



SHIRE OF CARNARVON

# AGENDA

ORDINARY COUNCIL MEETING  
TUESDAY 16 DECEMBER 2025

Shire Council Chambers,  
Stuart Street Carnarvon,  
West Australia  
Phone: (08) 9941 000  
Fax: (08) 9941 1099  
Website – [www.carnarvon.wa.gov.au](http://www.carnarvon.wa.gov.au)

*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.*

## **NOTICE OF MEETING**

Notice is hereby given

Shire of Carnarvon  
Ordinary Council Meeting  
will be held  
on Tuesday 16 December 2025  
at the Shire Council Chambers, Stuart Street  
Carnarvon,  
commencing at 9.00am.

Amanda Dexter  
CHIEF EXECUTIVE OFFICER

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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.

### 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 ATTENDANCES, APOLOGIES & APPROVED LEAVE OF ABSENCE**

(The Local Government Act 1995 Section 2.25 provides that a Council may, by resolution, grant leave of absence to a member for Ordinary Council Meetings. The leave cannot be granted retrospectively and an apology for non-attendance at a meeting is not an application for leave of absence.)

**2 DECLARATION 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.)

**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.)

**3.1 QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING**

Nil

**3.2 PUBLIC QUESTION TIME****4 CONFIRMATION AND RECEIVING OF MINUTES****CONFIRMATION OF MINUTES**

4.1 Minutes of the Ordinary Council Meeting - 25 November 2025

**RECEIVING OF MINUTES**

4.2 Minutes of the Major Projects & Infrastructure Committee

**5 ANNOUNCEMENTS BY THE PRESIDENT WITHOUT DISCUSSION**

## **6 PRESENTATIONS, PETITIONS AND MEMORIALS**

### **6.1 FRIENDS OF BIBBAWARRA BORE**

Mrs Naomi McMahon, on behalf of the Friends of Bibbawarra Bore will be speaking to Council on the group's plans for the Bore and progress updates.

## 7 DEPARTMENTAL REPORTS

### 7.1 GOVERNANCE

#### **7.1.1 ACTIONS PERFORMED UNDER DELEGATED AUTHORITY FOR THE MONTHS NOVEMBER AND DECEMBER 2025**

File No:	ADM0043
Location/Address:	N/A
Name of Applicant:	Shire of Carnarvon
Name of Owner:	N/A
Author(s):	Dannielle Hill, Senior Executive Officer
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	Monthly Report
Schedules:	Nil

#### **Authority/Discretion:**

<input type="checkbox"/>	<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/>	<b>Executive</b>	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"/>	<b>Legislative</b>	Includes adopting local laws, town planning schemes and policies.
<input checked="" type="checkbox"/>	<b>Information</b>	Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).
<input type="checkbox"/>	<b>Quasi-judicial</b>	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 Item**

To report on actions performed under delegated authority for the months of November and December 2025.

#### **Background**

In accordance with the conditions of delegation and to increase transparency this report has been prepared for Council and includes all actions performed under delegated authority for:

- Development Approvals issued;
- Building Permits issued;
- Health Approvals issued; and
- Affixing of Common Seal.

#### **Stakeholder and Public Consultation**

Nil



## Statutory Environment

*Local Government Act 1995 - Section 9.49A*

*Planning & Development Act 2005 – Part 10 Div. 2*

*TPS No. 10 – Section 2.4*

*Shire of Carnarvon Local Government Act Local Laws S.29*

*Health Act 1911 – S.107; Health Act 1911, Part VI*

*Health (Public Buildings) Regulations 1992*

## Relevant Plans and Policy

Nil

## Financial Implications

There are no financial implications arising from receiving this report.

## 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 (Consequence x likelihood)	Mitigating Action/s
Financial	N/A		
Health & Safety	N/A		
Reputation	Non-compliance with statutory requirements would result in reputational damage to the Shire	C-1 Low	This agenda item aims to ensure that the Shire is compliant.
Service disruption	N/A		
Compliance	That the performed delegations are not reported to Council	C-1 Low	This agenda item aims to ensure that the Shire is compliant in reporting delegated authority actions
Property	N/A		
Environment	N/A		
Fraud	N/A		

## 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 economy fosters investment and productivity in industries befitting Carnarvon's physical and natural environment and that grows our horizons*

**ADDITIONAL FOCUS AREAS:**

- *Improve the trust between citizens and the Shire of Carnarvon*

**BIG IDEAS FOR THE FUTURE OF CARNARVON:**

- N/A

**Comments**

The following table detailing the actions performed within the organisation under delegated authority for the months of November and December 2025 are submitted to Council for information.

**LAND USE AND DEVELOPMENT**

Planning and Development Act (Local Planning Schemes) Regulations 2015 Schedule 2 Clause 68 Applications to use/develop land					
File Ref:	Application Ref:	Subject Land (Incl. Scheme No)	Purpose	Applicant/Proponent	Date Granted
A2031	P50/25	16 CRAGGS COURT BROWN RANGE WA 6701	RETAINING WALL & FENCE	PETER VAN BLOMMESTEIN	22/11/2025
A2349	P58/25	415 NORTH WEST COASTAL HWY INGGARDA WA 6701	ALTERATION AND EXPANSION OF THE EXISTING SHED TO ACCOMMODATE A NEW LOAD OUT BUILDING WHICH WILL BE USED TO PROCESS, STORE AND DISTRIBUTE PRODUCE GROWN ON SITE. ADDITIONALLY, A NEW STAFF CAR PARK AND MOBILE COLDSTORE BUILDING WILL ALSO BE CONSTRUCTED.	ELEMENT ADVISORY	14/11/2025
A724	P61/25	UNIT 2/14 EGAN ST CARNARVON WA 6701	WELLNESS CENTRE - MULTIDISCIPLINARY HEALTH PRACTICE, CHIROPRACTIC, MASSAGE, PHYSIOTHERAPY AND PILATES AND THE ADDITION OF AN ACCESSIBLE CONCRETE RAMP AND HANDRAIL AT THE ENTRANCE OF THE BUILDING	JORDAN CURULLI	13/11/2025
A921	P63/25	412 ROBINSON ST EAST CARNARVON WA 6701	BOUNDARY FENCE	UEL & NAHUM JENKINS	12/11/2025

**BUILDING**

Application No.	Owners Name	Lot & Street	Type of Building Work
B25/038	SHIRE OF CARNARVON	1 CAMEL LANE, CARNARVON	CIVIC CENTRE UPGRADES - RFQ 05/25
B25/068	JOSE CARLOS GOMES PAULINO	LOT 138 (27) WHEELLOCK WAY, MORGANTOWN	REPLACEMENT REAR BOUNDARY FENCE - 1.8M COLORBOND
B25/077	J & J & KIDS PTY LTD	LOT 1310 PELICAN POINT ROAD, BABBAGE ISLAND	RE-ROOF
B25/078	MARK & HELENA BASSETT	LOT 504 (175) BOOR ST, KINGSFORD	ANCILLARY ACCOMMODATION
B25/079	STATE OF WA/WARROORA STATION	LOT 1506 MINILYA-EXMOUTH ROAD, LYNDON	INTERNAL FIT OUT

**OFFICER'S RECOMMENDATION**

*That Council, by Simple Majority, in accordance with Section 5.46 of the Local Government Act, resolves to accept the reports outlining the actions performed under delegated authority for the months of November and December 2025.*

**7.1.2 STATUS OF COUNCIL DECISIONS - DECEMBER 2025**

File No:	ADM0308
Location/Address:	Nil
Name of Applicant:	Nil
Name of Owner:	Nil
Author(s):	Amanda Dexter, Chief Executive Officer
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Simple
Previous Report:	Nil
Schedules:	1. Outstanding Council Action Items - December 2025

**Authority/Discretion:**

<input type="checkbox"/>	<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/>	<b>Executive</b>	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"/>	<b>Legislative</b>	Includes adopting local laws, town planning schemes and policies.
<input checked="" type="checkbox"/>	<b>Information</b>	Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).
<input type="checkbox"/>	<b>Quasi-judicial</b>	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**

To inform Council of the action taken in relation to Council decisions. It is proposed that Council endorse a monthly report to Council on all outstanding matters that direction has been given on, including an update on any legal action that may have a contingent liability and is unresolved.

It is therefore recommended that Council NOTES the Status of Council Decisions Report for the month of December 2025, as provided in **Schedule 1** to this Report.

**Background**

It is proposed that the CEO prepares a monthly report to Council, on all outstanding matters that direction has been given on and any action that has been taken in relation to them, including an update on any legal action that may have a contingent liability and is unresolved.

Should additional information be required, for example historical decisions related to major projects that are still progressing, an assessment of resourcing will be required, to complete this information. The content and format of a separate report in relation to outstanding legal matters, is currently being examined

**Stakeholder and Public Consultation**

The report is included to inform Council and the Community of the ongoing status of all outstanding matters of Council. It is provided to increase transparency for the Community.

**Statutory Environment**

Nil

**Relevant Plans and Policy**

Nil

**Financial Implications**

Nil

**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	N/A		
Health & Safety	N/A		
Reputation	In order to remain transparent and to facilitate timely and appropriate decision making, it is requested that action items be reviewed at each Council meeting.	Minor	Increase transparency by providing adequate access to information and data.
Service disruption	N/A		
Compliance	N/A		
Property	N/A		
Environment	N/A		
Fraud	N/A		

**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 community is engaged, inclusive and supportive*

**ADDITIONAL FOCUS AREAS:**

- *Improve the trust between citizens and the Shire of Carnarvon*

**BIG IDEAS FOR THE FUTURE OF CARNARVON:**

- N/A

**Comments**

The Status of Council Decisions report includes decisions made at a Council meeting and/or Committee meetings. Where a recommendation is made at a committee meeting, and the decision subsequently made by Council, the Council decision will only be included in the Status of Council Decision report.

The Status of Council Decisions report details all outstanding items where a decision has been made by Council and/or a committee and a status update has been provided by relevant officers. The Status of Council Decisions report is run through InfoCouncil.

