



SHIRE OF CARNARVON

# SCHEDULES

ORDINARY COUNCIL MEETING

TUESDAY 17 DECEMBER 2024



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<b>Action Sheets Report</b>	

Meeting	Officer/Director	Section	Subject
Council 24/10/2023	Ballard, Caroline Dexter, Amanda	Governance	Disposal of portion of Lot 421, Robinson Street, Carnarvon
<b>COUNCIL RESOLUTION OCM 05/10/23</b> <b>Moved: Cr Luke Vandeleur</b> <b>Seconded: Cr Paul Kelly</b> <ol style="list-style-type: none"> <li>That Council, by Simple Majority, pursuant to Section 3.58 of the Local Government Act 1995, resolves to accept the request from Gascoyne Auto Service to dispose of a portion of Lot 421 Robinson Street, Carnarvon under the following conditions: <ol style="list-style-type: none"> <li>Purchase price of \$120,000.00 as per market valuation report completed by Opteon Solutions on 10/05/2023</li> <li>Conformity with the statutory provisions for 'Disposal of Property' under Section 3.58 of the Local Government Act, 1995 and any other relevant legislative requirements.</li> <li>Give local public notice of the proposed disposal by way of sale by Private Treaty of a Portion of Lot 421, Robinson Street, Carnarvon based upon market value of \$120,000.00</li> <li>Should no objections be received, authorise the CEO to make any necessary non-material amendments and finalise execution of the sale (subject to WAPC sub-division and rezoning approval).</li> <li>Should objections be received, bring the matter before Council.</li> <li>Gascoyne Auto Service to commence their subdivision application to WAPC within 3 months from Council approval and meet all sub-division costs.</li> </ol> </li> </ol> <p><b>FOR:</b> Crs Eddie Smith, Burke Maslen, Adam Cottrell, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly and Dudley Maslen</p> <p><b>AGAINST:</b> Nil</p> <p style="text-align: right;"><b>CARRIED BY SIMPLE MAJORITY 8/0</b></p> <p><b>31 Oct 2024 4:37pm Ballard, Caroline</b>  Sub-division of Lot is required before we can proceed with disposal, this was to be done by applicant at their expense, will need to check with Stefan Louw for Planning action</p> <p><b>19 Nov 2024 9:06am Ballard, Caroline</b>  SL advised No subdivision actions have been undertaken, emailed applicant today to request progress on subdivision.</p> <p><b>03 Dec 2024 7:24am Ballard, Caroline</b>  The applicant has confirmed he still wishes to proceed, emailed to advise again if process he now needs to follow to start the sub-division process</p>			

Meeting	Officer/Director	Section	Subject
Council 28/11/2023	Nielsen, David Nielsen, David	Infrastructure Services	Reduction in Bin Charges - FOCUS Community Organisation



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**COUNCIL RESOLUTION OCM 25/11/23**

**Moved:** Cr Burke Maslen

**Seconded:** Cr Luke Vandeleur

*That Council, by Simple Majority, pursuant to Section 6.12 of the Local Government Act, 1995 resolves to waive the service charge fees for 2 x 240 litre bins for the Friends of Citizens Under Stress (FOCUS).*

**FOR:** Crs Eddie Smith, Burke Maslen, Adam Cottrell, Marco Ferreira, Luke Vandeleur and Paul Kelly

**AGAINST:** Nil

**ABSENT:** Crs L Skender and DM Maslen

**CARRIED BY ABSOLUTE MAJORITY 6/0**

Meeting	Officer/Director	Section	Subject
Council 23/01/2024	Nielsen, David Nielsen, David	Infrastructure Services	Tender No HP10360 - Carnarvon Residential Housing Builds
<b>COUNCIL RESOLUTION OCM 16/01/24</b>			
<b>Moved:</b> Cr Luke Vandeleur			
<b>Seconded:</b> Cr Burke Maslen			
<i>That Council, by Simple Majority resolves:</i>			
<p><i>a. pursuant to Section 3.57 of the Local Government Act, 1995 and Part 4 of the Local Government (Functions and General) Regulations 1996, to not accept any submission for tender HP10360 - Carnarvon Residential House Builds; and</i></p> <p><i>b. pursuant to Section 3.18 of the Local Government Act 1995 and Regulation 11(2)(b) of the Local Government Regulations (Functions and General) 1996 authorises the CEO to seek tenders from suitably qualified suppliers for construction of two essential worker accommodation dwellings for Lots 326 and 328 Parnaa View, Brockman that meets funding program conditions and the existing available budget allocation.</i></p>			
<b>FOR:</b> Crs Eddie Smith, Burke Maslen, Adam Cottrell, Marco Ferreira, Luke Vandeleur, Paul Kelly and Dudley Maslen			
<b>AGAINST:</b> Nil			
<b>ABSENT:</b> Cr L Skender			

<a href="#">Action Sheets Report</a>	<b>Division:</b> <b>Committee:</b> <b>Officer:</b>	<b>Date From:</b> 9/01/2022 <b>Date To:</b> 26/11/2024 <b>Printed:</b> 9 December 2024 4:44 PM
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CARRIED BY SIMPLE MAJORITY 7/0
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Meeting	Officer/Director	Section	Subject
Council 27/02/2024	Selvey, Andrea Dexter, Amanda	Governance	Bibbawarra Bore Partnership Group - Memorandum of Understanding
<b>COUNCIL RESOLUTION OCM 05/02/24</b>  <b>Moved:</b> Cr Dudley Maslen <b>Seconded:</b> Cr Burke Maslen  <i>That Council, by Simple Majority pursuant to Section 3.18 of the Local Government Act 1995, resolves to authorise the Chief Executive Officer to execute the Memorandum of Understanding between the Shire of Carnarvon, Friends of Bibbawarra Bore, Gascoyne Development Commission and Yinggarda Aboriginal Corporation.</i>  <b>FOR:</b> Crs Burke Maslen, Adam Cottrell, Marco Ferreira, Luke Vandeleur and Dudley Maslen <b>AGAINST:</b> Crs Eddie Smith, Luke Skender and Paul Kelly			
CARRIED BY SIMPLE MAJORITY 5/3			

Meeting	Officer/Director	Section	Subject
Council 26/03/2024	Selvey, Andrea Dexter, Amanda	Governance	Submission to Carnarvon Floodplain Management Working Group on Boundary Road.
<b>OFFICER'S RECOMMENDATION</b>  <i>That Council, by Simple Majority pursuant to Section 3.18 of the Local Government Act 1995, resolves to adopt the following position in relation to flood mitigation actions and responses, including adding soil to the Boundary Road levee:</i>  <i>a. The Shire of Carnarvon will support decisions made by the Department of Fire and Emergency Services (DFES) as the controlling agency in an emergency under the Fire and Emergency Services Act 1998, based on triggers within the DFES tactical risk assessment; and</i>			

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- b. The Shire of Carnarvon, in partnership with other agencies, will continue to progress the Flood Modelling as a tool to inform potential future decisions and actions that aim to minimise the impacts of floods on all members of our community, to the greatest extent possible.***

Meeting	Officer/Director	Section	Subject
Council 23/04/2024	Nielsen, David Nielsen, David	Infrastructure Services	Northern Apron Reconstruction Funding Reallocation
<b>COUNCIL RESOLUTION OCM 13/04/24</b>			
<b>Moved: Cr Burke Maslen</b>			
<b>Seconded: Cr Luke Vandeleur</b>			
<b><i>That Council, by simple majority pursuant to Section 3.18 of the Local Government Act 1995, resolves to:</i></b>			
<b><i>a. advise the Department of Transport that Council is prepared to reallocate its committed contribution of \$388,987 (excl GST) of Shire funds, currently allocated for Northern Apron Reconstruction from the 2023/2025 Regional Airports Development Scheme (RADS), to structural strengthening works to support the unrestricted operation of the Q400 aircraft and ensure compliance with CASA MOS-139 specifically, AC-139.C-07 chapter 7; and</i></b>			
<b><i>b. amend the funding agreement when that becomes necessary to formalise that Shire fund reallocation.</i></b>			
<b>FOR:</b>	Crs Eddie Smith, Burke Maslen, Adam Cottrell, Marco Ferreirinha, Luke Vandeleur, Paul Kelly and Dudley Maslen		
<b>AGAINST:</b>	Nil		
<b>ABSENT:</b>	Cr L Skender		
<b>CARRIED BY SIMPLE MAJORITY 7/0</b>			

Meeting	Officer/Director	Section	Subject
Council 23/04/2024	Selvey, Andrea Dexter, Amanda	Governance	Concept Report - Relocation of Existing Airport to Northern Site
<b>COUNCIL RESOLUTION OCM 07/04/24</b>			
<b>Moved: Cr Luke Vandeleur</b>			

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**Seconded:** Cr Burke Maslen

*That Council by Simple Majority pursuant to Section 3.18 of the Local Government Act 1995 resolves to:*

- a) receive and note the concept report for relocation of the existing Carnarvon airport as provided in Schedule 1; and*
- b) authorise the CEO to continue working with the GDC to support its endeavours to secure funding for the additional work necessary to develop an investable proposition and comprehensive development plan in order to secure funding for the construction of a new airport on the site identified as the northern site.*

FOR: Crs Eddie Smith, Burke Maslen, Adam Cottrell, Marco Ferreira, Luke Vandeleur, Paul Kelly and Dudley Maslen

AGAINST: Nil

ABSENT: Cr L Skender

**CARRIED BY SIMPLE MAJORITY 7/0**

Meeting	Officer/Director	Section	Subject
Council 23/04/2024	Ballard, Caroline Dexter, Amanda	Governance	Request to terminate lease & write-off rates and interest charges - Carnarvon Tennis Club
<b>COUNCIL RESOLUTION OCM 04/04/24</b>			
<b>Moved:</b> Cr Burke Maslen			
<b>Seconded:</b> Cr Luke Vandeleur			
<i>That Council;</i>			
<i>1. by simple majority resolves to accept the request from Carnarvon Tennis Club to waive the six months' notice period required under Section 16.1 of the lease agreement to terminate the lease , subject to the area being fully remediated as per their lease conditions;</i>			
<i>2. by simple majority, pursuant to s6.12 (1)(C) of the Local Government Act 1995 resolves to write off \$4,290.69 of the outstanding rates and Interest owed by the Carnarvon Tennis Club Inc, Assessment No. A678, for the 2023/2024 financial year, noting that the ESL Levy of \$158.09 for the 2023/2024 financial year is not included in the write off and will have to be paid in full before the lease termination will take effect; and</i>			
<i>3. investigate options for rationalisation of this asset and repurposing of all, or a portion, of the land.</i>			
<u>FOR:</u> Crs Eddie Smith, Burke Maslen, Adam Cottrell, Marco Ferreira, Luke Vandeleur, Paul Kelly and Dudley Maslen			

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<b>AGAINST:</b>	Nil	
<b>ABSENT:</b>	Cr L Skender	
<b>CARRIED BY SIMPLE MAJORITY 7/0</b>		
<b>31 Oct 2024 4:30pm Ballard, Caroline</b>		
Lease Surrender documentation sent to Landgate September 2024, Awaiting confirmation from Landgate that the lease termination is complete, I will advise Tennis Club President accordingly		
<b>19 Nov 2024 9:08am Ballard, Caroline</b>		
Chased Landgate regarding Lease surrender request, they emailed back 18.11.2024, could be up to 130 days from receipt of request, calendar review set to check again 19.12.24		
<b>03 Dec 2024 7:24am Ballard, Caroline</b>		
Still awaiting actions from Landgate		

Meeting	Officer/Director	Section	Subject
Council 25/06/2024	Selvey, Andrea Dexter, Amanda	Matters for which Meeting to be Closed to Members	Blowholes Reserve Management and Building Orders Update
<b>COUNCIL RESOLUTION OCM 23/06/24</b>			
<b>Moved: Cr Dudley Maslen</b>			
<b>Seconded: Cr Luke Vandeleur</b>			
<b><i>That Council by Simple Majority resolves -</i></b>			
<b><i>1. To advise the Minister for Lands that the Shire has exhausted all options and resources in trying to implement the Blowholes Reserve Management Plan(BRMP);</i></b>			
<b><i>2. Urgently request that the Minister for Lands provides financial, technical and practical assistance to provide a solution; and</i></b>			
<b><i>3. Should the Minister not be able to provide that support, that the Shire will divest itself of the Blowholes Reserve as the Shire is unable to fulfill the obligations under the BRMP.</i></b>			
<b>FOR:</b>	Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly and Dudley Maslen		
<b><u>AGAINST:</u></b>	Nil		
<b><u>ABSENT:</u></b>	Cr A Cottrell		
<b>CARRIED BY SIMPLE MAJORITY 7/0</b>			
<b>COUNCIL RESOLUTION OCM 23/06/24</b>			

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<b>Moved:</b> Cr Dudley Maslen	
<b>Seconded:</b> Cr Luke Vandeleur	
<b>That Council by Simple Majority resolves -</b>	
<ol style="list-style-type: none"> <li><b>To advise the Minister for Lands that the Shire has exhausted all options and resources in trying to implement the Blowholes Reserve Management Plan(BRMP);</b></li> <li><b>Urgently request that the Minister for Lands provides financial, technical and practical assistance to provide a solution; and</b></li> <li><b>Should the Minister not be able to provide that support, that the Shire will divest itself of the Blowholes Reserve as the Shire is unable to fulfill the obligations under the BRMP.</b></li> </ol>	
<b>FOR:</b>	Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly and Dudley Maslen
<b>AGAINST:</b>	Nil
<b>ABSENT:</b>	Cr A Cottrell
<b>CARRIED BY SIMPLE MAJORITY 7/0</b>	
<b>19 Nov 2024 8:23am Hill, Dannielle</b>	
Pres has written to Minister and had teams meeting with Minister Carey in September. Further meeting with minister Carey either by teams or in Perth scheduled or 9th October 2024	

Meeting	Officer/Director	Section	Subject
Council 25/06/2024	Nielsen, David	Infrastructure Services	Required Alteration to Recycled Water Scheme
Nielsen, David			
<b>THE ITEM WAS NOT FOUND (BOOKMARK: PDF2_ReportName_257)</b>			
<b>CHECK THE INTEGRITY OF THE ITEM IN THE MINUTES DOCUMENT</b>			
<b>DOCUMENT: \\DFS-01\INFOCOUNCIL_DATA\PROD\DOCUMENTSTORE\PUBLIC\OCM\MINUTES\OCM_20240625_MIN_29.DOCX</b>			
Resolution not found			
<b>22 Nov 2024 8:50am Hill, Dannielle - Reallocation</b>			
Action reassigned to Nielsen, David by Hill, Dannielle			

Meeting	Officer/Director	Section	Subject
Council 25/06/2024	Selvey, Andrea	Governance	Memorandum of Understanding - Province Resources Ltd
Dexter, Amanda			
<b>COUNCIL RESOLUTION OCM 05/06/24</b>			
<b>Moved:</b> Cr Luke Vandeleur			

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<b>Seconded:</b>	Cr Luke Skender
<i>That Council, by Simple Majority in accordance with Section 3.18 of the Local Government Act 1995 resolves to enter a Memorandum of Understanding with Province Resources Limited for twelve months commencing 26 June 2024, with an option for a further twelve months extension.</i>	
<b>FOR:</b>	Crs Eddie Smith, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly and Dudley Maslen
<b>AGAINST:</b>	Nil
<b>ABSENT:</b>	Crs B Maslen and A Cottrell
<b>CARRIED BY SIMPLE MAJORITY 6/0</b>	

Meeting	Officer/Director	Section	Subject
Council 23/07/2024	Nielsen, David Nielsen, David	Infrastructure Services	Regional Airports Development Scheme (RADS) Funding 2025-2027 Project Nominations
<b>COUNCIL RESOLUTION OCM 13/07/24</b>			
<b>Moved:</b> Cr Luke Vandeleur			
<b>Seconded:</b> Cr Paul Kelly			
<i>That Council by simple majority pursuant to Section 3.18 of the Local Government Act 1995 resolves to authorise the CEO to lodge Regional Airports Development Scheme (RADS) funding program applications for the following projects noting the co-contribution requirements that will need to be considered in the respective financial years if the applications are successful:</i>			
Project	Total Project Estimated Cost	Financial Year for Works to be completed	50% Shire Contribution
Carnarvon Airport – Northern Apron Reconstruction	\$895,000	2025/2026	\$447,500
Carnarvon Airport – Southern Apron Rejuvenation Seal	\$50,000	2025/2026	\$75,000



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Coral Bay Airstrip Pavement Reshaping and Stabilisation	\$270,000	2026/2027	\$135,000	
<b>FOR:</b> Crs Eddie Smith, Burke Maslen, Adam Cottrell, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen				
<b>AGAINST:</b> Nil				
<b>CARRIED BY SIMPLE MAJORITY 8/0</b>				

Meeting	Officer/Director	Section	Subject
Council 23/07/2024	Wood-Harris, Dallas	Corporate Services	A1644-Approval to Act Mediation Orders
<b>COUNCIL RESOLUTION OCM 09/07/24</b>			
<b>Moved:</b> Cr Paul Kelly			
<b>Seconded:</b> Cr Burke Maslen			
<b><i>That Council by Absolute Majority –</i></b>			
1. <b><i>support the confidential tentative agreement reached at the mediation meeting held on the 11<sup>th</sup> of July 2024, for the sale of Lot 13-626 South River Road, South Plantations Carnarvon WA 6701; and</i></b>			
3. 2. <b><i>if the tentative agreement is approved by the court, proceed with the sale of Lot 13-626 South River Road, South Plantations WA 6701 and accept the methodology for the disbursement of net proceeds of the sale.</i></b>			
<b>FOR:</b> Crs Eddie Smith, Burke Maslen, Adam Cottrell, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen			
<b>AGAINST:</b> Nil			
<b>CARRIED BY ABSOLUTE MAJORITY 8/0</b>			
<b>19 Nov 2024 8:26am Hill, Dannielle</b>			
Judge J Jackson has approved property for sale., Additional contribution of \$5000. from council is only relevant if Property does not sell for reserve price., Subject to approval of other parties property should be sold prior to December 2024			
Meeting	Officer/Director	Section	Subject

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Council 27/08/2024	Nielsen, David Nielsen, David	Matters for which Meeting to be Closed to Members	Contract Variation RFT 13-2022 - Admin Roof Replacement
<b>COUNCIL RESOLUTION OCM 19/08/24</b>			
Moved: Cr Luke Vandeleur			
Seconded: Cr Paul Kelly			
<i>That Council by simple majority pursuant to Regulation 21A of the Local Government (Functions and General) Regulations 1996 and Section 9.49A of the Local Government Act, 1995, resolves to:</i>			
<i>a) approve a contract variation of \$80,070 ex GST to Contract RFT 13/2022 Admin Roof Replacement for the works nominated in Schedule 1.; and</i>			
<i>b) authorise the CEO to vary Contract RFT 13/2022 Admin Roof Replacement to delete works associated with the replacement of asbestos facias and eave linings in the Council Chambers building; and</i>			
<i>c) authorise the CEO and make the necessary amendments and finalise execution of the contract variations between the Shire of Carnarvon and James Gregory Pty Ltd; and</i>			
<i>d) reallocate any balance of LRCI Phase 3 funding to the Fascine Capping Beam Replacement project budget.</i>			
FOR:	Crs Eddie Smith, Adam Cottrell, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly and Dudley Maslen		
AGAINST:	Nil		
ABSENT:	Cr B Maslen		
<b>CARRIED BY SIMPLE MAJORITY 7/0</b>			

Meeting	Officer/Director	Section	Subject
Council 27/08/2024	Nafetalai, Vika	Corporate Services	Sundry Debtors Write-Off Proposal
<b>COUNCIL RESOLUTION OCM 05/08/24</b>			
Moved: Cr Paul Kelly			
Seconded: Cr Dudley Maslen			
<i>That Council by Simple Majority pursuant to Section 6.12 of the Local Government Act 1995, resolves to write-off the Sundry Debts listed below as they are considered unrecoverable.</i>			

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<b>FOR:</b>	Crs Eddie Smith, Adam Cottrell, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen
<b>AGAINST:</b>	Nil
<b>ABSENT:</b>	Cr B Maslen
<b>CARRIED BY SIMPLE MAJORITY 7/0</b>	

Meeting	Officer/Director	Section	Subject
Council 22/10/2024	Claassens, Carolien Nielsen, David	Infrastructure Services	RFT 06/2024 Coral Bay Public Amenity Cleaning Services - award of Tender
<b>COUNCIL RESOLUTION OCM 13/10/24</b>			
<b>Moved: Cr Paul Kelly</b>			
<b>Seconded: Cr Luke Vandeleur</b>			
<b><i>That Council, by Simple Majority</i></b>			
<div><div>1. Pursuant to Section 3.57 of the Local Government Act, 1995, resolves to accept the submission from Coral Bay Contracting for Tender RFT 06/2024 Coral Bay Public Amenity Cleaning Services for the estimated annual value provided in Schedule 1 (confidential) of \$93,272.23 (excl. GST); and</div><div>2. Pursuant to Section 9.49A of the Local Government Act, 1995 authorises the CEO to make any necessary non-material amendments and finalise execution of a contract between the Shire of Carnarvon and Coral Bay Contracting for Tender RFT 06/2024 Coral Bay Public Amenity Cleaning Services.</div></div>			
<b>FOR:</b>	Crs Eddie Smith, Burke Maslen, Adam Cottrell, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly and Dudley Maslen		
<b>AGAINST:</b>	Nil		
<b>CARRIED BY SIMPLE MAJORITY 8/0</b>			

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Nielsen, David Nielsen, David	Infrastructure Services	Proposed ammendment to the Carnarvon Waste Site Fees and Charges

<b>Division:</b>	<b>Date From:</b>	9/01/2022
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**COUNCIL RESOLUTION OCM 15/11/24**

**Moved:** Cr Burke Maslen

**Seconded:** Cr Luke Skender

*That Council, by Absolute Majority in accordance with sections 1.7, 6.16, and 6.19 of the Local Government Act 1995 resolves to:*

*(a) Approve the amendment of fees and charges for the disposal of concrete with reinforcing at the Browns Range Waste Facility as follows:*

<i>Waste Item</i>	<i>Current Fee (incl GST)</i>	<i>Residential Customer Fee (incl GST)</i>	<i>Commercial Customer Fee (incl GST)</i>
<i>Concrete, bricks, tile, rocks <u>not</u> containing metal reinforcement and other waste types</i>	<i>FREE</i>	<i>FREE</i>	<i>FREE</i>
<i>Concrete, brick, tile, rocks containing metal reinforcement and other waste types</i>	<i>FREE</i>	<i>FREE</i>	<i>\$32/tonne</i>

*(b) Direct the CEO to publicly advertise its intention to introduce the amended fee, with the changes to take effect from the 1 January 2025.*

**CARRIED BY ABSOLUTE MAJORITY 8/0**

<b>Meeting</b>	<b>Officer/Director</b>	<b>Section</b>	<b>Subject</b>
Council 26/11/2024	Dexter, Amanda Dexter, Amanda	Development and Community Services	Shire of Carnarvon - Federal & State Election Priority Statement
<b>COUNCIL RESOLUTION OCM 22/11/24</b>			
<b>Moved:</b> Cr Marco Ferreira			

<div style="display: flex; justify-content: space-between;"> <div> <div>Division:</div> <div>Committee:</div> <div>Officer:</div> </div> <div> <div>Date From:</div> <div>Date To:</div> </div> </div>	<div> <div>9/01/2022</div> <div>26/11/2024</div> </div>	<div> <div>Action Sheets Report</div> <div>Printed: 9 December 2024 4:44 PM</div> </div>
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**Seconded: Cr Luke Vandeleur**

### *That Council*

**1. endorses the 2025 Federal & State Election Priority Statement with the key priorities as contained in the following table:**

Project	Description	\$
<b>CRITICAL ELECTION PROJECTS AND COMMUNITY NEEDS</b>		
<b>Fascine Waterway Development</b> <ul style="list-style-type: none"> <li>Dredging</li> <li>Infrastructure</li> </ul>	<p>The SOC are dedicated to revitalising and enhancing the Fascine area as a cornerstone of community life, tourism, and economic activity. Our commitment reflects the importance of this iconic site to the Shire’s identity and the prosperity of our residents and businesses.</p> <ul style="list-style-type: none"> <li>Ongoing dredging to improve the waterway between the Carnarvon Yacht Club and the Tramway Bridge – improving access to the Northwater Estate</li> <li>Fascine/ Tramway Bridge Solar Lighting</li> <li>Fascine Walk Redevelopment – phase 2</li> <li>Tramway Bridge Restoration – phase 2</li> </ul>	<p><b>\$2.5M</b></p> <p><b>\$1.5M</b></p> <p><b>\$6M</b></p> <p><b>\$5M</b></p>
<b>Housing</b> <ul style="list-style-type: none"> <li>New</li> <li>Rebuild – State amenity responsibilities to our Town</li> </ul>	<ul style="list-style-type: none"> <li>Increase GROW Housing to support essential service delivery in the Region.</li> <li>Advocating for 100 houses               <ul style="list-style-type: none"> <li>Medical – Maternity and Mental Health</li> <li>Service Worker Accommodation</li> </ul> </li> </ul>	<p><b>TBC</b></p>

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	<ul style="list-style-type: none"> <li>○ Correct current market shortfalls</li> </ul>		
<b>Coral Bay Infrastructure</b> <ul style="list-style-type: none"> <li>• Multi User Facility</li> <li>• Service Workers (Seasonal) Accommodation</li> </ul>	<p><b>Multi User Facility:</b>                      The Shire, in collaboration with the Gascoyne Development Commission, is actively pursuing support for the development of a multi-use community facility designed to address the diverse needs of this remote community. This center will provide:</p> <ul style="list-style-type: none"> <li>• Enhanced health services</li> <li>• Improved access to government agencies</li> <li>• Critical infrastructure for emergency situations</li> </ul> <p>This initiative is a result of a strong multi-agency collaboration, reflecting a shared commitment to improving community services and resilience.</p> <p><b>Service Workers (Seasonal) Accommodation</b>                      The growing influx of tourists during peak seasons has created a significant shortage of housing for workers, making it difficult for local businesses to attract and retain staff. This challenge affects service quality and diminishes the overall visitor experience. The Shire is advocating for a comprehensive, multi-pronged strategy to address this issue, which includes:</p> <ul style="list-style-type: none"> <li>• Encouraging government support for targeted housing solutions</li> <li>• Incentivising private sector investment</li> <li>• Promoting active participation from local businesses</li> </ul>	<p><b>TBC</b></p> <p><b>TBC</b></p>	

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	This approach aims to enhance living conditions for workers, support the local economy, and elevate the visitor experience in the region.		
<b>Social</b> <ul style="list-style-type: none"> <li>• Safe spaces for Young People</li> <li>• Wrap around Services for families and at-risk Youth and Young Families</li> </ul>	<p>The Council is actively advocating for improved outcomes in the social space - improving on the positive work achieved to date. Focus is required in the areas of:</p> <ul style="list-style-type: none"> <li>• <b>Safe Spaces for Young People:</b> Establishing secure environments where youth can engage in positive activities, fostering their development and well-being.</li> <li>• <b>Comprehensive Support Services:</b> Implementing wrap-around services tailored for families, at-risk youth, and young families to address their unique challenges and promote stability.</li> </ul> <p>These initiatives aim to enhance community safety, support our vulnerable residents, and contribute to the overall well-being of our families and community members.</p>		
<b>MAJOR INFRASTRUCTURE PROJECTS</b>			
<b>Carnarvon Airport Relocation</b>	Crucial Strategic Project to enable expansion of the Shires aviation capability and integration into the Nation aviation network.	<b>\$2.5M Planning and Design</b>	
<b>Development of Coast Road</b>	Carnarvon the Gateway to the Coral Coast and Ningaloo. Formalise the road between the Blowholes to Coral Bay with an all - weather road that can provide sustainable and responsible access to the many tourism	<b>\$2.5M Initial design and planning</b>	





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<b>Development of a Fishing Platform at the Old Prawning Jetty Site</b>	<p>The proposed fishing platform at the site of the Old Prawning Jetty will deliver numerous social, economic, environmental, and recreational benefits:</p> <ul style="list-style-type: none"> <li>• <b>Enhancing Tourism Appeal:</b> Fishing is a popular activity for visitors to Carnarvon. The dedicated platform will strengthen the town's reputation as a premier recreational fishing destination, attracting tourists and driving economic growth.</li> <li>• <b>Boosting Local Businesses:</b> Increased visitor numbers will support local enterprises, including bait and tackle shops, fishing equipment retailers, restaurants, and accommodations, fostering economic activity.</li> <li>• <b>Creating Jobs:</b> The project will generate employment opportunities through its construction, ongoing maintenance, and associated services such as guided fishing tours and other recreational activities.</li> </ul> <p>This initiative creates a safe and enjoyable space for fishing enthusiasts while acting as a powerful catalyst for economic growth, tourism, and enhanced community engagement in Carnarvon.</p>	<b>\$4.7M</b>	
<b>Integrated Water Solution</b>	The project aims to ensure water resource security for the maintenance and enhancement of green recreational areas and	<b>\$2.3M</b>	

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	<p>public open spaces throughout Carnarvon township. By strategically coordinating and optimising the use of available water resources, including:</p> <ul style="list-style-type: none"> <li>• Artesian water</li> <li>• Recycled water</li> <li>• Groundwater extraction</li> <li>• GWC Scheme Water</li> <li>• Potable water</li> </ul> <p>This initiative is integral to the success of the <b>Greening Carnarvon Initiative</b>, which seeks to enhance the aesthetic appeal and functionality of Carnarvon’s roads, residential areas, and public spaces. The project will foster a stronger sense of community pride, provide natural shade, and create a more vibrant and attractive Carnarvon for residents and visitors alike.</p>		
Premier Oval Lighting	<p>Our goal is to enhance the playing conditions to support night matches and year-round use of the sporting facility. While Carnarvon's incredibly mild climate is ideal for continuous use, inadequate lighting currently compromises player safety and limits the utilisation of the premier multi-use oval.</p> <p>By installing Australian-standard match lighting, we will be able to host larger sporting events (WAFL/AFL), attract regional visitors, and boost economic benefits. This project will increase participation and improve health outcomes, making the sporting facility a more vibrant and accessible community asset.</p>	\$1.8M	

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<b>RV Parking and Plaza</b>	The project aims to establish long vehicle parking and activate the plaza, creating a seamless connection between the library and shopping district. This dedicated parking facility will attract tourists, encouraging them to stay longer and explore local businesses, thereby boosting economic returns. By enhancing visitor experience and ensuring greater safety, the initiative will also improve the functionality, connectivity, and overall appearance of the Town Centre, making it a more vibrant and welcoming destination.		
<div><div>2. <i>direct the CEO to formalise into an appropriate document for circulation at a Federal and State Government Level; and</i></div><div>3. <i>direct the CEO to publish on the Shire of Carnarvon’s Website, Social Media and circulate to the Regional Media Outlets.</i></div><div>4. <i>endorse the Shire of Carnarvon President and Councillors to Lobby and Advocate on the matters and projects contained with the 2025 Federal &amp; State Election Priority Statement.</i></div></div> <div><div>FOR: Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell</div><div>AGAINST: Nil</div></div> <div>CARRIED BY SIMPLE MAJORITY 8/0</div>			

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Claassens, Carolien Nielsen, David	Infrastructure Services	Approval to accept and utilise Additional 2024/25 Regional Road Group Funding on the Quobba Gnarloo Road
<b>COUNCIL RESOLUTION OCM 18/11/24</b>			
<b>Moved: Cr Burke Maslen</b>			
<b>Seconded: Cr Luke Vandeleur</b>			

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***That Council, by Absolute Majority, in accordance with Section 6.8(1) of the Local Government Act. resolves to:***

- a) accept an additional \$150,000 of Regional Road Project Grant funding;***
- b) approve an allocation of \$75,000 of unallocated Roads to Recovery funding as its Road Project Grant funding co-contribution;***
- c) approves allocation of the additional funding to increase the scope of work to be completed under the existing 2024/2025 Quobba Gnarlloo RRG project;***
- d) authorises the CEO to formalise the budget variation as provided in Schedule 1; and***
- e) authorises the CEO to advise Main Roads WA that it can confirm allocation of the Shire co-contribution and can complete the additional work by 30 June 2025.***

**FOR:** Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell  
**AGAINST:** Nil

**CARRIED BY ABSOLUTE MAJORITY 8/0**

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Claassens, Carolien Nielsen, David	Infrastructure Services	RFT 09/2024 Plant and Operators for Flood Damage Repairs - AGRN 1118 award of Tender
<b>COUNCIL RESOLUTION OCM 24/11/24</b>			
<b>Moved: Cr Paul Kelly</b>			
<b>Seconded: Cr Luke Skender</b>			
<b><i>That Council, by Simple Majority pursuant to Section 3.57 of the Local Government Act 1995 and Part 4 of the Local Government (Functions and General) Regulations 1996, resolves to</i></b>			
<ul style="list-style-type: none"> <li><b><i>a) not accept any submission received for Tender RFT 09/2024 Plant and Operators for Flood Damage Repairs – AGRN 1118 and;</i></b></li> <li><b><i>b) authorise the CEO to request quotes from suitably qualified and experienced contractors for Plant and Operators for Flood Damage Repairs – AGRN 1118 including the contractors who lodged submissions to RFT 09/2024.</i></b></li> </ul>			
<b>FOR:</b> Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell			
<b>AGAINST:</b> Nil			

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CARRIED BY SIMPLE MAJORITY 8/0
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Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Nielsen, David Nielsen, David	Infrastructure Services	Floating Pontoon Jetty Repair Options
<b>COUNCIL RESOLUTION OCM 19/11/24</b>  <b>Moved:</b> Cr Marco Ferreira <b>Seconded:</b> Cr Paul Kelly  <b><i>That Council by Absolute Majority pursuant to Section 3.18 of the Local Government Act 1995 resolves to:</i></b>  <ol style="list-style-type: none"> <li><i>approve the allocation of a further \$50,000 from the Fascine Upgrade and Renewal Reserve to complete the upgrade of the Jetties to a piling system should the Recreational Boating and Fishing Scheme Grant application be unsuccessful;</i></li> <li><i>direct the CEO to temporarily remove the three Fascine floating pontoon jetties and walkways for the cyclone season and for full cleaning and inspection;</i></li> <li><i>direct the CEO to proceed with the piling project and the subsequent reinstatement of the three Fascine floating pontoon jetties and walkways by installing six plies occur no later than 30 April 2025; and</i></li> <li><i>direct the CEO to provide information to the community regarding the need for the temporary removal and the planned reinstatement of the assets.</i></li> </ol> <b>FOR:</b> Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell <b>AGAINST:</b> Nil  <div>CARRIED BY ABSOLUTE MAJORITY 8/0</div>			

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Louw, Stefan Louw, Stefan	Development and Community Services	Revised St John WA Land Transfer Mechanism - 5 Rushton Street, Carnarvon and 358 Robinson Street, Carnarvon
<b>COUNCOUNCIL RESOLUTION OCM 10/11/24</b>			

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Moved: Cr Paul Kelly  
Seconded: Cr Dudley Maslen

*That Council, by Absolute Majority,*

1. *notes the revised land transfer mechanism as agreed with the State and St John WA;*
2. *approves, pursuant to Section 3.58 of the Local Government Act 1995, the disposal of property at 358 Robinson Street, Carnarvon by sale to St John WA for the price of a “peppercorn”;*
3. *approves, pursuant to Section 3.59 of the Local Government Act 1995, the acquisition of property at 5 Rushton Street, Carnarvon by purchase from St John WA for the price of a “peppercorn”; and*
4. *authorises the CEO to take all necessary actions to implement the revised land transfer mechanism to complete the transaction.*

FOR: Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell

AGAINST: Nil

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**COUNCOUNCIL RESOLUTION OCM 10/11/24**

Moved: Cr Paul Kelly  
Seconded: Cr Dudley Maslen

*That Council, by Absolute Majority,*

1. *notes the revised land transfer mechanism as agreed with the State and St John WA;*
2. *approves, pursuant to Section 3.58 of the Local Government Act 1995, the disposal of property at 358 Robinson Street, Carnarvon by sale to St John WA for the price of a “peppercorn”;*
3. *approves, pursuant to Section 3.59 of the Local Government Act 1995, the acquisition of property at 5 Rushton Street, Carnarvon by purchase from St John WA for the price of a “peppercorn”; and*
4. *authorises the CEO to take all necessary actions to implement the revised land transfer mechanism to complete the transaction.*



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<b>FOR:</b>	Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell
<b>AGAINST:</b>	Nil
<b>CARRIED BY ABSOLUTE MAJORITY 8/0</b>	
<b>02 Dec 2024 12:00pm Louw, Stefan</b>	
No further action required at this stage. Waiting for St John to finalise land transfer to freehold before the land transfer between the Shire and St John can take place.	

