address:	Carnarvon Aerodrome, James Street, Carnarvon
Name of Applicant:	Shire of Carnarvon
Name of Owner:	Shire of Carnarvon
Author(s):	Gloria Quinn, Executive Assistant
Authoriser:	Colm Stanley, Executive Manager Infrastructure
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	Nil
Schedules:	1. Evaluation & Recommendation Report - Tender RFT 01.2025 - Confidential

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 checked="" 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 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 details the process undertaken for Request for Tender (RFT) 01/2025 Carnarvon Aerodrome Upgrade Project Planning and Design.

It is recommended Council accepts the submission from Aerodrome Management Services Pty Ltd (AMS) for completion of the planning and design works.

Background

The Shire of Carnarvon issued Request for Tender (RFT) 01/2025 for the planning and design of the Carnarvon Aerodrome Upgrade Project. This initiative follows the Department of Transport's approval for Regional Express (Rex) Airlines to operate Q400 aircraft into Carnarvon, necessitating structural upgrades to runway 04/22 and associated taxiways and aprons.

The scope of works includes full-width asphalt overlays, apron extensions, lighting amendments, and grooving of the new runway surface. The tender also incorporates the engagement of an Independent Technical Certifier (ITC) to ensure compliance with funding conditions.

Tender 01/2025 closed on 23 July 2025 with nine submissions received. Aerodrome Management Services Pty Ltd (AMS) achieved the highest evaluation score and offered the most competitive pricing.

The Shire has applied and been successful in obtaining approval for \$7,611,013 in grant funding through the Department of Transport (DoT) to upgrade runway 04/22 for Rex Airlines to operate their Q400 aircraft on scheduled flights into Carnarvon.

A detailed confidential Evaluation and Recommendation Report is provided in **Confidential Schedule 1**.

Stakeholder and Public Consultation

Nil

Statutory Environment

Local Government Act, 1995 – Section 3.57 Tender for providing goods and services.

3.57. Tenders for providing goods or services

- (1) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) *Regulations may make provision about tenders.*

Local Government Act, 1995 – Section 9.49A (4) Execution of documents

9.49A. Execution of documents

- (4) *A local government may, by resolution, authorise the CEO, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.*

Relevant Plans and Policy

Policy CF001 – Purchasing and Procurement

Financial Implications

The total approved budget for the Carnarvon Aerodrome Upgrade Project is **\$8,000,000 (ex GST)**, with **\$7,611,013 (ex GST)** funded by the Department of Transport under the Regional Airports – Pavement Upgrades (RAPU) program. The Shire of Carnarvon will contribute **\$388,987 (ex GST)**, allocated in the endorsed 2025/26 budget. The funding is structured across four milestone payments, each contingent on certified deliverables and compliance documentation.

AMS submitted the lowest compliant bid at **\$145,370 (ex GST)**, aligning with the top qualitative score and representing strong value for money.

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	Potential cost overruns or scope changes	Medium	Fixed-price contract with AMS; milestone-based funding tied to deliverables
Health & Safety	Risks during site inspections or design implementation	Low	Compliance with OS&H legislation; AMS has demonstrated safety protocols

Reputation	Project delays or non-compliance with DoT standards	Medium	Engagement of ITC for independent certification; close liaison with DoT
Service disruption	Impact on airport operations during upgrade	Low	Planning phase includes operational impact assessment and mitigation strategies
Compliance	Failure to meet regulatory or funding conditions	High	ITC engagement ensures compliance; structured reporting and audit requirement
Property	Damage to existing infrastructure during upgrade	Low	Detailed design and oversight by experienced consultants
Environment	Potential environmental impact during construction	Low	Environmental considerations included in design scope
Fraud	Misuse of funds or procurement irregularities	Low	Transparent tender process; use of Tenderlink portal; independent financial auditing

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:

- N/A

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- N/A

Comments

The evaluation panel recommends awarding RFT 01/2025 to **Aerodrome Management Services Pty Ltd**, based on their demonstrated experience, technical capability, and competitive pricing. AMS's existing role in aerodrome compliance reporting is distinct from the scope of this project and will be independently certified by the appointed ITC, ensuring no conflict of interest.

This project is critical to enabling unrestricted Q400 operations and maintaining Carnarvon's regional connectivity. The structured funding and oversight mechanisms provide confidence in the successful delivery of the planning and design phase.