**OFFICER'S RECOMMENDATION**

***That Council notes the Status of Council Decisions Report for the month of December 2025, as provided in Schedule 1 to this report.***

**7.1.3 MINUTES OF THE GASCOYNE COUNTRY ZONE MEETING - FRIDAY 21 NOVEMBER 2025**

File No:	ADM1713
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author(s):	Dannielle Hill, Senior Executive Officer
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	Nil
Schedules:	1. Gascoyne Zone Meeting Minutes - 21 November 2025

**Authority/Discretion:**

<input type="checkbox"/>	<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/>	<b>Executive</b>	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"/>	<b>Legislative</b>	Includes adopting local laws, town planning schemes and policies.
<input checked="" type="checkbox"/>	<b>Information</b>	Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).
<input type="checkbox"/>	<b>Quasi-judicial</b>	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 is presented for Council's information and receiving of the minutes of the Gascoyne Country Zone Meeting held on Friday 25 November 2025 and to note matters that may be of some relevance to the Shire of Carnarvon.

**Background**

The Gascoyne Country Zone Meeting convenes two monthly to discuss matters relevant to the Gascoyne Zone with Member Councils responsible for direct elections of State Councillors, providing input into policy formulation and providing advice on various matters. The Zone Meetings are attended by the Shires' of Carnarvon, Upper Gascoyne, Exmouth and Shark Bay.

The meeting held on Friday 25 November 2025 was held in Carnarvon with and attended by representatives from WA Local Government Association and the Shires' of Carnarvon, Shark Bay, Upper Gascoyne and Exmouth. A copy of the minutes is attached at Schedule 1 to this report.

**Stakeholder and Public Consultation**

Nil

**Statutory Environment**

Nil

Relevant Plans and Policy

Nil

Financial Implications

Nil

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	N/A		
Health & Safety	N/A		
Reputation	N/A		
Service disruption	N/A		
Compliance	N/A		
Property	N/A		
Environment	N/A		
Fraud	N/A		

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 community is engaged, inclusive and supportive*

ADDITIONAL FOCUS AREAS:

- *Supports the needs of areas outside the Township of Carnarvon (Coral Bay and outlying areas)*

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- N/A

Comments

The following matters discussed at the Zone Meeting are of note and relevant to the Shire of Carnarvon -

**1. Election of Chair and Deputy Chair**

Councillor Paul Kelly was elected to the Chair with Cr Peter Stubberfield of Shire of Shark Bay being elected to Deputy Chair.

**2. State Council Representative**

Councillor Matthew Nikkula from Shire of Exmouth elected as State Council Representative with Cr Paul Kelly from Shire of Carnarvon elected as Deputy for 2 years ending December 2027.

**3. Hon Hannah Beazley, Minister for Local Government**



Minister Beazley joined the meeting by TEAMS and provided a brief update to the Zone with the following matters raised –

- OAG Report on road maintenance
- Rating of mining camps
- Water Corp charges for new developments
- Asset maintenance costs for historical infrastructure
- Practicality and costs associated with ARICs

**4. Polyphagous Shot Hole Borer Update – November 2025**

- Since the State Council Agenda and Item for Noting was developed, there has been a further development relating to PSHB management.
- On Friday 14 November, the State Government gazetted changes to the zones within the Quarantine Area for Polyphagous shot-hole borer (PSHB).
- This change sees a significantly larger portion of the metropolitan area, and all 30 Local Governments, having responsibility for managing PSHB infestations.

WALGA was not consulted on these changes, which have immediate and unanticipated impacts for Local Governments that are now in the Management Zone and ongoing impacts for Local Governments who have been managing PSHB since the Transition to Management commenced in July 2025.

WALGA has expressed its concerns to DPIRD regarding the impact of these changes for the spread of PSHB, on Local Government and the urgent need for further financial support.

5. To assist Local Governments undertaking management activities, WALGA is hosting capacity building webinars and events.

**6. 2026 Salaries and Allowances Tribunal Remuneration Survey for Local Government CEO's and Elected Members**

- The Salaries and Allowances Tribunal (SAT) conduct an inquiry into Local Government Chief Executive Officer and Elected Member remuneration annually.
- In preparation for the Inquiry to be undertaken early next year, WALGA has prepared a draft submission to SAT that makes recommendations in relation to Elected Member fees and allowances, Chief Executive Officer remuneration, the Regional/Isolation Allowance and independent Audit, Risk and Improvement Committee (ARIC) member fees.
- The 2026 submission recommends:
  - ✓ an increase to Elected Member fees and allowances (including maximum reimbursable expenses) of 3%;
  - ✓ an increase to Chief Executive Officer remuneration bands of 3%;
  - ✓ an increase to the Regional/Isolation Allowance payable for Local Governments that are particularly isolated, long distances from population centres, and lacking in amenities;
  - ✓ the publication of clear guidance to the Local Government sector outlining how the Regional/Isolation Allowance is applied in terms of methodology, criteria and weightings; and
  - ✓ an increase to the current fee range for independent committee members, including ARIC members and chairs; and
  - ✓ a higher fee range for independent ARIC chairs, in recognition of the additional skill, knowledge and time commitment of the role.
- SAT will publish its determination for 2026-27 in April 2026.
- The Governance Policy Team considered the submission at its meeting on 29 October and recommended that it be included in the December Agenda for State Council endorsement.

**7. Tourism Advocacy Position Update (State Council Agenda)**

The suggested revision to Advocacy Position 3.9 Tourism aims to provide a consolidated and contemporary position on the important role Local Government provides for tourism in WA and how best to capitalise on opportunities to benefit their communities.

That State Council endorsed to replace Advocacy Position 3.9 Tourism with an updated position as follows:

WALGA calls on the State Government to:

1. Fund the implementation of the WA Visitor Economy Strategy and the supporting Tourism Destination Management Plans and Regional Tourism Development Strategies, including for:
  - a. maintenance and renewal of Local Government assets and services that underpin a positive visitor experience
  - b. new and existing tourism infrastructure
  - c. improving telecommunications infrastructure
  - d. measures to reduce the cost and improve the scheduling and routes of regional air services
  - e. accredited Visitor Centres.
2. Ensure that tourism destinations with a significant seasonal visitor influx have adequate medical and emergency services and reliable telecommunications.
3. Articulate a clear tourism governance framework with defined roles and responsibilities to facilitate coordination and collaboration of tourism activities across the State.
4. Adequately consult and consider Local Government when undertaking strategic tourism planning across Western Australia.
5. Provide improved access to affordable, timely and granular data that delivers LGA-level insights on visitation, spend and event impacts.

**OFFICER'S RECOMMENDATION**

***That Council receive the minutes of the Gascoyne Country Zone Meeting held on Friday 25 November 2025.***

**7.1.4 MINUTES OF THE GASCOYNE REGIONAL ROAD GROUP MEETING - 21 NOVEMBER 2025**

File No:	ADM1713
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author(s):	Amanda Dexter, Chief Executive Officer
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	June 2025
Schedules:	1. Gascoyne Regional Road Group Minutes - 21 November 2025

**Authority/Discretion:**

<input type="checkbox"/>	<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
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**Summary of Report**

This report is presented for Council's information and receiving of the minutes of the Gascoyne Regional Road Group Meeting held on Friday 21 November 2025 and to note matters that may be of some relevance to the Shire of Carnarvon.

**Background**

The Gascoyne Regional Road Group (RRG) Meetings are convened by Main Roads WA and are held two monthly to discuss matters relevant to the Gascoyne area. The RRG Meetings are attended by the Shires' of Carnarvon, Upper Gascoyne, Exmouth and Shark Bay.

The meeting held on Friday 21 November 2025 was held at the Shire of Carnarvon and attended by representatives either in person or by TEAMS from Main Roads WA, WA Local Government Association and the Shires' of Carnarvon, Shark Bay, Upper Gascoyne and Exmouth. A copy of the minutes is attached at **Schedule 1** to this report.

**Stakeholder and Public Consultation**

Nil

**Statutory Environment**

Nil

## Relevant Plans and Policy

Nil

## Financial Implications

Nil

## 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	N/A		
Health & Safety	N/A		
Reputation	N/A		
Service disruption	N/A		
Compliance	N/A		
Property	N/A		
Environment	N/A		
Fraud	N/A		

## 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
- Our community is engaged, inclusive and supportive

### ADDITIONAL FOCUS AREAS:

- Supports the needs of areas outside the Township of Carnarvon (Coral Bay and outlying areas)

### BIG IDEAS FOR THE FUTURE OF CARNARVON:

- N/A

## Comments

The following updates were provided by each of the Shires –

## Shire of Carnarvon

Quobba Gnarlaloo Rd has been completed, Wahroonga Pimbee Road is underway due to be completed Jan/Feb. Blackspot Projects – Speedway Road tender has been awarded and due to be completed June 26. Minilya Lyndon Rd, grids have been ordered and RFT for installation to be issued. French St Coral Bay, has formally be requested to a 2-year program, due to the Horizon Power Light install that comes with the original design and the length of time that takes.

**Shire of Exmouth**

Yardie Creek & Murat Roads reseals have been completed. Shovel Ready funding will be doing to Council in November for budget approval, The contractor has been pencilled in for April.

**Shire of Shark Bay**

Nanga Road RFQ is due to be opened end of November, due to be done Feb/March 26. Useless Loop Road – THEM earthmoving are booked into for Feb/March 2026 for a maintenance grade.

**Shire of Upper Gascoyne**

Carnarvon Muellwa Road is almost completed sealing, then move to Cobra Diary Creek Road. Landor Homestead bypass has been started, and the Culverts have been ordered and are waiting for Exmouth Civil to provide a date to install.

**Main Roads WA Mid-West - Gascoyne Region Directors Report**

- Flood Monitoring cameras have been approved for funding in strategic places across the Gascoyne. (Shire of Carnarvon have cameras in place now as well, data should be available to access to help with monitoring)

**Roadwise Report**

Working with the 4 Councils across the Gascoyne that have made a formal commitment to Road safety and work with them through a range of ways to achieve it. These include policies that can be implemented and see what grants might be available for LG to apply for. Please get in touch if you need further advice.