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Dexter, Amanda Dexter, Amanda	Governance	2024/2025 Christmas/New Year Shut Down for Shire Administration and Operational Staff
<b>COUNCIL RESOLUTION OCM 04/11/24</b>			
<b>Moved: Cr Luke Vandeleur</b>			
<b>Seconded: Cr Marco Ferreirinha</b>			
<i>That Council, by Simple Majority <b>approve</b> the observance of Christmas/New Year stand-down for Shire administration and operational staff with the main civic buildings/offices to be closed from Monday 23 December 2024 and re-opening at 8.00am on Monday 6 January 2025 with advertising of the closure on the website, notice boards, social media and in the local newspaper to be undertaken.</i>			
<u>FOR:</u>	Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Vandeleur, Dudley Maslen and Adam Cottrell		
<u>AGAINST:</u>	Nil		
<u>ABSENT:</u>	Crs L Skender and PK Kelly		
<b>CARRIED BY SIMPLE MAJORITY 6/0</b>			

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Dexter, Amanda Dexter, Amanda	Governance	Council Appointment to the Waste and Land Management Sub Committee
<b>COUNCIL RESOLUTION OCM 03/11/24</b>			
<b>Moved: Cr Luke Vandeleur</b>			

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**Seconded:** Cr Burke Maslen

*That Council, by Simple Majority, resolves to appoint Shire President Eddie Smith as the Community Representative and Cr Marco Ferreirinha as proxy on the Waste and Land Management Working Group (WLMWG), representing both the greater community of Carnarvon and the Shire of Carnarvon..*

FOR: Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell  
AGAINST: Nil

**CARRIED BY SIMPLE MAJORITY 8/0**

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Dexter, Amanda Dexter, Amanda	Governance	Implementation of the Shire of Carnarvon Major Projects and Infrastructure Committee of Council
<b>COUNCIL RESOLUTION OCM 06/11/24</b>  <b>Moved:</b> Cr Burke Maslen <b>Seconded:</b> Cr Luke Vandeleur  <i>That Council by Absolute Majority in accordance with s.58 of the Local Government Act -</i> <ol style="list-style-type: none"> <li><i>approve the formulation of the Major Projects and Infrastructure Committee</i></li> <li><i>nominates President, Deputy President, Cr Luke Vandeleur, and Cr Paul Kelly as proxy; and</i></li> <li><i>adopt the Terms of Reference as contained within the Report.</i></li> </ol> <p><u>FOR:</u> Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell  <u>AGAINST:</u> Nil</p> <p><b>CARRIED BY ABSOLUTE MAJORITY 8/0</b></p>			

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Dexter, Amanda	Corporate Services	Endorsement of Tramway Bridge Closure

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Dexter, Amanda  
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Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Beresford, Sarah	Corporate Services	Budget Adjustments - November 2024
<b>COUNCIL RESOLUTION OCM 08/11/24</b>			
<b>Moved: Cr Paul Kelly</b>			
<b>Seconded: Cr Luke Skender</b>			
<i>That Council, by Absolute Majority, in accordance with section 6.8(1) of the Local Government Act, resolves to approve the adjustments to the 2024/2025 adopted Shire budget as detailed in this report and attached as per Schedule 1.</i>			
<b>FOR:</b> Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell			
<b>AGAINST:</b> Nil			
<b>CARRIED BY ABSOLUTE MAJORITY 8/0</b>			

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# ACTIONS COMPLETED – NOVEMBER/DECEMBER 2024

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Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Driscoll, Sarah	Corporate Services	Monthly Financial Report October 2024
<b>COUNCIL RESOLUTION OCM 09/11/24</b>  <b>Moved:</b> Cr Marco Ferreira <b>Seconded:</b> Cr Burke Maslen  <i>That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations, resolves to receive the Draft Statement of Financial Activity for October 2024 as per attached Schedule 1.</i>  <b>FOR:</b> Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell <b>AGAINST:</b> Nil  <div style="text-align: right;"><b>CARRIED BY SIMPLE MAJORITY 8/0</b></div>			

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Louw, Stefan Louw, Stefan	Development and Community Services	Local Planning Policies
<b>COUNCIL RESOLUTION OCM 11/11/24</b>  <b>Moved:</b> Cr Luke Skender <b>Seconded:</b> Cr Dudley Maslen  <i>That Council, by Simple Majority, resolves to:</i> <ol style="list-style-type: none"> <li><i>initiate the local planning policies for advertising in accordance with the requirements of Clause 4 of Schedule 1 of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations) comprising the following local planning policies: a) CD017 – Signs and Advertising; b) CD018 Outbuildings, and c) CD019 Alfresco Dining, as set out at Schedule 1; and</i></li> <li><i>authorise the Chief Executive Officer to advertise Council’s proposal to adopt the local planning policies referenced to in point 1 above under the Shire of Carnarvon Local Planning Scheme No. 13 in accordance with the specific requirements of Clause 87 of Part 12 the Regulations for the minimum required period of twenty-one (21) days.</i></li> </ol>			

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<b>FOR:</b>	Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell
<b>AGAINST:</b>	Nil
<b>CARRIED BY SIMPLE MAJORITY 8/0</b>	
<b>02 Dec 2024 12:00pm Louw, Stefan - Completion</b>	
Completed by Louw, Stefan (action officer) on 02 December 2024 at 12:00:19 PM - Draft local policies will be advertised in a weeks time. No further action required.	

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Louw, Stefan Louw, Stefan	Development and Community Services	Pelican Point Beach Closure
<b>COUNCIL RESOLUTION OCM 12/11/24</b>			
<b>Moved: Cr Burke Maslen</b>			
<b>Seconded: Cr Marco Ferreira</b>			
<b><i>That Council by Simple Majority, resolves to:</i></b>			
<b><i>1. approve the continuation of the temporary vehicle access ban to Pelican Point spit; and</i></b>			
<b><i>2. direct the CEO to conduct a comprehensive review of the temporary vehicle access ban to Pelican Point spit, including a detailed assessment of dune conditions and environmental impacts, and present a report with recommendations to the November 2025 Ordinary Meeting of Council.</i></b>			
<b>FOR:</b>	Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell		
<b>AGAINST:</b>	Nil		
<b>CARRIED BY SIMPLE MAJORITY 8/0</b>			
<b>02 Dec 2024 12:00pm Louw, Stefan - Completion</b>			
Completed by Louw, Stefan (action officer) on 02 December 2024 at 12:00:42 PM - Barriers and signage are in place. No further action required.			

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Hill, Danielle Dexter, Amanda	Confirmation and Receiving of Minutes	Minutes of the Audit & Risk Management Committee Meeting - 30 October 2024
<b>COUNCIL RESOLUTION OCM 02/11/24</b>			

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<b>Moved:</b> Cr Paul Kelly <b>Seconded:</b> Cr Luke Vandeleur <b>That the minutes of the Audit &amp; Risk Management Committee Meeting held on Wednesday 30 October 2024 be received.</b> <b>FOR:</b> Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell <b>AGAINST:</b> Nil <p style="text-align: right;"><b>CARRIED BY SIMPLE MAJORITY 8/0</b></p> <p><b>02 Dec 2024 2:48pm Hill, Danielle - Completion</b>          Completed by Hill, Danielle (action officer) on 02 December 2024 at 2:48:56 PM - This is seek Council endorsement of Audit Minutes which was carried out at November Council Meeting therefore no further action.</p>
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Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Hill, Danielle Dexter, Amanda	Governance	Actions Performed Under Delegated Authority for the Months of October and November 2024
<b>COUNCIL RESOLUTION OCM 05/11/24</b> <b>Moved:</b> Cr Paul Kelly <b>Seconded:</b> Cr Luke Skender <b>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 October and November 2024.</b> <b>FOR:</b> Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell <b>AGAINST:</b> Nil <p style="text-align: right;"><b>CARRIED BY SIMPLE MAJORITY 8/0</b></p> <p><b>02 Dec 2024 2:48pm Hill, Danielle - Completion</b>          Completed by Hill, Danielle (action officer) on 02 December 2024 at 2:48:16 PM - This is an information report only therefore no further action required</p>			

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Nguyen, Giang	Corporate Services	Accounts Paid under Delegation October 2024



<b>Division:</b>	<b>Date From:</b> 28/10/2024
<b>Committee:</b>	<b>Date To:</b> 9/12/2024
<b>Officer:</b>	<b>Printed:</b> 9 December 2024 4:48 PM
<b>Action Sheets Report</b>	

**COUNCIL RESOLUTION OCM 07/11/24**

Moved: Cr Paul Kelly

Seconded: Cr Luke Skender

*That Council, by simple majority in accordance with S.5.42 of the Local Government Act – 1995, resolves to:*

- 1. receive the list of payments made under delegation, as per Schedule 1 at a total value of \$3,053,579.59 as presented for the month of October 2024, incorporating the following; and*

<b>Payment Reference from:</b>	<b>Payment Reference to:</b>	<b>Payment Type</b>	<b>Payment Amount</b>
<b>EFT42500</b>	<b>EFT42749</b>	<b>Muni EFT</b>	<b>\$2,177,351.09</b>
-	-	<b>Trust EFT</b>	<b>\$0.00</b>
-	-	<b>Cheque</b>	<b>\$0.00</b>
DD41155.1-DD41155.2, DD41157.1, DD41159.1, DD41162.1, DD41171.1-DD41171.3, DD41172.1-DD41172.3, DD41173.1-DD41173.5, DD41177.1, DD41178.1, DD41179.1-DD41179.2, DD41180.1, DD41181.1, DD41182.1, DD41183.1, DD41184.1-DD41184.4, DD41186.1, DD41188.1, DD41190.1,	DD41196.1	Bank Directs	\$876,228.50

Division:	Date From:	28/10/2024
Committee:	Date To:	9/12/2024
Officer:	Printed:	9 December 2024 4:48 PM
Action Sheets Report		

<i>DD41192.1-DD41192.2, DD41195.1, DD41196.1</i>			
		<i>TOTAL</i>	<i>\$3,053,579.59</i>

***2. receive the copies of credit card statements for all such Shire Facilities for the period 23.09.2024 – 22.10.2024***

**FOR:** Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell

**AGAINST:** Nil

**CARRIED BY SIMPLE MAJORITY 8/0**

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# VALUATION REPORT

AMPLITEL SITE 14204  
CARNARVON AIRPORT  
CARNARVON ROAD  
CARNARVON WA 6701



INTERNATIONAL  
valuation & property  
SERVICES

to the four corners of the earth...

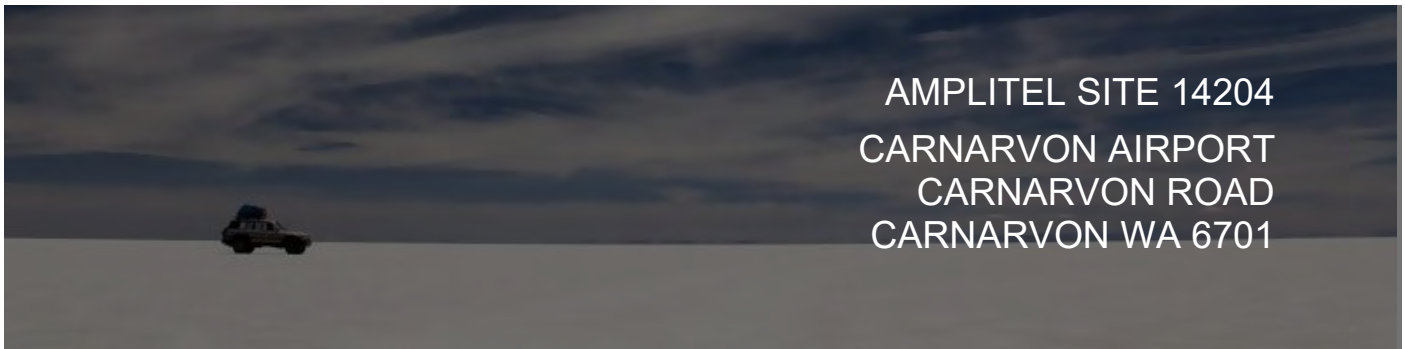
# SUBJECT SITE

AMPLITEL SITE 14204  
CARNARVON AIRPORT  
CARNARVON ROAD  
CARNARVON WA 6701



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## INSTRUCTIONS

IVPS has been instructed by Tommy Lam, Transaction Manager, JLL as managing agent for Amplitel, to undertake a rental valuation of the facility (site ID 14204) located at Carnarvon Airport, Carnarvon Road, Carnarvon, Western Australia on the basis of its current use as a telecommunications facility.

## BACKGROUND & PURPOSE OF VALUATION

The current lease expires on the 30th of April 2025.

The lease renewal is scheduled to commence on the 1<sup>st</sup> of May 2025.

A current market valuation is required to assist in lease negotiations and to address Council requirements that the rent be determined by a market valuation.

## DATE OF INSPECTION

14 October 2024.

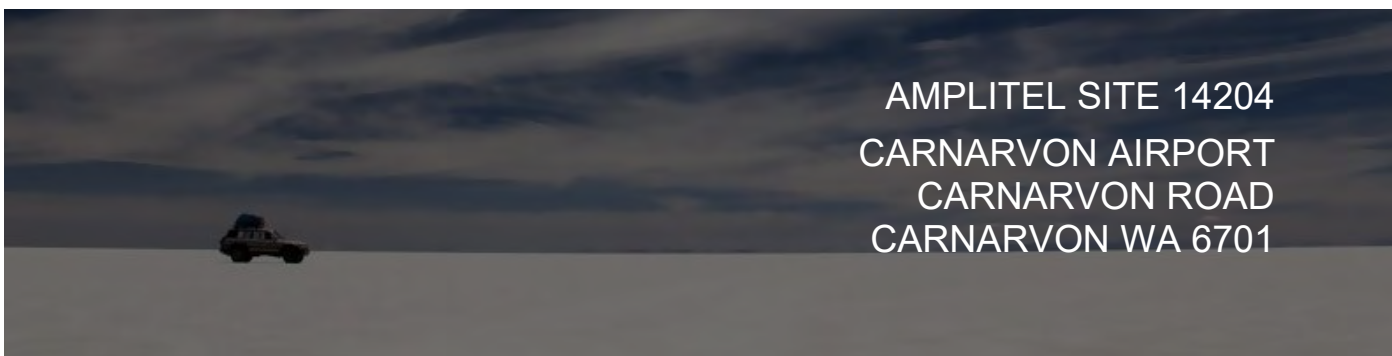
## DATE OF VALUATION

14 October 2024.

## LEGAL DESCRIPTION

Lot 559 on DP 144299.



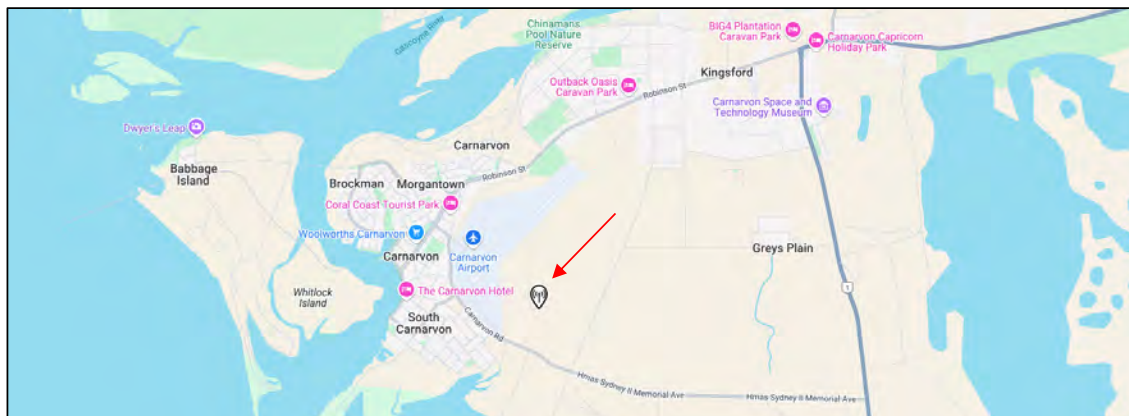


## LOCATION

The subject site is located in Carnarvon – a coastal town in Western Australia situated approximately 815 kilometres north of Perth.



The subject site is located to the south-east of Carnarvon Airport, 475 metres north-east of Carnarvon Road.

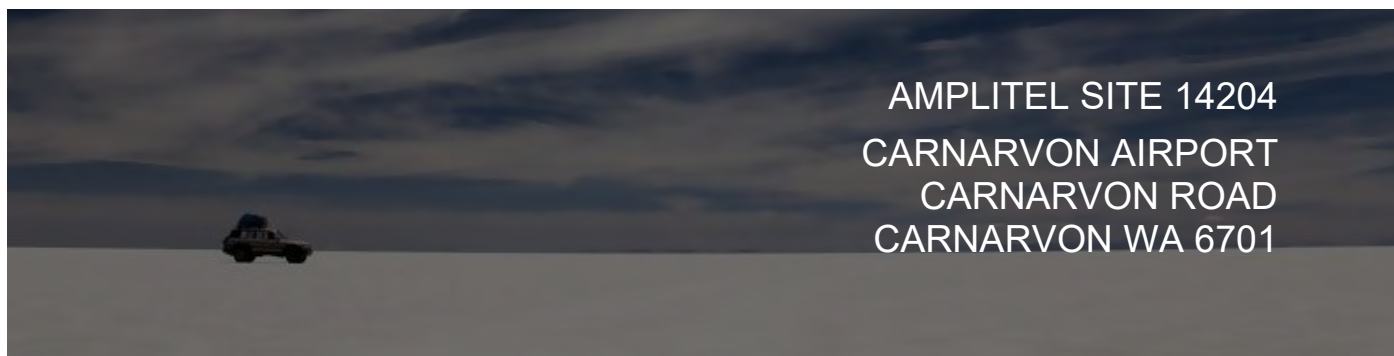


East Carnarvon is located to the north, Greys Plains is located to the east, South Carnarvon is located to the south and Carnarvon is located to the west.

Due to the location the availability of public transport is limited.

The main road servicing the area is the N W Coastal Highway.

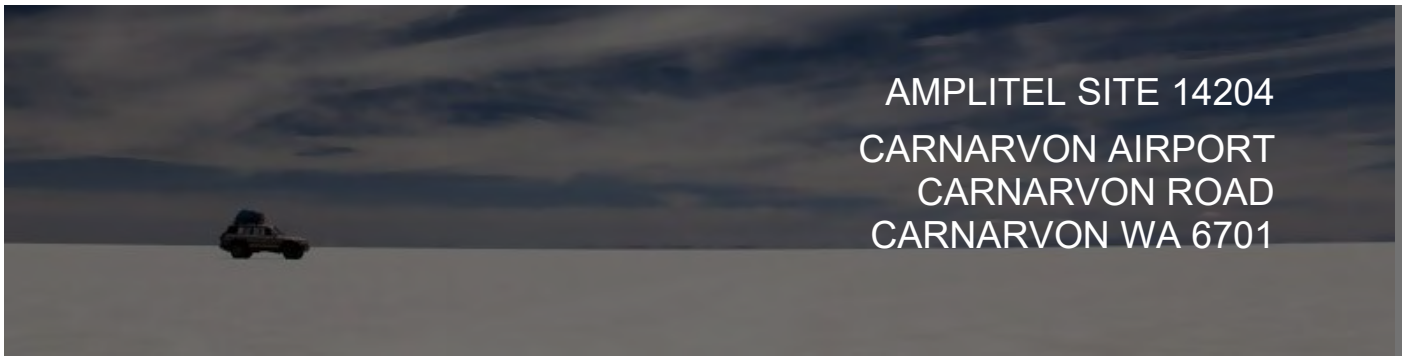
Access to the site is available via a sealed bitumen road off Carnarvon Road.



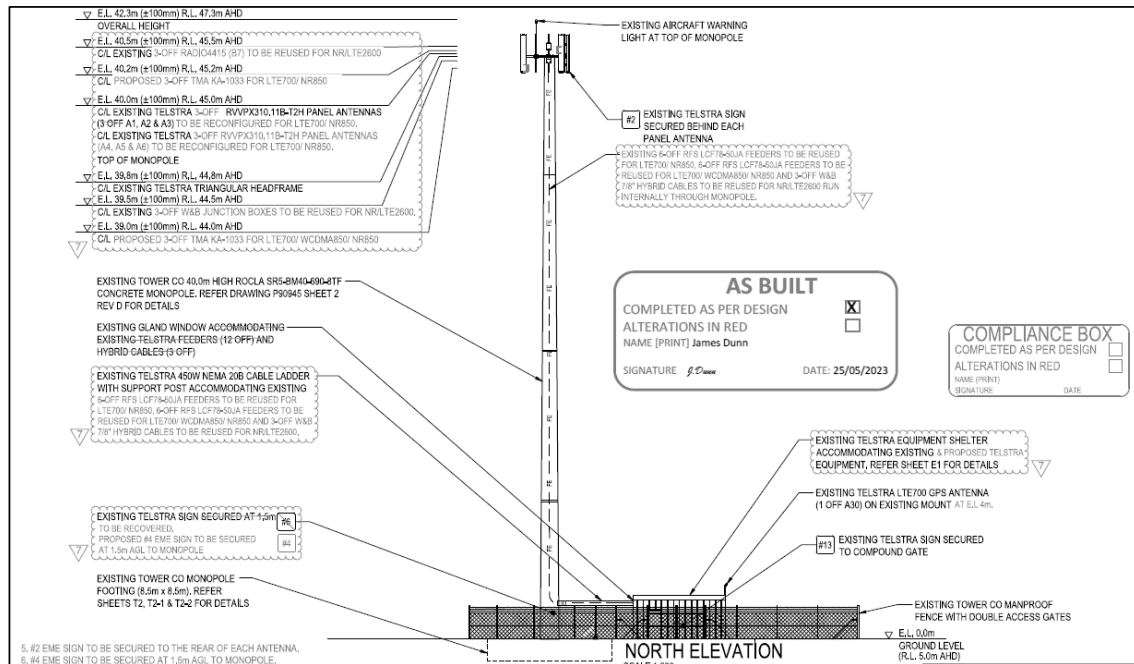
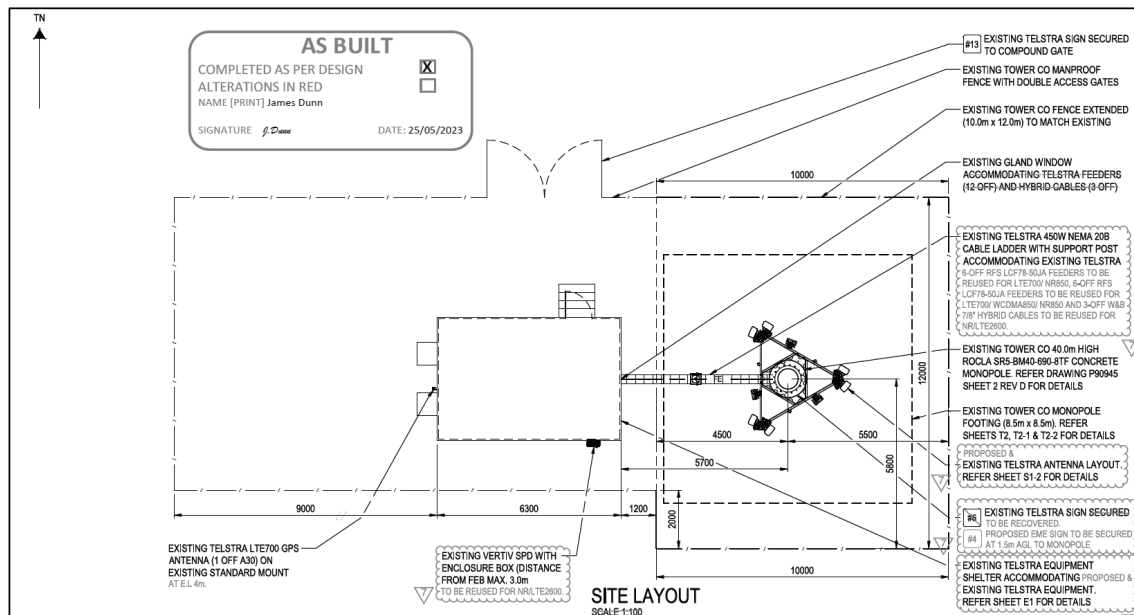
## SITE DESCRIPTION

The subject installation comprises a Telstra 40-metre concrete monopole, equipment cabin and associated cabling within a security fenced compound.

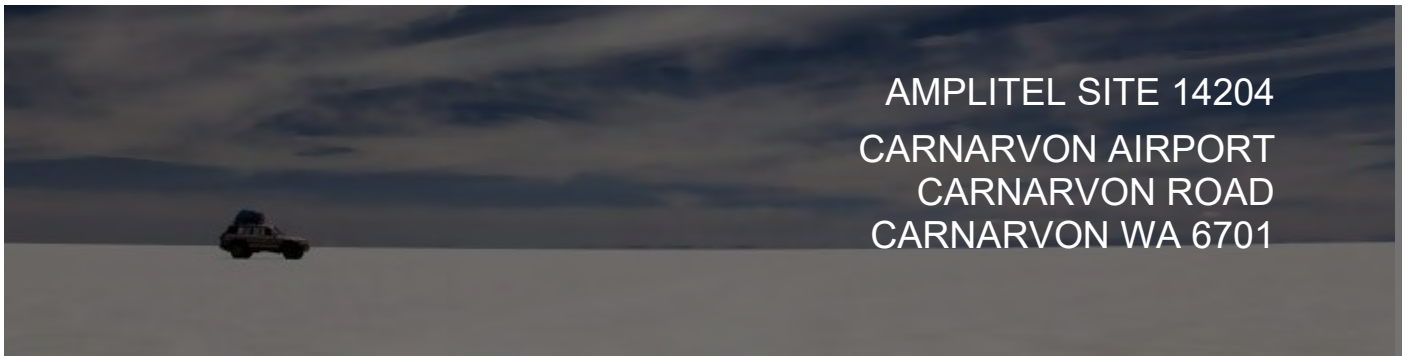




# AMPLITEL SITE 14204 CARNARVON AIRPORT CARNARVON ROAD CARNARVON WA 6701





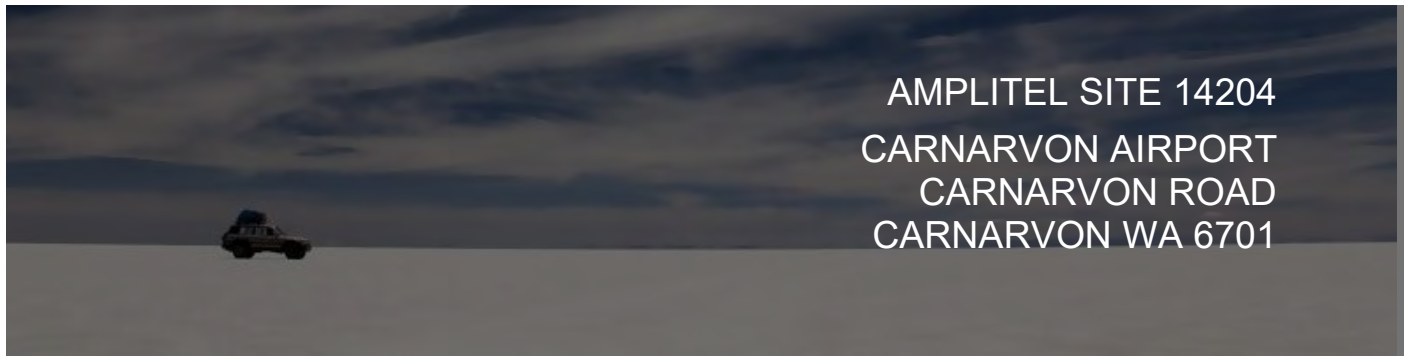


## ENVIRONMENTAL CONSTRAINTS

At the time of inspection, we have not been made aware of any issues regarding potential site contamination, however, if such factors are raised at a later date, then we reserve the right to review the valuation.

## SERVICES

Standard town services are either connected or available for connection to the site.



# TOWN PLANNING

The site is zoned under the provisions of the Shire of Carnarvon Planning Scheme No. 13.



## LEASE PARTICULARS

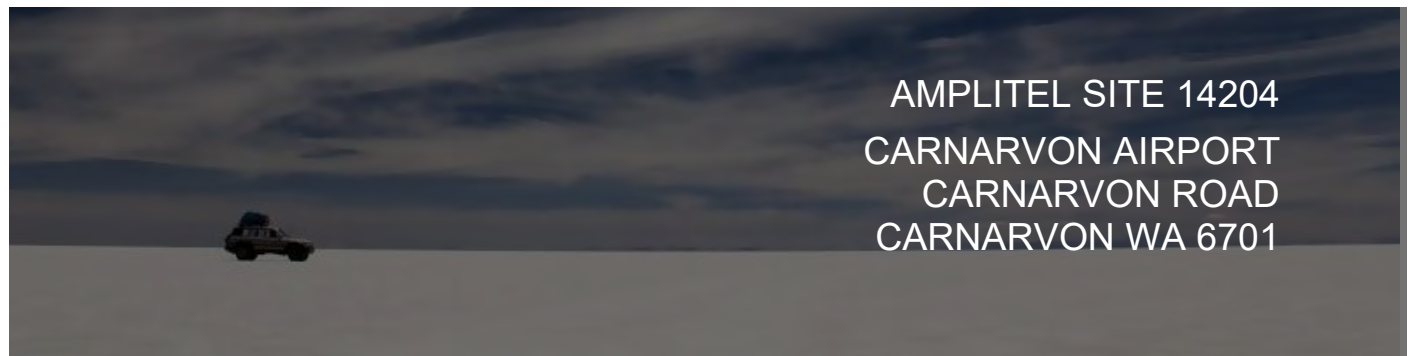
The current lease expires on the 30th of April 2025.

Amplitel has advised that the current passing rent at expiry is \$11,371.28 p.a. escalating annually at 5%.

The lease renewal is scheduled to commence on the 1<sup>st</sup> of May 2025.

LEASE AREA

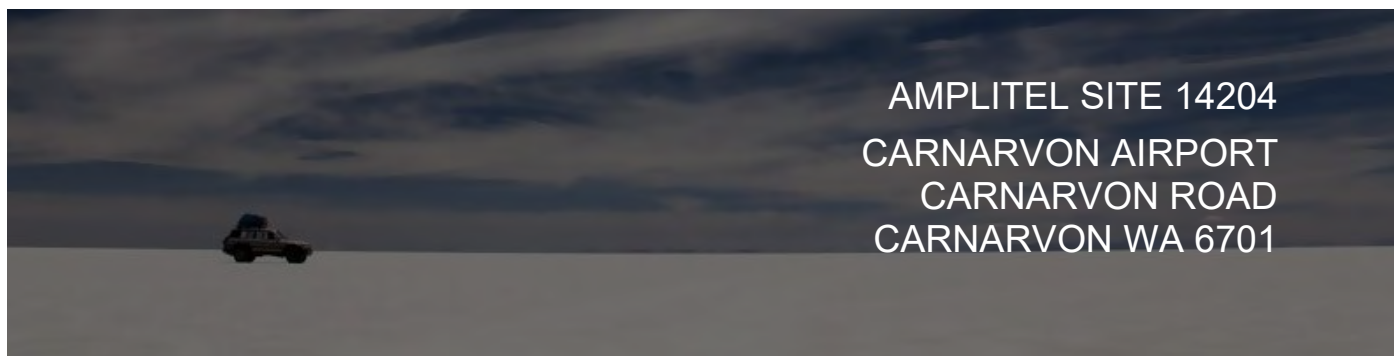
The premises has a reported area of approximately 6,400 square meters.



## MARKET RENTAL EVIDENCE

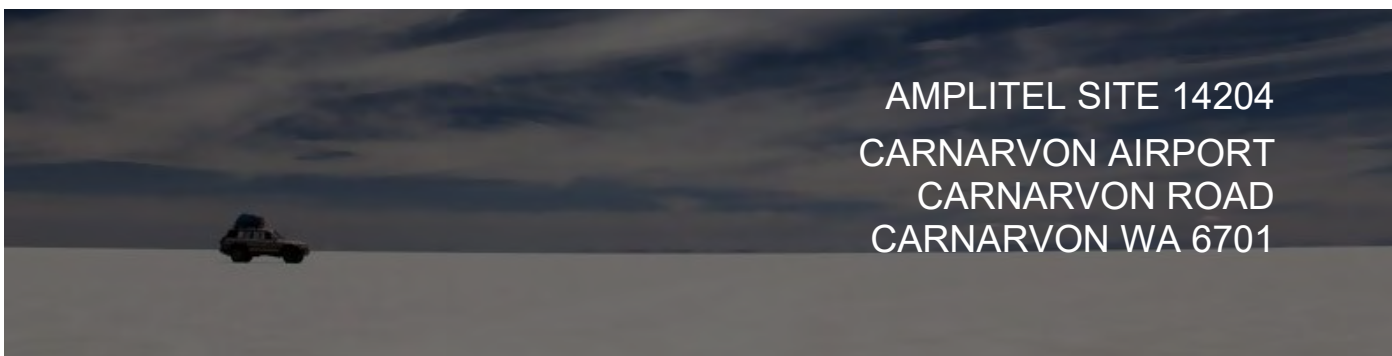
<b>Lessee</b>	Amplitel
<b>Site ID</b>	323353
<b>Address</b>	736 South River Road
<b>Suburb</b>	SOUTH PLANTATIONS WA 6701
<b>Lease Comm</b>	July 2019
<b>Lease Term</b>	20 years
<b>Current Rent</b>	\$5,625 p.a.
<b>Escalator</b>	3.0% p.a.
<b>Description</b>	Full site – 60m lattice tower and equipment shelter.
<b>Comparability</b>	Located 12km north-east. Provides a guide.

<b>Lessee</b>	Indara
<b>Site ID</b>	P8205
<b>Address</b>	Geraldton-Mt Magnet Road
<b>Suburb</b>	WICHERINA WA 6532
<b>Lease Comm</b>	July 2021
<b>Lease Term</b>	20 years
<b>Current Rent</b>	\$10,770 p.a.
<b>Escalator</b>	2.5% p.a.
<b>Description</b>	Full site – 60m guyed mast and equipment shelter.
<b>Comparability</b>	Located 445km south. Provides a guide.



<b>Lessee</b>	Amplitel
<b>Site ID</b>	275782
<b>Address</b>	Great Northern Highway
<b>Suburb</b>	PORT HEDLAND WA 6721
<b>Lease Comm</b>	April 2021
<b>Lease Term</b>	20 years
<b>Current Rent</b>	\$16,155 p.a.
<b>Escalator</b>	2.5% p.a.
<b>Description</b>	Full site – 40m lattice tower and equipment shelter.
<b>Comparability</b>	Located outside Port Hedland International Airport (PHIA), 715km north-east. Overall, PHIA is a vastly superior location.

<b>Lessee</b>	Amplitel
<b>Site ID</b>	277881
<b>Address</b>	9 Nairn Street
<b>Suburb</b>	SOUTH HEDLAND WA 6722
<b>Lease Comm</b>	May 2020
<b>Lease Term</b>	10 years
<b>Current Rent</b>	\$12,380 p.a.
<b>Escalator</b>	3.0% p.a.
<b>Description</b>	Full site – 20m monopole and equipment shelter.
<b>Comparability</b>	Located 4km from Port Hedland International Airport, 710km north-east of the subject. Overall, superior location.



<b>Lessee</b>	Amplitel
<b>Site ID</b>	360831
<b>Address</b>	10 Iona Link
<b>Suburb</b>	BILINGURR WA 6725
<b>Lease Comm</b>	January 2024
<b>Lease Term</b>	20 years
<b>Current Rent</b>	\$12,000 p.a.
<b>Escalator</b>	2.5% p.a.
<b>Description</b>	Full site – 30m monopole and equipment shelter.
<b>Comparability</b>	Located 2km north of Broome International Airport, 1,175km north-east of the subject. Overall, superior location.