OFFICER'S RECOMMENDATION

1. ***That Council in accordance with the Local Government Act 1995, Section 3.57 resolves to accept the submission of Aerodrome Management Services Pty Ltd for completion of the planning and design works under RFT 01/2025 - Carnarvon Aerodrome Upgrade Project Planning and Design.***
2. ***That Council pursuant to Section 9.49A (4) of the Local Government Act 1995, authorises the CEO to make any necessary non-material amendments and finalise the execution of a contract between the Shire of Carnarvon and Aerodrome Management Services Pty Ltd.***

COUNCIL RESOLUTION SCM 02/08/25**Moved:** Cr Paul Kelly**Seconded:** Cr Luke Skender

- 1. That Council in accordance with the Local Government Act 1995, Section 3.57 resolves to accept the submission of Aerodrome Management Services Pty Ltd for completion of the planning and design works under RFT 01/2025 - Carnarvon Aerodrome Upgrade Project Planning and Design.**
- 2. That Council pursuant to Section 9.49A (4) of the Local Government Act 1995, authorises the CEO to make any necessary non-material amendments and finalise the execution of a contract between the Shire of Carnarvon and Aerodrome Management Services Pty Ltd.**

FOR: Mr Eddie Smith, Cr Burke Maslen, Cr Marco Ferreirinha, Cr Luke Skender, Cr Luke Vandeleur, Cr Paul Kelly and Cr Dudley Maslen

AGAINST: Nil

ABSENT: Cr AC Cottrell

CARRIED BY SIMPLE MAJORITY 7/0

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

COUNCIL RESOLUTION SCM 03/08/25

Moved: Cr Luke Vandeleur

Seconded: Cr Burke Maslen

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 5.23(2) of the Local Government Act 1995:

4.1 CEO EMPLOYMENT CONTRACT

This matter is considered to be confidential under Section 5.23(2) - (a), (b) and (c) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter affecting an employee or employees, the personal affairs of any person and a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

FOR: Mr Eddie Smith, Cr Burke Maslen, Cr Marco Ferreira, Cr Luke Skender, Cr Luke Vandeleur, Cr Paul Kelly and Cr Dudley Maslen

AGAINST: Nil

ABSENT: Cr AC Cottrell

CARRIED BY SIMPLE MAJORITY 7/0

Mr Jamie Bone, Miss Stephanie Leca, Mr Colm Stanley, Mrs Giana Covella and Mrs Renee Louw left the meeting and did not return.

SUSPENSION OF STANDING ORDERS

COUNCIL RESOLUTION SCM 04/08/25

Moved: Cr Luke Skender

Seconded: Cr Luke Vandeleur

A motion was moved that Council suspend standing orders.

FOR: Mr Eddie Smith, Cr Burke Maslen, Cr Marco Ferreira, Cr Luke Skender, Cr Luke Vandeleur, Cr Paul Kelly and Cr Dudley Maslen

AGAINST: Nil

ABSENT: Cr AC Cottrell

CARRIED BY SIMPLE MAJORITY 7/0

RESUMPTION OF STANDING ORDERS

COUNCIL RESOLUTION SCM 05/08/25

Moved: Cr Luke Vandeleur

Seconded: Cr Dudley Maslen

A motion was moved that Council resume standing orders.

FOR: Mr Eddie Smith, Cr Burke Maslen, Cr Marco Ferreira, Cr Luke Skender, Cr Luke Vandeleur, Cr Paul Kelly and Cr Dudley Maslen

AGAINST: Nil

ABSENT: Cr AC Cottrell

CARRIED BY SIMPLE MAJORITY 7/0

4.1 CEO EMPLOYMENT CONTRACT

OFFICER'S RECOMMENDATION

That Council, in accordance with Section 5.39 of the Local Government Act 1995:

- 1. Endorses the finalised CEO employment contract between the Shire of Carnarvon and Ms Mandy Dexter, as presented in Confidential Schedule 1; and*
- 2. Authorises the Shire President to sign the finalised contract on behalf of Council.*

MOTION

Moved: Cr Dudley Maslen

Seconded: Cr Burke Maslen

That Council, in accordance with Section 5.39 of the Local Government Act 1995:

- 1. Endorses the finalised CEO employment contract between the Shire of Carnarvon and Ms Mandy Dexter, as presented in Confidential Schedule 1; and*
- 2. Authorises the Shire President to sign the finalised contract on behalf of Council.*

FOR: Cr Burke Maslen and Cr Dudley Maslen

AGAINST: Mr Eddie Smith, Cr Marco Ferreirinha, Cr Luke Skender, Cr Luke Vandeleur and Cr Paul Kelly

ABSENT: Cr AC Cottrell

LOST 2/5

Note to Minute: Council voted against the motion. This was to enable the proposed contract to be renegotiated by the President and CEO.

COUNCIL RESOLUTION SCM 06/08/25

Moved: Cr Burke Maslen

Seconded: Cr Dudley Maslen

That the meeting be reopened to the public at 9.20am

FOR: Mr Eddie Smith, Cr Burke Maslen, Cr Marco Ferreirinha, Cr Luke Skender, Cr Luke Vandeleur, Cr Paul Kelly and Cr Dudley Maslen

AGAINST: Nil

ABSENT: Cr AC Cottrell

CARRIED BY SIMPLE MAJORITY 7/0

6 CLOSURE

The Presiding Member declared the meeting closed at 9.21am.