**OFFICER'S RECOMMENDATION**

***That Council receive the minutes of the Gascoyne Regional Road Group Meeting held on Friday 21 November 2025.***

**7.1.5 COMMERCIAL AGREEMENT - REVISED DRAFT FUNDING AGREEMENT WITH DG CORP**

File No:	ADM2278
Location/Address:	Robinson Street, Carnarvon
Name of Applicant:	DG Corp
Name of Owner:	N/A
Author(s):	Mark Davis, Project Manager
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	Ordinary Meeting of Council 25 November 2025
Schedules:	1. DRAFT Commercial Agreement - DG Corp - Confidential

**Authority/Discretion:**

<input type="checkbox"/>	<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/>	<b>Executive</b>	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"/>	<b>Legislative</b>	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/>	<b>Information</b>	Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).
<input type="checkbox"/>	<b>Quasi-judicial</b>	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 presents Council with the revised draft Commercial Funding Agreement between the Shire of Carnarvon and DG Corp for Council's noting, as requested at the 25 November 2025 Council Meeting. The advanced draft agreement is included as **Confidential Schedule 1**.

Since the 25 November 2025 meeting, Officers and Civic Legal have refined the agreement with input and negotiation from DG Corp and Lavan Legal, ensuring that the document reflects Council's endorsed payment structure and incorporates appropriate commercial protections for the Shire.

DG Corp has advised that if the agreement is not signed prior to year end, the project timeline may be delayed and require revision. Officers have undertaken extensive due diligence to protect the Shire and its funding partnerships while ensuring the project can progress.

**Background**

At its Ordinary Council Meeting of 25 November 2025, Council considered the proposed commercial funding structure for the DG Corp project and resolved:

**MOTION**

**COUNCIL RESOLUTION OCM 17/11/25**

Moved: Cr Dudley Maslen

Seconded: Cr Paul Kelly

*That Council by Simple Majority under Section 5.42 of the Local Government Act 1995 :*

- 1. Endorses in principle the revised payment schedule for the DG Corp Pier Development project under the Regional Precincts and Partnerships Program (RPPP), as follows:*
  - a. \$2,000,000 (ex GST) payable on commencement, secured by an unconditional bank guarantee for the same amount; and*
  - b. \$6,000,000 (ex GST) payable upon practical completion.*
- 2. Notes that the revised payment structure reflects DG Corp's prefabricated delivery methodology requiring upfront procurement, and that the unconditional bank guarantee provides substantive financial protection for Council in the event of default, non-performance, or insolvency.*

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Ordinary Council Meeting Minutes

25 November 2025

- 3. Authorises the Chief Executive Officer to proceed with finalising the commercial agreement incorporating the revised payment schedule and associated risk mitigation measures, with the agreement to be presented to Council for review prior to execution.*
- 4. Notes that the total funding allocation of \$8,000,000 remains unchanged and is wholly funded from the RPPP program.*
- 5. Notes that the feasibility of the boat pens component is under review and will be confirmed prior to execution of the agreement.*

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

AGAINST: Nil

**CARRIED BY SIMPLE MAJORITY 8/0**

**Stakeholder and Public Consultation**

Civic Legal; DG Corp/Lavan Legal; Main Roads WA.

**Statutory Environment**

Local Government Act 1995; Regional Precincts and Partnerships Program (rPPP) Funding Agreement.

**Relevant Plans and Policy**

Carnarvon Activation Plan

**Financial Implications**

This sub-project of rPPP is 100% grant funded. It includes the revised payment schedule as outlined below:

- \$2 million upfront (secured by bank guarantee)

- \$6 million at Practical Completion
- Legal expenses within approved budget

### 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
	Likely	B	Moderate	High	High	Extreme
	Possible	C	Low	Moderate	High	Extreme
	Unlikely	D	Low	Low	Moderate	High
	Rare	E	Low	Low	Moderate	High

Risk Category	Description	Rating	Mitigating Action/s
Financial	Shire bears financial consequences should project not proceed.	D3-Moderate	Ensure appropriate commercial agreement is finalised with Council's oversight.
Health & Safety	N/A		
Reputation	Fall out directed to Shire should third party project fail.	C2-Moderate	Develop and maintain secure payment structure and transparent governance.
Service disruption	Project fails to meet timing and financial milestones due to delayed start.	D3-Moderate	Council provides timely feedback and execution of commercial agreement.
Compliance	N/A		
Property	N/A		
Environment	N/A		
Fraud	N/A		

### 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**

Following the Council resolution on 25 November 2025, officers and Civic Legal undertook a detailed review of the draft Commercial Funding Agreement with DG Corp and Lavan Legal providing further input.

A bespoke Commercial Funding Agreement has been developed to:

- Provide a clear, enforceable record of the financial, commercial and delivery obligations of DG Corp and the Shire.
- Ensure the Shire's financial exposure is protected.
- Establish legally binding mechanisms for security, milestones, reporting and Practical Completion.
- Support compliance with funding and governance requirements.
- Mitigate risks associated with a private sector delivery partner.

Civic Legal has provided specialist legal support due to its experience in local government commercial contracting, risk allocation, and negotiation.

The revised payment structure is:

- \$2 million upfront, payable only once a bank guarantee is provided to the Shire.
- \$6 million payable upon Practical Completion.

The bank guarantee approach provides strong financial protection for the Shire and may be called upon if DG Corp fails to deliver.

**OFFICER'S RECOMMENDATION**

***That Council.***

- 1. Notes the advanced draft Commercial Funding Agreement in Confidential Attachment 1.***
- 2. Notes that the agreement has been revised in accordance with the 25 November 2025 Council resolution.***

### **7.1.6 HOUSE OF REPRESENTATIVES INVITATION TO MAKE SUBMISSION - LOCAL GOVERNMENT FUNDING AND FISCAL SUSTAINABILITY**

File No: 1  
 Location/Address: Canberra  
 Name of Applicant: House of Representatives  
 Name of Owner: Federal Government of Australia,  
 Author(s): Neil Hartley, Strategic Advisor  
 Authoriser: Amanda Dexter, Chief Executive Officer  
 Declaration of Interest: Nil  
 Voting Requirement: Normal  
 Previous Report: Nil  
 Schedules: 1. Submission Letter

#### **Authority/Discretion:**

- |                                     |                       |  |
|-------------------------------------|-----------------------|--|
| <input checked="" type="checkbox"/> | <b>Advocacy</b>       | When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.   |
| <input type="checkbox"/>            | <b>Executive</b>      | 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"/>            | <b>Legislative</b>    | Includes adopting local laws, town planning schemes and policies.  |
| <input type="checkbox"/>            | <b>Information</b>    | Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).  |
| <input type="checkbox"/>            | <b>Quasi-judicial</b> | 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**

The Australian House of Representatives Standing Committee on Regional Development, Infrastructure and Transport is again inquiring into and reporting on local government funding and fiscal sustainability across the nation, with a particular focus on: Interactions between Governments; Identification of All Funding Sources; Impacts and Effectiveness; and the previous (2024) inquiry.

These national inquiries invite comments from a wide range of stakeholders across all of Australia and it is worthwhile lodging a submission. The lodgement of a submission ensures that Carnarvon's needs are recorded and drawn to the attention of our national leaders. Submissions have the potential to influence policy and system change, which can lead to greater recognition and improved prospects for future grant funding. This report recommends that the Shire lodge the draft submission to the Inquiry.

#### **Background**

The House of Representatives Standing Committee on Regional Development, Infrastructure and Transport's inquiry into and report on local government funding and fiscal sustainability will particularly focus on:

##### ***Interactions between Governments***

- i. *Assess the nature and scale of Australian, state and territory government funding provided to local government, both directly and through Commonwealth-state agreements.*
- ii. *Examine the legislative and policy frameworks underpinning Commonwealth financial support to local government.*

**Identification of All Funding Sources**

- i. Identify and map all sources of funding received by local government from the Australian Government and state/territory governments, including:
  - a. Untied grants (e.g., Financial Assistance Grants).
  - b. Tied/specific-purpose grants and project-based programs, co-contribution requirements and competitive grant processes.
  - c. Revenue sharing arrangements (e.g., stamp duty, rates capping subsidies, GST-related disbursements where applicable).
  - d. Emergency, disaster recovery and resilience funding.
  - e. One-off or ad hoc funding streams.
- ii. Examine local government own-source revenue (such as rates, fees, charges and commercial activities).

**Impacts and Effectiveness**

- i. Evaluate how funding arrangements, including indexation freezing, influence the financial sustainability, service delivery capacity and infrastructure investment of local governments.
- ii. Consider whether existing funding mechanisms are addressing the evolving responsibilities of local governments.
- iii. Identify barriers to infrastructure service delivery, including trends in attracting and retaining a skilled workforce, impediments to security for local government workers and impacts of labour hire practices.
- iv. Explore opportunities to improve productivity and coordination of local government.

**Previous Inquiry** - Consider evidence provided to the House of Representatives Standing Committee on Regional Development, Infrastructure and Transport of the 47th Parliament Inquiry into Local Government Sustainability. Which had a focus on the financial sustainability and funding of local government; the changing infrastructure and service delivery obligations of local government; any structural impediments to security for local government workers and infrastructure and service delivery; trends in the attraction and retention of a skilled workforce in the local government sector, including impacts of labour hire practices; and the role of the Australian Government in addressing issues raised in relation to the above. The final report is yet to be released, but an interim report is available on the Parliament of Australia's website.

The deadline for submissions is 3 February 2026.

**Stakeholder and Public Consultation**

Internal and Councillor consultations have occurred in the drafting of this submission, but it is not proposed that community consultation is warranted on this occasion.

**Statutory Environment**

There is no statutory requirement to lodge a submission, but any submission lodged must meet with the requirements of the House and the terms of reference of the inquiry.

**Relevant Plans and Policy**

Nil applicable.

**Financial Implications**

There has been a cost to the Shire for the submission's preparation and lodgement. That cost is in the main, met from the existing staff wages/salary budget.

## 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	That no financial benefit will be achieved from the submission in exchange for the cost incurred with its preparation and lodgement.	High	Highlight to any concerned stakeholder that preparation costs are reasonable and kept to a minimum, and that there is potentially a higher adverse risk if no advantage is taken to lodge a submission.
Health & Safety	Nil applicable.		
Reputation	An overly aggressive submission could lead to reputational damage.	High	Ensure that the submission is logical and supported by facts, and that it is relevant, fair, and well presented.
Service disruption	Nil applicable.		
Compliance	A submission that does not meet the House's requirements could be considered non-compliant and not considered.	Low	Ensure that the submission meets the terms of reference of the House.
Property	Nil applicable.		
Environment	Nil applicable.		
Fraud	Nil applicable.		