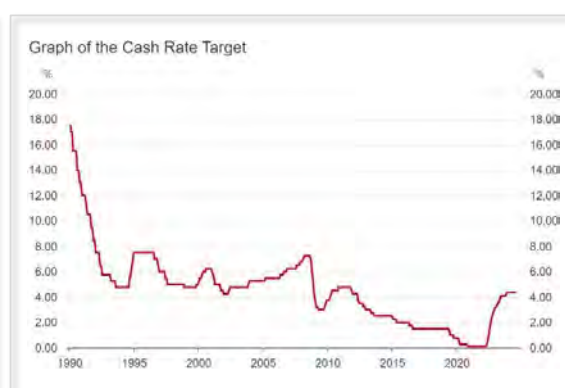
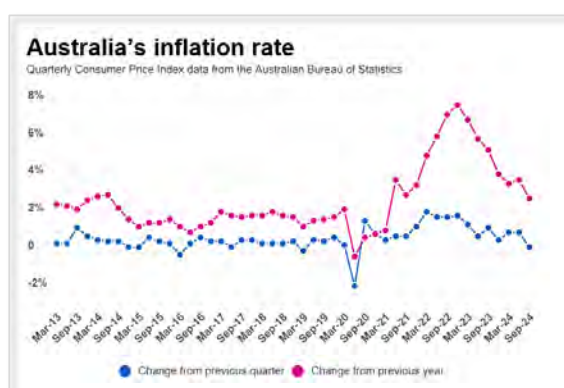


AMPLITEL SITE 14204  
CARNARVON AIRPORT  
CARNARVON ROAD  
CARNARVON WA 6701

## MARKET COMMENTARY

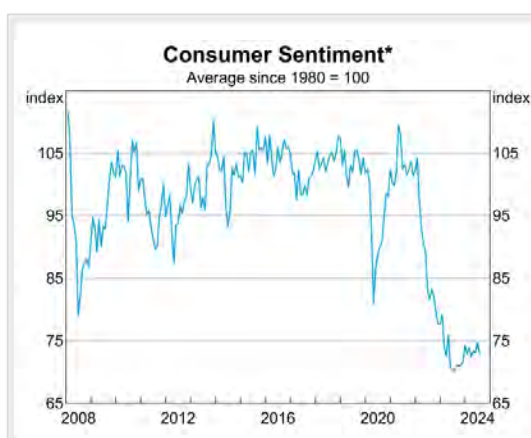
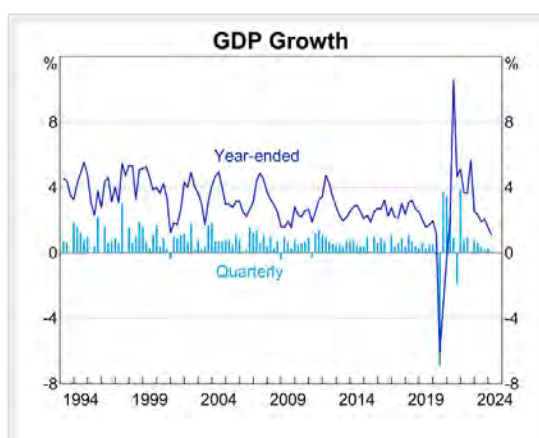
### Economic indicators

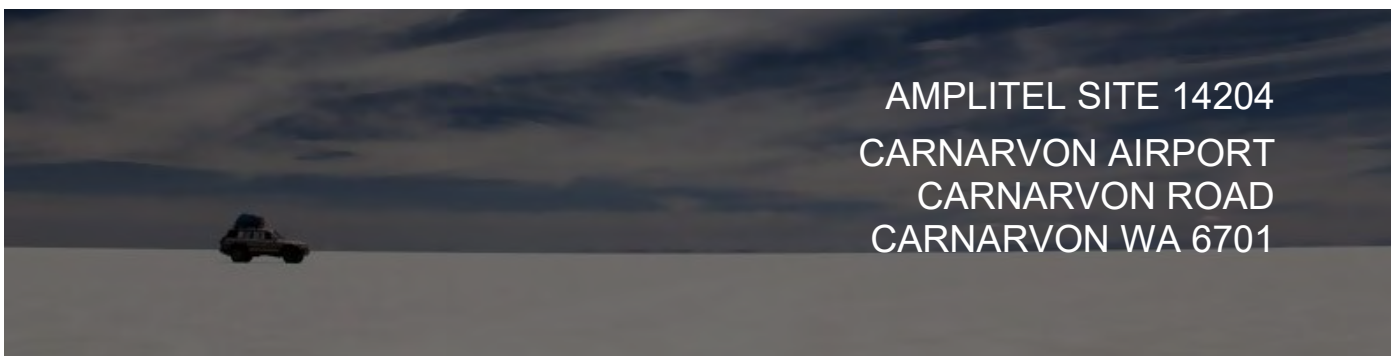
Inflation has dropped from 3.8 per cent to 2.8 per cent, with the consumer price index (CPI) reaching a three-year low – the first time the quarterly figure fell within the Reserve Bank (RBA) target range of 2-3% since March 2021 when the CPI was 1.1 per cent; while the cash rate remains at 4.35% - unchanged since November 2023.



The Australian economy grew 1.5% in 2023-24, the weakest annual growth (excluding the COVID-19 pandemic) since 1991-92, a year that included the gradual recovery from the 1991 recession. The weak growth reflects subdued household demand, which detracted 0.1 percentage points from GDP growth while government consumption contributed 0.3 percentage points, the same contribution to growth as previous quarter.

In terms of consumer sentiment, the pessimism that has dominated for over two years now is still showing no real signs of lifting. Cost-of-living pressures remain at the forefront of consumers' minds and while fears of further interest rate rises have eased slightly, consumers are becoming increasingly concerned about where the economy may be headed and what this could mean for jobs.





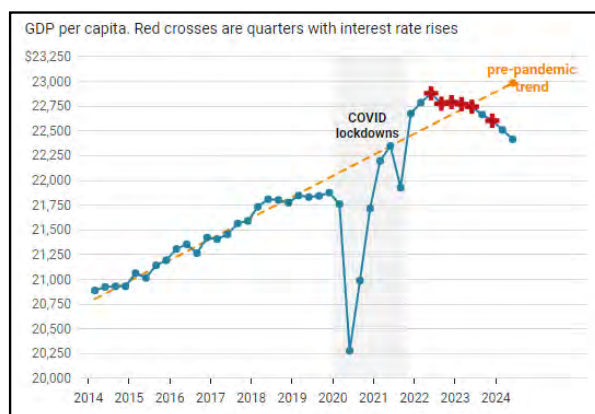
AMPLITEL SITE 14204  
CARNARVON AIRPORT  
CARNARVON ROAD  
CARNARVON WA 6701

### Economic outlook

The Reserve Bank continues to stare down less-than perfect inflation numbers against a backdrop of weak growth, with the period from late July to mid September 2024 representing a fork in the road for the Australian economy and economic policymakers.

The level of real economic activity in Australia is now meaningfully below where the pre-pandemic trend would have taken it, with that outcome even worse on a per capita basis.

This is further highlighted by recent comments by Treasurer Jim Chalmers that the 13 interest rate increases implemented by the RBA had slowed the Australian economy to the point that it had “smashed the economy”.

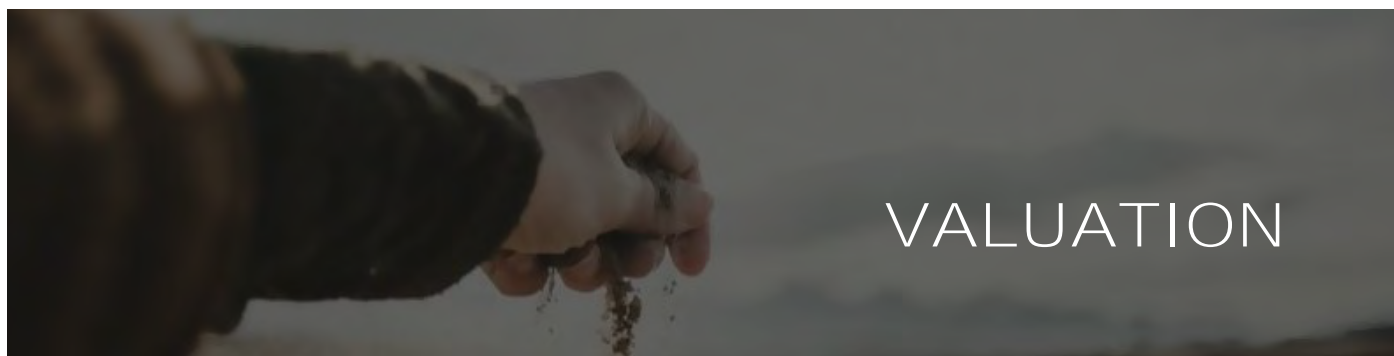


### Telecommunications Sector

The telecommunications sector is an industry which has experienced significant change over the last three decades. Recent examples of capital raising and equity financing including the sale of sectors of the Telstra tower portfolio, divestment of the Optus/ATN, Vodafone/TPG and Axicom portfolios have changed the dynamics of the industry.

In addition to the above, the industry has seen the emergence of 5G technology with the added dimension of small cells combined with the drive towards smart cities and the integration of various technologies. Certain landlords including Local Government authorities, private institutions, subdivisions and advanced developments have been encouraging the implementation of these technologies within their properties which has enhanced their “products” creating an advantage over other competitors within their industry.

In the early years of the mobile phone industry rents were struck at rates which reflected an overanxious lessee and, in many cases, an unwilling lessor. The requirement at the time for the main telecommunication providers was to provide the roll out of infrastructure at a rapid pace with little attention directed towards the detail of leasing deals or cost. Subsequently, 20 years on, the industry is renegotiating a major proportion of leases to rectify a legacy of an unrealistic escalation of rents at 5% or more p.a., whereby, the compound effect of these increases has created a false and unsustainable market. The standard escalation rate for telecommunication facility leases and other commercial sectors is within the parameters of 2% - 3% or CPI and has been on this trajectory for quite a number of years. Over a 20-year lease term rents set at escalations of 5% p.a. have outperformed CPI creating a “profit rent” which is significantly over market at the expiry of the tenure.



## VALUATION RATIONALE

The subject installation comprises a Telstra 40-metre concrete monopole, equipment cabin and associated cabling within a security fenced compound.

In reviewing the evidence, the rental range shows a variation of around \$6,000 p.a. to \$16,000 p.a. for comparable sites.

**Carnarvon Airport** is a local airport servicing the town of Carnarvon and surrounding suburbs. Rex operates limited services from the airport. Carnarvon Airport reportedly services around 25,000 passengers per year.

**Port Hedland International Airport (PHIA)** is the only international airport in the Pilbara region. Qantas, QantasLink and Virgin Australia operate regular services from PHIA, while Skippers and Alliance Airlines operate charter flights. PHIA reportedly services around 500,000 passengers and hundreds of international aircraft movements (charters, medivacs, fuel stops and diversions) each year. Overall, this location is considered vastly superior due to the services and passenger numbers.

**Broome International Airport (BIA)**, known as the 'Gateway to the Kimberley', is an international airport which supports the regional hub of north western Australia. Qantas, QantasLink and Virgin Australia operate regular services from BIA, with Skippers, AirNorth and Nexus also operating from the facility. BIA reportedly services around 400,000 passengers per year. Overall, this location is considered vastly superior due to the services and passenger numbers.

As a result of the above and the implication of airport passenger numbers we would consider a rental of \$8,000 p.a. to be fair and reasonable for this site.

## VALUATION SUMMARY

In accordance with the foregoing assessment, it is considered that the market rent of the facility (site ID 14204) located at Carnarvon Airport, Carnarvon Road, Carnarvon, Western Australia as at 14 October 2024 is:

**\$8,000 P.A. (EIGHT THOUSAND DOLLARS PER ANNUM)**

A handwritten signature in blue ink, appearing to read 'David Sullivan'.

**David Sullivan** BBlec, AAPI, MRICS, CPP, CPV  
**API Member Number 68400**  
**WA Registered Valuer No 44761**  
**QLD Registered Valuer No 3795MR**  
**Director**



## Assumptions, Disclaimers, Limitations & Qualifications

### Instructing Party | Purpose | Use | Reliance

This valuation is for the private and confidential use of the instructing party, for the specific purpose for which it has been requested. No responsibility is accepted for any third party who may use or rely on the whole or any part of the content of this valuation. Furthermore, neither the whole nor any part of this report may be included in any publication or document without prior written consent of International Valuation and Property Services (IVPS) of the form and context in which it will appear. Notwithstanding the foregoing, the instructing party agrees that in the event that it does communicate to a third party the whole or any part of this valuation it shall also communicate to the third party the full terms as stated under this disclaimer and further agrees to indemnify International Valuation and Property Services (IVPS) in the event of any failure to do so.

### Information sources

This valuation contains information which is derived from a number of sources. Where this information is provided by experts and experienced professionals, we have relied upon the expertise of such experts and by necessity we have relied upon the information provided being accurate, whether prepared specifically for valuation purposes or not. Unless otherwise specifically instructed by you, we have not independently verified that information, nor adopted it as our own. Notwithstanding the above, we have reviewed the provided information to the extent that such a review would be reasonably expected from a professional and experienced valuer having regard to normal industry practice undertaking a similar valuation/consultancy service. The reliant party acknowledges that the valuer is not a specialist in the areas from which the expert information is derived and accepts the risk that if any of the information/advice provided by others and referred to in the valuation is incorrect, then this may have an effect on the valuation.

### Extent of Investigations

IVPS has not been engaged to carry out all possible investigations in relation to the subject property. Where in this report we identify certain limitations to our investigations, this is to enable the reliant party to instruct further investigations where considered appropriate or where we recommend as necessary prior to reliance. IVPS accepts no liability for any loss occasioned by a decision not to conduct further investigations.

### Lease Plan / Site Drawings

IVPS has relied upon the lease plan / site drawings provided. We are not qualified surveyors, and no warranty can be given without the provision of an identification survey. IVPS accepts no responsibility if any of the lease plan / site drawings are found to be incorrect.

### Planning Information

IVPS assumes information provided by the relevant authority is current and accurate. IVPS does not commission formal investigations to verify information provided to us, unless such specifically forms part of this engagement.

The quality, completeness and accuracy of flood mapping varies widely between localities and Councils. IVPS has not verified, and makes no representation as to the appropriateness, accuracy, reliability or currency of the flood mapping reviewed. The reliant party may wish to confirm the flood mapping information by obtaining an expert report. If further flooding data is obtained, IVPS reserves the right to review and, if necessary, amend this valuation.

Improvements erected on the land may contain asbestos based products. IVPS has not been provided with a formal asbestos report. This report is, therefore, based on the assumption that the property is not adversely affected by asbestos containing materials. IVPS reserves the right to review the valuation if the presence of asbestos containing materials is confirmed.

### Condition of Improvements

We are not building or structural experts and are, therefore, unable to certify the structural integrity of improvements. Unless otherwise stated, we have not sighted a qualified engineer's structure survey of any improvements, or plant and equipment. Any reliant party would need to make its own enquiries in this regard. Unless otherwise stated, we have not sighted a structural report on the property. We, therefore, cannot comment on the structural integrity, defect, rot or infestation of any improvements nor can we comment on any knowledge of the use in construction of material such as asbestos or other materials considered hazardous.

### Value Subject to Change

This valuation is current as at the date of valuation only. The value assessed herein may change significantly and unexpectedly over a relatively short period (including as a result of general market movement or factors specific to the particular property). For the avoidance of doubt, this may include global financial crises or force majeure events. We do not accept liability for losses arising from such subsequent changes in value.

### Reliance Period

IVPS does not assume any responsibility or accept any liability in circumstances where this valuation is relied upon after the expiration of 90 days from the date of valuation, or such earlier date if the Instructing Party becomes aware of any factors that have any effect on the valuation.

### Market Movement

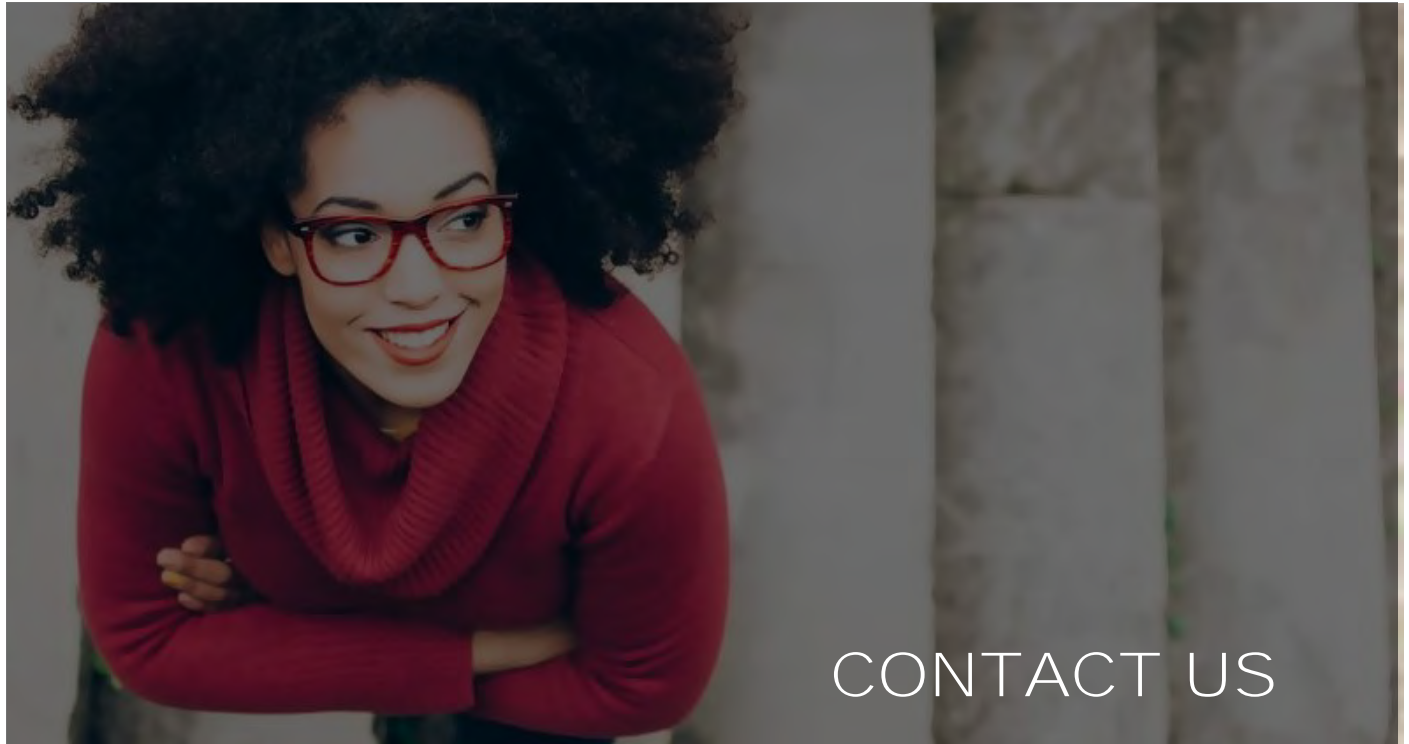
Values vary from time to time in response to changing market circumstances. This valuation is based on available information as at the date of valuation. No warranty is given as to the maintenance of this value into the future, therefore, the valuation should be reviewed periodically.

### Valuer's Interest

IVPS hereby certifies that the valuer is suitably qualified and authorised to practise as a valuer; does not have any pecuniary interest, financial or otherwise, that could conflict with the proper valuation of the property; and accepts instructions to value the property from the instructing party.

### Limited Liability

Liability limited by a scheme approved under Professional Standards Legislation.



## CONTACT US

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(02) 9238 6183

International callers  
+61 2 9238 6183

**Website:**

[www.ivps.com.au](http://www.ivps.com.au)

**Email:**

[info@ivps.com.au](mailto:info@ivps.com.au)

**Postal Address:**

PO Box 5147  
Greenwich LPO  
NSW 2065  
Australia



**to the four corners of the earth...**



# **Gascoyne Country Zone Minutes**

## **22 November 2024**

**Hosted by the Shire of Carnarvon  
5 Francis Street, Carnarvon  
Commencing at 10am**

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## PRIORITISATION FRAMEWORK

How to use the Framework:

- If the majority of the factors are towards the left column, the issue is a high priority.
- If the majority of the factors are towards the middle, the issue requires action, but is not a high priority.
- If the majority of the factors are towards the right column, the issue is a low priority.

<b>Impact on Local Government Sector</b> Impact on Local Government sector without intervention	High	Medium	Low
<b>Reach</b> Number of member Local Governments affected	Sector-wide	Significant (multiple regions, Zones, or bands)	Few
<b>Influence</b> Capacity to influence decision makers	High	Medium	Low
<b>Principles</b> Alignment to core principles such as autonomy, funding, general competence	Strong	Partial	Peripheral
<b>Clarity</b> Policy change needed is clear and well-defined	Clear	Partial	Unclear
<b>Decision-maker support</b> Level of support among decision-makers (political and administrative)	High	Medium	Low
<b>Public support</b> Level of support among the public or other stakeholders	High	Medium	Low
<b>Positive consequences for WALGA</b> Prospect of positive consequences for WALGA. E.g. enhanced standing among members or leverage for other issues.	High	Medium	Low
<b>Negative consequences for WALGA</b> Prospect of negative consequences for WALGA for not undertaking the advocacy effort. E.g. diminished standing among members or other stakeholders.	High	Medium	Low
<b>Partnerships</b> Potential for partnerships with other stakeholders	Yes (3+)	Possibly (1-2)	No (0)

## ANNOUNCEMENTS

Zone Delegates were requested to provide sufficient written notice, wherever possible, on amendments to recommendations within the State Council or Zone agenda to the Zone Chair and Secretariat prior to the Zone meeting.

Agenda Papers were emailed 7 days prior to the meeting date.

Confirmation of Attendance An attendance sheet was circulated prior to the commencement of the meeting.

## ATTACHMENTS

1. Draft Minutes of previous meeting
2. November 2024 Update – Department of Local Government, Sports and Cultural Industries
3. Status Report
4. President's Report
5. Cooperation and Shared Services
6. Band 4 Local Governments meeting summary report
7. Native Vegetation Issues Paper

## 1 OPENING, ATTENDANCE AND APOLOGIES

### 1.1 OPENING

*The Chair opened the meeting at 10:04am.*

### 1.2 ATTENDANCE

#### MEMBERS

#### 1 Voting Delegates from each Member Council

Shire of Carnarvon	President Cr Eddie Smith Amanda Dexter, Chief Executive Officer, non-voting delegate
Shire of Exmouth	President Cr Matthew Niikkula Ben Lewis, Chief Executive Officer, non-voting delegate
Shire of Upper Gascoyne	President Cr Jimmy Caunt John McCleary, Chief Executive Officer, non-voting delegate
Shire of Shark Bay	President Cr Cheryl Cowell
WALGA Secretariat	Mark Bondietti, Policy Manager Transport and Roads Taysha Sullivan, Media and Communications Advisor

#### GUESTS

Regional Development Australia – Mid West Gascoyne	Karin Grima, RDA Program Manager & Director Lyssna Consulting
Shire of Shark Bay	Brian Galvin – Works Manager



Shire of Exmouth

Tom Carroll

**GUEST SPEAKER**

ASK Waste Management Consulting

Giles Perryman, Director  
Samuel Green

---

### 1.3 APOLOGIES

---

Regional Development Australia – Mid  
West Gascoyne

Mark Holdsworth, Executive Officer

Roadwise

Department of Local Government  
Sport and Cultural Industries

Craig Vinci, A/Regional Manager, Gascoyne

Shire of Shark Bay

Dale Chapman, Chief Executive Officer, non-voting  
delegate

Main Roads

Andrea Pitcher, A/Asset Management Officer  
Gaff Murray, Operations Manager – Carnarvon

Gascoyne Development Commission

Tim Bray, Chief Executive Officer  
Simmone Van Buerle, Director Regional Development

## 2 ACKNOWLEDGEMENT OF COUNTRY

We, the delegates of the Gascoyne Country Zone acknowledge the traditional owners of this land that we are meeting on today and pay our respects to Elders past, present and future.

## 3 DECLARATIONS OF INTEREST

Elected Members must declare to the Chairman any potential conflict of interest they have in a matter before the Zone as soon as they become aware of it. Councillors and deputies may be directly or indirectly associated with some recommendations of the Zone and State Council. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

Nil.

## 4 DEPUTATIONS

Nil.

## 5 AGENCY REPORTS

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### 5.1 GASCOYNE DEVELOPMENT COMMISSION

---

Representatives from the Gascoyne Development Commission were an apology for this meeting.

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### 5.2 DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES

---

Department of Local Government, Sport and Cultural Industries (DLGSC) Regional Officer, Craig Vinci was an apology for this meeting.

The November 2024 report from the Department of Local Government, Sport and Cultural Industries (DLGSC) was provided as an attachment.

**Noted**

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### 5.3 ROADWISE REPORT

---

Roadwise was an apology for this meeting.

**Noted**

*Mark Bondietti informed the Zone that the Gascoyne RoadWise Officer position is vacant and will be advertised soon.*

### RESOLUTION

**Moved: President Cr Matthew Niikkula**

**Seconded: President Cr Jim Caunt**

**That the Gascoyne Country Zone request the Secretariat to remove the RoadWise Report standing item from future Zone Agendas.**

**CARRIED**

---

### 5.4 REGIONAL DEVELOPMENT AUSTRALIA

---

Executive Officer, RDA Mid-West Gascoyne, Mark Holdsworth, was an apology for this meeting.

Karin Grima provided a brief introduction for Giles Perryman, Director of ASK Waste Management Consulting, who had been invited to attend the Zone meeting. Giles provided a presentation on the Regional Waste Management project.

**Noted**

## 6 CONFIRMATION OF MINUTES

### RESOLUTION

Moved: President Cr Matthew Niikkula

Seconded: President Cr Cheryl Cowell

That the Minutes of the meeting of the Gascoyne Country Zone held on 23 August 2024 be confirmed as a true and accurate record of the proceedings.

CARRIED

## 7 BUSINESS ARISING

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### 7.1 STATUS REPORT

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A Status Report outlining the actions taken on the Zone's resolutions is enclosed as an attachment.

Noted

## 8 ZONE BUSINESS

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### 8.1 SOCIAL ISSUES MINISTERIAL COUNCIL ADVOCACY

---

*By Shire of Carnarvon*

#### BACKGROUND

To address the complex and persistent social challenges faced by communities, particularly those affected by State Government-imposed liquor restrictions, by focusing on comprehensive, wraparound services and necessary legislative and policy reforms. Despite restrictions, many of these communities continue to experience escalating social issues that require a coordinated whole of Government approach.

Establish a dedicated Ministerial Council to drive cross-sector collaboration and accelerate the removal of policy and legislative barriers impeding progress. The Council will focus on developing integrated solutions that address the root causes of these social challenges, ensuring sustainable outcomes for affected communities.

#### Proposed Membership

Chaired by an Independent Representative

Minister for Housing and Homelessness  
Minister for Indigenous Affairs  
Minister for Communities and Early Years  
Deputy Premier  
Minister for Police and Corrective Services  
Minister for Health  
WALGA Representative

This Council will prioritise cohesive, cross-portfolio efforts to address the complex interplay of factors contributing to ongoing social issues, ensuring targeted solutions that are responsive to community needs.

## RESOLUTION

**Moved:** President Cr Matthew Niikkula

**Seconded:** President Cr Jim Caunt

**That the Gascoyne Country Zone request State Council to advocate to the State Government to establish a dedicated Social Issues Ministerial Council.**

**CARRIED**

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## 8.2 2025 PROPOSED MEETING DATES

---

*By Chantelle O'Brien, Zone Executive Officer*

### BACKGROUND

A schedule of the proposed meeting dates for the Gascoyne Country Zone 2025 has been prepared and is set out below. The dates have been set to coincide with the WALGA State Council meetings, which are provided in the table below for information.

The proposed meeting dates for the Gascoyne Country Zone for 2025 require adoption by delegates.

Following the same format as previous years, two MS Teams meetings and three in-person meetings have been included. Two in-person meetings per year are hosted by Carnarvon with the third rotating between Exmouth, Shark Bay and Upper Gascoyne.

The meetings have been rotated as follows:

- 2019 – Upper Gascoyne (Mt Augustus)
- 2019 – Regional State Council Meeting – Shark Bay
- 2020 – Exmouth
- 2021 – Upper Gascoyne (Gascoyne Junction)
- 2022 – Shark Bay
- 2023 – Exmouth
- 2024 - Upper Gascoyne (Gascoyne Junction)

Note, the April meeting would have fallen on Anzac Day, 25 April, being a Public Holiday. It has been proposed that the Zone meet the Friday earlier on this occasion.

### NOTICE OF MEETINGS GASCOYNE COUNTRY ZONE MEETING 2025

Zone Meeting Dates Friday	Time	HOST COUNCIL	State Council Meeting Dates 2025
21 February	Friday 10:00 am	Shire of Carnarvon	Wednesday 5 March 2025

18 April	Friday 10:00 am	MS Teams	Regional Meeting Wednesday 7 May 2025
20 June	Friday 10:00 am	Shire of Shark Bay	Wednesday 2 July 2025
22 August	Friday 10:00 am	MS Teams	Regional Meeting 4-5 September 2025
21 November	Friday 10:00 am	Shire of Carnarvon	Wednesday 3 December 2025

**RESOLUTION**

**Moved:** President Cr Cheryl Cowell

**Seconded:** President Cr Jim Caunt

**That the 2025 proposed schedule of meetings for the Gascoyne Country Zone be adopted.**

**CARRIED**

### **8.3 SUBMISSIONS TO THE 2025 SALARIES AND ALLOWANCES TRIBUNAL REMUNERATION INQUIRY FOR LOCAL GOVERNMENT CHIEF EXECUTIVE OFFICERS AND ELECTED MEMBERS**

*By Kathy Robertson, Manager Association and Corporate Governance*

**BACKGROUND**

The Salaries and Allowances Tribunal (SAT) conduct an annual inquiry into Local Government Chief Executive Officer and Elected Member remuneration.

SAT generally advertises its intention to receive submissions in December for its inquiry and Determination in relation to the following financial year. The Tribunal will invite individual Local Governments, the Department of Local Government, Sport and Cultural Industries, WALGA, Local Government Professionals WA and other interested individuals to provide information or submissions.

SAT will likely publish its Determination for 2025-2026 in April 2025.

**COMMENT**

In preparation for the inquiry to be undertaken early next year, a draft submission from WALGA has been prepared making recommendations to SAT on behalf of the sector in relation to Elected Member fees and allowances, Chief Executive Officer remuneration, the Regional/Isolation Allowance and Independent Audit Member fees. The draft WALGA submission is contained in the December State Council Agenda for Zone and State Council consideration.

Local Governments can also put forward a submission, particularly in relation to their own circumstances, including requests to be classified in a different Band.

WALGA encourages all Local Governments to make a submission to SAT.

**Noted**

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## 8.4 COOPERATION AND SHARED SERVICES

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*By Tony Brown, WALGA*

### BACKGROUND

Please find attached (Attachment 5) the latest version of the Cooperation and Shared Services document. This document was created to capture the collaborative work between Local Governments, showcasing ways to maximise resources to deliver outcomes that would be difficult to achieve alone. Local Governments have contributed to this resource and will be consulted again next year for further updates/modifications.

All CEO's have received this document and were encouraged to share with Councillors and staff to fully display all collaborative work happening within Local Government.

WALGA will be promoting this to Government agencies to display the collaborative work that happens in our sector.

If you have any questions or queries, please contact Tony Brown – [tbrown@walga.asn.au](mailto:tbrown@walga.asn.au) or Naoimh Donaghy – [ndonaghy@walga.asn.au](mailto:ndonaghy@walga.asn.au).

**Noted**

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## 8.5 REQUEST TO PRESENT

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*By Chantelle O'Brien, Zone Executive Officer*

The secretariat has been contacted by the Department of Planning, Lands and Cultural Heritage seeking interest from Country Zones to have a representative attend a future Zone meeting and provide further information on the Department of Planning, Lands & Heritage's 'Aboriginal Heritage Survey Program' (AHSP).

As Local Government authorities are eligible applicants under the AHSP, the Department believes that a discussion about the program would be an opportunity for Country Zone members to determine whether the AHSP would be right for their LGA.

A brief outline of the AHSP follows:

The State Government has committed to a 10-year fully funded Aboriginal heritage survey program across the State, to be managed by the Department. Its purpose is to:

1. Survey areas to:
  - Record Aboriginal heritage for inclusion on the Aboriginal Cultural Heritage Inquiry System (ACHIS) and the Register of Places and Objects.
  - Ensure Aboriginal heritage information can be accessed easily and relied on as part of statutory approvals under the Aboriginal Heritage Act 1972 (Act) to use land where Aboriginal sites are located.
2. Accurately remap boundaries of Aboriginal sites and known Aboriginal heritage places where required.
3. Confirm locations where Aboriginal heritage has not been identified, meaning activities can be undertaken without the need for approval under the Act.

Further information relating to the AHSP can be found here: [Aboriginal-heritage-survey-program](#)

**RESOLUTION**

Moved: President Cr Matthew Niikkula

Seconded: President Cr Cheryl Cowell

That the Gascoyne Country Zone supports a representative from the Department of Planning, Lands and Cultural Heritage to attend a future Zone meeting in 2025 to discuss the Aboriginal Heritage Survey Program.

**CARRIED**

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**8.6 DEPUTATIONS PLANNING FOR 2025**

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*By Chantelle O'Brien, Zone Executive Officer*

**BACKGROUND**

As we approach the new year, it's an excellent time to reflect on the opportunities ahead. One of the most impactful ways for Zones to focus their efforts and have meaningful discussions is by inviting knowledgeable speakers to future Zone meetings.

There is a standing item on all Zone Agendas for Deputations. Zones are asked to endorse all proposals for Deputations, allowing Delegates full control as to what kinds of guest presenters and topics they would like to have on each Zone Agenda.

There is potentially one Deputation organised for the Gascoyne Country Zone for 2025.

- Aboriginal Heritage Survey Program (If supported at item 8.4 above)

The Gascoyne Country Zone has preferred to have one Deputation per meeting.

**COMMENT**

To assist the Zone Executive Officer in organising Deputations for 2025 that are most relevant to the interests of the Zone, Delegates are invited to consider any potential guest presenters or topics for next year's meetings.

Below are some ideas to consider when thinking about potential Deputations:

- Current trends: consider inviting speakers who can discuss the latest trends and developments in the sector.
- Consider inviting a Minister: Ministers often have deep expertise in their respective fields, whether it's education, health, infrastructure, or another area. Their insights can provide valuable information and updates on policies, programs, and initiatives that directly impact the community. This creates an excellent networking opportunity for Delegates to connect with key decision-makers and build valuable relationships.
- University professors: experts in public administration, political science, or urban studies can provide evidence-based insights and research findings.
- Nonprofit Executives: leaders from influential nonprofits can discuss community needs, partnerships and collaborative projects.
- Urban planning and development: experts in urban planning can discuss sustainable development, zoning laws and infrastructure projects.

The Zone may wish to discuss their suggestions for potential speakers or topics for 2025.

#### For Discussion

- *The Zone agreed to go back to their respective Councils and return with a list of Ministers and groups they would like to invite to the 2025 meetings*
- *Minister for Local Government, Minister for Planning and Housing, Minister for Regional Development, Minister for Environment and Minister for Police were suggested*
- *WALGA to advise on process to invite the Ministers to future meetings*

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### 8.7 BAND 4 LOCAL GOVERNMENTS MEETING

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*By Tony Brown, Executive Director Member Services*

#### BACKGROUND

On 3 September, the Minister for Local Government, Hon Hannah Beazley, hosted a roundtable meeting of all Band 4 Local Governments in WA.

To continue the discussion, WALGA hosted a further meeting of Band 4 Local Governments. The meeting was held on 11 October at the Perth Convention and Exhibition Centre. Chief Executive Officers and Presidents from all 60 Band 4 Local Governments in the State were invited to attend.

Ahead of the meeting, WALGA emailed all Band 4 Local Governments asking for their top three priorities. Responses were received from 33 Local Governments. The top issues (in order of priority) are listed below:

1. Housing
2. Medical services
3. Audit fees
4. Financial Assistance Grants
5. Waste management funding
6. Compliance requirements
7. Financial sustainability
8. ICT systems
9. Renewable energy

These top 9 issues were separated into operational challenges and strategic issues at the meeting and presented for further discussion and comment.

The aim of the meeting was to identify and agree on the top issues facing Band 4 Local Governments, to enable the group to consider and develop potential solutions to these issues, before presenting to the Minister.