## 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 sustainable livelihoods create a community that can flourish into the future*

## ADDITIONAL FOCUS AREAS:

- N/A

## BIG IDEAS FOR THE FUTURE OF CARNARVON:

- N/A

**Comments**

Due to the broad nature of the term of reference, which captures for example, commonwealth grants, state funding of local government, and an assessment of local government's own-source revenue (such as rates, fees, charges and commercial activities) and an exploration of opportunities to improve productivity and coordination of local government, it is open to those drafting the report's recommendations to take numerous directions. It could for example focus the report's direction on promoting that the Commonwealth ought to increase its own funding contributions to the nation's 537 local governments, or as Carnarvon would prefer, that that a higher proportion should particularly go to the 55% of local governments that are located in regional, rural, or remote areas of Australia; or it could focus the report on encouraging the states (instead of the Commonwealth) to contribute more to local governments; or it might even conclude that local governments should do more themselves to raise more funds.

It is not practical for the Shire of Carnarvon to allocate the time or resources to develop a submission that addresses every aspect of the terms of reference, but by highlighting issues that matter to the district, and that if changed would "make a difference" to the Shire or its community, then there is the possibility for a local outcome improvements to be secured.

**OFFICER'S RECOMMENDATION*****That Council:***

- 1. Endorse and lodge the attached submission to the Australian House of Representatives Standing Committee on Regional Development, Infrastructure and Transport, on its inquiry and report into local government funding and fiscal sustainability; and***
- 2. Forward a copy of the submission to the member for Durack, Melissa Price MP, for her reference, (the federal member representing the Carnarvon Shire communities).***

**7.1.7 SUBMISSION - BEYOND WASTE 2030 STRATEGY AND ROAD MAP**

File No:	ADM1899
Location/Address:	Not Applicable
Name of Applicant:	Not Applicable
Name of Owner:	Not Applicable
Author(s):	Neil Hartley, Strategic Advisor
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Ordinary
Previous Report:	Nil Applicable
Schedules:	<ol style="list-style-type: none"> <li>1. Beyond Waste 2030 - Roadmap</li> <li>2. Beyond Waste 2030 - Strategy</li> <li>3. Submission (Draft)</li> </ol>

**Authority/Discretion:**

<input checked="" type="checkbox"/>	<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/>	<b>Executive</b>	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"/>	<b>Legislative</b>	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/>	<b>Information</b>	Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).
<input type="checkbox"/>	<b>Quasi-judicial</b>	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**

Beyond *Waste 2030* will be integral to WA's transition towards a "circular economy" and the Shire has taken up the invitation to contribute to the last stage of the review (which closes on 16 December 2025) of the State Government's *Beyond Waste 2030 Strategy, and its Beyond Waste Strategy 2030 Roadmap* (both attached).

Workshop discussions drew out three core issues for inclusion within the Shire's submission:

1. There have been many past initiatives that the Shire has championed to better deal with waste, but for either strategic, operational, or financial reasons, successful implementation of them has eluded those that have lead those projects;
2. More government support is needed to fund pilots or initiatives so that funding is not a barrier to best practice waste management in remote local governments like Carnarvon; and
3. More support from industry needs to be encouraged, so that the burden of waste management can be more equitably shared between the creators of waste, and the local governments responsible for disposing of it.

Dealing with waste is a core responsibility of local governments, so the submission proposes a course that is considered to be practical and achievable today, but promotes partner buy-in to optimise waste solutions, solutions that are presently beyond the financial capacity of the Shire of Carnarvon and its communities.

**Background**

The State Government advises that *Beyond WAsTe 2030* will be integral to WA's transition towards a circular economy. It recognises that WA needs waste and recycling systems that are robust, resilient and responsive to our unique geographic, economic and social context. The State promotes that it *"needs to renew its focus, consider innovation and continue to invest in the sector to boost WA's transition to a thriving, resilient circular economy."*

The overall stakeholder consultation process has been progressing over the past two years, and has informed *Beyond WAsTe 2030*, particularly where it describes opportunities for government, industry and the community to work together. After the release of a Directions Paper in 2023 and draft Waste Strategy in 2024, this third phase of the consultation process marks the final step to gather feedback. After the present 28-day consultation period (which closes on 16 December 2025) *Beyond WAsTe 2030* and its roadmap will be finalised and published.

The *Beyond WAsTe 2030* strategy sets ambitious targets (75% recycling, 10% waste reduction). To reinforce those targets, non-compliance penalties could be applied if for example, our unmanned tip and current practices do not meet better-practice standards. Additional requirements and higher levels of policing have the potential to escalate costs for waste transport and increase fees for disposal sites without recycling infrastructure; potentially seeing increases in illegal dumping and increased community dissatisfaction. The proposed compliance requirements will present significant challenges for small and remote Shires like Carnarvon.

Many of WA's local governments have faced ongoing challenges in managing their waste responsibilities and these challenges are becoming increasingly complex as disposal standards continue to rise to meet contemporary environmental requirements. For instance, numerous regional landfills are non-compliant and pose environmental risks; small communities have limited local recycling and processing capacity, which means high transport costs to major centres where those facilities are available; there are existing grants and funding programs, but they are competitive and require a financial and resource capacity to apply and deliver on those projects; there are often shortages of skilled staff for waste management and compliance; and, the "end markets" for recycled products are not often in the district where the waste is generated, making the transport of recyclables both financially burdensome and carbon-intensive.

From the Shire of Carnarvon's perspective, it is very much aware that waste is a core responsibility of local governments under the Waste Avoidance and Recovery Act (and prior to that the Health Act for many years), and over those many years the Shire has pursued numerous initiatives to deal with and to minimise waste, both on its own, and as a hub for regional waste treatment. History highlights many past initiatives, but the implementation and longevity of them has not always been successful, with structural, operational, or financial barriers being too much for our district or the region to overcome. A lack of economy of scale and high remote regional transportation/other operational costs have, on occasion, resulted in insurmountable barriers for the relatively small Carnarvon Shire community to overcome. External funding will therefore be essential to enable the Shire to implement any realistic ongoing contribution to the circular economy.

The Councillors Workshop highlighted that *"we can see a way forward, but there are barriers and we need government support to enable those initiatives to be successful"*. The Workshop voiced its in-principle support for a circular economy, but also voiced concern about not negatively impacting the existing service levels of other services at the expense of any unsuccessful circular economy waste initiatives; the workshop highlighted that local industry and the growers, as significant waste producers, are not being effectively engaged in waste management; that current shire rates and fee levels are already considered to be very high, and that raising them beyond CPI will significantly disadvantage many of the ratepayers; that even with the current Shire initiatives in place that existing recycling levels are less than the Council would like to see; and that with help from *Beyond WAsTe 2030* a renewed effort to cooperate regionally might (this time) result in a successful economy of scale being achieved.

The waste proposal being promoted by the State Government does recognise the challenges being faced by local governments like Carnarvon and the Beyond Waste 2030 Strategy Roadmap has a specific section which recognises regional and aboriginal communities, where it states amongst other things, that.....*"We recognise that a 'one size fits all' approach for regional WA is impractical. Regional and Aboriginal communities need appropriate waste infrastructure and culturally appropriate, economically viable and tailored services to improve waste management and recycling along with environmental and health outcomes. Strengthening partnerships between communities, local governments, Aboriginal corporations and State Government agencies is essential for improving waste management outcomes. In addition, collaboration with industry and investment in innovative technologies can help build resilient regional economies, create local jobs, incentivise recycling, and reduce the reliance on raw materials by closing the loop where possible. This priority recognises the State Government's role in providing the necessary foundations to contribute to the structural, economic and social changes required for improved life outcomes for Aboriginal people in WA."* These comments are consistent with the issues and concerns expressed at the Workshop and they have no doubt been raised many times by remote local governments as the consultation phases have progressed.

Other comments within the *Roadmap* also highlight a recognition that support is required for local governments like Carnarvon, due to the obvious challenges of higher costs, logistics, having smaller and on occasion informal landfills, and having limited availability to infrastructure, to name just a few. Whilst not openly offering financial support, there are specific *Roadmap* report comments that do emphasis those points, with supportive proposals like:

- We will work with charities, social enterprises, local governments and commercial operators to undertake research and identify and trial options to increase reuse and repair;
- We will work with waste service providers and local governments to plan for and develop a collection network and product stewardship arrangements for batteries that will facilitate increased battery recycling;
- We will collaborate with industry and local governments to increase recycling rates and create sustainable, local markets for recycled products across regional Western Australia. This will transform waste from a liability into a valuable resource, fostering a more resilient, circular economy and delivering clear environmental benefits;
- Implement an alliance model to deliver additional capacity to local government, including to support waste sorting, action on repairs, litter and illegal dumping;
- Fund the Western Australian Local Government Association to manage the Household Hazardous Waste (HHW) program to collect and dispose of, or recycle HHW from local government drop-off facilities;
- Continue to deliver, and expand, evidence-based behaviour change interventions, tools, resources and education campaigns to support local government household-waste-sorting education; and
- Collaborate with stakeholders – such as other state and local government agencies, other Australian jurisdictions and waste sector enterprises – to influence community and business attitudes and to support innovation.



Workshop discussions drew out three core issues for incorporation within the Shire's submission:

1. There have been many past initiatives that the Shire has championed to better deal with waste, but for either strategic, operational, or financial reasons, successful implementation of them has eluded those that have lead those projects;
2. More government support is needed to fund pilots or initiatives so that funding is not a barrier to best practice waste management; and
3. More support from industry needs to be encouraged, so that the burden of waste management can be more equitably shared between the creators of waste, and the local government responsible for disposing of it.

### Stakeholder and Public Consultation

The State Government has invited submissions closing on 16 December 2025, on its *Beyond WAsTe 2030* Directions Paper (2023) and the draft Waste Strategy (2024). A Councillor Workshop has been held, but in light of the limited submission timeline (only 28 days) no community consultation phases is able to be undertaken on this occasion.

### Statutory Environment

The Waste Avoidance and Resource Recovery Act 2007 provides the head of power for local government waste collection and disposal services. In regard to thrust of this report, S.40 provides the capacity for a local government to include within its LGAct *Plan for the Future*, waste planning that addresses "(e) an assessment of the options for reduction, management and disposal of waste received by the local government."

In regard to the *Beyond WAsTe 2030*, in February 2019, the Government of Western Australia published the previous Waste Avoidance and Resource Recovery Strategy 2030. The strategy provided the vision, objectives, goals, targets and the approach for transitioning Western Australia to a sustainable, low-waste, circular economy (where ideally, public health and the environment are protected from the impacts of waste). The Waste Authority reviews the waste strategy for the State Government every five years to assess progress against targets, determine strengths and identify new opportunities. This is a requirement under the Waste Avoidance and Resource Recovery Act 2007. This draft new waste strategy – *Beyond WAsTe 2030* – provides an updated vision for waste management in WA and sets the goals, targets and strategic priorities to take Western Australia to 2030.

### Relevant Plans and Policy

Nil applicable.

### Financial Implications

There has been a cost to the Shire for the submission's preparation and lodgement. That cost is in the main, met from the existing staff wages/salary budget.

### 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	That no waste “improvement” benefit will be achieved from the submission in exchange for the cost incurred with its preparation and lodgement.	High	Highlight to any concerned stakeholder that submission preparation costs are reasonable and kept to a minimum, and that there is potentially a higher adverse risk if no advantage is taken to lodge a submission.
Health & Safety	That no health or safety “improvement” benefit will be achieved from the submission in exchange for the cost incurred with its preparation and lodgement.	High	Highlight to any concerned stakeholder that preparation costs are reasonable and kept to a minimum.
Reputation	An overly aggressive submission could lead to reputational damage.	High	Ensure that the submission is logical and supported by facts, and that it is relevant, fair, and well presented.
Service disruption	Nil applicable.		
Compliance	A submission that does not meet the State’s requirements could be considered non-compliant and not considered.	Low	Ensure that the submission meets the terms of reference of the Department of Water and Environmental Regulation.
Property	Nil applicable.		
Environment	Nil applicable.		
Fraud	Nil applicable.		

### 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 sustainable livelihoods create a community that can flourish into the future*

#### ADDITIONAL FOCUS AREAS:

- *Supports the needs of areas outside the Township of Carnarvon (Coral Bay and outlying areas)*

#### BIG IDEAS FOR THE FUTURE OF CARNARVON:

- *Recycling and Processing Centre*

### Comments

The *Beyond Waste 2030 Strategy*, and its *Beyond Waste Strategy Roadmap* are comprehensive documents that provide an excellent program to minimise waste, but Western Australia is a very large place and so

implementing its initiatives cannot always be achieved. This is particularly the case for remote and less well financially resourced communities where economies of scale or stakeholder subsidies are not available. This might be why the Beyond Waste 2030 Strategy's Introduction, includes the following statement:

We need to renew our focus, consider innovation and ***continue to invest in the sector to boost WA's transition to a thriving, resilient circular economy***.

The Strategy also states that *"all levels of government have a key role to play in showing leadership, demonstrating positive change and adopting circular policies and practices"* and whilst the Shire of Carnarvon has been honouring this commitment, it cannot secure success without a suitable environment existing. The Workshop conclusions centre around those environmental factors (vis. limited financial capacity and inadequate stakeholder support) and the Beyond Waste 2030 documents acknowledges that *"a 'one size fits all' approach for regional WA is impractical"*. The Beyond Waste 2030 documents are deficient in that they do not openly offer financial support, when they should. It is therefore suggested that the attached submission be made to the Department of Water and Environmental Regulation, pressing home that point.

#### **OFFICER'S RECOMMENDATION**

***That Council endorse the attached submission to the Department of Water and Environmental Regulation in response to its invitation for feedback on the current Beyond Waste 2030 Strategy, and its Beyond Waste Strategy Roadmap review.***

**7.1.8 APPOINTMENT OF COUNCILLORS TO COMMITTEES**

File No:	ADM2014
Location/Address:	N/A
Name of Applicant:	Shire of Carnarvon
Name of Owner:	N/A
Author(s):	Amanda Leighton, Executive Manager, Corporate Strategy & Performance
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Absolute Majority
Previous Report:	OCM05/10/25
Schedules:	Nil

**Authority/Discretion:**

- |                                     |                       |  |
|-------------------------------------|-----------------------|--|
| <input type="checkbox"/>            | <b>Advocacy</b>       | When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.   |
| <input checked="" type="checkbox"/> | <b>Executive</b>      | 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"/>            | <b>Legislative</b>    | Includes adopting local laws, town planning schemes and policies.  |
| <input type="checkbox"/>            | <b>Information</b>    | Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).  |
| <input type="checkbox"/>            | <b>Quasi-judicial</b> | 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 endorsement to appoint Cr Luke Skender to the Audit, Risk and Improvement Committee and Cr Paul Kelly to the Chief Executive Officer Performance Review Committee. These appointments are requested following expressions of interest received subsequent to committee appointments endorsed at the October 2025 Ordinary Council Meeting (OCM).

**Background**

At the Ordinary Council Meeting held on 25 October 2025 in Coral Bay, Council resolved appointments to established committees of Council in line with requirements of the Local Government Act 1995 and Local Government Amendment (2024) Act.

Following this, Cr Paul Kelly and Cr Luke Skender have indicated their interest in being appointed to the committees noted below:

- Audit, Risk and Improvement Committee – Cr Luke Skender
- Chief Executive Officer Performance Review Committee – Cr Paul Kelly

Given these expressions of interest, and recognising that elected member representation is fundamental to ongoing governance, oversight, and leadership functions, Council is required to formalise these appointments by absolute majority.

These appointments will remain in effect until the next ordinary election period in accordance with section 5.11 of the Local Government Act 1995.

### **Stakeholder and Public Consultation**

#### Council

Shire President - Eddie Smith

#### Internal

CEO - Mandy Dexter

Executive Manager Corporate Strategy & Performance - Amanda Leighton

#### External

Nil

### **Statutory Environment**

#### *Local Government Act 1995 and Local Government Amendment (2024) Act*

- Section 5.8 of the Local Government Act 1995 provides that a local government may establish committees of three or more persons to assist the Council in the exercise of its powers and the discharge of its duties.
- Section 5.10 prescribes that committee members are to be appointed by Council, and that each Councillor is entitled to be a member of at least one committee. Where the Shire President indicates a wish to be a member of a committee, the Council is required to appoint them to that committee.
- Section 5.11 provides that committee membership and tenure of appointment continue until the next ordinary election day, unless otherwise determined by Council.
- Section 5.11A sets out the provisions regarding the appointment and role of deputy committee members, including circumstances in which they may act in place of a member.
- Section 5.12 provides that a local government must appoint, by absolute majority, a member of a committee to be the presiding member of the committee. The local government may also appoint, by absolute majority, a member of a committee to be the deputy presiding member of the committee.
- Section 7.1A (as inserted by the Local Government Amendment (2024) Act) requires each local government to establish an Audit, Risk and Improvement Committee (ARIC). The ARIC's functions extend beyond audit oversight to include governance, risk management, and continuous improvement across the organisation.

#### *Local Government (Administration) Regulation 1996*

- Regulation 14A allows Council and Committee meetings to be held by electronic means if authorised by Council and conducted in accordance with procedures ensuring open and transparent participation.
- Regulation 14B permits individual members to attend meetings electronically, subject to Council approval and technical capability, ensuring that a member can be seen and heard by all other participants.
- Regulation 14C restricts the proportion of meetings that may be held electronically, providing that no more than 50% of meetings in a relevant period (12 months) may be authorised under regulation 14A(2)(c).

### **Relevant Plans and Policy**

EME004 – CEO Standards, Performance, Management Review Committee

EME035 – Elected Members Electronic Attendance At Meetings

### Financial Implications

There are no material financial implications associated with these appointments. Any travel reimbursement or minor administrative costs are accommodated within existing budget provisions for Council expenses.

### 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	Minimal financial impact associated with Councillor and officer attendance at committee meetings (travel and minor administrative costs).	D2 – Low	Costs are accommodated within the approved Council expenses budget.
Health & Safety	N/A	N/A	N/A
Reputation	Risk that Council may be perceived as lacking transparency or engagement if committee membership is not appointed or maintained.	C3 – Moderate	Council appoints elected members to all established committees, ensuring representation, oversight, and transparent governance.
Service Disruption	Risk of disruption to committee functions if quorum requirements are not met or membership is unclear.	D2 – Low	Clear appointment of members and deputies ensures continuity of committee operations and decision-making.
Compliance	Legislative risk if the Shire does not establish or maintain required committees (e.g. ARIC, LEMC) in accordance with the Local Government Act 1995, Local Government Amendment (2024) Act, and Emergency	C2 – Moderate	This report ensures compliance through formal appointment of members and periodic review of Terms of Reference.

	Management Act 2005.		
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A
Fraud	Low risk of perceived conflict or misuse of information within committee proceedings.	D2 – Low	Committee operations are guided by the Code of Conduct for Council Members, Committee Members and confidentiality requirements.

### 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 equitable community is actively involved in and are responsible for developing innovative, local solutions that transcend our region for a safe and unified 6701*
- *Our community is engaged, inclusive and supportive*

#### ADDITIONAL FOCUS AREAS:

- N/A

#### BIG IDEAS FOR THE FUTURE OF CARNARVON:

- N/A

### Comments

The appointment of elected members ensures adequate participation within mandated committees, particularly where key organisational oversight functions such as the CEO performance review, governance and risk and financial oversight are concerned.

Both councillors have expressed a willingness to take on these responsibilities, and formal appointment will ensure continuity in the execution of committee duties.

### OFFICER'S RECOMMENDATION

***That Council, by Absolute Majority and pursuant to sections 5.10, 5.11A and 5.12 of the Local Government Act 1995, appoints the following elected members to the following committees accordingly:***

- 1. Cr Luke Skender to the Audit, Risk and Improvement Committee***
- 2. Cr Paul Kelly to the Chief Executive Officer Performance Review Committee***

**7.1.9 2024/2025 SHIRE OF CARNARVON ANNUAL REPORT**

File No:	ADM0171
Location/Address:	N/A
Name of Applicant:	Shire of Carnarvon
Name of Owner:	N/A
Author(s):	Amanda Leighton, Executive Manager, Corporate Strategy & Performance
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Absolute Majority
Previous Report:	Audit, Risk & Improvement Committee 9 December 2025
Schedules:	1. Annual Report 2024/2025

**Authority/Discretion:**

<input type="checkbox"/>	<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/>	<b>Executive</b>	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"/>	<b>Legislative</b>	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/>	<b>Information</b>	Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).
<input type="checkbox"/>	<b>Quasi-judicial</b>	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**

The Shire of Carnarvon Annual Report 2024/25 (**Schedule 1**) is presented to Council for endorsement. The Annual Report incorporates the Audited Annual Financial Report and Independent Auditor's Report issued by the Office of the Auditor General, with William Buck as the contract auditor.