#### ATTACHMENT

- Band 4 Local Governments meeting summary report

#### COMMENT

Overall, 72 representatives from 48 Local Governments attended the meeting on 11 October.

Attached is a summary report from the meeting.



Please note that this report provides a summary of the discussion and feedback received from participants at the meeting. The comments and views are those of participants, and do not necessarily reflect the endorsed position of WALGA or its Members.

As the main outcome of the meeting, WALGA will undertake work on the top four issues identified by the group:

1. Housing;
2. Audit fees;
3. Medical services; and
4. Financial Assistance Grants

WALGA will provide a progress update to all Band 4 Local Governments early next year.

**Noted**

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## **8.8 NATIVE VEGETATION CLEARING ISSUES PAPER**

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*By Sarah Coles, Environment Policy Officer*

### **BACKGROUND**

WALGA has developed an Issues Paper on Native Vegetation Clearing Regulations based on input from Local Government and analysis of Department of Water and Environmental Regulation (DWER), and Appeals Convenor, data. Drawing on this data and Local Government case studies, the Paper outlines challenges Local Governments have encountered in navigating the regulatory system and identifies opportunities for improvement.

WALGA's data analysis identifies that 60% of Local Government clearing permits applications relate to road construction or upgrade. Key challenges relate to the complexity of navigating the regulatory environment, costs associated with the process and the time taken (for assessment of permits and appeals). These challenges can delay road and infrastructure projects and impact on Local Government's ability to attract and retain grant funding.

Based on discussions with the sector, and recommendations of previous submissions, WALGA has identified a range of potential opportunities to improve the native vegetation process. These focus on DWER process improvements, Local Government capacity building and taking strategic approaches to data collection, clearing permits and offsets:

1. The implementation of a State Government coordinated and funded biodiversity survey program.
2. Funding for a trial using Artificial Intelligence (AI) for biodiversity mapping.
3. DWER to develop a Strategic Offsets framework for Local Government.
4. The introduction of statutory timeframes for determination of referrals, permits and appeals and timely compliance and enforcement.
5. Increased support and capacity building for Local Governments to navigate the native vegetation clearing requirements.
6. Extended default periods for purpose permits and removal of the time limit requirement for maintenance in existing transport corridors.

The Issues Paper has been updated following consideration by the Environment and Infrastructure Policy Teams and is attached for Zones' consideration and feedback. In particular, Zones are requested to provide feedback on the following:

- a. Does the Issues Paper capture the challenges experienced by Local Government in relation to native vegetation clearing regulations?
- b. The opportunities identified for improving the native vegetation clearing process for Local Government.
- c. Any additional opportunities.

Discussion at the Zone meeting is encouraged. Any written feedback should be provided by Friday, 13 December, to [environment@walga.asn.au](mailto:environment@walga.asn.au).

The Zone can provide feedback at the meeting as well as Local Governments can email WALGA direct by 13 December.

Following all Zones feedback an item will be prepared for the Zones and State Council in February/March 2025.

## RESOLUTION

Moved: President Cr Cheryl Cowell

Seconded: President Cr Matthew Niikkula

That the Gascoyne Country Zone:

1. Notes the Native Vegetation Clearing Regulations Issues Paper;
2. Notes that Local Governments may submit their written feedback directly to WALGA for consideration; and
3. Provides the following feedback:
  - Road reserves to be exempt from all clearing permit requirements

CARRIED

## 9 STATE COUNCIL AGENDA – MATTERS FOR DECISION AND NOTING

*Zone delegates to read and consider the September 2024 WALGA State Council Agenda, which has been provided as an attachment with this Agenda.*

The Zone can provide comment or submit an alternative recommendation that will then be presented to the State Council for consideration.

### 9.1 STATE COUNCIL MATTERS FOR DECISION

#### 9.1.1 2024 Annual General Meeting Resolutions (State Council Agenda item 8.1)

*By Meghan Dwyer, Executive Officer Governance*

#### WALGA RECOMMENDATION

That:

1. the item 7.1 Amendments to *Cat Act 2011* - Allow Local Governments to Make Local Laws to Contain Cats to the Owner's Property be endorsed.
2. the following resolutions from the 2024 WALGA Annual General be referred to the Environment Policy Team for further work to be undertaken:
  - 7.2 Advocacy for Legislative Reforms to Counter Land-Banking
  - 7.4 Action on Asbestos for Western Australia

- |  |
|--|
| <p>7.6 Advocacy for Accessibility.</p> <p>3. the following resolutions from the 2024 WALGA Annual General be referred to the Governance Policy Team for further work to be undertaken:</p> <p>7.2 Advocacy for Legislative Reforms to Counter Land-Banking</p> <p>7.3 Advocacy for Expansion of Differential Rating to Include Long Term Unoccupied Commercial Buildings (Property Activation Levy).</p> <p>4. the following resolution from the 2024 WALGA Annual General be referred to the People and Place Policy Team for further work to be undertaken:</p> <p>7.5 Addressing the Impracticality of Local Governments Funding Department of Communities and GROH Houses.</p> |
|--|

#### EXECUTIVE SUMMARY

- WALGA's 2024 Annual General Meeting (AGM) was held on 9 October.
- The meeting resolved for WALGA to act in relation to six Member Motions:
  - Amendments to the *Cat Act 2011*- Allow Local Governments to Make Local Laws to Contain Cats to the Owner's Property
  - Advocacy for Legislative Reforms to Counter Land-banking
  - Advocacy for Expansion of Differential Rating to Include Long Term Unoccupied Commercial Buildings (Property Activation Levy)
  - Action on Asbestos for Western Australia
  - Addressing the Impracticality of Local Governments Funding Department of Communities and Government Regional Officer Housing
  - Advocacy for Accessibility
- The action proposed to be taken in relation to each of the resolutions has been summarised for State Council's information.

#### 9.1.2 **Local Government Elections Advocacy Positions (State Council Agenda item 8.2)**

*By Tony Brown, Executive Director Member Services and Jason Russell, Senior Governance Specialist*

#### WALGA RECOMMENDATION

That WALGA adopt the following Elections Advocacy Positions:

*The Local Government sector supports:*

1. *Voluntary participation in Local Government elections.*
2. *Councillors serve four-year terms with elections every two years and half of the Council positions spilled at each election.*
3. *First-Past-The-Post (FPTP) voting system for Local Government elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections.*
2. *First-Past-The-Post (FPTP) voting system for internal Council elections.*
3. *Councils holding elections by means of in-person, postal and/or electronic voting.*
4. *Current legislative provision of Mayor/President of Class 1 and Class 2 Local Governments being directly elected by the community and Class 3 and Class 4 Local Government Councils electing the President.*

#### EXECUTIVE SUMMARY

- This report presents the findings of sector-wide consultation on WALGA's Elections Advocacy Positions.
- Consultation addressed key areas elements of the current Advocacy Positions:
  1. Voluntary participation,
  2. Terms on Council and election cycles,
  3. Voting systems for public elections,
  4. Voting systems for internal elections,
  5. Methods for holding elections,
  6. Ability to choose how Mayors/Presidents are elected.

#### 9.1.3 **Aboriginal Communities Advocacy Positions (State Council Agenda item 8.3)**

*By Rebecca Hicks, Policy Officer Community*

#### WALGA RECOMMENDATION

That State Council:

1. Replace Advocacy Position 3.1.2 Reconciliation with the following:

*WALGA:*

1. *Acknowledges the continuing connection of Aboriginal people to Country, culture and community and embraces the vast Aboriginal cultural diversity throughout Western Australia.*
2. *Supports the efforts of Local Governments to progress reconciliation at the local level.*

2. Remove Advocacy Position 3.1.3 Constitutional Recognition of Aboriginal and Torres Strait Islander People.

3. Replace Advocacy Position 3.1.4 *Aboriginal Cultural Heritage Act 2021* and South West Native Title Settlement with the following:

#### *3.1.4 Aboriginal Heritage Protection*

1. *WALGA supports the recognition, protection, conservation and preservation of Aboriginal cultural heritage and recognises the fundamental importance of Aboriginal cultural heritage to Aboriginal people and the State.*
2. *The State Government must:*
  - a. *Ensure that legislative requirements balance the need to protect Aboriginal heritage with the need for Local Government to undertake activities in a timely and affordable manner.*
  - b. *Provide adequate resourcing to ensure all parties have the capacity, capability and resources to discharge their statutory obligations.*
  - c. *Provide support and guidance to Local Governments to ensure that they have the resources, capacity and capability to effectively and efficiently deliver essential services to community while protecting Aboriginal heritage.*

#### EXECUTIVE SUMMARY

- Following a review of WALGA's Aboriginal Community advocacy positions it is proposed that Advocacy Positions 3.1.2 Reconciliation and 3.1.4 *Aboriginal Cultural Heritage Act 2021* and South West Native Title Settlement be updated and that Advocacy Position 3.1.3 Constitutional Recognition of Aboriginal and Torres Strait Islander People be removed.
- The intent of the proposed revisions is to reflect contemporary approaches to key issues in Aboriginal Affairs policy and legislation as they relate to Local Government.
- The People and Place Policy Team considered and endorsed the proposed advocacy position changes at its meeting on 25 October.

#### **9.1.4 Family and Domestic Violence Advocacy Position (State Council Agenda item 8.4)**

*By Rebecca Hicks, Policy Officer Community*

##### **WALGA RECOMMENDATION**

That State Council replace Advocacy Position 3.10.1 Family and Domestic Violence with the following:

##### *3.10.1 Family and Domestic Violence*

1. *Family and domestic violence is unacceptable and has devastating and long-term impacts on individuals, families and communities.*
2. *Preventing family and domestic violence requires commitment from all levels of government, different sectors, and members of the community.*
3. *WALGA calls on the State and Australian governments to provide adequate funding and support for family and domestic violence programs and services, in particular:*
  - a. *Funding for collaborative and connected family and domestic violence programs and services that are place-based and people-centred; and*
  - b. *Better integration of family and domestic violence initiatives, including capacity building across all tiers of government and community services.*

##### **EXECUTIVE SUMMARY**

- It is proposed that Advocacy Position 3.10.1 Family and Domestic Violence be updated.
- The revised position makes a clear statement on the Local Government sector's condemnation of family and domestic violence and the collective responsibility of governments and the community in prevention.
- The revised position provides a framework for WALGA advocacy to the Australian and State Government, without impinging on individual Local Government's approach to this issue, which will be dependent on their capacity, capability, local context and strategic direction.
- The People and Place Policy Team endorsed the revised Advocacy Position at its meeting on 25 October.

#### **9.1.5 Container Deposit System Policy Statement and Advocacy Position (State Council Agenda item 8.5)**

*By Rebecca Brown, Policy Manager, Environment and Waste*

**WALGA RECOMMENDATION**

That State Council replace the existing Container Deposit Systems Policy Statement and Advocacy Position 7.6 Container Deposit Systems with the following:

*7.6 Container Deposit Systems*

1. *Local Government supports the WA Containers for Change Scheme and acknowledges its contribution to reducing litter, increasing material recovery and providing employment opportunities across the state.*
2. *To maximise the benefits of the WA Scheme, Local Government calls on the State Government to:*
  - a. *Maintain a resource recovery target of 85% for eligible containers and a focus on litter reduction.*
  - b. *Expand the range of containers accepted in the Scheme, by:*
    - i. *2027: to include wine bottles, spirit bottles and larger sizes of currently eligible containers,*
    - ii. *2030: to include plain milk and milk alternative containers and composite container types, and*
    - iii. *2035: other container types.*
  - c. *Ensure national alignment of the materials covered by the Scheme and consistent messaging.*
  - d. *Maintain a State-based and managed Scheme.*
  - e. *Review the deposit amount to appropriately incentivise community engagement.*
  - f. *Increase the number of refund and donation points to ensure community access, including in public places and at events.*
  - g. *Ensure refund points are financially sustainable.*
  - h. *Leverage the refund point collection network to provide drop off points for other materials covered by effective product stewardship schemes.*

**EXECUTIVE SUMMARY**

- WALGA's 2008 Container Deposit Systems (CDS) Policy Statement and Advocacy Position 7.6 Container Deposit Systems, formed the basis of WALGA's advocacy for the introduction and design of a WA CDS, Containers for Change, which commenced on 1 October 2020.
- The current Advocacy Position and many elements of the Policy Statement have been achieved. However, there are aspects of the Scheme that Local Government has identified as important to improve.
- The focus of the updated Advocacy Position is:
  - building on the environmental, social and economic benefits of the current Scheme;
  - expanding the range of containers covered by the Scheme;
  - increasing community access and incentives to use the Scheme; and
  - leveraging the refund point network to collect other materials covered by effective product stewardship schemes.
- The Municipal Waste Advisory Council (MWAC) endorsed the new Policy Statement and Advocacy Position at its meeting on 23 October.

**9.1.6 Bus Stop Infrastructure Agreement (State Council Agenda item 8.6)***By Negar Nili, Policy Officer Transport and Roads***WALGA RECOMMENDATION**

That State Council endorse the proposed Bus Stop Infrastructure Partnership Agreement between WALGA and the Public Transport Authority 2024/25 to 2028/29.

**EXECUTIVE SUMMARY**

- WALGA has negotiated a new Bus Stop Infrastructure Partnership Agreement (Agreement) with the Public Transport Authority (PTA). If agreed this will be the third such Agreement, with validity through to 2028/29.
- The Agreement seeks to provide the foundation for an effective working relationship between the PTA and Local Governments.
- The purpose of the Agreement is to clarify the roles, responsibilities and discretion of PTA and Local Governments in the provision and maintenance of bus stop infrastructure in areas with regular public transport SmartRider ticketed services, including regional cities and towns.
- The Agreement defines the roles and responsibilities of the PTA and Local Governments in various scenarios including when bus routes are changed, bus stops are added or removed, and bus stop infrastructure is upgraded.
- The Agreement provides a funding contribution to Local Governments for the maintenance and installation of bus shelters.

**9.1.7 2025 Salaries and Allowances Tribunal Remuneration Inquiry for Local Government Chief Executive Officers and Elected Members (State Council Agenda item 8.7)***By Kathy Robertson, Manager Association and Corporate Governance***WALGA RECOMMENDATION**

That State Council endorse the submission to the 2025 Salaries and Allowances Tribunal Remuneration Inquiry for Local Government Chief Executive Officers and Elected Members.

**EXECUTIVE SUMMARY**

- 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 member fees.
- The submission recommends:
  - an increase to Elected Member Fees and Allowances (including maximum reimbursable expenses) of 4%;
  - an increase to Chief Executive Officer remuneration bands of 4%;

- 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;
  - the creation of a new fee category for independent audit, risk and improvement committee members without bands, and that the fee be set at a suitable level to recognise the skills and knowledge required for such a role; and
  - that the new category provide a fee for the independent chair position as well as the independent member position.
- SAT will likely publish its determination for 2025-2026 in April 2025.
  - The Governance Policy Team endorsed the submission at its meeting on 4 November.

**9.1.8 Submission on the draft State Hazard Plan - Fire (State Council Agenda item 8.8)**

*By Rachel Armstrong, Policy Manager Emergency Management*

**WALGA RECOMMENDATION**

That State Council endorse the submission on the draft State Hazard Plan - Fire.

**EXECUTIVE SUMMARY**

- The State Hazard Plan - Fire (SHP Fire) outlines the arrangements for the management of fire in Western Australia including fire prevention, preparedness, response and initial recovery.
- Local Governments have a critical role in bushfire management, including statutory responsibilities for mitigation, prevention and response under the *Bush Fires Act 1954* (BF Act) and responsibility for community-led recovery, as provided in the *Emergency Management Act 2005* (EM Act).
- The Department of Fire and Emergency Services (DFES) has undertaken a comprehensive review of the SHP Fire and is seeking comments on the revised draft Plan by 9 December ([Engage WA Emergency Management](#)).
- WALGA's draft submission on the draft SHP Fire incorporates feedback from 33 Local Governments and LGIS.
- The submission focusses on the key issues that underpin Local Government's capacity to implement their roles and responsibilities for the hazard of fire including:
  - Emergency Services Funding;
  - The State Emergency Management Framework and Consolidated Emergency Services Legislation; and
  - Bush Fire Brigade management and Work Health and Safety (WHS).
- A detailed list of proposed specific changes to plan is also included.

**RESOLUTION**

Moved: President Cr Matthew Niikkula  
Seconded: President Cr Jim Caunt



That the Gascoyne Country Zone supports all WALGA recommendations in the Matters for Decision as contained in the December 2024 State Council Agenda and as listed above, subject to the addition of a new point d. in recommendation 8.3 as follows:

- d. *Local Governments are exempt from the financial burden of Traditional Owner engagement*

CARRIED

## 9.2 POLICY TEAM AND COMMITTEE REPORTS

### 9.2.1 Infrastructure Policy Team Report (State Council Agenda item 9.1)

*By Ian Duncan, Executive Manager, Infrastructure*

#### WALGA RECOMMENDATION

That State Council note the report from the Infrastructure Policy Team meeting for the 6 December 2024 meeting.

### 9.2.2 People and Place Policy Team Report (State Council Agenda item 9.2)

*By Nicole Matthews, Executive Manager Policy*

#### WALGA RECOMMENDATION

That State Council note the report from the People and Place Policy Team to the 6 December 2024 meeting.

### 9.2.3 Governance Policy Team Report (State Council Agenda item 9.3)

*By Tony Brown, Executive Director Member Services*

#### WALGA RECOMMENDATION

That State Council:

1. Note the report from the Governance Policy Team for the 6 December 2024 meeting.
2. Determine to:
  - a. retain the following Advocacy Positions with amendment:
    - i. Advocacy Position 2.8.1 Industry Award Coverage
    - ii. Advocacy Position 2.8.3 Registration of WALGA as an Employer Organisation
  - b. retire Advocacy Position 2.8.2 Local Government Long Service Leave Regulations.

### 9.2.4 Environment Policy Team Report (State Council Agenda item 9.4)

*By Nicole Matthews, Executive Manager Policy*

#### WALGA RECOMMENDATION

That State Council note the report from the Environment Policy Team to the 6 December 2024 meeting.

**9.2.5 Municipal Waste Advisory Council (MWAC) Report (State Council Agenda item 9.5)**  
*By Rebecca Brown, Policy Manager, Environment and Waste*

**WALGA RECOMMENDATION**

That State Council note the report from the Municipal Waste Advisory Council to the 6 December 2024 meeting.

**RESOLUTION**

**Moved:** President Cr Matthew Niikkula  
**Seconded:** President Cr Cheryl Cowell

**That the Gascoyne Country Zone:**

1. notes all Policy Team and Committee Reports as contained in the December 2024 State Council Agenda; and
2. supports the WALGA recommendations in the Governance Policy Team Report as contained in the December 2024 State Council Agenda and as listed above.

**CARRIED**

**9.3 MATTERS FOR NOTING/INFORMATION**

- WALGA Strategic Planning Update (State Council Agenda item 10.1)
- Submission on Reform of Packaging Regulation (State Council Agenda item 10.2)
- Submission on The Draft State Support Plan – Animal Welfare in Emergencies (State Council Agenda item 10.3)
- Local Government Primary Healthcare Survey Report (State Council Agenda item 10.4)
- Renewable Energy Survey Highlights (State Council Agenda item 10.5)
- Flying Agenda: Submission to Main Roads WA on the Revised Western Australia Traffic Signals Approval Policy and Process (State Council Agenda item 10.6)
- Flying Minute: Submission on the Draft Objectives and Priorities for the Upcoming State Public Health Plan (State Council Agenda item 10.7)
- Flying Minute: Submission On the Draft Regional Education Strategy (State Council Agenda item 10.8)
- Flying Minute: Submission on Derbal Yiragan (Swan) Djarlgarro (Canning) Draft River Protection Strategy (State Council Agenda item 10.9)
- Flying Minute: Submission on the State Hazard Plan - Human Biosecurity (State Council Agenda item 10.10)

**RESOLUTION**

**Moved:** President Cr Matthew Niikkula

Seconded: President Cr Jim Caunt

That the Gascoyne Country Zone notes all Matters for Noting/Information as contained in the December 2024 State Council Agenda.

CARRIED

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#### 9.4 KEY ACTIVITY REPORTS

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- Report on Key Activities, Advocacy Portfolio (State Council Agenda item 11.1.1)
- Report on Key Activities, Infrastructure Portfolio (State Council Agenda item 11.1.2)
- Report on Key Activities, Member Services Portfolio (State Council Agenda item 11.1.3)
- Report on Key Activities, Policy Portfolio (State Council Agenda item 11.1.4)

#### RESOLUTION

Moved: President Cr Matthew Niikkula

Seconded: President Cr Jim Caunt

That the Gascoyne Country Zone notes all Key Activity Reports as contained in the December 2024 State Council Agenda.

CARRIED

### 10 EXECUTIVE REPORTS

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#### 10.1 WALGA PRESIDENT'S REPORT

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Noted

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#### 10.2 STATE COUNCILLOR'S REPORT TO THE ZONE

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Noted

### 11 OTHER BUSINESS

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#### 11.1 NORTH WEST DEFENCE ALLIANCE

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The North West Defence Alliance is planning a roadshow to Local Governments early next year with the support of Defence West. President Cr Matthew Niikkula is Chair of the Alliance. Cr Niikkula will send more information to the Zone about the Alliance.

## 12 NEXT MEETING

### 12.1 ZONE MEETING DATES - 2025

Zone Meeting	Type	Location
10:00am, Friday 21 February	In-Person	Carnarvon
10:00am, Friday 18 April	<i>Teleconference</i>	
10:00am, Friday 20 June	In-Person	Shark Bay
10:00am, Friday 22 August	<i>Teleconference</i>	
10:00am, Friday 21 November	In-Person	Carnarvon

### 12.2 NEXT MEETING

The next meeting of the Gascoyne Country Zone will be held on Friday, 21 February 2025 at the Shire of Carnarvon commencing at 10:00am.

## 13 CLOSURE

*There being no further business the Chair declared the meeting closed at 12:10pm.*



## Gascoyne Regional Road Group

**Minutes - Meeting 1 - 2024/2025****Gascoyne Regional Road Group Meeting**22<sup>nd</sup> November 2024 at 12:30pm

Shire of Carnarvon Council Chambers

**Chairperson:** Hamish McTaggart**Secretary:** Kate Medhurst

**Gascoyne Regional Road Group Delegates** (effective 24/11/2023)

**Shire of Carnarvon** - Cr. Burke Maslen - Proxy: President Eddie Smith  
**Shire of Upper Gascoyne** - Cr. Hamish McTaggart – Proxy: Cr. Jim Caunt  
**Shire of Shark Bay** - Cr. Greg Ridgley – Proxy: President Cheryl Cowell  
**Shire of Exmouth** - President Matthew Niikkula - Proxy: Cr. Jackie Brooks

<b>Attendees:</b>	Burke Maslen	Councillor	Shire of Carnarvon
	Mandy Dexter	CEO	Shire of Carnarvon
	David Nielsen	Executive Manager Infrastructure	Shire of Carnarvon
	Hamish McTaggart	Councillor	Shire of Upper Gascoyne
	John McCleary	CEO	Shire of Upper Gascoyne
	Jim Caunt	Shire President/Councillor	Shire of Upper Gascoyne
	Cheryl Cowell	Shire President/Councillor	Shire of Shark Bay
	Brian Galvin	Works Manager	Shire of Shark Bay
	Matthew Niikkula	Shire President/Councillor	Shire of Exmouth
	Ben Lewis	CEO	Shire of Exmouth
	Tom Carroll	Manager Assets & Engineering	Shire of Exmouth
	Ziggy Wilk	Chief Operations Officer	Shire of Exmouth
	Kate Medhurst	Customer Service Manager	Main Roads WA
<b>Visitors:</b>	Mark Bondietti	Policy Manager Transport & Roads	WALGA
	Gaff Murray	Operations Manager Carnarvon	Main Roads WA
	Kevin Pethick	Manager Budget & Programming	Main Roads WA
<b>Apologies:</b>	Janet Hartley-West	Director – MWG	Main Roads WA
	Greg Ridgley	Councillor	Shire of Shark Bay
	Dale Chapman	CEO	Shire of Shark Bay
	Jarrold Walker	Manager of Works and Services	Shire of Upper Gascoyne
	Murray Swarbrick	Manager Works	Shire of Exmouth

AGENDA – [Click here to access the agenda document](#)

1.	<a href="#">Attendance and Apologies</a>	Chairperson
2.	<a href="#">Endorsement of previous minutes</a>	Chairperson
3.	<a href="#">Business arising from previous minutes</a>	Chairperson
4.	<a href="#">Correspondence</a>	Chairperson
5.	<a href="#">Standing Reports</a>	Various
6.	<a href="#">Other Business</a>	Various
7.	<a href="#">New Business</a>	Various



## Gascoyne Regional Road Group

## Minutes

## 1. Attendance and Apologies

Chairperson

- 1.1 Attendance and Apologies – see the above list

## 2. Endorsement of previous minutes

Chairperson

- 2.1 Previous Gascoyne Regional Road Group Meeting Minutes – 21<sup>st</sup> June 2024

Emailed to the Group – 8<sup>th</sup> July 2024 **Click here to view**

These minutes are a true reflection of the meeting -

Moved: Matthew Niikkula

Seconded: Burke Maslan

**Accepted**

## 3. Business arising from previous minutes

Chairperson

- 3.1 Actions arising from the Meeting 21<sup>st</sup> June 2024

7.2 Shire of Exmouth Letter to Main Roads regarding a slip lane into the Airport terminal on Minilya Exmouth Road – Email was sent to Louise Adamson at Main Roads

- There has not been a response from Main Roads
- Matthew Niikkula is going to raise the slip lane issue with the Minister next month.
- There is a contractor in place at Learmonth Airport to complete airport and runway upgrades. They will have equipment on-site and be able to complete it without additional mobilisation costs.
- The project is shovel-ready. Leon Wilson addresses the funding issues that Main Roads has to complete the job. He & Louise will look at funding options. He believes the project could be completed for much less than originally quoted.

**Shire of Exmouth November 2024 Update –**

Matthew Niikkula spoke with Minister Saffioti when they came to Exmouth for a cabinet meeting and addressed the importance of completing the work. Minister Saffioti acknowledged that and said that she had given the directions already, but it wasn't done. The Shire will have to continue to follow up. The Contractor is in town and ready to start the works on the upgrades to the airport and working on the slip lanes into the RAAF Airport.

**Main Roads November 2024 update –**

- Agenda document update - The project has been costed & funding is now required to deliver it.
- Gaff Murray Meeting Update – This project is waiting for final approval & the access to the civilian airport is due to start in early December.
- **A retracted email update from Gaff Murray was sent out to the group on Wednesday 27<sup>th</sup> November 2024** – *The access to the civilian airport is in the process of finalizing the design and funding is still required to deliver it. The estimated construction cost is \$3.3m. It is not due to start in mid-December and not be delivered at the same time as the RAAF access slip lanes.*

**Click here to view**



## Gascoyne Regional Road Group

- 5.1 SAC Agenda – Level 2 Bridge Inspections

Kate spoke to the Main Roads Structures team. They replied with the following –

*Our standard practice for concrete structures is to schedule the first level 2 inspection in the financial year following its' 10th year. Subsequent inspections are scheduled every 7 years after that.*

The Shire of Upper Gascoyne Bridges would be due a Level 2 inspection in 2027/2028.

**Sam Joncour - Main Roads Structures Team** – Thanked the Shires for submitting the well before the April deadline. Main Roads are responsible for carrying out Level 2 bridge inspections, which are due on the Bridge's 10<sup>th</sup> birthday and every 7 years after that.

**Comment** – It appears that all Shires are using Greenfields for their Level 1 inspections. Let's ensure we work together to complete the inspections at the same time, which Greenfields has just completed. Ensure that the Shires adhere to their purchasing policies to implement it.

**Action** – David Neilsen/John McCleary to email Josh Kirk at Greenfield to ask if they speak to the Shires before attending to complete the inspections to ensure they are all completed together to potentially save on costs to each Shire.

This is what appears to have happened this year, as the inspections were completed in the last few weeks.

#### 4.3 Letter to SAC regarding the South West Region Underspend – Response from SAC received 5/6/2024

**Action:** Kate to work with Hamish and will reply to SAC for the August meeting. The Gascoyne regions have projects that can use additional funds, e.g., spending additional money on current projects or bringing forward a project for the next year. Each Shire will nominate one project that could be brought forward and the approximate value to be included in the letter.

The reply letter was sent on 1<sup>st</sup> August 2024 – **Click Here to view**

- SAC Replied and was emailed to the Group by Hamish – emailed 19 September 2024
- Approval for additional spending has been approved for 24/25 FY with a 1/3 contribution matched by each Shire –
  - Shire of Upper Gascoyne \$200,000 – Resealing Program – Carnarvon Mullewa & Dalgety Landor Road
  - Shire of Carnarvon - \$300,000 – Quobba Gnarlloo Road
  - Shire of Exmouth - \$850,000 – Yardie Creek Road Resealing
  - Shire of Shark Bay declined any additional funding
- A remaining \$450,000 is available to be spent - The Shire of Exmouth has requested \$100,000 for Murat Road, the Shire of Upper Gascoyne would take the \$450,000 for the above resealing program and the Shire of Carnarvon is taking \$150,000 to Council on the 26<sup>th</sup> November (subject to Council approval)

**Action:** Kate will email out an out-of-session endorsement once the Shire of Carnarvon has had its Council meeting on Tuesday, 26<sup>th</sup> November 2024.



## Gascoyne Regional Road Group

7.1 Shire of Exmouth has submitted an application to add Maidstone Crescent to the Gascoyne Roads 2040 document.

Supporting documentation is available in the agenda.

**Motion:** Maidstone Crescent in the Shire of Exmouth be added to the Gascoyne Roads 2040 document and referred to S.A.C. for endorsement.

**Moved:** Hamish McTaggart

**Seconded:** Burke Maslen

**Action:** Kate to submit Maidstone Crescent for the Shire of Exmouth to SAC for endorsement.

- This was emailed to SAC, additions to Roads 2040 document at presented at the April 2025 meeting

**Comment** – Kate mentioned to the group that if you would like to have any additional Roads added to the Roads 2040 document please submit them ASAP.

- The Shire of Upper Gascoyne said they would like to add Potts Road to the document. John will speak to Jarrod and arrange it. Once Kate has received the application from the Shire, she will send it out for an out-of-session endorsement and forward to Roads Classification Team and SAC for approval.

7.3 Shire of Exmouth – MOU with DBCA

- Update from Shire of Exmouth – Matthew Niikkula - They have been meeting with the Policy Advisor with DBCA to form the user agreement, similar to the one that they have in place with the Shire of Carnarvon. The Shire will continue to meet with DBCA. Shire of Shark Bay are interested in the outcome as they have a similar issue.

7.4 RRG Chairperson Meeting – Agenda to be sent out to the group –

- Update from Mark – There has not been a meeting in over a year, but when/if one does come up, Mark will recommend to the Executive to send out an agenda before the meeting that can be sent out. In the past, it was held in April, and again, it was held at the WALGA Conference in September.

#### 4. Correspondence

**Chairperson**

State Roads Funds to Local Government Advisory Committee Agenda – 27 August 2024 Meeting

**Click Here to view**

- Noted
  - Under expenditure is expected again for 24/25
  - The formation of 3 State Road Funds to Local Government Agreement working groups
    - Road Safety
    - Recycling
    - Aboriginal Employment
- 4.1
- John McCleary - made reference to the reporting expectations of the Local Governments reporting their own workforce and what percentage of contractors have Aboriginal workers and the minimum reporting intervals that will be required. This will have to included when capturing the information during the procurement/contract process.
  - Hamish McTaggart – noted that the underspend in the Southwest regions looks like it is from project planning, e.g. service relocation and ensuring the correct approvals are in place. It important to have projects that are shovel-ready.





## Gascoyne Regional Road Group

Gascoyne Regional Road Group

State Roads Funds to Local Government Advisory Committee Minutes – 27 August 2024 Meeting		
4.2	<b>Click here to view</b> <ul style="list-style-type: none"><li>Noted</li></ul>	
4.3	A letter to the Department of Transport from Main Roads on behalf of the RRG regarding the WA Bike Network Grant was emailed 6 November 2024 – <b>Click Here to view</b> <ul style="list-style-type: none"><li>Noted</li></ul>	
5. Standing Reports		
5.1	Finance Report – November 2024 – <ul style="list-style-type: none"><li><b>Out of session endorsement</b> – Shire of Upper Gascoyne – Change of project and scope from Cobra – Gifford Creek Road to Landor Mt Augustus SLK 34.2 to 60.46 – Approved – Emailed to the group 16 July 2024. <b>Click here to view</b></li><li>Additional Funding was available to the Shire of Upper Gascoyne for the Remote Access Road program of additional \$150,000</li><li>Addition funding was approved to the Shire of Carnarvon for Speedway Road State Black Spot – Tender is being presented at the November Council Meeting.</li></ul>	Kate Medhurst
5.2	Finance Report – 2024/2025 - tabled – <b>Click here to view</b> <ul style="list-style-type: none"><li>Additional Funding has been added, and Project numbers have been requested.</li></ul>	Kate Medhurst
5.3	3 -5 year works plan <ul style="list-style-type: none"><li>Noted</li></ul>	Kate Medhurst
5.4	2025/2026 Road Project Grant submissions & State Black Spot <ul style="list-style-type: none"><li>MCA Scoring Spreadsheet – <b>Click here to view</b> - Noted</li><li>State Black Spot Spreadsheet – <b>Click here to view</b> - Noted</li></ul>	Kate Medhurst
5.5	Update from each Shire regarding the Status of the 2024/2025 Projects	
	Shire of Carnarvon	<b>Quobba-Gnaraloo Road</b> – Will commence once Minilya-Lyndon is complete and roll into 25/26 program. <b>Minilya-Lyndon Road</b> – Will commence in January 2025
	Shire of Exmouth	<b>Yardie Creek Road</b> – Edge repairs & seal widening completed & tender is being evaluated for the bitumen reseal program for additional funding & estimated completion date is March 25. <b>Murat Road</b> – Reseal program – Tender is being evaluated with an estimated completion date of March 25
	Shire of Shark Bay	<b>Airport Road</b> – The shoulder reconstruction program has commenced & reseal tender has been received for evaluation, much higher than expected. <b>Useless Loop Road</b> – THEM earthmoving have been awarded tender for 2 sections and will start in the new year.
	Shire of Upper Gascoyne	<b>Landor Meekatharra Rd</b> – Procurement complete, contract awarded to MTF Earthmoving, start April 2025 complete June 25 <b>Landor Mt Augustus Road</b> - RPG & Remote Community Access Grant - Resheet Various sections – Work commenced Sept 24 and due for completion early Dec 24 <b>Additional Funding Reseal Program</b> – Parts have been completed in October, and the contractor will return to spend the additional funding received.