Once accepted, Council must set a date for the Annual General Meeting of Electors to be held within 56 days in accordance with section 5.27 of the Local Government Act 1995.

The Annual Report demonstrates delivery of significant projects, strategic outcomes, community programs, and organisational improvements, aligned to the Strategic Community Plan.



## Background

Under sections 5.53 and 5.54 of the Local Government Act 1995, local governments must prepare and accept an Annual Report no later than 31 December of each financial year or no later than two months after the independent Auditor's Report becomes available.

William Buck completed the audit for the 2024/25 period and the audit outcomes were reviewed by the Audit & Risk Committee on [insert date], where the Committee resolved to recommend Council's acceptance.

The Annual Report outlines performance against key strategic objectives and legislative requirements including asset condition, financial performance, workforce composition, disability access outcomes, community activity and organisational governance.

Council is now required to adopt the report and advertise its availability.

## Stakeholder and Public Consultation

### Internal:

- Office of the CEO
- Finance Team
- Governance Team
- Audit & Risk Committee

### External:

- Office of the Auditor General
- William Buck (contract auditor appointed by the OAG)

### Community engagement will occur through:

- Publication of the Annual Report
- Conducting the Annual General Meeting of Electors

## Statutory Environment

### Local Government Act 1995

#### *Division 5 – Annual reports and planning*

#### *5.53. Annual reports*

*(1) The local government is to prepare an annual report for each financial year.*

*(2) The annual report is to contain —*

*(a) a report from the mayor or president; and*

*(b) a report from the CEO; and*

*[(c), (d) deleted]*

*(e) an overview of the plan for the future of the district made in accordance with Section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*

*(f) the financial report for the financial year; and*

*(g) such information as may be prescribed in relation to the payments made to employees; and*

*(h) the auditor's report prepared under section 7.9(1) or 7.12AD(1) for the financial year; and*

*(ha) a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and*

*(hb) details of entries made under section 5.121 during the financial year in the register of complaints, including —*

*(i) the number of complaints recorded in the register of complaints; and (ii) how the recorded complaints were dealt with; and (iii) any other details that the regulations may require; and (i) such other information as may be prescribed.*

*[Section 5.53 amended by No. 44 of 1999 s. 28(3); No. 49 of 2004 s. 42(4) and (5); No. 1 of 2007 s. 6; No. 5 of 2017 s. 7(1).]*

*5.54 Acceptance of annual reports*

*(1) Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year.*

*\*Absolute majority require.*

*(2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

*5.55 Notice of annual reports*

*The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.*

*5.55A. Publication of annual reports*

*The CEO is to publish the annual report on the local government's official website within 14 days after the report has been accepted by the local government. [Section 5.55A inserted by No. 5 of 2017 s. 8.]*

*5.56 Planning for the future*

*(1) A local government is to plan for the future of the district.*

*(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

*Division 2 – Council meetings, committees and their meetings and elector's meetings*

*Subdivision 4 – Electors' meetings*

*5.27 Electors' general meetings*

*(1) A general meeting of the electors of a district is to be held once every financial year.*

*(2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*

*(3) The matters to be discussed at general electors' meetings are to be those prescribed.*

*5.29. Convening electors' meetings*

*(1) The CEO is to convene an electors' meeting by giving –*

*(a) at least 14 days' local public notice; and*

*(b) each council member at least 14 days' notice, of the date, time, place and purpose of the meeting.*

*(2) The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.*

*Disability Services Act 1993*

*29. Report about disability access and inclusion plan*

*(2) A local government or regional local government that has a disability access and inclusion plan must include in its annual report prepared under section 5.53 of the Local Government Act 1995 a report about the implementation of the plan.*

**Relevant Plans and Policy**

EME009 Record Keeping by Elected Members and employees, data migration

Strategic Community Plan

Corporate Business Plan

**Financial Implications**

Printing, advertising and administrative costs associated with publishing and promoting the Annual Report have been provided for in the 2025/26 Budget.

There are no additional financial impacts.

### 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	Minimal budget impact relating to compliance advertising	D2 – Low	Cost provisioned in operating budget
Health & Safety	N/A	N/A	N/A
Reputation	Perception of poor governance if deadlines not met	C3 – Moderate	Timely Council acceptance and advertising
Service Disruption	N/A	N/A	N/A
Compliance	Legislative breach if deadlines not met	C2 – Moderate	Compliance management via committee oversight
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A
Fraud	No audit findings of material weakness	D2 – Low	Continued internal monitoring and governance systems

### 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 equitable community is actively involved in and are responsible for developing innovative, local solutions that transcended our region for a safe and unified 6701*
- *Our community is engaged, inclusive and supportive*
- *Our community acknowledges our history and celebrates our diverse cultures*

#### ADDITIONAL FOCUS AREAS:

- *Supports the needs of areas outside the Township of Carnarvon (Coral Bay and outlying areas)*

#### BIG IDEAS FOR THE FUTURE OF CARNARVON:

- N/A

### Comments

The Annual Report demonstrates significant delivery across community wellbeing, infrastructure renewal, long-term planning and regulatory functions.

Across the year the organisation achieved major milestones including:

Major Infrastructure Achievements

- Renewal of three Fascine jetties, now open for public use, enhancing waterfront recreation.
- Tender progression and funding confirmation for the Airport runway upgrade, improving travel connectivity and safety.
- Securing significant grant funds for Tramway Bridge restoration, enabling structural planning and activation of a heritage asset.
- Completion of detailed design for Tramway Walk Trail and Van Dongen Park, successfully progressing to procurement stage.

Community and Service Delivery Achievements

- 3,239 youth engagements through after-school and structured programs.
- Continuation of Community Connectors transport and outreach.
- 18,832 library visitors, including technology support sessions for all age groups.
- More than \$52,000 awarded in community grants supporting clubs, culture, community events, sport and youth.

Governance and Strategy Outcomes

- Recordkeeping Plan review progressed with State Records Office.
- Disability access initiatives achieved across infrastructure, events, communications, and facility design.
- Strategic Officer-led improvements to asset planning and service level reporting.

Council's endorsement will allow publication of the Annual Report and scheduling of the Annual Electors Meeting.

**OFFICER'S RECOMMENDATION**

***That Council:***

1. ***Pursuant to section 5.54(1) of the Local Government Act 1995 endorses the Shire of Carnarvon Annual Report for the 2024/25 period as presented in Schedule 1.***
2. ***Authorises the Chief Executive Officer to include the 2024/25 Annual Financial Statement in the Shire of Carnarvon Annual Report 2024/25 as presented in Schedule 1 prior to publishing.***
3. ***Pursuant to section 5.27 of the Local Government Act 1995 endorses the date of the Annual Electors Meeting to be held on Tuesday 20 January 2026 commencing at 10am in Council Chambers.***
4. ***Pursuant to section 5.29 of the Local Government Act 1995 requests that the Chief Executive Officer provide local public notice of the details of the Annual Electors Meeting.***
5. ***Pursuant to sections 5.55 and 5.55A of the Local Government Act 1995 requests that the Chief Executive Officer provide local public notice of the availability of the Shire of Carnarvon Annual Report 2024/25 and that it be published on the Shire's official website.***

## 7.2 CORPORATE SERVICES

### 7.2.1 MONTHLY FINANCIAL REPORT NOVEMBER 2025

File No:	ADM0186
Location/Address:	N/A
Name of Applicant:	Shire of Carnarvon
Name of Owner:	N/A
Author(s):	Sarah Driscoll, Finance Manager
Authoriser:	Amanda Leighton, Executive Manager, Corporate Strategy & Performance
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	Nil
Schedules:	1. Monthly Financial Report - November 2025

#### Authority/Discretion:

<input type="checkbox"/>	<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/>	<b>Executive</b>	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"/>	<b>Legislative</b>	Includes adopting local laws, town planning schemes and policies.
<input checked="" type="checkbox"/>	<b>Information</b>	Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).
<input type="checkbox"/>	<b>Quasi-judicial</b>	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 Item

This item presents the Statement of Financial Activity for the period ending 30 November 2025 for Council to consider. The officer's recommendation is that the Statement of Financial Activity be received by Council.

#### Background

Each month a local government is to prepare a Statement of Financial Activity, reporting on the revenue and expenditure for the month as set out in the budget. The *Local Government (Financial Management) Regulations* provide that the statements be presented at an Ordinary Meeting of Council within two months after the end of the month to which the statement relates.

This is a monthly process advising Council of the current financial position of the Shire. Financial integrity is not only essential to the operational viability of the Shire, but also as the custodian of community assets and service provision. An ability to monitor and report on financial operations, activities and capital projects is imperative to ensure that financial risk is managed at an acceptable level of comfort.

The Monthly Financial Report – contains:

- Statement of Financial Activity (by Nature or Type) - with Explanation of Material Variances\*
- Note 1 Composition of Net Current Assets\*
- Note 2 Statement of Financial Position\*

(\* required by legislation)

Notes for other supporting Information include:

- Basis of Preparation
- Cash and Financial Assets
- Cash Reserves
- Capital Acquisition
- Non-operating grants and contributions
- Operating grants and contributions
- Borrowings
- Lease Liabilities

## Stakeholder and Public Consultation

Internal

Corporate Services Department

External

MOORE

## Statutory Environment

In accordance with the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*, a Statement of Financial Activity is required to be presented to Council as a minimum requirement.

*Section 6.4 of the Local Government Act 1995* provides for the preparation of financial reports.

In accordance with *Regulation 34 (5) of the Local Government (Financial Management) Regulations 1996*, a report must be compiled on variances greater than the materiality threshold adopted by Council of \$10,000 or 10% whichever is the greater. **Schedule 1** Statement of Financial Activity is structured to include the statutory requirements plus further notes to assist Council in understanding the Shire's financial position at the time of reporting.