## Gascoyne Regional Road Group

5.	<p>Main Roads WA Mid West - Gascoyne Region Directors Report - <b>Noted</b>  <b>Click here to view</b></p> <ul style="list-style-type: none"> <li>John McCleary asked if Main Roads would consider a program to train operators that would eventually flow out into the Local Government in the form of an MOU or partnership agreement and possibly contribute to it financially.</li> </ul> <p><b>Action:</b> John McCleary/Mandy Dexter to raise it with Janet Hartley-West if there is a possibility of an agreement, and if so, the Shires can take it back to Council for discussion.</p>	
5.	<p>Level 1 Bridge Inspections -</p> <ul style="list-style-type: none"> <li>Due by 30<sup>th</sup> April 2025 – recorded on the Finance Spreadsheet</li> <li>Emailed to Structures team at Main Roads and cc in Kate Medhurst to record them as complete</li> <li>All completed this week and it has been recorded on the finance spreadsheet.</li> </ul>	Kate Medhurst
5.	<p>WALGA Report – <b>Click here to view</b></p> <ul style="list-style-type: none"> <li>Noted</li> <li>Mark said a questionnaire for the Asset &amp; Expenditure report has been sent out, encouraging all LG to complete and send it back in. To help WALGA advocate for funding.</li> <li>John reminded the Group to upload your RAM data and email Think Project that you give permission to upload your Data. This is what is used to determine your Asset Preservation Value, which determines the amount of funding each LG will receive. It was added to the Procedures manual recently also.</li> </ul>	Mark Bondietti
5.	<p>Roadwise Report – <b>Click here to view</b></p> <ul style="list-style-type: none"> <li>Noted – Ian McCabe has left the role and the position has been advertised.</li> </ul>	
<b>6. Other Business</b>		
6.1	<p>Multi-Criteria Assessment Model for the Gascoyne Regional Road Group –</p> <ul style="list-style-type: none"> <li>Group discussion on using the form for this year's submissions – <ul style="list-style-type: none"> <li>Simple format issues have been fixed</li> <li>A list of the Roads with the Road Numbers added to the form</li> <li>Going forward all potential projects should be listed and ranked. Should additional funding become available, there will be projects ready to go. This will also demonstrate the priority list for each Council.</li> </ul> </li> </ul>	
6.2	<p>Gascoyne Regional Road Group Procedures Manual Update – <b>Attached with email</b></p> <ul style="list-style-type: none"> <li>Review &amp; discuss the update to the Procedures manual – Section 4 Project Funding Methodology</li> </ul> <p><b>Motion:</b> The Group approve the addition of Section 4 of the Gascoyne Regional Road Group Procedures manual. – <b>deferred to the February 2025 Meeting</b></p> <p><b>Action:</b> Once approved, Kate will send the Procedures Manual to SAC for endorsement.</p> <ul style="list-style-type: none"> <li><i>Previous updates in the manual were approved in June 2024 Meeting – Reporting Structure, Direct Grant Certificate, Road and Bridge Data for IRIS upload.</i></li> </ul>	



## Gascoyne Regional Road Group

## 7. New Business

- 7.1 LG Maintenance Arrangement for Regulatory Signs and Pavement Marking on Local Government Roads – **Click here to view the email**
- Main Roads are in the process of establishing Maintenance Arrangements for Regulatory Signs and Pavement Markings. It will be a program where the Shire can invoice Main Roads for pre-approved works to install regulatory signage within the LG & Main Roads networks. This is still in draft, and once that has been finalised, it will be sent out with a Guidance Document and how to get approval for invoicing. It will be paid according to a schedule of rates set at the beginning of the program.
- 7.2 Sealed Roads Asset Preservations Costs – John McCleary
- Click here to view the details**
- The cost of sealing and ongoing maintenance of the sealed Roads has risen sharply, and in the Shire of Upper Gascoyne, they will be looking at a budget of \$1.2 million for the ongoing maintenance of the sealed roads. This will increase by a further \$3.2 million once Carnarvon-Muellwa Roads has been completely sealed, based on a reseal every 10-12 years.
- Carnarvon-Mullewa Road/Landor-Meekatharra Road is an important link to link between Great Northern Highway and North West Coastal Highway, especially once the sealing has been completed.
- John spoke with the latest contractor to discuss the breakdown of costs. They replied with the cost of aggregate transportation and availability. A higher spray rate is needed due to less traffic on the road to ensure the bitumen sticks, cost of labour, equipment, mobilisation/de-mobilization costs, traffic control, and diesel.
- The cost to all the Shires in the Gascoyne is going to be impacted by the cost of preservation in the long term.
- Mandy Dexter - The Grattan Institute has been doing research on the equalisation of road works as it is a large issue across Australia.
- Possible solutions -
- Cease sealing roads.
  - Take sealed roads back to gravel standard
  - Main Roads takes ownership of the road asset
  - Create an equalisation fund. Establish the average cost of reseals for the Gascoyne region and provide additional funds to Local Government(s) whose costs exceed this benchmark. (SOUG preferred solution)
- Motion:** John McCleary will write a letter to the State Advisory Committee addressing the preservation costs and seek to establish a reseal equalisation fund.
- Moved:** Matthew Niikkula **Seconded:** Burke Maslen - **Accepted**
- Once John has written the letter, it will be distributed to the group before it is sent to SAC.*
- Comment:** The Shire's are encouraged to speak to their local members with the State Election coming up.

Close of Meeting: 3:12pm

Next meeting: 21<sup>st</sup> February 2025 at the Shire of Carnarvon

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## Minutes - Meeting 3 - 2023/2024

### Gascoyne Regional Road Group Meeting

21<sup>st</sup> June 2024 at 12:30pm

Shire of Upper Gascoyne Council Chambers

**Chairperson:** Hamish McTaggart

**Secretary:** Kate Medhurst

**Gascoyne Regional Road Group Delegates** (effective 24/11/2023)

**Shire of Carnarvon** - Cr. Burke Maslen - Proxy: President Eddie Smith  
**Shire of Upper Gascoyne** - Cr. Hamish McTaggart – Proxy: Cr. Jim Caunt  
**Shire of Shark Bay** - Cr. Greg Ridgley – Proxy: President Cheryl Cowell  
**Shire of Exmouth** - President Matthew Niikkula - Proxy: Cr. Jackie Brooks

**Attendees:**

Burke Maslen	Shire of Carnarvon
David Nielsen	Shire of Carnarvon
Sa Toomalatai	Shire of Carnarvon
Hamish McTaggart	Shire of Upper Gascoyne
John McCleary	Shire of Upper Gascoyne
Jarrold Walker	Shire of Upper Gascoyne
Brian Galvin	Shire of Shark Bay (via Teams)
Matthew Niikkula	Shire of Exmouth
Tom Carroll	Shire of Exmouth
Ziggy Wilk	Shire of Exmouth (via Teams)
Leon Wilson	Main Roads WA
Kate Medhurst	Main Roads WA

**Visitors:**

Mark Bondietti	WALGA
Ian McCabe	WALGA Roadwise
Gaff Murray	Main Roads WA
Kevin Pethick	Main Roads WA
Andrea Pitcher	Main Roads WA
Merome Beard	Member for North West Central

**Apologies:**

Dale Chapman	Shire of Shark Bay
Greg Ridgley	Shire of Shark Bay
Cheryl Cowell	Shire of Shark Bay
Ben Lewis	Shire of Exmouth
Murray Swarbrick	Shire of Exmouth

### AGENDA – [Click here to access agenda document](#)

1.	<a href="#">Attendance and Apologies</a>	Chairperson
2.	<a href="#">Endorsement of previous minutes</a> 22 <sup>nd</sup> March 2024	Chairperson
3.	<a href="#">Business arising from previous minutes</a>	Chairperson
4.	<a href="#">Correspondence</a>	Chairperson
5.	<a href="#">Standing Reports</a>	Various
6.	<a href="#">Other Business</a>	Various
7.	<a href="#">New Business</a>	Various



<b>Minutes</b>	
<b>1. Attendance and Apologies</b>	<b>Chairperson</b>
1.1 Attendance and Apologies – see the above list	
<b>2. Endorsement of previous minutes</b>	<b>Chairperson</b>
2.1 Previous Gascoyne Regional Road Group Meeting Minutes – 22 <sup>nd</sup> March 2024 Emailed to the Group 27 <sup>th</sup> March 2024 These minutes are a true reflection of the meeting - Moved: Matthew Niikkula                      Seconded: Burke Maslen	
<b>3. Business arising from previous minutes</b>	<b>Chairperson</b>
3.1 Actions arising from the Meeting of 22 <sup>nd</sup> March 2024	
<p>4.1 22<sup>nd</sup> March 2023 Meeting 4.1, February 2023 Meeting 3.3, June 2023 Meeting 6.6, November 2023 Meeting 8.2 – Development of Multi-Criteria Assessment Model – Mark Bondiotti and Max Bushell have met with Jarred Walker and have an MCA in draft form, it is a simple, fit for purpose and will be presented at the next meeting. Max Bushell presented the MCA to the group during the WALGA Standing Report, A subgroup will be formed to discuss the details so the MCA can be presented at the June meeting to be accepted.</p> <ul style="list-style-type: none"> <li>• Kate emailed a meeting invite for Monday 6<sup>th</sup> May – The meeting was held at Main Roads conference room and via Teams</li> <li>• Meeting outcome – <ul style="list-style-type: none"> <li>▪ Preservation Model - Condition Assessment (40%) to be changed to documented evidence, which can include but is not limited to, photos, diary entries, emails, and Council Minutes.</li> <li>▪ Version 3 of the MCA was sent out Monday 6<sup>th</sup> May 2024 with the email summary of the meeting</li> <li>▪ Link to updated documents (v4) – see agenda and will be emailed out</li> <li>▪ Discussion and vote in Other Business – 6.1</li> </ul> </li> </ul>	



	<p>5.5 WALGA Report - Mark Bondietti to speak with John McCleary regarding the use of tools for pricing on the WALGA website and review the user guides.</p> <p>Mark Bondietti has sent out surveys to 4 Local Governments and is awaiting 2 responses regarding information for pricing guides and asset preservation models. WALGA would like to develop an online tool to produce a marginal cost for industry which can be negotiated between the Local Government and Industry. Will report back on progress in the new year.</p> <p>22<sup>nd</sup> March 2024 update - A survey of unit rates has been conducted and finalized. The next step is National Transport and Research Organisation to update the user guides to reflect the new rates. We envisage the project will take another 6 months to complete.</p>
	<p>6.1 Other Business – Gascoyne Regional Road Group Procedures Manual Update – add to the manual to align with the update of the State Funds for Regional Roads Procedures from September 2023</p> <ul style="list-style-type: none"> <li>• Reporting Structure</li> <li>• Direct Grant – Certificate of Completion -Updated Certificate</li> <li>• Road and Bridge Data for IRIS upload</li> </ul>
	<p>7.2 Shire of Exmouth Letter to Main Roads regarding a slip lane into the Airport terminal on Minilya Exmouth Road – Email was sent to Louise Adamson at Main Roads</p> <ul style="list-style-type: none"> <li>• There has not been a response from Main Roads</li> <li>• Matthew Niikkula is going to raise the slip lane issue with the Minster next month.</li> <li>• There is a contractor in place at Learmonth Airport to complete airport and runway upgrades. They will have equipment on-site and be able to complete it without additional mobilisation costs.</li> <li>• The project is shovel-ready. Leon Wilson addresses the funding issues that Main Roads has to complete the job. He &amp; Louise will look at funding options. He believes that the project could be completed for a lot less than originally quoted.</li> </ul>
4. Correspondence	Chairperson
4.1	<p>State Roads Funds to Local Government Advisory Committee Agenda – April 2024 Meeting</p> <ul style="list-style-type: none"> <li>• Noted</li> <li>• John McCleary commented about the underspend by other regions in the year-to-date figures listed in the SAC Agenda. He asked about the Bridgeworks funding and how Shires go about applying for funding to fix issues – Mark Bondietti responded that it is for Capital works for bridges that are at the end of their life or need repairs. Level 2 Bridge inspections will be decided by Main Roads Structures Team.</li> </ul> <p><b>Action:</b> Kate Medhurst will contact the Main Roads Structures Team to see if a Level 2 inspection has been arranged for the Gascoyne.</p> <ul style="list-style-type: none"> <li>• John raised that the WA Bike Network Footpath Grants – the process is very time-consuming and bureaucratic.</li> </ul> <p><b>Action:</b> Leon Wilson to write a letter to the Department of Transport to simplify the grant and acquittal process. Work with the Shires to provide examples of effort v cost.</p>



## Gascoyne Regional Road Group

4.2	State Roads Funds to Local Government Advisory Committee Minutes – April 2024 Meeting	
	<ul style="list-style-type: none"> <li>Noted</li> </ul>	
4.3	Letter to SAC regarding the South West Region Underspend – Response from SAC received 5/6/2024 <b>Action:</b> Kate to work with Hamish and will reply to SAC for the August meeting. The Gascoyne regions have projects that can use additional funds, e.g., spending an additional money on current projects or bringing forward a project for the next year. Each Shire will nominate 1 project that could be brought forward and approximate value to be included in the letter.	
<b>5. Standing Reports</b>		
5.1	Finance Report – June 2024 & overview for 2024/2025 – tabled <ul style="list-style-type: none"> <li>Noted</li> <li>Shires of Carnarvon, Upper Gascoyne &amp; Shark Bay have fully spent the Road Project Grants.</li> <li>Shire of Exmouth has had issues with their awarded contractor and has now engaged their legal team to terminate the contract. They are unable to award a new contract to have the work completed by the end of the month.</li> <li>The Shire of Exmouth will come up with other work they can complete next week, and Kate will email it to the group.</li> <li><i>Update 25/06/2024 – The Shire of Exmouth has sent out an updated scope of works and Kate has emailed the group for approval and all the delegates have agreed to the program. The Shire will have the works completed by the end of June 2024 to fully spent their Road Project Grant for 23/24.</i></li> </ul>	Kate Medhurst
5.2	Finance Report – 2024/2025 - tabled <ul style="list-style-type: none"> <li>Noted</li> </ul>	Kate Medhurst
5.3	3 -5 year works plan <ul style="list-style-type: none"> <li>Noted</li> </ul>	Kate Medhurst
5.4	Main Roads WA Mid West - Gascoyne Region Directors Report <ul style="list-style-type: none"> <li>Noted - See attached</li> </ul>	Leon Wilson
5.5	Level 1 Bridge Inspections - Noted <ul style="list-style-type: none"> <li>Due by 30<sup>th</sup> April 2024 – completed for 2023/2024</li> <li>Emailed to Structures team at Main Roads and cc in Kate Medhurst to record them as complete</li> </ul>	Kate Medhurst





## Gascoyne Regional Road Group

5.6	<p>WALGA Report – tabled &amp; noted</p> <ul style="list-style-type: none"> <li>Mark asked the Shire if they would be interested in a video condition survey for significant roads. It will be completed in accordance with WALGA condition manual and could be uploaded to the Shire's management system eg, IRIS. All shires agreed they would be interested in this. The Shire of Exmouth noted they are having a survey completed this month.</li> <li>Procurement for this will commence in July and Mark hopes that the survey is completed by September.</li> <li>It was asked if other roads could be included in the survey if funded by the Shire. Mark confirmed that this would be possible.</li> </ul>	Mark Bondietti
5.7	<p>Roadwise Report – tabled &amp; noted</p> <ul style="list-style-type: none"> <li>Ian introduced himself to the room, he is available to provide support to all the Shires in the Gascoyne and help them use the program LG Stars –safety rating on Local Government Roads according to various criteria.</li> </ul>	Ian McCabe
<b>6. Other Business</b>		
6.1	<p>Multi-Criteria Assessment Model for the Gascoyne Regional Road Group – based on the criteria from the sub-group meeting on 6<sup>th</sup> May 2024.</p> <ul style="list-style-type: none"> <li>Link to version 4 MCA – with update from 6<sup>th</sup> May meeting – Form was available in the agenda</li> </ul> <p><b>Motion:</b> Adopting version 4 of the Multi-Criteria Assessment model for Road Project Grant applications -</p> <ul style="list-style-type: none"> <li>The Gascoyne Regional Road Group Procedures manual is to be updated to reflect the model's adoption.</li> <li>MCA is to be used for the submission of 25/26 going forward.</li> </ul> <p><b>Moved:</b> Hamish McTaggart      <b>Seconded:</b> Burke Maslen</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>Kate to work with WALGA to implement the MCA into the Gascoyne Regional Road Group.</li> <li>Kate to send MCA to SAC for endorsement.</li> <li>Document to be sent out to all Shire's to use for this years submission.</li> </ul>	
<b>7. New Business</b>		
7.1	<p>Shire of Exmouth has submitted an application to add Maidstone Crescent to the Gascoyne Roads 2040 document.</p> <p>Supporting documentation is available in the agenda.</p> <p><b>Motion:</b> Maidstone Crescent in the Shire of Exmouth be added to the Gascoyne Roads 2040 document and referred to S.A.C. for endorsement.</p> <p><b>Moved:</b> Hamish McTaggart      <b>Seconded:</b> Burke Maslen</p> <p><b>Action:</b> Kate to submit Maidstone Crescent for the Shire of Exmouth to SAC for endorsement.</p>	



7.2	<p>Shire of Carnarvon - David Nielsen</p> <p>The Shire of Carnarvon has awarded a 3-year program by tender to deliver there the RRG program. They will run a 12-week program at the end of 24/25 and into 25/26 to reduce mob/demob costs and spend more money on Roads.</p> <ul style="list-style-type: none"> <li>• They want to make the group aware that the final claim for 24/25 can potentially not be claimed until July 2025.</li> <li>• Shire of Carnarvon to keep the group informed of their works program over the year.</li> <li>• Kate to work with the Shire to manage the budgets and timing.</li> <li>• The Shire has DOT funding to complete upgrades to the Airport and will have a tender for an asphaltting contractor coming up; please let the Shire know if you have any need for an Asphalt contractor and can work together while they are in the area.</li> <li>• This is David Nielsen's last RRG meeting. He is leaving the Shire in August, and recruitment for his replacement is underway.</li> </ul>
7.3.	<p>Shire of Exmouth - Matthew Niikkula</p> <p>Department of Biodiversity, Conservations &amp; Attractions (DBCA) Funding for Ningaloo Road – DBCA has been referring road user complaints to the Shire to repair and grade. The Shire is against funding the maintenance of a road whose entire use is to access the DBCA site. They don't pay the Shire Pastoral rates, and they charge to access and camp. The Shire of Carnarvon has an interagency agreement in place with DBCA.</p> <p>They also have the same issue for 50km of Yardie Creek Road. The Shire is going to approach DBCA about the funding of the road. He wanted to check how the Shire of Carnarvon managed the road from Ningaloo to Coral Bay, and the Shire didn't service it at all.</p> <p>Shire of Exmouth wants to create a Memorandum of Understanding (MOU) with DBAC regarding the maintenance and funding of these roads and is looking for the support of the Regional Road Group</p> <ul style="list-style-type: none"> <li>• Gascoyne Regional Road Group supports the Shire of Exmouth in asking DBA for an MOU.</li> </ul>
	<p>Shire of Upper Gascoyne – John McCleary</p> <p>Each year, there is an RRG chairperson meeting – John would like to see an agenda sent out so the RRG group can discuss the agenda. The chairperson can attend the meeting with the advice of the whole committee before the meeting.</p> <p><b>Action:</b> Mark Bondietti – Will speak to the WALGA infrastructure team about sending out an agenda before the meeting and the agenda forwarded to the group to read and enquire about the meeting available by Teams.</p>

**Close of Meeting:** 2:19pm

**Next meeting:** 22 November 2024 at the Shire of Carnarvon

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June 2024

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# Mid West Gascoyne Update

## Current Works 23/24

### Indian Ocean Drive (IOD) Stage 2 between Leeman and Brand Highway

The IOD is currently closed with a detour around the Coolimba Eneabba Rd. Bulk earthworks are underway. Works have been delayed and will be finished in the new year.

### Road Safety Widening Improvements

- Brand Highway between Indian Ocean Dr and Dongara 273 to 298 SLK is completed.
- Midlands Rd between Mingenew and Dongara 217 - 263 SLK has commenced (45kms of widening).
- Great Northern Hwy between Meekatharra and Kumarina 747 to 850 SLK (103kms of widening) is approximately half complete.

### Heavy Vehicle Productivity Funds

- Great Northern Highway Paynes Find truck rest area is nearing completion.
- Sandstone and Yalgoo truck bays to commence in the coming months.

### Buller River Bridge Replacement – NWCH

Tender assessment underway and will commence in the coming months.

### Oakagee Access Rd – NWCH

Tender assessment underway and will commence in the coming months.

### Northampton Kalbarri Rd (Black Spot Funding)

Works are completed.

### Major specific maintenance (Reseals and Major Pavement Repairs)

Reseals were completed in March. The major pavement repair program is suspended for winter with some patches still remaining on Brand Hwy and the southern portion of Great Northern Hwy.

### Other Maintenance Works

- Shoulder grading has been completed on Min Ex Rd and NWCH.
- Edge repair program has commenced on NWCH.
- Herbicide will commence shortly on most roads.
- Vegetation slashing and mulching on southern parts.

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## Planned Works 24/25

Awaiting confirmation on final budget amounts for maintenance and capital projects. Our indicative works program is as follows. A slightly smaller capital works program this year as we continue a number of large projects from 23/24.

### Capital Projects

• Great Northern Hwy widening - Mt Magnet North 118kms	\$22m
• Brand Highway Hwy widening Badgingarra to Eneabba 73kms	\$12m
• Indian Ocean Drive (Greenhead to Leeman 11kms)	\$8m
• Brand Hwy 2 x overtaking lanes between Badgingarra and Eneabba	\$2.8m
• Geraldton Mount Magnet Rd – 2 x overtaking lanes 14-16 SLK	\$2.5m
• Shared Path Brand Hwy (DOT project)	\$2m
• Safety Barrier installs on Brand Hwy and Indian Ocean Dr	\$0.9m

### Maintenance Programs

• Reseals (Burkett Rd, Min Ex, GNH, Brand)	\$11m
• Pavement Repairs (map attached)	\$7.5m
• Pavement Rehab on Geraldton Mount Magnet Rd @ 276 SLK.	\$1.5m
• Shouldering underway through winter	\$1.6m
• Edge program ongoing	\$0.8m
• Structures	\$4m
• Line marking	\$1.2m
• Grid removals and replacements GMMR and Mt Magnet Leinster Rd	\$tbc

### In-House Maintenance

- Starting to receive some new plant which will boost our capabilities.
- Direct Managing some construction works – Payne's Find truck rest area. Yalgoo and Sandstone rest areas to be constructed next and rehab project on Geraldton Mount Magnet Rd.
- All maintenance work is now being completed in house either with our own crews or direct managed using resources from the localised panel contracts or other state wide panel arrangements.
- Looking at opportunities where we can engage LGAs to complete work if they have any spare capacity.

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## Pavement Repairs

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 enquiries@mainroads.wa.gov.au  
 www.mainroads.wa.gov.au

**From:** [Gaff Murray](#)  
**To:** [Kate Medhurst](#)  
**Subject:** FW: Letter from Shire of Exmouth - Learmonth air port civilian access.  
**Date:** Wednesday, 27 November 2024 8:12:24 AM  
**Attachments:** [image146966.png](#)  
[image620674.png](#)  
[image254223.png](#)  
[image612170.png](#)  
[image228105.png](#)

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To Gascoyne Regional Road Group

I apologise for giving misleading information at the recent RRG meeting held on the 22.11.2024 regarding the delivery of the Exmouth airport Civil contract. Matthew asked the question if the project was ready to be delivered, I indicated that the project was ready to go ahead, and work will be started in Mid-December.

This is incorrect the project is ready to go when funding is finalised.

Main Roads is in the process of finalising the IFC design, the only action remaining is a new ground model to take into account the widening we did during the TSE.  
Updated construction estimate is \$3.3m (P90).

Regards

**Gaff Murray**

Operations Manager Carnarvon  
Mid-West Gascoyne Region  
Regional Operations  
Tel: [+61 8 9941 0718](tel:+61899410718) Mob: [+61 418 933 390](tel:+61418933390)



Main Roads acknowledges the traditional custodians throughout Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders both past and present.

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## Gascoyne Regional Road Group

State Road Funds to Local Government Advisory Committee

Attn: Chairperson John Erceg

Secretary: [Rebecca.lewis@mainroads.wa.gov.au](mailto:Rebecca.lewis@mainroads.wa.gov.au)

30 July 2024

Dear Committee Members,

### Re: Inquiry regarding the underspending in South West Region

Thanks for your reply to our letter regarding the underspending in other regions, particularly the South West Region. We are happy to hear that you have increased the scope of the Local Government Roads program Delivery Support Manager to assist the South West Region with achieving a fully spent Road Project Grant program.

We would like to highlight that the Gascoyne Region currently has several programs that could greatly benefit from additional funding. There are projects here where funds, which might otherwise be underspent in other regions, could be effectively utilized within the Shire's of the Gascoyne to achieve significant improvements in the region's Roads, thereby enhancing the overall infrastructure and life of the asset. Should additional funds become available from underspending in other regions, we have a list of projects that can be completed this financial year.

**Shire of Carnarvon** – Have the capacity to increase spending on Quobba Gnarlou Road in 2024/2025 by an additional \$450,000. They would increase the kilometres of work they have scheduled on this road. These works are due to commence later in the financial year.

**Shire of Exmouth** – Murat & Yardie Creek Roads – current projects for 2024/2025 -could spend an additional \$850,000 with additional sealing that could be completed on both of these roads to bring them up to date with the Shire's resealing program.

**Shire of Upper Gascoyne** – Bitumen Re-seal program - \$200,000 to \$400,000 for various Significant Local Government Roads within the Shire of Upper Gascoyne.

**Shire of Shark Bay**—Useless Loop Road—They would increase spending by \$100,000 on their current project for 2024/2025—cut and seal program as required, cart in suitable material, add polymers, add drainage, and replace signs and lines as required.

Please let us know if we can discuss these projects with you further or provide additional information on a specific project that could benefit from additional funding that might become available.

Regards,

A handwritten signature in black ink, appearing to read 'Hamish McTaggart'.

Hamish McTaggart

Chairperson

Gascoyne Regional Road Group

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Inquiries: Kate Medhurst  
Our Ref: D24#1408583

6 November 2024

Justine Smith – Grants Program Coordinator  
Department of Transport  
140 William Street  
Perth WA 6000  
[Justine.smith@transport.wa.gov.au](mailto:Justine.smith@transport.wa.gov.au)  
[wabngrants@transport.wa.gov.au](mailto:wabngrants@transport.wa.gov.au)

Dear Justine,

### **WA Bike Network Grant application process**

Main Roads on behalf of the Shires in the Gascoyne Region would like to raise concerns regarding the application process for the WA Bike Network Grants raised at our last Regional Road Group meeting held in June 2024.

Firstly, the Shires have raised that applying for the Grant is very time-consuming, and there is no difference between a small project being installed in the Gascoyne and a 10km shared path in the city. This is proving to have time implications for the Shire's already stretched resources. The projects that the Shires are applying for Grant funding already have an action, need & benefit listed in the Gascoyne 2050 Cycling Strategy, which the Shires in the Gascoyne contributed many hours to help complete. This document lays out a variety of Case studies that could be used to support the application.

The Shires would like the Department of Transport to consider simplifying the application process based on a tiered system. Provide a simple application process for smaller/lower cost projects that already align with the Gascoyne 2050 Cycling Strategy, have proven community and Council support, and are part of the Shire's Financial plan. The Shires understand the importance of more extensive justification and community consultation that would be required on a larger project in the Metropolitan area when LGA boundaries cross and there are competing priorities. This is less significant in remote regions.

The current timeline of the Grant funding announcements is not opened early enough to allow councils to budget in the works in their annual budgeting process. Shifting funding between projects within local governments is not a simple task, and the shires must adhere to purchasing policies. It is suggested that DOT be consistent in the opening/closing times of the grant, for example; open in October and announce in March/April the following year to allow Shires to capture the funding and the budget contribution in their upcoming financial year budget process. This would also allow the Shires to schedule in Contractors to complete the work taking into consideration the remoteness of the Shires and time delays that could impact the work such as weather events and supply of product delays.

**Main Roads Western Australia**  
Mid-West Gascoyne  
Geraldton Office, Eastward Road, PO Box 165, Geraldton WA 6531  
Carnarvon Office, 470 Robinson Street, PO Box 480, Carnarvon WA 6701

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It would be appreciated if the above feedback can be considered and a response provided to enable Main Roads to pass onto the Shires at the next Regional Road Group meeting.

Yours sincerely

*Janet Hartley-West*

Janet Hartley-West  
**Director – Mid West – Gascoyne Region**

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**From:** [Kate Medhurst](#)  
**To:** [Kate Medhurst](#); [Jarrod Walker](#); [John McCleary](#)  
**Subject:** CM: FW: Shire of Upper Gascoyne - Out of Session Endorsement  
**Date:** Tuesday, 16 July 2024 8:23:55 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image560555.png](#)  
[image016915.png](#)  
[image750740.png](#)  
[image153701.png](#)  
[Re Shire of Upper Gascoyne - Out of Session Endorsement.msg](#)  
[Re Shire of Upper Gascoyne - Out of Session Endorsement.msg](#)  
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[image347699.png](#)  
[image119277.png](#)  
[image789195.png](#)

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OFFICIAL

Morning all,

I have received endorsement from all Shire regarding the changes to the Shire of Upper Gascoyne Road Project Grants

Jarrod/John, you can go ahead with the work.

Thanks,

**Kate Medhurst**  
Customer Services Manager  
Mid-West Gascoyne Region  
Regional Operations  
Tel: +61 8 9941 0734



---

**From:** Kate Medhurst <kate.medhurst@mainroads.wa.gov.au>  
**Sent:** Thursday, July 11, 2024 4:18 PM  
**To:** Kate Medhurst <kate.medhurst@mainroads.wa.gov.au>  
**Subject:** Shire of Upper Gascoyne - Out of Session Endorsement

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Hi all,

Please see the attached submission from the Shire of Upper Gascoyne to make a change in their 24/25 Road Project Grant program.

They would like to change their submission from Cobra-Gifford Creek Road 0.25 to 10.25 slk to the following –

Landor Mt Augustus Road – SLK 34.2 to 60.46 – 10km in total – \$386,893 State funding - \$193,446 LG funding – Total \$580,340  
Further details can be found in the email attachment

ROAD PROJECT PROPOSAL									
Local Government		UPPER GASCOYNE			Year		24-25		
Road Name		Londor Mount Augustus			No:		8050004		
Section		34.2	KM	To	60.46	KM	Length	10km	KM
Work Description:									
WORK DESCRIPTION					Regional Road Development Strategy Priority				
Resheet with good quality gravel and correct/reinstate offroad drainage									
1	SLK 34.20 to 36.00 Resheet with good quality gravel				A	A			
2	SLK 38.60 to 39.00 Resheet with good quality gravel				B				
3	SLK 39.30 to 40.06 Resheet with good quality gravel				C				
4	SLK 41.30 to 42.30 Resheet with good quality gravel								
5	SLK 43.40 to 44.20 Resheet with good quality gravel				Work Category				
6	SLK 44.50 to 45.20 Resheet with good quality gravel				Preservation	PRESERVATION			
7	SLK 46.50 to 48.70 Resheet with good quality gravel				Improvement/Expansion				
8	SLK 48.94 to 49.95 reconstruct floodway								
9	SLK 55.50 to 57.8 Resheet with good quality gravel								
10	SLK 60.45 to 60.46 stabilise shoulder to bitumen edge								
PROJECT COST AND FUNDING REQUEST					1	2	3	4	5
					2023/2024	2024/2025	2025/2026	2026/2027	2027/2028
ROAD PROJECT POOL						\$ 386,893.00	\$ -	\$ -	\$ -
LOCAL GOVERNMENT					\$ -	\$ 193,446.50	\$ -	\$ -	\$ -
Total					\$ -	\$ 580,340.00	\$ -	\$ -	\$ -
LOCALITY PLAN IS TO BE ATTACHED					YES				
PROJECT JUSTIFICATION									
IDENTIFIED IN ROADS 2040 STRATEGY (reviewed July 2023). Major arterial roads for pastoralism and tourism.									
DEVELOPMENT NEED									
Current material and condition unsuitable for traffic volumes and presents safety hazard in wet weather									
DEVELOPMENT STRATEGY									
Improve all weather access and safety									
OUTCOMES									
Safer road conditions for drivers									
ENVIRONMENTAL ASSESSMENT									
The Local Government will conduct the necessary environmental assessment and accepts responsibility for environmental consequences, implementing land resumption and any claims for damages arising from the execution of works in this application. Local Government is also responsible for obtaining heritage and Aboriginal site clearance.									
Works Engineer		JARROD WALKER			Chief Executive Officer		JOHN McCLEARY		
Date		10-Jul-24			Date		10-Jul-24		
Signature					Signature				
PROPOSED STANDARDS									
Type Cross Section	A	Formation Width		12					
Pavement Width	9	Shoulder Width		1.5					
		Design Speed KMPH		90					
TRAFFIC VOLUME									
AVERAGE Daily		Annual Count							
Traffic Count		3,608.00							
2019-2020 data									
Note 1									

Can the delegates for each Shire please advise of their decision to accept the changes to the Shire of Upper Gascoyne RPG program. To be documented in the November's meeting.

Kate Medhurst  
Customer Services Manager  
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Main Roads acknowledges the traditional custodians throughout Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders both past and present.

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Gascoyne Regional Road Group Finance Spreadsheet																		
Year	Program	Shire	Project Number	Road	Description	GST	Total State Contribution	Total LGA Contribution	Total Project Cost	1st 40% Claim	Invoice Processed Date	2nd 40% Claim	Invoice Processed Date2	Final 20% Claim	Invoice processed Date3	YTD Expenditure	To be claimed	Comment
2024/2025	Road Project Grants	Carnarvon	30003029	Quobba Gnarloo Road	Re-Shape formation and drainage to achieve consistent Type 3 standard and re-sheet to achieve 7m pavement \$LK 47.56	GST10	\$ 537,672	\$ 268,836	\$ 806,508	\$ 215,069	RCTI 8/7/24	\$ 215,069		\$ 107,534		\$ 215,069	\$ 322,603	
2024/2025	Road Project Grants	Carnarvon	30003030	Minilya Lyndon Road	Re-Shape formation and drainage to achieve consistent Type 3 standard and re-sheet to achieve 7m pavement \$LK 307.116	GST10	\$ 537,672	\$ 268,836	\$ 806,508	\$ 215,069	RCTI 8/7/24	\$ 215,069		\$ 107,534		\$ 215,069	\$ 322,603	
2024/2025	Road Project Grants	Carnarvon	tba	Quobba Gnarloo Road	Extension of above works on Quobba Gnarloo Road	GST10	\$ 300,000	\$ 150,000	\$ 450,000	\$ 120,000		\$ 120,000		\$ 60,000			\$ 300,000	
2024/2025	Road Project Grants	Upper Gascoyne	30003031	Landor Meekatharra Road	Upgrade subgrade and base course to 9m standard to receive seal at later date \$LK 22 to 27	GST10	\$ 386,893	\$ 193,447	\$ 580,340	\$ 154,757	RCTI 10/7/24	\$ 154,757		\$ 77,379		\$ 154,757	\$ 232,136	
2024/2025	Road Project Grants	Upper Gascoyne	30003032	Cobra Gifford Creek Road	Re-Sheet various sections of exposed rock and elevate road surface to improve drainage \$LK 9.25 to 10.25	GST10	\$ 386,893	\$ 193,447	\$ 580,340	\$ 154,757	RCTI 15/08/2024	\$ 154,757	Processed by AP Direct 6/11/24	\$ 77,379		\$ 154,757	\$ 232,136	
2024/2025	Road Project Grants	Upper Gascoyne	tba	Resealing - Various Roads	Reseal various Roads -	GST10	\$ 200,000	\$ 100,000	\$ 300,000	\$ 80,000		\$ 80,000		\$ 40,000		\$ 80,000	\$ 120,000	
2024/2025	Road Project Grants	Shark Bay	30003033	Airport Road	Reconstruct shoulders with a 7m and add program, undertake resal program, replace signs and guideposts as required \$LK 0 to 0.88	GST10	\$ 60,000	\$ 30,000	\$ 90,000	\$ 24,000	Processed by AP Direct 23/10/24	\$ 24,000		\$ 12,000		\$ -	\$ 60,000	
2024/2025	Road Project Grants	Shark Bay	30003034	Useless Loop Road	New seal program, Cut and fill as required, Shape base, cart suitable material and add polymers if required, Layout sheet material improve drainage, replace signs and guide posts as required - \$LK 74 to 78	GST10	\$ 122,908	\$ 61,454	\$ 184,362	\$ 49,163	Processed by AP Direct 23/10/24	\$ 49,163		\$ 24,582		\$ -	\$ 122,908	
2024/2025	Road Project Grants	Shark Bay	30003035	Useless Loop Road	New seal program, Cut and fill as required, Shape base, cart suitable material and add polymers if required, Layout sheet material improve drainage, replace signs and guide posts as required - \$LK 64 to 72	GST10	\$ 182,763	\$ 91,382	\$ 274,145	\$ 73,105	Processed by AP Direct 23/10/24	\$ 73,105		\$ 36,553		\$ -	\$ 182,763	
2024/2025	Road Project Grants	Exmouth	30003036	Yardie Creek Road	Bitumen edge seal renewal, bitumen resal and shoulder reinstatement \$LK 28.6 to 54	GST10	\$ 184,481	\$ 92,241	\$ 276,722	\$ 73,792	RCTI 30/08/2024	\$ 73,792	RCTI 9/10/2024	\$ 36,896	RCTI 9/10/2024	\$ 184,481	\$ -	Completed 9/10/2024 - Photos Received
2024/2025	Road Project Grants	Exmouth	30003037	Murat Road	Bitumen edge seal renewal, bitumen resal and shoulder reinstatement \$LK 7.3 to \$LK 16.4	GST10	\$ 140,588	\$ 70,294	\$ 210,882	\$ 56,235	RCTI 30/08/2024	\$ 56,235		\$ 28,118		\$ 56,235	\$ 84,353	
2024/2025	Road Project Grants	Exmouth	tba	Yardie Creek Road	Additional Funding for Yardie Creek Road	GST10	\$ 850,000	\$ 425,000	\$ 1,275,000	\$ 340,000		\$ 340,000		\$ 170,000			\$ 510,000	
							Total	\$ 3,889,870	Indicitive Budget									
							Budget	\$ 2,539,870										
							Variance	\$ 1,350,000										

YEAR STATE FUNDS ALLOCATED	Program	Shire	Project Number	GST00	STATE CONTRIBUTION	Invoice Processed Date	Invoice Number	YTD Expenditure	Balance To Be Claimed 2024/25	Level 1 Bridge Inspections
2024/25	Direct Grants	Carnarvon	21100503	GST00	\$ 507,452	8/07/2024	RCTI	\$507,452.00	\$0.00	
2024/25	Direct Grants	Shark Bay	21100506	GST00	\$ 171,928	19/08/2024	RCTI	\$171,928.00	\$0.00	
2024/25	Direct Grants	Upper Gascoyne	21100507	GST00	\$ 368,688	10/07/2024	RCTI	\$368,688.00	\$0.00	
2024/25	Direct Grants	Exmouth	21100504	GST00	\$ 153,393	30/08/2024	RCTI	\$153,393.00	\$0.00	
					\$ 1,201,461			\$1,201,461	\$0.00	

STATE BLACKSPOT																		
YEAR STATE FUNDS ALLOCATED	Program	Shire	Project Number	Road	Work	GST	TOTAL STATE CONTRIB	TOTAL LGA CONTRIB	TOTAL PROJECT COST	1st 40% Claim (GST Exclusive amount)	Invoice Processed Date	2nd 40% Claim (GST Exclusive amount)	Invoice Processed Date2	Final Claim 20% (GST Exclusive amount)	Invoice Processed Date3	2023/24 YTD Expenditure	Balance To Be Claimed 2024/25	Comments
2023/24	State-Blackspot	Carnarvon	30002073	Speedway Road	Widen and realign-Speedway Road- improve sight distance-at turn-off to a waste facility, install delineation and signs - \$LK 1.76-2.77	GST10	\$ 82,000	\$ 41,000	\$ 123,000	\$ 82,000	RCTI- 2/11/2023	-	-	-	-	\$ 82,000	\$0.00	Fully Claimed
2024/25	State Blackspot	Carnarvon	30002073	Speedway Road	Widen and realign Speedway Road, improve sight distance at turn-off to a waste facility, install delineation and signs, - \$LK 1.76-2.77	GST10	\$ 542,764	\$ 271,382	\$ 814,146	\$ 217,106		\$ 217,106		\$ 108,553		\$ -	\$542,764	
					Original amount \$326,000 State with \$164,000 Shire's contribution, Increase was approved 30/10/2024 following the Tender process was completed. D24#1379963				\$ 937,146									

ABORIGINAL COMMUNITY ACCESS ROADS FUNDING PROGRAM													
YEAR STATE FUNDS ALLOCATE	Program	Shire	Project Number	Road	Work	GST	TOTAL STATE CONTRIB	TOTAL FEDERAL CONTRIB	TOTAL PROJECT COST	1st 40% Claim (GST Exclusive amount)	Invoice Processed Date	Balance To Be Claimed 2024/25	Comments
2024/2025	RAG	Upper Gascoyne	21100546	Landor Mt Augustus Road	Reform and reshape formation by way of resheeting section of road with good quality material and correct off-road drainage to improve driver safety and all weather vehicles. The Burringurr community depends on this sectio of road daily to access employment and food at Mount Augustus	GST10	\$ 66,667	\$ 133,333	\$ 200,000	\$ 66,667	RCTI 05/09/2024	\$0.00	Fully Claimed
					Additional Funding approved D24#1379963 D24#1379932		\$ 150,000		\$ 150,000	\$ 66,667	AP Direct 11/11/24	\$83,333.00	

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## ROAD PROJECT SUBMISSIONS 2025/2026

PRESERVATION											
Score	ROAD	Description	SHIRE	Road Number	SLKS START	SLKS END	State Contribution	LGA Contribution	Total	\$Rate / Km	Comments
77%	Useless Loop Road	Resheet various sections of road with good quality gravel to a 9m running surface, correct offroad drainage. Sections have exposed rock and or worn pavement material that has reached the end of it's useful life.	Shark Bay	8040017	52.45	64.20	\$305,671	\$152,836	\$458,507	\$39,022	
67%	Cobra Dairy Creek Road	Resheet various sections of road with good quality gravel to a 9m running surface, correct offroad drainage. Sections have exposed rock and or worn pavement material that has reached the end of it's useful life.	Upper Gascoyne	8050001	10.00	27.00	\$570,021	\$285,011	\$855,032	\$50,296	
61%	Nanga Road	Resheet various sections of road with good quality gravel to a 9m running surface, correct offroad drainage. Sections have exposed rock and or worn pavement material that has reached the end of it's useful life.	Shark Bay	8040007	0.00	2.65	\$93,466	\$46,733	\$140,199	\$52,905	tba - the amount to be confirmed by SB
59%	Murat Road Staged Project Year 1/5 - 2025-2030	(Intersection of Yardie Creek Road), where the existing bitumen spray seal is past it's useful life and deteriorating. It is anticipated that in year 1 (FY 25/26), that between 3km and 3.5km will be resealed. Following resealing works, asphalt works will commence within the Town Centre between the intersections of Maidstone Cr.	Exmouth	8060066	10.00	16.50	\$150,464	\$75,232	\$225,696	\$34,722	Total stage project estimated cost: \$451,39
59%	Carnarvon Mullewa Road	Resheet various sections of road with good quality gravel to a 9m running surface, correct offroad drainage. Sections have exposed rock and or worn pavement material that has reached the end of it's useful life.	Upper Gascoyne	8050045	122.00	148.00	\$570,021	\$285,011	\$855,032	\$32,886	
56%	Yardie Creek Road Staged Project Year 1/10 2025-2035	The scope of work is to progressively resheet 47.2km of Yardie Creek Road, between the SLK ranges noted below, where the existing bitumen spray seal is past it's useful life and deteriorating. It is anticipated that in year 1 (FY 25/26), that between 4.5km and 5km will be resealed. The 10 year timeline will be expedited if additional funding can be acquired.	Exmouth	8060038	28.60	75.80	\$197,441	\$98,721	\$296,162	\$6,275	Total stage project estimated cost: \$3,000,00
45%	Quobba Gnarloo Road	Reshape formation and drainage to achieve consistent type 3 standard and re-sheet to achieve 7m pavement	Carnarvon	8030121	53.00	62.00	\$590,422	\$295,211	\$885,633	\$98,404	
47%	Wahroonga Pimbee Road	Reshape formation and drainage to achieve consistent type 3 standard and re-sheet to achieve 7m pavement	Carnarvon	8030086	66.00	74.00	\$590,422	\$295,211	\$885,633	\$110,704	
	TOTAL PRESERVATION						\$3,067,928	\$1,533,964	\$4,601,892		
IMPROVEMENT											
Score	ROAD		SHIRE	Road Number	SLKS START	SLKS END	State Contribution	LGA Contribution	Total	\$Rate / Km	Comments
TOTAL IMPROVEMENT							\$0	\$0	\$0		
Total Preservation and Improvement							\$3,067,928	\$1,533,964	\$4,601,892		
State Contribution											
Funds Available					Indicative Allocation:		\$3,067,926				
Surplus / Deficit							-\$2				

2025/2026 Gascoyne Allocation

\$3,067,928

Shire allocation (APV)	
Carnarvon	\$1,180,844
Upper Gascoyne	\$1,140,042
Shark Bay	\$399,137
Exmouth	\$347,905

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Score	LGA	Road	Condition Assessment			Road Safety			Traffic			Sustainability			Social/Economics			Final Score
			Raw	Cal		Raw	Cal		Raw	Cal		Raw	Cal		Raw	Cal		
45%	Carnarvon	Quobba Gnarloo Road	40%	6	24%	20%	1	2%	20%	2	4%	5%	0	0%	15%	10	15%	45%
47%	Carnarvon	Wahroonga Pimbee Road	40%	6	24%	20%	1	2%	20%	3	6%	5%	0	0%	15%	10	15%	47%
59%	Upper Gascoyne	Carnarvon Mullewa Road	40%	6	24%	20%	0	0%	20%	10	20%	5%	0	0%	15%	10	15%	59%
67%	Upper Gascoyne	Cobra Dairy Creek Road	40%	8	32%	20%	0	0%	20%	10	20%	5%	0	0%	15%	10	15%	67%
77%	Shark Bay	Useless Loop Road	40%	8	32%	20%	8	16%	20%	5	10%	5%	7	4%	15%	10	15%	77%
61%	Shark Bay	Nanga Road	40%	6	24%	20%	8	16%	20%	1	2%	5%	7	4%	15%	10	15%	61%
59%	Exmouth	Murat Road	40%	8	32%	20%	1	2%	20%	7	14%	5%	0	0%	15%	8	11%	59%
56%	Exmouth	Yardie Creek Road	40%	8	32%	20%	6	11%	20%	1	2%	5%	0	0%	15%	8	11%	56%
0%			40%		0%	20%		0%	20%		0%	5%		0%	15%		0%	0%
0%			40%		0%	20%		0%	20%		0%	5%		0%	15%		0%	0%
0%			40%		0%	20%		0%	20%		0%	5%		0%	15%		0%	0%
0%			40%		0%	20%		0%	20%		0%	5%		0%	15%		0%	0%

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2025 26 Black Spot Nominations Summary - LOCAL ROADS																							
Mid West Region																							
Crash Map Application Number:	LGA	Primary Road Name & Number	Secondary Road Name & Number	Intersection number	Road section BLK Start	Road section BLK Finish	Proposed treatment	LGA Contrib. \$	SBS \$	AGBS \$	Total Project cost \$	SBS existing Staged Y/N	SBS new staged Y/N	RSI Y/N	RSI date	Original BCR	Post Audit BCR	Apply for SBS only Y/N	Apply for AGBS only Y/N	Apply for Both Y/N	Supported by Region Y/N	Assessment Comments by Region	Other comments (e.g BEARS number if already staged and any other relevant information)
922	Shire of Carnarvon	8030174: Minilya - Lyndon Rd			0	84.33	All nine cattle-grids will be widened, sealed and properly signposted. This will mitigate the risk of head-on collisions created by the limited visibility and localised narrowings.  The addition of signage at SLK0084 will ensure the four-way intersection is properly marked, reducing hazards created by the see-through effect at the intersection and thereby mitigating the risk of right-angle crashes.  The addition of signage at crests and dips that have been identified in the report will a warning to drivers, reducing the risk of head-on collisions and run-offs at these sites.	\$ 184,000	\$ 367,000	\$ 545,000	\$ 551,000	N	N	Y	3/10/2023	0	0	N	N	Y	Y	Check road safety audit costs (discrepancy between cost on Economic Appraisal tab and Nomination Estimates tab. MRWA requires additional justification from the SoC for us to support the project.	
1089	Shire of Carnarvon	8030240: French St			0	0.28	The creation of a shared path along French Street through the sealing of the road and provision of the path will ensure the safe usage of the road by vehicles, cyclists and pedestrians. French Street will also be sealed as part of this project; this reduces the risk of accidents caused by potholes, cracks, or uneven surfaces, offer better skid resistance allowing vehicles to stop more quickly in case of emergency braking situations and prevent hydroplaning reducing the number of accidents caused by slippery road conditions.  The installation of parking bays as part of the sealing of the road will improve visibility along French Street and reduce the risk of sideswipe car accidents and hits to pedestrians and cyclists. Parking spots will also formalise the currently disorganised nature of French Street and provide structure, allowing drivers to better	\$ 200,000	\$ 400,000	\$ 594,000	\$ 600,000	N	N	Y	16/10/2023	0		N	N	Y	Y	Consider improvements to the 'shared zone' including signage and delineation. The MRWA MW-G region supports this application.	

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# Mid West – Gascoyne Regional Road Group

## Main Roads Report November 2024

D24#1409630

## Current Works

### Indian Ocean Drive (IOD) Stage 2 between Leeman and Brand Highway

This will involve a road closure of IOD with a detour around the Coolimba Eneabba Rd. Works have been delayed due to slow progress over winter. Road closure extended to 28 Feb 2024 which lines up with expected completion date.

### Road Safety Widening Improvement

Great Northern Highway:

- We have just completed another widening on Great Northern Highway from 747 SLK to 850 SLK (Meekatharra for approximately 100km north).
- We are currently Tendering the next section which will widen between Mt Magnet (551 SLK) to Cue (630 SLK).
- We have requested funds to widen Cue to Meekatharra (631 to 745.5) in 25/26.
- Some culvert works to extend culverts will be occurring in 2025 between Wubin and Paynes Find to prepare for future widening of this section.

Midlands Rd:

- Significant section from 217 SLK to 263 SLK (Mingenew to Brand Highway section) is underway with some delays. We expect this to be completed in March 2025.

### Heavy Vehicle Productivity Funds

We have completed a large upgrade to the Heavy Vehicle rest area at Paynes Find which was combined with some intersection improvements to Local roads.

We have funding this year to construct a truck bay at Yalgoo on the Geraldton Mt Magnet Road and Sandstone on the Mount Magnet Leinster Road. The developments are underway with designs close to being issued for construction. The Heritage requirements are being processed still which has pushed the delivery to commence on the ground likely in March 2025.

### Buller River Road Bridge Replacement - NWCH

Works have commenced with major component install to get underway this month.

### Oakajee Road (intersection of North West Coastal Highway)

Works are underway with construction of some permanent works and temporary side tracks to accommodate the second stage of the works. Sides tracks will be operational by end of November allowing drill and blast operations and major earthworks.

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**Northampton Kalbarri Road (Black Spot Project)**

Works complete.

**Safety Barriers Brand Hwy & Indian Ocean Drive (Black Spot Project)**

Tender to be advertised for installation of barriers in Dongara on Brand Hwy and some sections of Indian Ocean Dr between Green Head and Brand Hwy.

**Shared Path Brand Hwy (DOT project)**

Bellimos Dr to Yallalong Entrance. Design completed with Tender to be advertised in December.

**Re-seal Program**

The 24/25 reseal program is about to be awarded. Significant budget cuts have been made to the program (approx. \$4m). Main sections targeted Great Northern Highway (North of Meekatharra) and Burkett Rd.

**Major Pavement Repair Program**

The pavement repair program is about to be awarded with the majority of patches being on Great Northern Highway. Smaller package than previous years (approx. \$5m).

**Other Maintenance Works**

- Geraldton Mt Magnet Rd – Mullewa townsite – drainage design and pavement investigation underway expect permanent works to commence in 2025 prior to winter.
- Geraldton My Magnet Rd – Culvert replacement and Pavement Rehab (267 SLK) is complete.
- Routine maintenance activities ongoing.
- Periodic maintenance activities to commence soon.
  - Shoulder Grading on -
    - GNH SLK 220- 230
    - Major Pavement Repairs
- Vegetation Program – Slashing Northampton Kalbarri Road, Mulching Midlands Road SLK 83 - 92
- Minor Pavement Repairs – Midlands Road, Mingenew Morawa Road, Wubin Mullewa Road, GNH, Geraldton Mt Magnet Road, North West Coastal Highway, Moonyoonooka Yuna Road, Geraldton Walkway Road, Mt Magnet Leinster Road and Brand Highway.

**Bridge Maintenance**

- Bridge 831 - maintenance and barrier replacement Mingenew Morawa Rd 2.05 SLK - Green Brook River
- Bridge 794 Timber Bridge Maintenance - Midlands Rd 258.9 SLK, Irwin River, Mountain Bridge
- Combined contract to commence mid 2025.

**Summary 24/25 planned works**

We have more certainty with budgets, higher estimates, tenders prices and delays to 23/24 projects have pushed some projects into 25/26. New projects for 24/25 have been reduced to the following.

**Capital Projects**

- |  |        |
|--|--------|
| • Great Northern Hwy widening - Mt Magnet North 80kms      | \$22m  |
| • Shared Path Brand Hwy (DOT project)                      | \$2m   |
| • Safety Barrier installs on Brand Hwy and Indian Ocean Dr | \$0.9m |

**Maintenance Programs**

- |  |        |
|--|--------|
| • Reseal (Burkett Rd, GNH, MinEx, and GNH removed) | \$7m   |
| • Pavement Repairs (reduced from \$8m)             | \$5m   |
| • Bridges  | \$4m   |
| • Line Marking                                     | \$1.2m |

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## Roads

### Local Government Transport and Roads Research and Innovation Program (LGTRRIP)

A design and construction guideline for the use of crushed recycled concrete has been published and can be downloaded from the LGTRRIP website. Further guidelines for the use of crumbed rubber modified asphalts, sprayed seals, reclaimed asphalt pavement (RAP) and a catalogue of standard pavement profiles are scheduled for publication by the year end.

### Condition Assessment of Roads of Regional Significance

The condition assessment survey of significant roads in the Pilbara and Gascoyne regions has commenced with both survey and condition logging work underway. The condition survey work for the Kimberley region has been awarded and will commence in March/April 2025, following the wet season in the Kimberley region.

### Road Rail Interface Agreements

Rail Interface Agreements are a requirement under the *Rail Safety National Law (WA) Act 2015*. A model *pro forma* agreement between Local Governments and Arc Infrastructure is nearing the end of negotiations and should be available for Local Government review and action soon. WALGA will begin a process to liaise with each relevant affected Local Government to provide advice around the new agreement.

### Update of User Guides for calculating the cost of road wear for defined freight tasks

Due to recent escalation in road construction costs, WALGA has initiated an update of the unit rates that are used to underpin the methodologies in the User Guides for calculating the cost of road wear for defined freight tasks on sealed and unsealed roads. NTRO have been appointed to update the guides and to compile an online calculator and the project is scheduled for completion in December 2024.

## Funding

### Achievements of the State Road Funds to Local Government Agreement

To provide foundational data to demonstrate the need for and value of State Government road funding, the Infrastructure Team has commenced a project to generate spatial data and provide a visual record of the projects completed on Local Government roads using the Road Project Grant funding component of the State Road Funds to Local Government Agreement.

### Multi-Criteria Assessment (MCA) Model Revisions

The WALGA Infrastructure Team is working with the Regional Road Groups to harmonise the MCA models used by Regional Road Groups to prioritise projects for Road Project Grant funding. The proposed changes to the MCA models reflect the new focus areas of the State Roads Funds to Local Governments Agreement, while still allowing for flexibility to recognise the significant differences between regions.



## Transport

### Regional Freight Strategy

A new Regional Freight Strategy is being developed by the WA Department of Transport with WALGA represented on the project steering committee. Local Governments have provided valuable input through Zone meetings and workshops in regional centres. The draft strategy is expected to be completed in 2025.

### Bus Stop Infrastructure

A new Bus Stop Infrastructure Partnership Agreement for 2025 to 2029 has been negotiated with the Public Transport Authority after consultation with a range of Local Governments. The revised Agreement is now finalised for submission to the December State Council for endorsement.

### Active/Green Transport Discussion Paper

Following comprehensive consultations with Local Governments WALGA now has sufficient data to enable the structured development of a draft discussion paper on Active Transport gaps and needs. While still in progress, this paper will address biking, walking, and micromobility issues across WA, with ongoing consultations ensuring it reflects perspectives from both metropolitan and regional areas.

## Asset Management

### Road Assets and Expenditure Report Update Project

Tango IT has completed a report detailing the current processes used to develop the RAE Report. The consultant is preparing a final report to identify options for improvement in data collection, assessment and reporting as well as an RFX document for use by WALGA to go to market to undertake the suggested improvement works.

## Road Safety

### Road Safety Council Update

Section 13 of the *Road Safety Council Act 2002* requires the Road Safety Council to provide the Minister with a report to be tabled in Parliament as soon as practicable after 1 July each year.

The 2023-24 annual report on the activities of the Road Safety Council was tabled in the house of the Legislative Assembly on 16 October 2024

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Meetings of the Road Safety Council were held in August and October to consider mid-year review adjustments and new projects for funding from the Road Trauma Trust Account, including two projects to support safety improvements on local roads. Recommendations will be made to the Minister responsible for road safety in the lead up to the State Budget process. The Road Safety Council has also undertaken work to identify a new set of priorities to focus road safety efforts.

### Road Safety Roundtable

In response to growing concerns about the trend in road trauma the Premier convened a roundtable of invited road safety experts and advocates, including Nick Sloan WALGA CEO, on 2 September.



The WA Government has since announced several initiatives, including:

- A new 'hard-hitting' campaign "Speed Shatters Your Excuses";
- Red P-Plate passenger restrictions allowing only one passenger in the car with limited exemptions;
- The expansion of the Safe Driver Reward Program to incentivise safe driving;
- A safe driving course pilot program for learner drivers under 25 years of age;
- The expansion of the P.A.R.T.Y. injury prevention program to enable regional students to understand the traumatic consequences of road crashes and make safer choices; and
- A review of existing learner and provisional driver schemes, and skills and training requirements for motorcycle and heavy vehicles licences.

Further, the Government has committed \$32.5 million for regional road safety, including \$20 million to treat run-off-road crashes on selected sealed Local Government roads.

### **RoadWise Councils**

As of 1 November 2024, there were seventy-four (74) Local Governments registered as a RoadWise Council. Fifty-three or 72% registered with a Resolution of Council and twenty-one or 28% via a Declaration. There is a spread of RoadWise Councils across all ten Regional Road Group regions. In terms of road safety activity, 86% (64) of registered RoadWise Councils recorded road safety activity between July and September 2024.

### **RoadWise Recognised**

The RoadWise Recognised Advisory Committee met in August 2024. Points, which signify road safety actions undertaken, were allocated to 52 RoadWise Councils. The Points that were allocated reflected actions delivered across the different areas of the [RoadWise Framework](#). This then converted to Ribbons which were awarded in recognition of a holistic approach to road safety across governance, management, and operations. In this way, the allocation of Points and Ribbons is designed to encourage local road safety toward better and ultimately best practice.

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# Gascoyne Regional Road Group Report

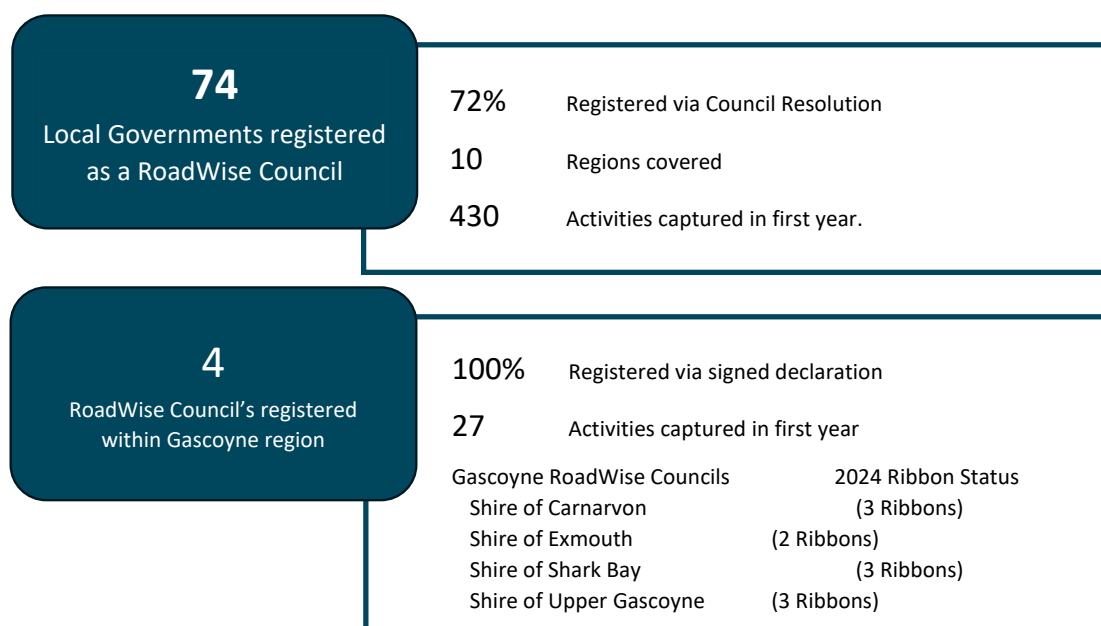
**November 2024**

## RoadWise Council

The RoadWise Council initiative has completed its inaugural year. Commencing in August 2023, the initiative aims to encourage, motivate and support Local Governments to incorporate best practice road safety principles and policy across their business service areas focusing on their strategic and operational role in road safety to reduce the number of people killed and seriously injured on local roads.

The RoadWise Council initiative has been really well received by Local Governments, with substantial interest to learn more about the new service and ultimately register.

To date:



Insert Title Here

Last Updated: Insert Date

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## 2024 RoadWise Council Awards

During the WALGA Local Government Awards night in August, 66 Local Governments were acknowledged as a RoadWise Council and commended for their commitment in working towards better practice road safety. Of these, 60 were recognised, with a Ribbon status, for applying better practice in the planning and delivery of effective road safety interventions and the adoption of a holistic approach to road safety.

As all of the Local Governments within the Gascoyne region were registered as a RoadWise Council within the first year, they were all recognised at the Awards, for applying better practice in the planning and delivery of effective road safety interventions and the adoption of a holistic approach to road safety.

Each RoadWise Council was acknowledged with a Ribbon status for the action recorded during the 2023-2024 year aligned to the RoadWise Framework (image right), which looks at the functional areas of Local Government and the influence and contributions each of the areas have on delivering a holistic approach to road safety.

A total of five Ribbons demonstrates a holistic approach to road safety across the RoadWise Council. The bottom box on the first page outlines each of the RoadWise Councils Ribbon status for the first year.

Within the first year of the RoadWise Council initiative, Gascoyne RoadWise Councils delivered 27 activities across the Framework were captured which contributed towards road safety outcomes and improving performance across the local network.



## RoadWise Council Badges

WALGA's RoadWise Council initiative aims to support and engage with registered RoadWise Councils in strategic and sustainable initiatives towards embedding and mainstreaming the safe system approach and activities designed to build the capacity and capability of Local Governments.

Those registered as a RoadWise Council receives the following benefits:

- priority access to WALGA's road safety services and products,
- guaranteed minimum support time from a dedicated Road Safety Advisor,
- formal recognition for road safety management and actions, along with support in benchmarking and monitoring progress of road safety outcomes through the RoadWise Recognised initiative, and
- use of the RoadWise Council badge.

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WALGA's RoadWise has developed collateral to assist Local Governments in promoting their work in delivering local road safety actions as a RoadWise Council, including RoadWise Council badges and sample communications.

Shown below are the two versions of the badges which can be used to promote involvement in the initiative and commitment to road safety. Some examples of how these may be used include:

- online platforms, such as website and social media,
- email signatures,
- internal and external documents,
- fleet vehicles, and
- signs and displays.

RoadWise Councils will be receiving the collateral and badges shortly along with more information.



## Courtesy Speed Display Signs (CSDS)

A reminder, that WALGA RoadWise has two sets of courtesy speed display signs available for loan for a 6 week period and can assist Local Governments to:

- address elements of safe road use by encouraging behaviour maintenance or behaviour change in relation to speeding,
- support their own local area speed management treatments/works or speed limit changes by Main Roads WA to positively influence travel speeds across the network, and
- reinforce to the community their commitment to road safety, taking ownership of the road network and partnering with others to take a holistic approach.

If you would like to book the CSDS, please email [roadwise@walga.asn.au](mailto:roadwise@walga.asn.au) for more information and booking details.

## Contact

WALGA RoadWise is currently recruiting for the Road Safety Advisor position supporting the Gascoyne region. More information on this will be provided as it becomes available, however in the meantime if RoadWise Councils require road safety support or advice please contact the general RoadWise email and it will be directed to an appropriate team member.

RoadWise email: [RoadWise@walga.asn.au](mailto:RoadWise@walga.asn.au)

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**From:** [Patrick Whitehouse](#)  
**To:** [DL MWG-LG-Signs&lines](#)  
**Cc:** [Kate Medhurst](#); [Sarah El Khouri](#)  
**Subject:** Maintenance: LG Maintenance Arrangement for Regulatory Signs and Pavement Marking on Local Government Roads  
**Date:** Monday, 4 November 2024 2:39:41 PM  
**Attachments:** [image001.png](#)  
[image495021.png](#)  
[image825247.png](#)  
[image801557.png](#)  
[image972613.png](#)

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Hi all,

Following up on last week's meeting, please note the following comments and actions:

**Project Manager Nominations:**

- **Mid West LGs** – Srinath Fernando
- **Gascoyne LGs** – Andre Paulino

**Actions:**

- **Review of LG sign and pavement marking pick-up  templates:** Spreadsheet to be updated to MMIS format – **Action:** Maintenance
- **Review and acceptance of LG pick-up template/pavement guidance document:** – **Action:** Maintenance
- **Email to LGs for pick-up/validation request:** Action: PMs (Andre/Srinath)  
*Note: This action follows the update of the LG sign and pavement marking pick-up template.*

**Next Steps:**

- **Raise project/proposal at next Regional Road Group meeting:** – **Action:** Louise/Andrea

**Communication:**

- A distribution list has been created for all project-related correspondence: [DLMWG-LG-Signs&lines@mainroads.wa.gov.au](mailto:DLMWG-LG-Signs&lines@mainroads.wa.gov.au)
- All correspondence to be stored in TRIM file: **24/8344** -

**Participating LGAs (14 of 20):**

- Shire of Mount Magnet
- Shire of Sandstone
- Shire of Perenjori
- Shire of Carnarvon
- Shire of Shark Bay
- Shire of Upper Gascoyne
- Shire of Meekatharra
- Shire of Cue
- Shire of Mingenew
- Shire of Irwin
- City of Greater Geraldton
- Shire of Murchison
- Shire of Exmouth

- Shire of Coorow

**No response received from:**

- Shire of Northampton
- Shire of Three Springs
- Shire of Morawa
- Shire of Chapman Valley
- Shire of Carnamah
- Shire of Yalgoo

Please don't hesitate to contact me if you need assistance, clarification, or advice regarding any of the above items.

Cheers,

**Patrick Whitehouse**

Network Operations Manager

Mid-West Gascoyne Region

Regional Operations

Tel: +61 8 9956 1221 Mob: +61 484 394 472

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Main Roads acknowledges the traditional custodians throughout Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders both past and present.

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**SEALED ROADS ASSET PRESERVATION COSTS**

The issue of Asset Preservation has been with Local Government for many years. According to the WALGA Report on Local Government Road Assets and Expenditure 2022-2023 (page14)

*“Local Governments spent \$700.32 million on road preservation. The \$257.0 million shortfall in 2022-23 is \$25.3 million less than in 2021-22 and \$101.3 million greater than in 2018-19.*

*The shortfall for 2022-23 is somewhat ameliorated by the expenditure of \$46.2 million on repairing flood damage which by its nature includes an element of asset renewal.*

*It is clear that the Local Government sector in WA does not have the financial resources required to fully maintain its road network and to keep up with its road improvement needs.”*

**Road Preservation Performance**

*The estimated cost of maintaining WA’s road network in its current condition in 2022-23 was \$957.34 million. Local Governments spent \$700.32 million on road preservation, a shortfall of \$257.0 million.*

*Road preservation performance is the percentage of the amount spent on road preservation over the amount that should have been spent to maintain roads at their current condition.*

*Overall State Performance is 73.2%, which means that Local Governments spent 73.2% of the amount required to maintain their roads at their current condition. The State performance is greatly influenced by the high performance (88.3%) and large expenditure of the Metropolitan Region, although this too has dropped over the long term; prior to 2018-19 it was always over 100%. This indicates that 11.7% less than what was required to maintain the roads in their current condition was spent in the metropolitan area. The Pilbara region had the largest improvement performance over the long term, but even this performance has dropped in the last two years. There were also slight improvements in the Goldfields Esperance and Wheatbelt North regions. ***There has been a significant decline in the Gascoyne region’s performance, which is currently at 55.2%, down from 84.1% in 2018-19.***”*

**Capacity to Fund Road Preservation Needs and Local Government Road Expenditure from it Own Resources**

*Over the whole State, Local Governments would have to spend 26.6% of their estimated revenue capacity from their own resources to make up the difference between their road preservation needs and the road grants they receive for preservation.*

*The percentage that Local Governments would have to spend varies widely between the regions from ***9.9% for the Metropolitan Region to 106.8% for Gascoyne Region***. In the case of the Shire of Upper Gascoyne this would be ***154%***.*

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In the Gascoyne Region the following 2022-23 Expenditure Profile from Own Resources

Council	Total Council Exp \$000's	Exp from Councils' own resources \$000's	% of total road expenditure	% revenue capacity needed to meet net road preservation needs	Total road expenditure (from own resources) as % of revenue capacity	Total road preservation expenditure (from own resources) as % of revenue capacity	Exp \$ per person
Carnarvon	12,870	1,201	9%	110%	13.9%	13.2%	217
Exmouth	2,669	478	18%	58%	9.7%	9%	144
Shark Bay	1,920	0	0%	108%	0.0%	0%	0
Upper Gascoyne	<b>12,313</b>	<b>1,744</b>	<b>14%</b>	<b>154%</b>	<b>39.5%</b>	<b>35%</b>	<b>9326</b>
Region	29,772	3,423	11%	107%	16.4%	15%	339
State	1,046,143	483,304	46%	27%	17.9%	14%	180

### **Asset Preservation Value Model (APVM) Anomalies**

The current APV has several inbuilt formulae and assumptions that tend to distort the true value / performance of roads with the Gascoyne District, these include:

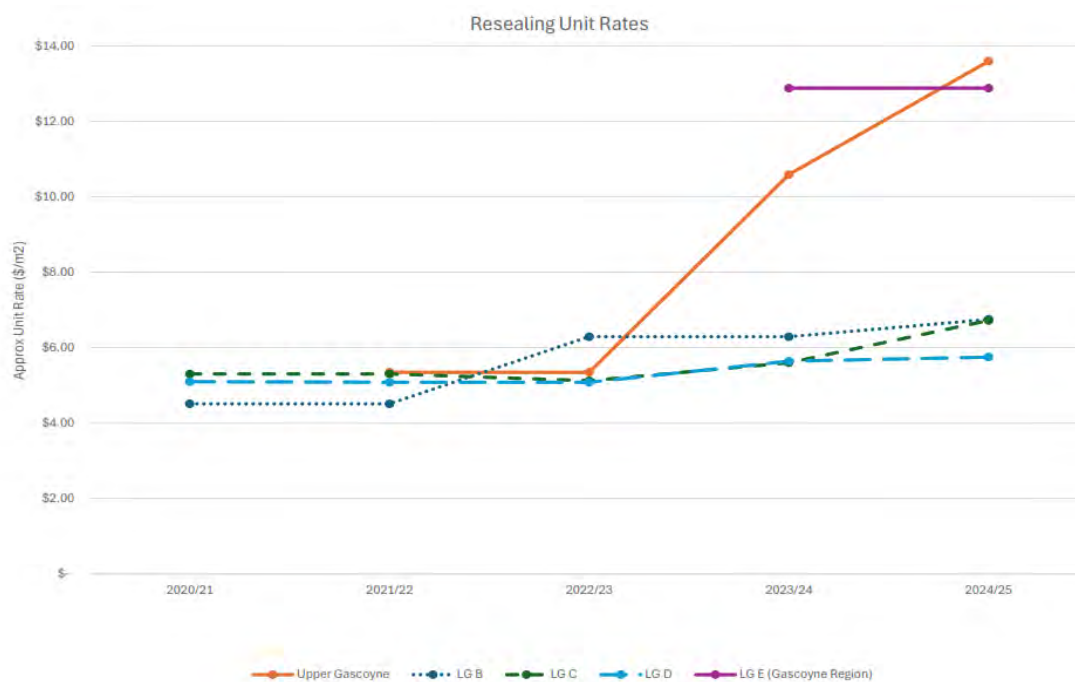
- Bitumen roads require resealing every 15 years! – In fact according to the Shire's historical records bitumen roads in our area require resealing every 5-7 years due to harsh climatic conditions and relatively low traffic volumes. *(It is noted that the Pilbara region assumption is reduced to 12 years.)*
- Formed gravel roads require re-sheeting every 12 years – In fact given the quality of material re-sheeting is generally required between 5-7 years.
- Unsure if the unit costs for each of the 21 Cost Regions are current. In 2012 unit costs were updated and are supposedly indexed by an appropriate price index adjusting for inflation.
- There is no separate disability factor recognizing the costs of procuring aggregate, transport of aggregate and bituminous products to seal roads.
- Transportation costs are not just related to the distance that the materials need to be transported. Transport costs are also related to the length of unsealed road that delicate bitumen spray trucks and other heavy vehicles need to travel to reach the work areas. The Shire has a significantly length of unsealed road that can become very rough and difficult for heavy vehicles to travel over which adds to the cost of carting the necessary products for spray sealing works.
- The current unit cost of resealing in the Shire of Upper Gascoyne is approx. \$13.5 per square metre (14mm reseal). This is up from approx. \$10.5 per square metre in 2023/24 and \$5 – 6 per square metre in 2021/22 and 2022/23. *(Note- the Shire went through a*

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*competitive tender process where we had four responses, and all these companies came in with about the same rate per square metre.)*

### **Current Unit Cost of Resealing Bitumen Roads**

Note: Costs inclusive of transport of aggregate materials, mobilization and demobilization of sealing crew/plant/equipment and traffic management.