## Relevant Plans and Policy

CF013 Significant Accounting Policies

## Financial Implications

Nil

## Risk Assessment

Consequence		STEP 3 – Risk Tolerance Chart Used to Determine Risk				
		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 (Consequence x likelihood)	Mitigating Action/s
Financial	Stakeholders may withdraw funding if the statements are not prepared according to the regulatory framework.	C-1 Low	Financial Statements are prepared on time and according to the applicable Legislation and Regulations
Health & Safety	N/A	N/A	
Reputation	The delay in achieving timely reporting has the potential to damage the Shire's reputation.	B-2 High	High priority has been placed on preparing Statutory reporting within legislated timeframes
Service disruption	N/A	N/A	
Compliance	<i>Local Government Act 1995</i> requires Council receives these statements within 2 months of the end of the applicable month.	C-1 Low	Financial Statements are prepared on time and according to the applicable Legislation and Regulations
Property	N/A	N/A	
Environment	N/A	N/A	
Fraud	N/A	N/A	

### Community and Strategic Objectives

The tabling of information relative to the Statement of Financial Activity does not align itself with any specific Community Strategic Plan 2022-2032 objective. It is solely a legislative requirement common to all local governments within Western Australia. Without compliance in this regard, achieving strategic or community objectives would be at risk.

### OBJECTIVES

In 2040 Carnarvon is a place where:

- N/A

### ADDITIONAL FOCUS AREAS:

- *Improve the trust between citizens and the Shire of Carnarvon*

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- N/A

### Comments

Key points of interest for Councillors consideration:

- The opening surplus of \$4,219,463 at 1 July 2025 that was adopted by Council in the 2025/26 Budget, is higher than the actual opening surplus of \$4,106,688 presented in the attached October Financial Report. This variance of \$112,775 has been factored into the October 2025 Budget Review adopted by Council at the 28 October 2025 Ordinary Council Meeting. It has been recouped through additional grant income, meaning the adopted budget deficit remains the same despite the variance in opening surplus.

- The adopted and current budget reflects a closing deficit of \$390,707, which equates to the total value of Regional Express Holdings (REX) debt outstanding prior to REX entering into administration. The administration period for REX has been extended to December 2025. It is worth noting that a provision for this debt was raised in both the 23/24 and 24/25 financial years.
- As at 30 November 2025, \$2,022,382 of Reserve funds and \$2 million of Municipal funds were held in term deposits to earn additional interest. The \$2 million of Municipal funds are split into two rolling term deposits to assist with cash flow.
- Of the \$400k variance in year to date budget and year to date actuals for employee costs, \$80k is for RJED funded positions. This is due to timing differences between budget phasing and onboarding of RJED roles. As per the RJED grant agreements, the full amount of the funding will be spent. \$70k of the variance is for positions filled by contractors, as opposed to employees. To comply with accounting standards, contractor fees must sit within materials & contracts, rather than employee costs. The remaining \$250k is due to vacant positions which the Shire is actively recruiting. The total employee costs variance still falls within the 10% materiality variance.
- The YTD actual contributions to operations for capital acquisitions total \$1,645,189, compared to a YTD budget of \$389,733, resulting in a variance of \$1,255,456.

This is primarily a timing issue, not a structural overspend. Several factors contributed:

- Accelerated Capital Works: Major road projects (Quobba–Gnaraloo and Wahroonga Pimbee Road) and The Carnarvon Activation Plan progressed ahead of schedule with the offsetting grant funding not yet receipted.
- Carry-Forward Projects: Depot improvements and infrastructure works from 2024/25 were not fully captured in the adopted budget. These will be addressed in the mid year budget review.
- Delayed Funding: Grants and reserve transfers are scheduled later in the year, and certain project milestones are met and therefore expenditure has occurred.
- Budget allocations: Despite Council endorsement, the YTD budget allocations for Regional Precincts & Partnerships Program have not been apportioned in the Shire's accounting system.

**Key Point:** The higher operational contribution is temporary and will normalise once external funding and reserve transfers occur. No permanent overspend has been identified; minor adjustments will be addressed in the mid-year budget review.

#### **OFFICER'S RECOMMENDATION**

***That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations, receives the Statement of Financial Activity for the period ending 30 November 2025.***



**7.2.2 ACCOUNTS PAID UNDER DELEGATION - NOVEMBER 2025**

File No:	ADM0186
Location/Address:	N/A
Name of Applicant:	Shire of Carnarvon
Name of Owner:	N/A
Author(s):	Sarah Beresford, Finance Officer
Authoriser:	Amanda Leighton, Executive Manager, Corporate Strategy & Performance
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	Monthly Report
Schedules:	<ol style="list-style-type: none"> <li>1. Schedule 1 - Credit Card Payments - November 2025</li> <li>2. Schedule 2 - List of Accounts Paid - November 2025</li> <li>3. Schedule 3 - Direct Debits - November 2025</li> </ol>

**Authority/Discretion:**

<input type="checkbox"/>	<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/>	<b>Executive</b>	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"/>	<b>Legislative</b>	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/>	<b>Information</b>	Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).
<input type="checkbox"/>	<b>Quasi-judicial</b>	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**

To present the listing of accounts paid under delegation from the Municipal Fund and Trust Fund, in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*, for the month of November 2025.

**Background**

Council has delegated to the CEO the exercise of its power under *Financial Management Regulation 12* to make payments from Municipal Fund and Trust Fund (Delegation 1.2.20) with a statutory condition on the delegation that a list of all payments is to be recorded in the Council Minutes. The list of payments is provided at **Schedule 1 Credit Card Payments**, **Schedule 2 List of Accounts Paid** and **Schedule 3 Direct Debits** attached.

**Stakeholder and Public Consultation**

Nil

**Statutory Environment*****Local Government Act 1995 S 5.42. Delegation of some powers and duties to CEO***

*(1) A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under —*

- (a) this Act other than those referred to in section 5.43; or*
- (b) the Planning and Development Act 2005 section 214(2),(3) or (5).*
- \* Absolute majority required.*

*(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

**Local Government (Financial Management) Regulations 1996 – Regulations 12, 13 & 13A**

**12. Payments from municipal fund or trust fund, restrictions on making**

- (1) A payment may only be made from the municipal fund or the trust fund —*
  - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
  - (b) otherwise, if the payment is authorised in advance by a resolution of the council.*
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.*

**13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.**

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
  - (a) the payee's name; and*
  - (b) the amount of the payment; and*
  - (c) the date of the payment; and*
  - (d) sufficient information to identify the transaction.*
- (2) A list of accounts for approval to be paid is to be prepared each month showing —*
  - (a) for each account which requires council authorisation in that month —*
    - (i) the payee's name; and*
    - (ii) the amount of the payment; and*
    - (iii) sufficient information to identify the transaction; and*
  - (b) the date of the meeting of the council to which the list is to be presented.*
- (3) A list prepared under sub regulation (1) or (2) is to be —*
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and*
  - (b) recorded in the minutes of that meeting.*

**13A. Payments by employees via purchasing cards**

- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —*
  - (a) the payee's name;*
  - (b) the amount of the payment;*
  - (c) the date of the payment;*
  - (d) sufficient information to identify the payment.*
- (2) A list prepared under sub regulation (1) must be —*
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared;*

*and*

*(b) recorded in the minutes of that meeting*

**Relevant Plans and Policy**

Nil

**Financial Implications**

Nil as payments have been made in accordance with the Council adopted budget.

**Risk Assessment**

<b>STEP 3 – Risk Tolerance Chart Used to Determine Risk</b>						
<b>Consequence</b> →		Insignificant 1	Minor 2	Major 3	Critical 4	Extreme 5
<b>Likelihood</b> →						
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	Payments are made without appropriate budget authority	C1 - Low	Internal controls are in place to manage this potential risk
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service disruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A
Fraud	Accounting Fraud	C2 - Moderate	Internal controls are in place, including background checks and regular updates of Sundry Creditors. Sign off by Finance Manager of any Creditor changes (Bank Accounts).

**Community and Strategic Objectives**

The tabling of information relative to payments made under delegation aligns itself with no specific objective as expressed in the Community Strategic Plan 2022-2032. It is solely a legislative requirement common to all local governments within Western Australia. Without compliance in this regard, achieving strategic or community objectives would be at risk.

**OBJECTIVES**

In 2040 Carnarvon is a place where:

- N/A

**ADDITIONAL FOCUS AREAS:**

- N/A

**BIG IDEAS FOR THE FUTURE OF CARNARVON:**

- N/A

**Comments**

Nil

**OFFICER'S RECOMMENDATION**

*That Council by simple majority in accordance with s.5.42 of the Local Government Act -*

1. *Receive the list of payments made under delegation, as per Schedule 1, 2 & 3 at a total value of \$2,095,626.65 as presented for the month of November 2025, incorporating the following;*

<i>Payment reference from:</i>	<i>Payment reference to:</i>	<i>Payment type</i>	<i>Payment Amount</i>
<b>EFT46050</b>	<b>EFT446354</b>	<b>Muni EFT</b>	<b>\$1,172,878.53</b>
-	-	<b>Trust EFT</b>	<b>\$0.00</b>
-	-	<b>Cheque</b>	<b>\$0.00</b>
<b>DD42105.1, DD42105.2,  DD42105.3, DD42107.1,  DD42107.2, DD42107.3,  DD42107.4, DD42107.5,  DD42107.6, DD42109.1,  DD42111.1, DD42123.1,  DD42125.1, DD42127.1,  DD42130.1, DD42130.2,  DD42132.1, DD42132.2,  DD42134.1, DD42134.2,  DD42134.3, DD42134.4,  DD42134.5, DD42136.1,  DD42136.2, DD42136.3,  DD42139.1, DD42143.1,  DD42143.2, DD42145.1,  DD42145.2</b>		<b>Bank Directs</b>	<b>\$922,748.12</b>
		<b>TOTAL</b>	<b>\$2,095,626.65</b>

**2. Receive the copies of credit card statements for all such Shire Facilities for the period 23.09.2025 - 22.10.2025, paid on 05.11.2025, as per Schedule 1.**

## 7.3 DEVELOPMENT AND COMMUNITY SERVICES

### 7.3.1 SHIRE OF CARNARVON LOCAL PLANNING SCHEME NO 13 - AMENDMENT 10

File No:	ADM2148
Location/Address:	Lot 350 on Plan 46687, Lot 3000 on Plan 50853, Lot 3002 on Plan 50853, Portion Lot 755 on Plan 420666 and Lot 732 on Plan 418999
Name of Applicant:	Element Advisory
Name of Owner:	State of Western Australia
Author(s):	Stefan Louw, Executive Manager, Community Planning and Sustainability
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	23 January 2024; 27 August 2024
Schedules:	<ol style="list-style-type: none"> <li>1. Amendment documentation</li> <li>2. Schedule of modifications</li> <li>3. Submissions</li> </ol>

#### Authority/Discretion:

<input type="checkbox"/>	<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input type="checkbox"/>	<b>Executive</b>	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 checked="" type="checkbox"/>	<b>Legislative</b>	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/>	<b>Information</b>	Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).
<input type="checkbox"/>	<b>Quasi-judicial</b>	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 recommends that Council resolves to support the proposed complex amendment with modifications as outlined in **Schedule 2** attached to this report.

#### Background

Council previously considered this item at the Ordinary Council Meeting on 23 January 2024 and decided to initiate the scheme amendment. However, following lodgement to the Department of Planning, Lands, and Heritage (DPLH) and referral to the Environmental Protection Authority (EPA) for assessment, EPA responded with further information to make modifications to the scheme text that required the amendment to come back to Council for initiation, which occurred on 27 August 2024.

Following submission of the amendment to the DPLH, seeking direction to advertise for the second time, the amendment was renumbered to amendment 10. This change was required due to the initial amendment 8 not being withdrawn.

### Stakeholder and Public Consultation

Following Council's resolution to initiate the complex scheme amendment 10, the amendment was lodged with the DPLH and referred to the Environment Protection Authority (EPA). Following modifications made to the scheme text, as requested by EPA, EPA advised that the amendment was not required to be assessed under Part IV Division 3 of the Environmental Protection Act 1986 (EP Act).

Following advice received from the EPA the amendment was advertised for 60 days in accordance with Section 38 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. The amendment was advertised on the Shire's website and published in the Midwest Times. In addition to advertising, the amendment was also referred to the following public authorities:

- Department of Fire and Emergency Services (DFES)
- Department of Transport
- Main Roads
- Water Corporation
- Horizon Power
- Department of Water and Environment Regulation (DWER)
- Department of Biodiversity, Conservation and Attractions (DBCA)
- Department of Jobs, Tourism, Science and Innovation (DJTSI)
- Department of Primary Industry and Regional Development (DPIRD)
- Tourism WA
- Gascoyne Development Commission (GDC)
- The Bureau of Meteorology (BOM)

Six submissions were received during the advertising period, which can be found in **Schedule 3** attached to this report.

Matters raised in submissions from Main Roads, DPIRD, DWER and DFES are best managed at development application stage when proposed development is known and, therefore, not required to be addressed at this stage.

The submission from DBCA is addressed in the attached schedule of modifications.

### Statutory Environment

#### Planning and Development Act 2005 and Planning and Development (Local Planning Schemes) Regulations 2015

The Scheme amendment is required to be prepared pursuant to Section 75 of the *Planning and Development Act 2005*, with the process to amend the scheme enacted under the *Planning and Development (Local Planning Schemes Regulations) 2015*.

Pursuant to Section 41(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, the Local Government must consider all submissions in relation to a complex amendment to a local planning scheme and pursuant to Section 41(3) must pass a resolution before the consideration period ends, which is 90 days after the end of the submission period (14 October 2024), to support the amendment without modifications, or support the amendment with proposed modifications to address issues raised in the submissions, or not support the amendment. However, DBCA provided a late response on 3 September 2025, which delayed the amendment and could not be considered by Council at the Ordinary Meeting of Council in September. Subsequently, an application was made to DPLH for an extension of time, which was granted with the new date for Council to pass a resolution set to 24 December 2025.

### Shire of Carnarvon Local Planning Scheme No. 13

The Shire of Carnarvon Local Planning Scheme No. 13 provides the statutory framework for development of land within the Shire of Carnarvon.

### Relevant Plans and Policy

#### Shire of Carnarvon Local Planning Strategy

The Local Planning Strategy sets out specific objectives for business and employment which relate to the growth and prosperity of a community. The Strategy recognises that the performance of the local economy directly affects several key areas relating to the growth and prosperity of a community including attracting new investment and sustaining existing businesses.

### Financial Implications

N/A

### 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
	Likely	B	Moderate	High	High	Extreme
	Possible	C	Low	Moderate	High	Extreme
	Unlikely	D	Low	Low	Moderate	High
	Rare	E	Low	Low	Moderate	High

Risk Category	Description	Rating	Mitigating Action/s
Financial	N/A		
Health & Safety	N/A		
Reputation	The Shire over many years has provided in-principal support for the project. Not initiating the Scheme amendment may result in reputational damage	C2 - Moderate	Supporting the scheme amendment.
Service disruption	N/A		
Compliance	N/A		
Property	N/A		
Environment	This Scheme amendment is necessary to facilitate the HyEnergy Project, which is a key element of the Government's emission reduction strategies. If not supported, it will be unlikely the project can occur in the future.	C3 - High	An environmental assessment report has been provided as part of the initiation request that addresses the risks through mitigation measures.  Detailed environmental impacts will be assessed at the structure planning stage or development application stage.
Fraud	N/A		

## 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 economy fosters investment and productivity in industries befitting Carnarvon's physical and natural environment and that grows our horizons*

### ADDITIONAL FOCUS AREAS:

- *Supports the needs of areas outside the Township of Carnarvon (Coral Bay and outlying areas)*

### BIG IDEAS FOR THE FUTURE OF CARNARVON:

- *Aim towards 100% Renewable Energy*

## Comments

### Key Justifications for Council Support

#### 1. Alignment with State and National Strategic Objectives

- The HyEnergy® Project directly supports the Western Australian Renewable Hydrogen Strategy and the State Climate Policy objectives of moving towards net zero emissions.
- It is consistent with the Federal Government's Hydrogen Headstart program and Australia's ambition to become a global exporter of green hydrogen and ammonia.

By adopting the amendment, the Shire demonstrates leadership in supporting nationally significant clean energy initiatives.

#### 2. Economic Development and Job Creation for Carnarvon

- The project has the potential to attract billions in capital investment, positioning Carnarvon as a regional hub for renewable energy and hydrogen exports.
- It will create long-term employment opportunities for residents through construction, operations, and maintenance phases.
- Local supply chains and service industries (logistics, accommodation, equipment hire, retail) will benefit from increased activity and investment.

The scheme amendment will help unlock these opportunities by providing the land use certainty needed to progress investment.

#### 3. Appropriate Land Use Planning and Infrastructure Zoning

- The current 'Environmental Conservation' reservation prevents any form of industrial or infrastructure development.
- Rezoning to 'Strategic Infrastructure' and 'General Industry' is necessary to reflect the intended and appropriate land uses for this type of project.
- Introducing Special Control Areas (SCAs) provides Council with tools to apply site-specific development conditions and environmental safeguards. For this reason, it is also recommended that the proposed complex amendment be modified as per **Schedule 2** attached to this report.

This ensures planning control is maintained while enabling suitable development.

#### 4. Consistency with Council's Strategic Objectives

- The project supports the Shire of Carnarvon's Strategic Community Plan, which prioritises:
  - Sustainable economic development
  - Job creation
  - Diversification of the local economy



- Investment in strategic infrastructure
- It also aligns with the Shire's vision to attract high-value industries that leverage the Gascoyne's natural advantages.

This amendment allows the Shire to translate strategic goals into actionable outcomes.

#### 5. Environmental Stewardship with Controlled Development

- While the site is currently zoned for conservation, the proposed amendment incorporates:
  - Environmental investigations (flora, fauna, landscape, cultural heritage)
  - Mechanisms such as SCAs and Additional Use zones to manage impact
  - Future referral to the EPA and relevant agencies for environmental assessment

The Shire can ensure development is appropriately staged and impacts are mitigated, while enabling a net positive environmental outcome by facilitating renewable energy production.

#### Council Role and Opportunity

Adopting the scheme amendment is a significant opportunity for the Council to:

- Enable a nationally significant clean energy project
- Demonstrate proactive leadership in regional development
- Ensure local benefits are realised, while maintaining environmental safeguards
- Position Carnarvon on the global hydrogen map, leveraging its natural assets for sustainable prosperity

The Shire of Carnarvon can be recognised as a forward-looking Council that facilitates responsible strategic development, aligned with the long-term interests of its community.

It is recommended that Council support the proposal as a complex amendment with modifications as outlined in **Schedule 2**.

#### **OFFICER'S RECOMMENDATION**

1. ***That Council by Simple Majority, pursuant to Section 75 of the Planning and Development Act 2005 and to Regulation 41(3) of the Planning and Development (Local Planning Schemes) Regulations 2015 resolve to support amendment No. 10 to the Shire of Carnarvon Local Planning Scheme No. 13, with proposed modifications to address an issues raised in the submission from DBCA as per Schedule 2 attached to this report.***
2. ***Pursuant to Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 (The Regulations), resolves that the Local Planning Scheme Amendment No. 10 is a complex scheme amendment on the basis that it is:***
  - a) ***an amendment that is not consistent with the Carnarvon Local Planning Strategy;***
  - b) ***an amendment relating to development that is of a scale, or will have an impact, that is significant relative to development in the locality.***
3. ***Note that pursuant to Regulation 35(A) of the Planning and Development (Local Planning Schemes) Regulations 2015, the amendment to the Shire of Carnarvon Local Planning Scheme No. 13 affects the following structure plans: No Structure Plans applicable;***
4. ***Resolves to authorise the affixing of the Common Seal to and endorse the signing of the amendment documentation.***
5. ***Pursuant to Regulation 44 of the Planning and Development (Local Planning Schemes) Regulations 2015 provide amendment No. 10 to the Western Australian Planning Commission with a request that the Minister for Planning grant approval to the amendment.***



**7.4 INFRASTRUCTURE SERVICES**

Nil

**8 APPLICATIONS FOR LEAVE OF ABSENCE**

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

Nil

**10 QUESTIONS FROM MEMBERS WITHOUT NOTICE**

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

**12 MATTERS FOR WHICH MEETING TO BE CLOSED TO MEMBERS OF THE PUBLIC**

Nil

**13 DATE OF NEXT MEETING**

**14 CLOSURE**