### **Possible Explanatory Cost Differentials**

#### **1. Aggregate Transportation and Availability**

**Distance and Freight Costs:** Upper Gascoyne relies on aggregate from Onslow and Geraldton, leading to high transportation costs due to long travel distances and challenging logistics. These freight expenses have a significant impact on the per-square-meter cost in Upper Gascoyne.

**Supply and Sourcing:** The lack of local aggregate sources necessitates sourcing from distant locations, which raises total project costs compared to shires with closer resources.

#### **2. Spray Rates, Bitumen, and Sealing Material**

**Environmental Adjustments:** Upper Gascoyne's extreme heat and UV exposure require higher spray rates and thicker sealing layers to withstand wear, increasing material costs.

**Low Traffic Volume Impact:** The lack of regular traffic in Upper Gascoyne means that there is less natural compaction of the aggregate into the seal. This increases the need for additional bitumen to ensure adequate binding, which drives up material costs further compared to areas with higher traffic.

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## 3. Labor and Equipment Mobilisation

Remote Mobilisation: The costs of transporting labour and equipment to this remote area are high. These include extended travel time, higher wages to attract workers, and accommodation costs due to the distance from work sites.

Accommodation Challenges: Crews often must stay many kilometres from job sites, which reduces productivity and adds significant travel and accommodation expenses.

Reduced Efficiency: The logistical challenges and daily travel times to and from accommodations reduce efficiency, raising the overall cost per square metre.

## 4. Traffic Control Costs

Rising Traffic Control Expenses: Traffic control has become more costly due to increased safety requirements, rising wages, and limited local availability. In Upper Gascoyne, the lack of local providers means traffic control crews may need to be brought in from other areas, increasing mobilisation and labour costs.

## 5. Economies of Scale

Project Size and Scope: Smaller, more isolated projects in Upper Gascoyne limit economies of scale, which raises the per-unit cost compared to larger, more continuous projects in neighbouring areas.

## 6. Supplier Market and Competition

Limited Supplier Options: With few contractors equipped to work in such remote locations, prices remain high, as reflected by similar rates across multiple tenders.

Supplier Risk Premium: Suppliers often add a risk premium to cover unexpected delays, harsh weather, and increased equipment wear in remote regions.

***Impact on the Shire of Upper Gascoyne***

The Shire has approximately 127 kilometres of seal reads and at the current rate of \$98,000 per kilometer it equates to \$12,446,000 and when amortized over 10 years the Shire will need to either expend or put into reserve \$1,244,600 per annum.

It has been the Strategic focus for the Shires of Carnarvon, Meekatharra and the Shire of Upper Gascoyne to have an all weather sealed road that joins the Great Northern Highway with the North West Coastal Highway. Carnarvon have completed their section and Meekatharra have nearly completed their section with approximately 30 kilometers left to finish. The Shire of Upper Gascoyne has approximately a further 198.60 SLK's left to complete our section.

Obviously for every kilometer laid in addition to the current sealed roads the reseal cost grows bigger and bigger. If we complete the additional 198.60 SLK's the annual reseal cost will be increase by a further \$1,940,400 or when combined a total annual cost of \$3,185,000.

Quite obviously this is not sustainable and it would either mean the Shire would go broke or the asset would deteriorate.

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***Possible Solutions***

- Cease sealing roads.
- Take sealed roads back to gravel standard
- Main Roads takes ownership of the road asset
- Create an equalisation fund. Establish the average cost of reseals for the Gascoyne region and provide additional funds to Local Government(s) whose costs exceed this benchmark.

***Possible Motion***

That the Gascoyne Regional Road Group raise this issue with the State Advisory Committee and seek to have a reseal equalisation fund established.

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## Schedule 1

List of Accounts submitted to the ordinary Council Meeting to be held on 17th December 2024 for information in respect to accounts already paid in November 2024 (Local Government Financial Management Regulations 1996)

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT42750	08/11/2024	GREYMACH PTY LTD T/AS AGWEST MACHINERY	SUPPLY 1 X AC SWITCH INCLUDE FREIGHT FOR TRACTOR PTC2	\$76.99		
EFT42751	08/11/2024	AMPOL AUSTRALIA PETROLEUM PTY LTD	AMPOL FUEL FOR WORK VEHICLES FOR THE MONTH OF OCTOBER 2024	\$2,230.92		
EFT42752	08/11/2024	ANTOINETT MARILYN ROE	ARTIST PAYMENT FOR ART HUB SALES PERIOD 01.10.2024 - 31.10.2024	\$195.00		
EFT42753	08/11/2024	APPRENTICE MECHANIC	MEALS AND FUEL REIMBURSEMENT FOR APPRENTICE MECHANIC TO ATTEND TAFE TRAINING 14.10.2024 - 23.10.2024	\$1,115.27		
EFT42754	08/11/2024	AUSTRALIA POST	AUSTRALIA POST POSTAGE FEE FOR THE MONTH OF OCTOBER 2024 FOR ADMIN OFFICE AND THE LIBRARY	\$738.39		
EFT42755	08/11/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BUILDING SERVICES LEVY FOR THE PERIOD 01.10.2024 - 31.10.2024	\$1,393.92		
EFT42756	08/11/2024	CANINE CONTROL	TRAVEL, ACCOMMODATION AND COSTS ASSOCIATED WITH CONDUCTING THE MURDOCH UNIVERSITY STERILISATION PROGRAM IN CARNARVON	\$9,750.00		
EFT42757	08/11/2024	PETER BARRETT CORPORATION PTY LTD T/A CARNARVON MOTEL WA	3 X NIGHT ACCOMODATION - ADAM FARMER BMX WORKSHOPS	\$493.00		
EFT42758	08/11/2024	KELLY CAPEWELL T/AS CAS E BEL	CONTRIBUTION TO CATERING COSTS FOR NAIDOC ADULTS BALL - AS PER REMAINING FUNDING FROM RIO TINTO PARTNERSHIP FUNDING	\$1,250.00		
EFT42759	08/11/2024	CARNARVON TENNIS CLUB	COMMUNITY GROWTH FUND - UNDER CEO DELEGATION (IN PART ASSISTANCE WITH WATER BILL DAMAGE AS A RESULT OF BREAK IN)	\$1,000.00		
EFT42760	08/11/2024	THE TRUSTEE FOR DN KEARNEY FAMILY TRUST T/A CARNARVON ELECTRICS	(1): INSPECT AND RECTIFY/REPLACE ALL FAULTY POWERPOINTS AT UNIT 51 YARDI QUAYS /(2): INSPECT AND REPAIR ELECTRICAL WIRING AT RUSHTON ST - EX INFANT WELFARE CENTRE	\$1,120.19		
EFT42761	08/11/2024	CENTRAL REGIONAL TAFE	BASIC WELDING SKILL SET (KAD11) TRAINING COURSE - 28.10.2024 - 01.11.2024	\$281.24		
EFT42762	08/11/2024	COLIN JAMES VONOW	ARTIST PAYMENT FOR ART HUB SALES PERIOD 01.10.2024 - 31.10.2024	\$20.00		
EFT42763	08/11/2024	RK & LJ SMITH CORPORATION PTY LTD T/A CARNARVON AUTO ELECTRICS	COMPLETE A BURN ON P376 RUBBISH TRUCK	\$227.70		
EFT42764	08/11/2024	CARNARVON CHAMBER OF COMMERCE	(1): COMMUNITY GROWTH FUND - ROUND 2, 2024 AS AGREED BY COUNCIL ON 24.09.2024 /(2): 5 X SHOP LOCAL GIFT VOUCHERS (CORAL BAY AUCTION CONTRIBUTION)	\$6,000.00		
EFT42765	08/11/2024	CARNARVON GROWERS ASSOCIATION INC	(1): BAHCO BYPASS LOPPER P160SL75CM FOR P5PARK /(2): PVC VALVE SOCKET, THREADED TEE 32MM, THREADED ELBOW 32MM, PLUG END MALE BSP FOR P383 /(3): 30 X HOSE GREEN 19MM PER METRE FOR P105	\$356.60		
EFT42766	08/11/2024	A.C.P. INDUSTRIES PTY LTD T/AS CARNARVON FRESH IGA	(1): SUPPLY AND DELIVER TEA ROOM SUPPLIES FOR ADMIN OFFICE ON 28.10.2024 /(2): TEA ROOM SUPPLY ITEMS AT THE DEPOT ON 31.10.2024 /(3): CLEANING CONSUMABLES AT THE DEPOT ON 28.10.2024 /(4): CLEANING CONSUMABLES & TEA ROOM SUPPLY ITEMS AT THE DEPOT ON 03.10.2024	\$356.75		
EFT42767	08/11/2024	CARNARVON STATE EMERGENCY SERVICE	REIMBURSEMENT OF EXPENDITURE - IN ACCORDANCE WITH LGGS GRANT 2024/25 - QUARTER 2 (OCT-DEC 24)	\$9,006.50		
EFT42768	08/11/2024	THE TRUSTEE FOR CHAPMAN TRUST T/A CARNARVON MITRE 10	(1): 70 X BAGS OF RAPID SET CONCRETE FOR ROAD SIGNS AND 2 X OIL 2 STROKE CHAMBER PACK 1L BYNORM /(2): GAS OXYGEN G REFILL FOR FACINE WALL CAPPING BEAM /(3): 8 X BOLT HEX AND NUT NYLOC (BULK) FOR TIP TRUCK P395 /(4): HAMMER SLEDGE PINNED HEAD 4LB FOR ROAD SIGNS /(5): 26 X ANKASCREW GALVANISED HEX HEAD FOR ROAD SIGNS /(6): RANGER SUPPLIES: GLOVES INTRILE PROFESSIONAL LARGE 100PK AND EXTRA LARGE 100PK /(7): ADHENSIVE KWIK GRIP GEL 400G FOR THE AIRPORT /(8): PADBOLT S/STEEL, PADBOLT LONG SHOOT ZINC PLATED, BIT DRILL LONG SERIES HSS IMP BLUE FOR JIM RICHARDS PAVILLION /(9): CONNECTOR HOSE PL 19MM AND BR EZ 12/18MM RR FOR TRAILER P67 /(10): STORAGE BOX 32L HEAVY DUTY WATERPROOF, ADAPTOR DOUBLE CONVENTIONAL 10A WHITE, EXTENSION LEAD HEAVY DUTY FOR FIRE PREVENTION /(11): VARIOUS SHOVELS AND OTHER HAND EQUIPMENT /(12): DURAMAX GLS BLACK FOR WORKSHOP /(13): ITEMS FOR WORKSHOP TOLLS AND CONSUMABLES: TEK T17, BOLT NUT, PINE H3 QUAD...	\$1,828.53		
EFT42769	08/11/2024	D & J BLACK	REORDER OF LOCAL PRODUCTS FOR RETAIL SALE AT THE VISITOR CENTRE: 10 X ASSORTED PRESERVE/JAM JARS; 20 X MANGO LEATHER	\$140.00		
EFT42770	08/11/2024	ELDERS RURAL SERVICES AUSTRALIA LIMITED	(1): SUPPLY 1 X 200LT HIGHFLOW TRUPACK SPRAYER 15M RETRACTABLE HOSE REEL /(2): SUPPLY 9 X 200M ROLLS BLACK NETAFIM POLY PIPE FOR AQUATIC CENTER /(3): SUPPLY 5 X 200M 19MM POLY PIPE PLUS FREIGHT TO CARNARVON FOR POOL GROUND	\$4,628.56		
EFT42771	08/11/2024	JM AND VL FARNE T/A CORAL BAY CONTRACTING	(1): CORAL BAY ROADSIDE BINS, FISH OFFAL BINS LANDFILL MANAGEMENT SERVICES FOR THE MONTH OF OCTOBER 2024 /(2): CLEANING OF CORAL BAY ABLUTION BLOCKS AND FISH CLEANING FACILITY FOR THE MONTH OF OCTOBER 2024	\$24,515.96		
EFT42772	08/11/2024	FIRST CLASS CONSTRUCTIONS (WA) PTY LTD	(1): EXTENSION OF LEWER ROAD FOOT AND BICYCLE PATH TO CONNECT TO ROBINSON STREET. RECONSTRUCTION DRIVEWAY - 20M2 /(2): SUPPLY, DELIVERY AND INSTALLATION OF ALL ITEMS FOR BLOWHOLES STAIRCASE OUTLINED IN RFQ 14-23 AND WITHIN THE SUBMISSION RECEIVED BY FCC /(3): SUPPLY AND FIT (COMPLETE WITH FITTING) FRP GRATING (MINI-MESH) AND POWDER COAT FRAME FOR BLOWHOLES STAIRCASE UPGRADE	\$114,488.98		
EFT42773	08/11/2024	GASCOYNE PLUMBING SOLUTIONS	PUMP OUTS OF DUMP POINTS AND TOILETS AT THE BLOWHOLES CAMPING AREA ON 13.08.2024	\$1,694.17		
EFT42774	08/11/2024	GASCOYNE MACHINING PTY LTD	(1): REPAIR HOSE ON FIRE TRUCK, REGO 1EFH918 (PBF81) /(2): REFAH BASH PLATE FOR SKID STEER P348 /(3): MAKE 2 X HYDRAULIC HOSES FOR PATCHING TRUCK (PTR1) /(4): SUPPLY AND FIT 316 SS CONVOLUTED ANNULAR TUBE TO 3.4 URBAN TANKER - 1EFH918 - PBF81 /(5): REFURBISH HYDRAULIC VALVE BLOCK ON PATCHING TRUCK (PTR1)	\$3,424.11		
EFT42775	08/11/2024	GASCOYNE OFFICE EQUIPMENT	(1): RICOH SERVICE AGREEMENT FOR THE MONTH OF JULY 2024 /(2): A4 PHOTO PRINT - FRAME FOR ACTING CEO /(3): BUSHFIRE BRIGADE SWITCH & ETHERNET CABLES	\$2,471.88		
EFT42776	08/11/2024	MOODY L&K PTY LTD T/AS GERALDTON LOCK & KEY	PADLOCK AND DOOR LOCK CYLINDERS FOR TENNIS CLUB; JIM RICHARDS PAVILION AND RESTRICTED KEYS FOR DEPOT	\$2,127.40		
EFT42777	08/11/2024	THE TRUSTEE FOR JRP TRUST T/AS GERALDTON HYDRAULICS	ARCTIC HYDRAULIC RAM REBUILD FOR CAT GRADER - PGRA1	\$3,531.00		
EFT42778	08/11/2024	GOODWORK HOLDINGS PTY LTD	CLAIM 1 - REPAIR OF TOWN LEVEES AS PER SCOPE OF WORKS UNDER CONTRACT RFQ 05/2024	\$49,658.40		
EFT42779	08/11/2024	GHD PTY LTD	PAYMENT FOR THE PERIOD 24.09.2024 - 25.10.2024 FOR IMPROVING FLOOD PREPAREDNESS PROJECT	\$5,958.70		
EFT42780	08/11/2024	ANDREOLI HOLDINGS PTY LTD T/A AUTOPRO CARNARVON	(1): SUPPLY 250L ROTARY PUMP WITH HOSE /(2): 2 X SEALANT, ULTRA BLACK HI T FOR PTR1 /(3): 1/2WHEEL SW-AWAY 10IN PNEUMATIC FOR TRAILER PTL6 /(4): 4 X SLIMLINE BOAT TRAILER KIT FOR PIF1	\$570.11		
EFT42781	08/11/2024	HORIZON POWER (BENTLEY OFFICE)	ELECTRICITY ACCOUNT 569683 FOR THE PERIOD 04.09.2024 - 04.11.2024	\$73.32		



VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT42782	08/11/2024	HOWARD & HEAVER PTY LTD TRADNG AS H + H ARCHITECTS	PARTIAL PAYMENT (DETAILED DESIGN - TRAMWAY TRAIL; TOWN OVAL; VAN DONGEN PARK; CREAT & CONNECT) FOR DELIVERY OF TECHNICAL DESIGNS, SPECIFICATIONS AND CONSTRUCTION DOCUMENTATION FOR THE CARNARVON ACTIVATION PLAN - PHASE 1 AS PER RFQ 07/2024	\$10,076.00		
EFT42783	08/11/2024	INDEPENDENT FUEL SOLUTIONS PTY LTD	INDEPENDENT FUEL FOR WORK VEHICLES AND SUPPLY OF BULK FUEL DURING THE MONTH OF OCTOBER 2024	\$33,408.65		
EFT42784	08/11/2024	INTEGRATED ICT	(1): SECURITY AS A SERVICE FOR THE MONTH OF OCTOBER 2024: MANAGED ENDPOINT PROTECTION; CONFIGURE AND DEPLOY DARK WEB DOMAIN MONITORING FOR BUSINESS DOMAIN; PHISHING CAMPAIGN WITH TRAINING AWARENESS PLATFORM; SECURITY INFORMATION AND EVENT MANAGEMENT; SINGLE SIGN ON / IDENTITY MANAGEMENT PLATFORM /(2): M365 LICENSING FOR DFES FOR THE MONTH OF SEPTEMBER 2024 /(3): INTERNET SERVICES FOR THE MONTH OF OCTOBER 2024 FOR THE LIBRARY, AQUATIC CENTER, SHIRE ADMIN, SHIRE DEPOT, THE WASTE FACILITY AND STAFF HOUSES /(4): IPTEL FOR THE MONTH OF OCTOBER 2024: SINGLE NUMBER SINGLE NUMBER PURCHASE AND HOSTING FEE; RIBBON CONNECT TRUNK - PER USER; ECLIPSE UC UNLTRNK ECLIPSE UC UNLIMITED SIP TRUNK PLAN; 100 X NUMBERS 100 X NUMBERS PURCHASE AND HOSTING FEE /(5): MICROSOFT 365 LICENSING FOR THE MONTH OF OCTOBER 2024: MICROSOFT 365 BUSINESS BASIC; MICROSOFT OFFICE 365 E3; MICROSOFT EXCHANGE ONLINE PLAN 1; MICROSOFT TEAMS PHONE RESOURCE ACCOUNT /(6): ADDITIONAL SERVER LICENSING FOR IMPROVED PERFORMANCE FOR THE MONTH OF OCTOBER 2024: MICROSOFT WINDOWS SERVER 2022 STANDARD - 8 CORE LICENSE /(7): EXCLAIMER CLOUD FOR THE MONTH OF OCTOBER 2024 /(8): IT NOVEMBER 2024 SITE VISIT	\$13,591.04		
EFT42785	08/11/2024	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	PUNCTURE REPAIRS AND MINOR TYRE REPAIR FOR P371, P302, P330, PBHOE1	\$375.00		
EFT42786	08/11/2024	KLEENIT PTY LTD	AS PER CONTRACT RFT 03/2022 - CLEANING FOR THE MONTH OF OCTOBER 2024 FOR PUBLIC TOILET BLOCKS, WORKS DEPOT, WASTE FACILITY OFFICE, YOUTH HUB, NETBALL CLEANING, PREMIER OVAL, BASTON HALL, LIBRARY & ART GALLERY, SHIRE ADMIN BUILDING AND CHAMBER	\$20,179.50		
EFT42787	08/11/2024	KOMATSU AUSTRALIA PTY LTD	SUPPLY AND DELIVER WIPER BLADES, MIRROR AND FILTER FOR P304	\$706.23		
EFT42788	08/11/2024	LANDGATE - ACCOUNTS	(1): SLIP SUBSCRIPTION SERVICES - LICENCE 982-20177 FOR THE PERIOD 04.10. 2024 - 03.10.2025 /(2): GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE NO: G2024/10 DATED 31.08.2024 TO 11.10.2024	\$2,676.61		
EFT42789	08/11/2024	LG BEST PRACTICES PTY LTD	ASSISTANCE WITH PAYROLL BALANCING, RECONCILIATIONS, GENERAL PAYROLL ADVICE ON 07, 11 & 31.10.2024	\$484.00		
EFT42790	08/11/2024	I L PIKE F A JONES-PIKE T/AS LONG NECK CREEK HOLDINGS	07 DAYS FOR WATER EXPLORATION / TEST HOLE / DRILLER / DIVINER / MOBILISATION AND DEMOBILISATION	\$23,100.00		
EFT42791	08/11/2024	BUCHER MUNICIPAL PTY LTD	SUPPLY AND DELIVER 1 X 157B8005 KIT, STUD-5 BANK DANF VALVE FOR TRUCK P293	\$272.33		
EFT42792	08/11/2024	MAUREEN JANE FOSTER	ARTIST PAYMENT FOR ART HUB SALES PERIOD 01.10.2024 - 31.10.2024	\$60.00		
EFT42793	08/11/2024	PEOPLE & CULTURE OFFICER	MEAL REIMBURSEMENT FOR PEOPLE & CULTURE OFFICER FOR CORAL BAY TRIP - ASBESTOS INSPECTIONS ON 30.10.2024	\$60.00		
EFT42794	08/11/2024	C COOPER & MCCOLL FAMILY PTY LTD LI MCCOLL T/AS MIDWEST TURF SUPPLIES	SUPPLY 70M2 KIKUYU LAWN FOR FESTIVAL GROUND	\$808.50		
EFT42795	08/11/2024	THE TRUSTEE FOR KIMAL TRUST T/A MKB WASTE & RECYCLING (MKB SKIP BINS)	(1): BLOWHOLES CAMPING AREA - HIRE OF 2 X 4.5M3 FRONT LIFT BINS, SERVICED ON 24 & 31.10.2024 /(2): BUSHBAY CAMPING AREA - HIRE OF 2 X 4.5M3 FRONT LIFT BINS, SERVICED ON 28.10.2024	\$2,170.00		
EFT42796	08/11/2024	THE TRUSTEE FOR D & T ROSE FAMILY TRUST T/AS NEW HEIGHTS TREE SERVICE	(1): REMOVAL OF LARGE GUM TREE ON THE BOUNDARY OF THE AQUATIC CENTRE AND PUBLIC FOOTPATH ALONG WITH LARGE OVERGROWN SHRUBS /(2): PRUNE TREES: LIFT CANOPY OF 2 X FICUS TREES TO ALLOW VEHICLE ACCESS AT CHURCH OF CHRIST AND REDUCE BRANCHES OVER ROAD IN LUKIS PLACE	\$2,342.18		
EFT42797	08/11/2024	NORWEST PROJECT SOLUTIONS	(1): REPLACE BROKEN FOOTPATH SECTION ON OLIVIA TERRACE /(2): REPAIR DAMAGED NICHE WALL AT THE BROWNS RANGE CEMETERY	\$3,069.00		
EFT42798	08/11/2024	OFFICEWORKS LTD	(1): STATIONARY ORDER FOR OCTOBER TO NOVEMBER 2024 /(2): SUPPLY OF PAPER AND TISSUES	\$1,127.11		
EFT42799	08/11/2024	DEAN JOHN BARFIELD	CAT TRAP REFUND. TRAP C230139 RETURNED ON 28.10.2024	\$71.00		
EFT42800	08/11/2024	OUTBACK COAST PROPERTY PTY LTD	RENT FOR UNIT 20/19 MARMION STREET - STAFF HOUSING RENT FOR THE PERIOD 22.11.2024 - 21.12.2024	\$1,955.35		
EFT42801	08/11/2024	PATHWEST LABORATORY MEDICINE WA	(1): AOD TESTING AND CONFIRMATION TESTING ON 16.10.2024 /(2): PRE-EMPLOYMENT ALCOHOL AND OTHER DRUG TEST FOR GENERAL SERVICE OFFICER /(3): RANDOM ALCOHOL AND DRUG TESTS AS REQUIRED AND FURTHER CONFIRMATION TESTING ON 30.09.2024 AND 08.10.2024	\$726.00		
EFT42802	08/11/2024	PERTRAIN PTY LTD	SUPPLY AND DELIVER PRESTART BOOKS: 10 X TRAILER; 5 X MOBILE GENERATOR; 5 X EXCAVATOR; 10 X RIDE ON MOWER & RTV	\$555.00		
EFT42803	08/11/2024	PHIL YOUD T/A CLASSIC 87.6	RADIO ADS FOR CHRISTMAS COURTYARD CRAFT MARKETS ON 30.11.2024 AND 07.12.2024	\$500.00		
EFT42804	08/11/2024	RK & LJ SMITH CORPORATION PTY LTD T/AS THE PRINTSMITH CO	SUPPLY OF TEMPORARY SIGNAGES AND FREIGHT	\$6,018.10		
EFT42805	08/11/2024	REDCLIFF ELECTRICAL	INVESTIGATE AND REPAIR OVERLOADING FAULT ON PUMP STATION AT REYNOLDS STREET PUMP STATION	\$110.00		
EFT42806	08/11/2024	REPCO PTY LTD	TRAILER SHOES FOR P105	\$194.70		
EFT42807	08/11/2024	R & L COURIERS	(1): FREIGHT FROM WESTRAC TO CARNARVON FOR STEER LOADER P348 AND PGRA1 PARTS; FROM GERALDTON MOWER & REPAIRS TO CARNARVON FOR MOWER P386 PARTS; FROM GERALDTON HYDROLOGICS TO CARNARVON FOR PGRA1 PARTS; FROM MITCHELL & BROWN GERALDTON TO CARNARVON FOR ELECTRICAL ITEMS FOR UNIT 51 YARDI QUAYS /(2): PICK UP OF LETTERS AND SIGN FROM KICK SOLUTIONS FOR DELIVERY TO SHIRE OF CARNARVON 3 FRANCIS STREET CARNARVON FOR RUOK DAY	\$591.25		
EFT42808	08/11/2024	RSM AUSTRALIA PTY LTD	PROFESSIONAL SERVICES FOR ATO BAS LODGEMENT FOR SEPTEMBER 2024	\$220.00		
EFT42809	08/11/2024	SADIE JAMES	DELIVERY OF ART WORKSHOP AS EXHIBITION COMMUNITY ENGAGEMENT - 'POSTCARDS FROM THE EDGE'	\$990.00		
EFT42810	08/11/2024	SAMANTHA DELORRAINE DRUMMOND	ARTIST PAYMENT FOR ART HUB SALES PERIOD 01.10.2024 - 31.10.2024	\$12.00		
EFT42811	08/11/2024	TLCWA PTY LTD T/AS SAFEROADS WA	REPAIR AND SEAL SURFACE ON BITUMUM ON ROBINSON ST, FROM SECOND ROUNDABOUT TO END ROUNDABOUT.	\$37,930.42		
EFT42812	08/11/2024	DANIEL EDWIN CASSIDY DAVIES-NORRISH T/AS SANDY TURTLE SUPPORTS AND THERAPIES	ARTIST PAYMENT FOR ART HUB SALES PERIOD 01.10.2024 - 31.10.2024	\$14.00		
EFT42813	08/11/2024	SANDHURST SECURITY SERVICES PTY LTD	DAILY PATROLS AND ACTIVE ALARM RESPONSES FOR THE MONTH OF OCTOBER 2024	\$3,690.70		
EFT42814	08/11/2024	SHIRE OF CARNARVON MUNICIPAL FUND	COMMISSION ON BUILDING SERVICES LEVY FOR THE PERIOD 01.10.2024 - 31.10.2024	\$40.00		
EFT42815	08/11/2024	SGS AUSTRALIA PTY LTD	EXTRA COST FOR WATER SUPPLY - W08 - SUITABILITY FOR IRRIGATION	\$113.30		
EFT42816	08/11/2024	SHARON ELIZABETH WILLIAMS	ARTIST PAYMENT FOR ART HUB SALES PERIOD 01.10.2024 - 31.10.2024	\$45.00		
EFT42817	08/11/2024	STEVEN JAMES MORGAN T/AS SNOWFLOW ADELAIDE	160Z POPCORN MACHINE FOR CINEMA KIOSK AND FREIGHT	\$1,795.00		

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT42818	08/11/2024	TOURIST INFORMATION OFFICER	MEALS REIMBURSEMENT FOR TOURIST INFORMATION OFFICER TO ATTEND MT AUGUSTUS FAMIL 17-18.10.2024	\$212.00		
EFT42819	08/11/2024	TECHNOLOGY ONE	INTRAMAPS CLOUD BASE - TECHNOLOGYONE SAAS PLATFORM - COMMERCIAL FOR THE PERIOD 25.09.2024 - 24.09.2025 AND CREDIT AMOUNT FOR TECHNOLOGYONE SUBSCRIPTION FEE FOR THE PERIOD 25.09.2024 - 30.09.2024 (PARTIAL CREDIT FOR INVOICE 226837), CREDIT DUE TO FLIP TO SAAS	\$9,905.42		
EFT42820	08/11/2024	TELSTRA LIMITED	(1): TELEPHONE ACCOUNT 7803346000 (LANDLINE AND INTERNET DATA) FOR OCTOBER 2024 /(2): TELEPHONE ACCOUNT 4244120244 (DEPOT SAT. PHONES) FOR OCTOBER 2024	\$7,914.82		
EFT42821	08/11/2024	A & M H ZAKNICH TRUST T/AS CARNARVON TRADE CENTRE TROPICS HARDWARE	(1): ROTARY HAMMER DRILL /(2): 1 X ACETONE MAXI 20LT FOR BUILDING CONSUMABLES /(3): CAP PUSH ON DWV 40MM, ADAPTOR DWV PVC MALE, BRUSH PAINT 25MM FOR TENNIS CLUB /(4): 2 X CABOTS DECK SLEEVE, 2 X DEXPRESS NATURAL 4L FOR UNIT 51 YARDI QUAYS /(5): 2 X JERRY CAN HOLDER FOR P369 /(6): 15 X CORD SASH MULTI PURPOSE 8MM X 150M FOR AIRPORT BUILDING /(7): MISCELLANEOUS ITEMS FOR COMMUNITY AND CULTURAL DEVELOPMENT TEAM: CABLE TIE STANDARD, CABLE TIE NATURAL, POWERBOARD 4 OUTLET SWITCHED, BATTERY AA 50 PACK, BIN GARBAGE GREEN PLASTIC, NAB DUSTPAN SET GREEN, PLANT POTTED, BROOM MEDIUM DUTY WITH HANDLE, BOSTON SPRAY PAINT GLOSS WHITE /(8): GALMET IRONIZE 1L AND 2 X FLUSH PIPE REDUCER 40MM X 50MM FOR TENNIS CLUB /(9): 2 X FLAP DISC 127MM X 22MM 40 GRIT BORDO; 1 X SEGMENTED DIAMOND BLADE GENERAL PURPOSE 115MM FOR AIRPORT BUILDING /(10): MISCELLANEOUS CRAFT EQUIPMENT / MATERIALS FOR YOUNG PEOPLE'S SERVICES PROGRAM: 2 X SCOTCH BLUE ORIGINAL PAINTERS TAPE 24MM X 54.8M; TAPE MASKING BLUE EDGE LOCK, TAPE MASKING BLUE EDGE LOCK, MOUNTING TAPE PERMANANT 25MMX3.2MM /(11): BUILDERS BOG TURBO 500ML AND HANDLE D SATIN S/STEEL FOR THE LIBRARY /(12): ROD THREADED HDG AND 4 X BOLT NUT HH MET GALV FOR WORKSHOP CONSUMABLES /(13): NAIL GALVANISED FLAT HEAD HANDY PACK FOR 9 BUTCHER STREET AND BREMICK SCREW SELF TAPPER COUNTERSUNK AND STORAGE CONTAINER CLEAR 11L FOR BLOWHOLES /(14): SOAP SUGAR CONCENTRATE 2L; TUB FLEXIBLE 42L ASSORTED COLOURS; ID ADVANCED MATT WHITE 10L; COVER MICROFIBRE; NO FILL ROLL 100MM X 1M P180; BRUSH PAINT ANGLE 25MM FOR CIVIC CENTRE /(15): 2 X LUBRICANT ANTI MOISTURE ANTI CORROSION INOX AND NUTCRACKER PLUS LUBRICANT 425G FOR AIRPORT BUILDING	\$2,287.45		
EFT42822	08/11/2024	UNIFORMS AT WORK AUSTRALIA PTY LTD	UNIFORMS FOR RATES OFFICER; ACTING GALLERY OFFICER; PEOPLE & CULTURE OFFICER AND CUSTOMER EXPERIENCE OFFICER	\$856.68		
EFT42823	08/11/2024	WESTRAC PTY LTD	(1): SUPPLY FILTER AS-FU & MAIN ELEMENT; EDGE CUTTING, LOCKNUT AND SCREW FOR STEER LOADER P348 /(2): SUPPLY & DELIVER SEAL KITS FOR LHS/RHS STEERING CYLINDERS, CENTRE LOCKING FOR GRADER PGRA1 /(3): CREDIT FOR INVOICE PI 0111922 - FENDER FOR P389	\$732.16		
EFT42824	08/11/2024	WILLIAM BUCK AUDIT (WA) PTY LTD	PROVISION OF AUDIT SERVICES FOR: THE ANNUAL AUDIT OF ROAD TO RECOVERY FUNDING FOR 2023/24 AND THE ANNUAL AUDIT OF LRCI PHASE 3 AND 4 FOR 2023/24	\$8,580.00		
EFT42825	08/11/2024	WILSONS SIGN SOLUTIONS	2 X DESKTOP NAME PLATES (300MM X 30MM) - WHITE ON BLACK: PRESIDENT SMITH; AMANDA DEXTER	\$82.50		
EFT42826	15/11/2024	ALCOLIZER PTY LTD	DRUGLIZER LES DRUG TESTER; CATRIDGE AMP/BZO/COC/MET/OPI/OXY/THC (CATRIDGE AND ORAL COLLECTOR); EXTERNAL ORAL FLUID AND ALCOLHOL DRUG SCREENING FORM; ONLINE TRAINING - DRUGLIZER CERTIFIED OPERATOR	\$6,707.36		
EFT42827	15/11/2024	RANGER	MEALS REIMBURSEMENT FOR RANGER IN CORAL BAY RANGER SHIFT 07-08.11.2024	\$106.00		
EFT42828	15/11/2024	SCREENLINK PTY LTD T/AS BATTERIES PLUS	SUPPLY AND FREIGHT 2 NEW BATTERIES FOR THE IWDI LIGHTS AT CORAL BAY	\$671.00		
EFT42829	15/11/2024	BDP DISTRIBUTION PTY LTD T/AS MCDONALDS WHOLESALERS	PURCHASE OF WHOLESALE FOOD FOR SENIORS WEEK 2024	\$373.45		
EFT42830	15/11/2024	G BISHOPS TRANSPORT SERVICES PTY LTD AFT GBT SERVICES TRUST	FREIGHT FROM CORSIGN TO CARNARVON FOR ROAD SIGNAGE AND FOR TRAFFIC MANAGEMENT FOR ROBINSON STREET	\$154.70		
EFT42831	15/11/2024	BLACKBOX CONTROL PTY LTD	MONTHLY SUBSCRIPTION FEE FOR GPS TRACKING ON 28 VEHICLES FOR THE PERIOD 28.10.2024 - 27.11.2024	\$924.00		
EFT42832	15/11/2024	BOOEASY TOURISM SOLUTIONS	BOOEASY TOURISM SOLUTIONS BOOKING PLATFORM FOR THE MONTH OF SEPTEMBER 2024 & OCTOBER 2024	\$873.75		
EFT42833	15/11/2024	BOYA EQUIPMENT PTY LTD	FUEL TANK ASSEMBLY FOR TRACTOR P367	\$1,645.60		
EFT42834	15/11/2024	BRONWYN BRANKOVIC	2.5 HOURS OF FACEPAINTING FOR 2024 HALLOWEEN DISCO	\$250.00		
EFT42835	15/11/2024	CARNARVON AUTO SERVICE PTY LTD	SUPPLY, DELIVER AND FITTING OF GOODRIDE 20.5R25 TYRE & 25 INCH RIM PAINTED CAT YELLOW FOR LOADER P389	\$7,497.90		
EFT42836	15/11/2024	CARNARVON HORTICULTURAL SOCIETY INC	COMMUNITY GROWTH FUND - ROUND 2, 2024 AS AGREED BY COUNCIL ON 24.09.2024	\$1,500.00		
EFT42837	15/11/2024	CARNARVON CLEANERS PTY LTD	AS PER CONTRACT RFT 03/2022 PROVISION OF CLEANING SERVICES FOR CARNARVON AIRPORT AND VISITOR CENTRE FOR THE MONTH OF OCTOBER 2024	\$5,722.70		
EFT42838	15/11/2024	KEMPTON FAMILY TRUST T/A KEMPGLAZE	(1): SUPPLY AND INSTALL SLIDING WINDOW AND STEEL SECURITY WINDOW ON BASTON PAVILION AS A RESULT OF BREAK IN 19.08.24 /(2): SUPPLY AND INSTALL REPLACEMENT ROLLER SHUTTER ON KITCHEN SERVERY WINDOW AT BASTON PAVILION DUE TO VANDALISM /(3): REPAIR CHIPPED WINDSCREEN ON P354 /(4): SUPPLY AND FIT SIDE GLASS ON P384	\$6,622.11		
EFT42839	15/11/2024	CENTRAL REGIONAL TAFE	TRAINING FOR RANGER - ACMSS00007 - MICROCHIP IMPLANTATION FOR DOGS AND CATS SKILL SET	\$745.52		
EFT42840	15/11/2024	COMMUNITY OFFICER	REIMBURSEMENT FOR COMMUNITY OFFICER TO PURCHASE ITEMS REQUIRED FOR ART OF VOLUNTEERING PROJECT - NYINA	\$61.45		
EFT42841	15/11/2024	CHERYL & PATRICK ROBINSON	BLOWHOLES CAMP HOST REIMBURSEMENT FOR THE PERIOD 01.11.2024 - 08.11.2024	\$200.00		
EFT42842	15/11/2024	CITY OF GREATER GERALDTON	THE PROVISION OF BUILDING SURVEYING SERVICES UNDERTAKEN BY THE SERVICE PROVIDERS PERSONNEL (INCLUDING TRAVEL TIME) FOR THE MONTH OF SEPTEMBER 2024	\$7,361.77		
EFT42843	15/11/2024	CORAL COAST WATER PTY LTD	(1): STANDPIPE WATER SALES ACCOUNT 10220 (SPEEDWAY) FOR THE MONTH OF OCTOBER 2024 /(2): WATER CONSUMPTION ACCOUNT 9920 (FESTIVAL GROUND) FOR THE PERIOD 01.10.2024 - 31.10.2024	\$73.87		
EFT42844	15/11/2024	CMC PARTNERS PTY LTD T/AS SWEET AS CONCRETE	SUPPLY AND DELIVERY OF 3.5M3 50MPA AND RETARDER FOR BLOWHOLES STAIRCASE	\$3,366.00		
EFT42845	15/11/2024	CORSIGN WA PTY LTD	FINGER BOARD SIGNS	\$336.60		

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT42846	15/11/2024	RK & LJ SMITH CORPORATION PTY LTD T/A CARNARVON AUTO ELECTRICS	(1): INSPECT AND RECTIFY 4WD ACTUATOR FAULT ON P354 /(2): INSPECT AND RECTIFY LEFT HAND CONTROLLER NOT OPERATING ON RUBBISH TRUCK P376 /(3): SUPPLY 1 X EMERGENCY STOP FOR P395 /(4): SUPPLY 1 X BATTERY MASTER SWITCH FOR P395 /(5): SUPPLY PARTS TO FIT NEW SPRAY UNIT ON P383 /(6): SLIMLINE AMBER LED BEACON FIXED MOUNT, BATTERY MASTER SWITCH AND LOCKOUT LEVER KIT CHROME FOR PIF1 /(7): SUPPLY DIGITAL BATTERY TESTER FOR WORKSHOP /(8): SUPPLY BATTERY FOR TOYOTA YARIS - REGO: C29002 (P378)	\$4,116.30		
EFT42847	15/11/2024	A.C.P. INDUSTRIES PTY LTD T/AS CARNARVON FRESH IGA	(1): CATERING FOR SENIORS WEEK MORNING TEA EVENTS /(2): FOOD AND OTHER SUPPLIES FOR YOUTH AFTER SCHOOL PROGRAM ON 06.11.2024: GIRLS GROUP	\$195.07		
EFT42848	15/11/2024	CARNARVON PEST CONTROL	FIREARM AWARENESS TRAINING - TO MAKE THE CORPORATE LICENSE HOLDER COMPLAINT WITH THE SHIRES FIREARMS POLICY	\$1,721.50		
EFT42849	15/11/2024	THE TRUSTEE FOR CHAPMAN TRUST T/A CARNARVON MITRE 10	1 X STRAW HAT M10	\$9.95		
EFT42850	15/11/2024	MESSAGE4U PTY LTD T/A DIRECTSMS BY SINCH MESSAGEMEDIA	PROFESSIONAL 49 PLAN FOR THE PERIOD 01.11.2024 - 30.11.2024	\$53.90		
EFT42851	15/11/2024	FIRST CLASS CONSTRUCTIONS (WA) PTY LTD	FINAL CLAIM AND RETENTIONS 5% - CONTRACT WORKS FOR REPLACEMENT OF FASCINE WALL CAPPING BEAM - AS PER CONTRACT RFT 03/2024	\$265,813.15		
EFT42852	15/11/2024	GASCOYNE CLEANING GROUP PTY LTD T/AS GASCOYNE CLEANERS	VACATE CLEAN ON UNIT 56 CLEAVER STREET	\$698.50		
EFT42853	15/11/2024	GASCOYNE PLUMBING SOLUTIONS	CALL OUT TO UNBLOCK DUMP POINT AT HILL STREET ON 15.10.2024	\$745.00		
EFT42854	15/11/2024	GASCOYNE FUNERAL DIRECTORS & MONUMENTALS	(1): AS PER CONTRACT RFQ 02/2024 - CEMETERY SERVICES AND MAINTENANCE - GARDEN MAINTENANCE AND AMENITY CLEANING FOR THE MONTH OF OCTOBER 2024 /(2): GRAVE DIGGING FOR GRAVE NO. 1470	\$2,090.00		
EFT42855	15/11/2024	GASCOYNE MACHINING PTY LTD	(1): REPLACE HYDRAULIC BUCKET HOSES FOR PBHOE1 /(2): SUPPLY NEW HYDRAULIC HOSE AND FITTINGS FOR PBHOE1	\$592.20		
EFT42856	15/11/2024	GASCOYNE OFFICE EQUIPMENT	(1): PRINTING AND FOLDING OF 1800 COPIES AND FOLDING OF THE FIRE BREAK NOTICE AND FOR DISTRIBUTION /(2): FOLDING OF 2024/2025 RATES BROCHURE - 1500 A4-TRIFOLD /(3): RAINBOW MY CRAFT STICKY NOTES 76 X 76MM FLURO ASSORTED 500 SHEETS; POST-IT 566 SELF-STICK WALL PAD 508-58MM PACK OF 2; BOSTIK BLU-TACK 75GSM BLUE COMPACT PACK; OFFICE CHOICE WHITEBOARD MARKERS BULLET 2MM ASSORTED PACK OF 4 /(4): OFFICE SUPPLIES FOR VISITOR CENTRE: 25 X 10 UP SINGLE SHEETS KEON, BLU TACK BOSTIK 75G; LABEL AVERY	\$1,441.38		
EFT42857	15/11/2024	GERALDTON AIR COMPRESSORS	SERVICE AIR COMPRESSOR AT SHIRE DEPOT WORKSHOP, SERVICE TRUCK AND WASTE FACILITY, P290, P325, P380	\$669.90		
EFT42858	15/11/2024	HAMES SHARLEY WA PTY LTD	PROFESSIONAL SERVICES RENDERED TO 29.10.2024 FOR RFT 08/2023 SHIRE OF CARNARVON LOCAL PLANNING STRATEGY REVIEW	\$17,231.50		
EFT42859	15/11/2024	THE TRUSTEE FOR THE HARC UNIT TRUST T/A HARC SRVICES PTY LTD	PROFESSIONAL SERVICES FOR OCTOBER 2024 FOR DELIVERY OF THE GASCOYNE RIVER MODELLING FOR THE IMPROVING FLOOD PREPAREDNESS PROJECT AS PER CONTRACT RFT 12/2022	\$12,529.00		
EFT42860	15/11/2024	HORIZON POWER (BENTLEY OFFICE)	03 X ELECTRICITY ACCOUNTS FOR THE PERIOD 06.09.2024 - 06.11.2024	\$8,272.71		
EFT42861	15/11/2024	THE HILSON TRADING TRUST T/AS HILLE THOMPSON & DELFOS	COMPLETE FEATURE AND AERIAL SURVEY OF LOTS 1233 AND 1203 - ONE MILE JETTY & TRAMWAY BRIDGE, INCLUDING MOB AND DEMOB.	\$6,512.00		
EFT42862	15/11/2024	INTEGRITY MANAGEMENT SOLUTIONS PTY LTD	ATTAIN COMPLETE STARTER PACKAGE INCLUSIVE OF GIFTS & TRAVEL, RETURNS (PRIMARY/ANNUAL). 12 MONTH SUBSCRIPTION 30 NOVEMBER 2024-2025. DELEGATIONS MANAGEMENT: INCLUDED FREE IN PACKAGE DEAL. 12 MONTH SUBSCRIPTION / RECORDS OF EXERCISE OF A DELEGATION. FREE. INCLUDED WITH DELEGATION MANAGEMENT MODULE / SINGLE SIGN ON (SSO) SELF REGISTRATION. ALLOWS ALL NON DELEGATED STAFF TO SUBMIT GIFTS AND TRAVEL, NO LICENCE NEEDED / COMPLIANCE CALENDAR. (12 MONTH SUBSCRIPTION 30 NOVEMBER 2024-2025) INCLUDES 50% REGIONAL LOCAL GOVERNMENT DISCOUNT / RELATED PARTY TRANSACTION MODULE (12 MONTH SUBSCRIPTION 30 NOVEMBER 2024-2025), 50% REGIONAL LOCAL GOVERNMENT DISCOUNT.	\$9,350.00		
EFT42863	15/11/2024	INTEGRATED ICT	MANAGED SERVICE AGREEMENT FOR THE MONTH OF OCTOBER 2024 (INLCUDING A CREDIT AMOUNT): FIXED FEE ICT REMOTE SUPPORT AGREEMENT PER USER; SERVICE DESK/REMOTE MANAGEMENT AND MONITORING	\$8,827.50		
EFT42864	15/11/2024	KLEENIT PTY LTD	RFT 07/2023 PUBLIC SPACE AND FOOTPATH CLEANING FOR THE FORTNIGHT ENDING 20.10.2024 AND 03.11.2024	\$13,915.00		
EFT42865	15/11/2024	MARTIN ALEXANDER BLAKEMAN	RATES REFUND FOR ASSESSMENT A3515 E09/1194 NARDARRA WELL CARNARVON WA 6701	\$1,140.71		
EFT42866	15/11/2024	BUCHER MUNICIPAL PTY LTD	SUPPLY AND DELIVER: 1 X PROXIMITY CABLE FORCE, 2 X SWIVEL JOINT AND FREIGHT	\$367.77		
EFT42867	15/11/2024	MALCOLM THOMPSON PUMPS	SUPPLY AND DELIVER MAG DRIVE PUMP FOR AQUATIC CENTRE	\$2,017.40		
EFT42868	15/11/2024	MCLEODS LAWYERS PTY LTD	LEGAL SERVICES FOR THE PERIOD 01.10.2024 - 11.10.2024 FOR REVIEW OF BUILDING ORDERS & ASSOCIATED DOCUMENTS FOR BLOWHOLES SHACKS	\$467.94		
EFT42869	15/11/2024	GREENERTEK PTY LTD T/A MIDWEST SOLAR POWER	REFUND OF BUILDING SERVICE LEVY FEE DUE TO APPLICANT REQUEST TO WITHDRAW APPLICATION B24/078. REFUND PAYABLE AS PER REGULATION 16 OF THE BUILDING SERVICES (COMPLAINT RESOLUTION AND ADMINISTRATION) REGULATIONS 2011	\$94.53		
EFT42870	15/11/2024	THE TRUSTEE FOR KIMAL TRUST T/A MKB WASTE & RECYCLING (MKB SKIP BINS)	BLOWHOLES CAMPING AREA - HIRE OF 2 X 4.5M3 FRONT LIFT BINS, SERVICED ON 10.10.2024	\$760.00		
EFT42871	15/11/2024	MODERN TEACHING AIDS	MISCELLANEOUSE CRAFT SUPPLIES FOR YOUNG PEOPLE'S SERVICES PROGRAM AND FREIGHT	\$565.84		
EFT42872	15/11/2024	OMNICOM MEDIA GROUP AUSTRALIA PTY LTD T/AS MARKETFORCE	(1): ADVERTISING RFT 08/2024 - DESIGN AND PROJECT DELIVERY SERVICES FOR CARNARVON AERODROME UPGRADE PROJECT - WEST AUSTRALIAN ON WED 25.09.2024 /(2): ADVERTISING MID WEST TIMES ON WED 9 OCT 2024 AND WEST AUSTRALIAN ON WED 9 OCT 2024 - RF 09/2024 PLANT AND OPERATORS FOR FLOOD DAMAGE REPAIRS (AGRN 1118)	\$1,700.42		
EFT42873	15/11/2024	JOHN LOXLEY MEGGITT T/A PLEXUS TOWN PLANNING	PLANNING CONSULTANCY (POLICY PREPARATION AND COUNCIL REPORT)	\$3,877.50		
EFT42874	15/11/2024	KIMMARC PTY LTD T/A PORTSIDE ENGINEERING AND CRANE SERVICES	BEARINGS FOR MOWER P335	\$23.52		
EFT42875	15/11/2024	IT SUPPORT OFFICER	REIMBURSEMENT FOR IT SUPPORT OFFICER FOR POLICE CLEARANCE FEE AND REAL ESTATE LICENCE	\$362.51		

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT42876	15/11/2024	REPCO PTY LTD	(1): SUPPLY BATTERY FOR CESM VEHICLE P342 /(2): FILTER SERVICE KITS FOR ISUZU P391, P392, P353, P351, P346, BUS P340, BUS P341 /(3): LED TRAILER LAMP-150S FOR TRAILER P67 /(4): RSK28C - 4WD FILTER SERVICE KIT FOR P339 /(5): RSK15C - 4WD FILTER SERVICE KIT FOR P8F82 /(6): SUPPLY AND DELIVER FILTER SERVICE PARTS FOR P347 /(7): SUPPLY AND DELIVER AIR, OIL AND CABIN AIR FILTERS; P-ENVIRO+ PETROL FS 5L FOR TOYOTA P378 /(8): 20 X REFILL WWIPER 8MM TWIN 24IN 20; P-HPR DIESEL 10 SS; R-COOLANT RED PMX 1L FOR TOYOTA PUTE30 /(9): P-RADIATOR FLUSH 375ML AND SERPENTINE BELT FOR TOYOTA PUTE30 /(10): AIR FILTER FOR MOWER P334 /(11): P-PWR STEER FLUID W-S/LEAK 1L FOR BUS P340	\$1,983.57		
EFT42877	15/11/2024	ROSMECH SALES & SERVICE PTY LTD	SUPPLY AND DELIVER: HOSE BARBS AND CHECK VALVES FOR STREET SWEEPER P347	\$138.29		
EFT42878	15/11/2024	SEA CONTRACTING PTY LTD	(1): CCTV MAINTENANCE ON 16.09.2024 /(2): INSPECT BOOM GATE FAULT AT THE BROWN RANGE WASTE FACILITY	\$2,125.40		
EFT42879	15/11/2024	SHIRE OF UPPER GASCOYNE	VISITOR CENTRE STAFF ONE NIGHT ACCOMMODATION AT MT AUGUSTUS	\$398.00		
EFT42880	15/11/2024	SKRIBB MINING TRADING AS CARNARVON SMASH	EXCESS FOR CLAIM M00074079 FOR TOYOTA P379	\$300.00		
EFT42881	15/11/2024	SOUTHERN CROSS AUSTERO PTY LTD	(1): WASTE SORTED PROGRAM RADION ADVERTISING FOR THE MONTH OF OCTOBER 2024 /(2): RADIO ADVERTISING FOR CAR BOOT SALE - WASTE SORTED PROGRAM - NATIONAL RECYCLING WEEK - OCTOBER 2024	\$781.00		
EFT42882	15/11/2024	VANGUARD UNIT TRUST & VIKING TRUST T/A VANGUARD PRINT	DISTRIBUTION, STORAGE, RACKING, BROCHURE ORDERS, WAREHOUSING FOR THE MONTH OF OCTOBER 2024	\$793.89		
EFT42883	15/11/2024	WATER CORPORATION	WATER ACCOUNT 9013322384 FOR THE PERIOD 01.11.2024 - 31.12.2024	\$120.35		
EFT42884	15/11/2024	WEST AUSTRALIAN NEWSPAPER LTD	(1): PUBLIC NOTICE - AUTHORISED PERSONS - MIDWEST TIMES - WEDNESDAY 30.10.2024 /(2): PUBLIC NOTICE - CHANGE OF VENUE OCTOBER 2024 COUNCIL MEETING	\$648.45		
EFT42885	15/11/2024	WREN OIL	WASTE OIL FROM BROWN RANGE WASTE FACILITY ON 08.11.2024	\$517.00		
EFT42886	22/11/2024	THE TRUSTEE FOR DILLON NO 1 DISCRETIONARY TRUST & THE TRUSTEE FOR THE TEO DISCRETIONARY TRUST T/A PHARMACY 777 CARNARVON	SUPPLY 5 X BOXES OF AQUALYTE	\$495.00		
EFT42887	22/11/2024	GREYMACH PTY LTD T/AS AGWEST MACHINERY	KIT JOINT FOR MOWER P335	\$517.90		
EFT42888	22/11/2024	AIRPORT MANAGER	MEALS REIMBURSEMENT FOR AIRPORT MANAGER FOR CORAL BAY AIRPORT INSPECTIONS ON 21.08.2024 AND 23-24.10.2024	\$212.00		
EFT42889	22/11/2024	COORDINATOR GOVERNANCE & INFORMATION	FLIGHTS REIMBURSEMENT FOR COORDINATOR GOVERNANCE & INFORMATION FOR FOI TRAINING IN PERTH ON 21.11.2024	\$408.95		
EFT42890	22/11/2024	BUILDING & CONSTRUCTION INDUSTRY TRAINING	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND LEVY FOR THE PERIOD OF OCTOBER 2024	\$1,743.97		
EFT42891	22/11/2024	MICHELLE MARGARET-ROSE DE ROBILLARD T/AS BERRY BEE PUBLISHING	(1): INTERNATIONAL DAY OF PEOPLE WITH DISABILITY; LIBRARY VISIT; 3 X SCHOOL VISIT; PER DIEM PER DAY AWAY; 1 X SESSION WITH SCHOOL OF THE AIR /(2): PURCHASE OF 100 X SOFT COVER "MAISY AND DAISY MOVE HOUSE BOOKS TO BE DISTRIBUTED TO LOCAL SCHOOLS AND STORY TIME	\$3,339.00		
EFT42892	22/11/2024	BOC LIMITED (AUST)	HIRE OF MEDICAL GAS CYLINDER FOR AQUATIC CENTRE AND GAS CYLINDER FOR WORKSHOP FOR THE PERIOD 28.09.2024 - 28.10.2024	\$73.55		
EFT42893	22/11/2024	BTX CONTRACTING	(1): PROVISION OF MANAGEMENT SERVICES FOR THE CARNARVON AQUATIC CENTRE AS PER CONTRACT RFT 02/2022 FOR THE MONTH OF DECEMBER 2024 /(2): SHIRE GIRLS GROUP POOL ENTRY FEES FOR TERM 4 YOUTH AFTERSCHOOL PROGRAM ON 24 & 31.10.2024	\$33,124.00		
EFT42894	22/11/2024	CARNARVON AUTO SERVICE PTY LTD T/AS CARNARVON TYRES AND TOWING	SUPPLY AND FIT NEW TYRE FOR PTRU2 AND PUNCTURE REPAIR FOR P339	\$379.30		
EFT42895	22/11/2024	CALL ASSOCIATES PTY LTD	CONNECT CALL CENTRE SERVICES - OVERCALLS FEE AND COUNCIL/COU2Q CHARGE FOR THE MONTH OF OCTOBER 2024	\$246.05		
EFT42896	22/11/2024	BEN KEVIN MELLISOP T/AS CARNARVON MOWING	GARDENING, TIDY AND MOWING SERVICES FOR UNIT 20/19 MARMION STREET, EAST CARNARVON ON 19.11.2024	\$100.00		
EFT42897	22/11/2024	CENTIGRADE SERVICES PTY LTD	CARRY OUT PREVENTATIVE MAINTENANCE OF HVAC&R EQUIPMENT AT SHIRE OF CARNARVON (QUARTER 1)	\$7,723.76		
EFT42898	22/11/2024	CHERYL ANN MONCRIEFF	REIMBURSEMENT FOR COMMUNITY OFFICER PURCHASING ITEMS FOR ART OF VOLUNTEERING PROJECT	\$114.00		
EFT42899	22/11/2024	CHERYL & PATRICK ROBINSON	BLOWHOLES CAMP HOST REIMBURSEMENT FOR THE PERIOD 09.11.2024 - 15.11.2024	\$200.00		
EFT42900	22/11/2024	CORAL COAST HELICOPTER SERVICES PTY LTD	R22 HELICOPTER SERVICES FOR MESQUITE SURVEY WITHIN THE LOWER GASCOYNE LAND RESERVES ON 08.11.2024	\$1,600.00		
EFT42901	22/11/2024	A.C.P. INDUSTRIES PTY LTD T/AS CARNARVON FRESH IGA	FOOD AND OTHER SUPPLIES FOR YOUTH AFTER SCHOOL PROGRAM ON 29 & 31.10.2024, 07.11.2024: WATER SPORTS, 12.11.2024: BASKETBALL PROGRAM, 15.11.2024: BOYS GROUP	\$280.99		
EFT42902	22/11/2024	DAVID BRUCE COONEY	CAT TRAP BOND REIMBURSEMENT	\$71.00		
EFT42903	22/11/2024	DUN DIRECT PTY LTD	DUNNING FUEL FOR WORK VEHICLES FOR THE MONTH OF OCTOBER 2024	\$379.29		
EFT42904	22/11/2024	EMPLOYMENT TRAINING SOLUTIONS	BASIC TRAFFIC MANAGEMENT TRAINING FOR 7 STAFF - 28.10.2024 - 30.10.2024	\$6,650.00		
EFT42905	22/11/2024	GOODFORM HOLDINGS PTY LTD T/A EVERYWHERE TRAVEL	(1): FLIGHTS FOR 2 X PEOPLE TO DELIVER SCHOOL HOLIDAY PROGRAMMING /(2): RETURN FLIGHTS FOR COMMUNITY & CULTURAL DEVELOPMENT MANAGER AND YOUTH OFFICER TO ATTEND ART ON THE MOVE PROGRAMMING, TIDY TOWN AWARDS	\$3,011.00		
EFT42906	22/11/2024	GASCOYNE PLUMBING SOLUTIONS	(1): SERVICE OF 7 RESIDENTIAL SOLAR HOT WATER SYSTEMS /(2): INSTALL NEW ARTISIAN BORE - CARNARVON AIRPORT WATER METER /(3): INSTALL NEW ICE MACHINE AT THE DEPOT; REPAIR LEAKING KITCHEN TAPS AT THE MAIN TOWN OFFICE AND REPAIR LEAKING TIMER PUSH EZY TAP AT THE CEMETERY /(4): INSPECT AND RECTIFY LEAKING FEMALE TOILETS AT THE JIM RICHARDS PAVILLION AND REPAIR SHOWER BASE DRY AND SEAL AT 51 YARDI QUAYS /(5): INSPECT AND REPAIR WATER LEAK ALONG THE FASCINE AND RETICULATION ALONG MAIN STREET RUN BLUELINE POLY. INSPECT AND RECTIFY TOILET BLOCKAGE AT BAXTER PARK. REPAIR/REPLACE BROKEN TOILET SEAT - EXELOO /(6): INSPECT AND RECTIFY BLOCKED TOILET AND URINAL & REPLACEMENT OF BROKEN PUMP AT THE AQUATIC CENTRE / REPAIR VANDALISED DRINK FOUNTAIN LEAKING AT THE PUMP TRACK /(7): INSPECT AND COMPLETE ANNUAL BACKFLOW DEVICE TESTING AT CORAL BAY /(8): INSPECT AND REPAIR BROKEN DISABLED TOILET SUITE AT BAXTER PARK /(9): INSPECT AND FIX LEAKING TOILETS AT AQUATIC CENTRE AND REPLACE FILTER HOUSING NEAR POOL PUMP	\$18,640.58		
EFT42907	22/11/2024	GASCOYNE LANDSCAPING	LABOUR FOR RETICULATION SERVICES FOR ALL PARKS, OVALS AND GREEN SPACE AREAS	\$6,270.00		
EFT42908	22/11/2024	GASCOYNE OFFICE EQUIPMENT	(1): 1 X EPSON PERFECTION V3911 FLATBED SCANNER FOR THE LIBRARY /(2): BUSINESS CARDS FOR CEO AND BUSINESS CONCIERGE /(3): MISCELLANEOUS PRINTING FOR THE PORTRAITS OF YINGGARDA ARTWORKS /(4): TOOL SET ALLEN 25PC MET&IMP W/WALLET	\$567.75		

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EFT42909	22/11/2024	GRANDSTAND VENTURES PTY LTD T/AS GRANDSTAND AGENCY	SUPPLY 2 X ARTISTS TO ATTEND THE LIBRARY PLAY GROUP OPENING ON 13.12.2024 - FAIRIES IN COSTUME. SAME ARTIST TO PERFORM AS STILT WALKERS REQUIRED EVENT ON SATURDAY 14.12.2024 - STILT WALKERS IN CHRISTMAS COSTUME	\$3,740.00		
EFT42910	22/11/2024	ANDREOLI HOLDINGS PTY LTD T/A AUTOPRO CARNARVON	KIN-PRESSURE SPRAYER 2L FOR CBD PARKS	\$35.40		
EFT42911	22/11/2024	HORIZON POWER (BENTLEY OFFICE)	6 X ELECTRICITY ACCOUNTS FOR THE PERIOD 01.10.2024 - 31.10.2024	\$36,620.09		
EFT42912	22/11/2024	HOSPITALITY PTY LTD T/AS HOSPITALITY INN CARNARVON	OPERATOR PAYMENT FOR THE PERIOD 01.10.2024 - 01.11.2024	\$507.22		
EFT42913	22/11/2024	INCA LIFTS PTY LTD	SERVICE AND INSPECTION OF 4 POST KERNAL 7.5T P314 AND SAFETY AND FUNCTIONAL INSPECTION - MOLNAR 4.5T LIFT ASSET P135	\$935.00		
EFT42914	22/11/2024	A & N ENTERPRISES (AUSTRALIA) PTY LTD T/AS INTEGRITY COACH LINES	INTEGRITY COACH LINES OPERATOR PAYMENT FOR THE PERIOD 01.10.2024 - 31.10.2024	\$3,628.49		
EFT42915	22/11/2024	INDEPENDENT FUEL SOLUTIONS PTY LTD	INDEPENDENT FUEL FOR P390, P298, P297 AND FUEL DELIVERY ON 31.10.2024	\$802.79		
EFT42916	22/11/2024	INTEGRATED ICT	(1): DISASTER RECOVERY FOR THE MONTH OF SEPTEMBER & OCTOBER 2024: DEDICATED BLADE (PERTH); CLOUD STORAGE - STANDARD (TIER 2) - PER GB - LOCATION PERTH; VEEAM CLOUD CONNECT REPLICATION LICENSE /(2): JAMF RENEWAL LICENCES; JAMF PRO FOR IOS COVERAGE 16.12.2024 - 15.12.2025 /(3): MS SERVER LICENSING (5TS) FOR THE MONTH OF OCTOBER 2024 : MICROSOFT WINDOWS SERVER 2022; INCLUDES USER CAL, REMOTE DESKTOP SERVICES AND STANDARD - 8 CORE LICENCE /(4): SOPSOS XG 230 NETWORK PROTECTION - RENEWAL - COVERAGE: 27.10.2024 - 26.03.2025	\$9,917.29		
EFT42917	22/11/2024	KLEENIT PTY LTD	RFT 07/2023 PUBLIC SPACE AND FOOTPATH CLEANING FOR THE FORTNIGHT ENDING 16.11.2024	\$7,029.00		
EFT42918	22/11/2024	LOHMAN NOMINEES PTY LTD	(1): ELECTRICITY USAGE FOR UNIT 8 OF CARNARVON BUSINESS CENTRE FOR THE PERIOD 02.10.2024 - 01.11.2024 /(2): LEASE FOR 3Q ROBINSON STREET (U8, 9, 7B OF CBC) FOR COMMUNITY ART HUB AS PER FUNDING FROM REAL FUTURES AS PER THE PARTNERSHIP FOR THE PERIOD 01.11.2024 - 31.01.2025	\$19,718.78		
EFT42919	22/11/2024	TAYLA RENEE BEYNON T/AS MERAKE BOHO	THE FUTURE IS ME PROJECT - MURAL DEPOSIT (BOOKING DATES); MURAL DESIGN CONCEPT AND MOCK UPS) - DUNNINGS SIDE WALL FOR THE STREET ACTIVATION	\$10,000.00		
EFT42920	22/11/2024	COMMUNITY & CULTURAL DEVELOPMENT OFFICER	REIMBURSEMENT FOR COMMUNITY & CULTURAL DEVELOPMENT OFFICER PURCHASING OF ITEMS FOR THE HOSPITALITY, RETAIL AND TOURISM FORUM ON 22.10.2024 AND ITEMS FOR DECORATIONS FOR THE MAIN STREET 2024	\$262.45		
EFT42921	22/11/2024	MUMBLE BY DESIGN PTY LTD	NOTICEBOARD FOR THE VISITOR CENTRE: 4 PACKS - 600 X 600 12MM THICKNESS AND FREIGHT	\$1,150.00		
EFT42922	22/11/2024	NORWEST REFRIGERATION SERVICES	SUPPLY AND INSTALL 1 X DAIKIN SPLIT SYSTEM AIR CONDITIONER 600W FOR BUSH FIRE BRIGADE MAIN SHED AND SUPPLY AND INSTALL 1 X DAIKIN SPLIT SYSTEM AIR CONDITIONER 2500W FOR BUSH FIRE BRIGADE ABLUTION	\$7,919.28		
EFT42923	22/11/2024	OUTBACK COAST PROPERTY PTY LTD	WATER USAGE FOR UNIT 56 CLEAVER STREET FOR THE PERIOD 09.09.2024 - 11.11.2024	\$66.07		
EFT42924	22/11/2024	SHIRE OF CARNARVON MUNICIPAL FUND	(1): INTEGRITY COACH LINES OPERATOR COMMISSION PAYMENT FOR INVOICE #00574 & #00584 /(2): BOOKEASY OPERATOR COMMISSION PAYMENT FOR THE PERIOD 01.10.2024 - 01.11.2024 /(3): COMMISSION ON BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND LEVY FOR THE PERIOD OF OCTOBER 2024	\$754.05		
EFT42925	22/11/2024	TELSTRA LIMITED	TELEPHONE ACCOUNT 3108660691 (MOBILE PHONES AND IPADS) FOR NOVEMBER 2024	\$2,784.80		
EFT42926	22/11/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT FROM JANDAKOT TO CARNARVON FOR CINEMA KIOSK POPCORN SUPPLIES ON 07.11.2024 AND FREIGHT FROM CARNARVON TO PATHWEST (WATER SAMPLES) ON 30.10.2024, 11 & 12.11.2024	\$284.95		
EFT42927	22/11/2024	UNIFORMS AT WORK AUSTRALIA PTY LTD	UNIFORMS FOR FINANCE OFFICER, COMMUNITY PROJECT OFFICER, YOUTH SUPPORT OFFICER, RATE OFFICER, ACTING GALLERY OFFICER	\$579.80		
EFT42928	22/11/2024	VEND LIMITED	VEND LIGHTSPEED ACCOUNT FOR DAILY SALES OPERATIONS AT THE VISITOR CENTRE FOR THE PERIOD 01.10.2024 - 31.10.2024	\$75.00		
EFT42929	22/11/2024	WATER CORPORATION	31 X WATER ACCOUNTS FOR THE PERIOD 11.09.2024 - 13.11.2024	\$32,531.11		
EFT42930	22/11/2024	WESTRAC PTY LTD	(1): SUPPLY AND DELIVERY FOR SEALS BK 622-9710; GROMMETS; 2 X BUSH; 1 X COVER; 1 X RECEPTACLE; NEW WINDOW FOR SKID STEER P348 /(2): SUPPLY AND DELIVERY FOR 4 X WASHERS 452-6897; 6 X BOLTS 357-5005; 6 X WASHERS 452-6897 FOR WHEEL LOADER P389 /(3): SUPPLY TAP FOR WHEEL LOADER STUD P389 /(4): SUPPLY WINDOW AND SEAL FOR EXCAVATOR P390	\$3,088.17		
EFT42931	22/11/2024	WHITBURN RURAL SERVICES	SUPPLY IGNITION MODULE FOR AUGER AND EDGER HANDLE FOR P3PARK	\$234.52		
EFT42932	29/11/2024	ADAM COTTRELL	MONTHLY COUNCILLOR SITTING FEE 26.11.2024	\$1,609.33		
EFT42933	29/11/2024	COORDINATOR GOVERNANCE & INFORMATION	MEALS, TAXI AND ACCOMMODATION REIMBURSEMENT FOR COORDINATOR GOVERNANCE & INFORMATION TO ATTEND FOI COORDINATORS WORKSHOP IN PERTH IN NOVEMBER 2024	\$388.64		
EFT42934	29/11/2024	BILL'S BAY PTY LTD	HIRE OF BILLS TAVERN FUNCTION ROOM (ROOM SET UP AND CATERING) ON TUESDAY 26.11.2024 FOR COUNCIL MEETING	\$1,910.00		
EFT42935	29/11/2024	CARNARVON AUTO SERVICE PTY LTD T/AS CARNARVON TYRES AND TOWING	SUPPLY AND FIT TO RIM P105	\$319.15		
EFT42936	29/11/2024	CARNARVON MOTOR GROUP PTY LTD	SUPPLY CHECK ASSY FRONT DOOR FOR CESM VEHICLE P342	\$165.81		
EFT42937	29/11/2024	PETER BARRETT CORPORATION PTY LTD T/A CARNARVON MOTEL WA	ACCOMMODATION 25-28.10.2024 FOR ARTISTS PLAYING AT NAIDOC BALL	\$795.00		
EFT42938	29/11/2024	CENTRAL REGIONAL TAFE	(1): HEALTH & SAFETY REPRESENTATIVES TRAINING REFRESHER X 4 EMPLOYEES IN NOVEMBER 2024 /(2): RESIDENTIAL FEES FOR APPRENTICE MECHANIC TERM 4, 2024 (RENT FOR THE PERIOD 13-26.10.2024)	\$2,014.00		
EFT42939	29/11/2024	CHERYL & PATRICK ROBINSON	BLOWHOLES CAMP HOST REIMBURSEMENT FOR THE PERIOD 16.11.2024 - 22.11.2024	\$200.00		
EFT42940	29/11/2024	CORAL COAST VETERINARY HOSPITAL	VETERINARY CARE FOR ANIMALS UNDER RANGER SERVICES, PATIENT ID 17590	\$449.96		
EFT42941	29/11/2024	CONTROLLED IRRIGATION SUPPLIES	SUPPLY AND DELIVER TO SHIRE OF CARNARVON ALL LIST RETICULATION SPARE PARTS	\$6,440.00		
EFT42942	29/11/2024	CMC PARTNERS PTY LTD T/AS SWEET AS CONCRETE	SUPPLY AND DELIVER 1.4M3 20MPA CONCRETE WITH FIBREMESH AND PART LOAD TO CAMPBELL WAY FOOTPATH	\$634.65		
EFT42943	29/11/2024	CARNARVON MOTOR WRECKERS	RECOVERY OF STOLEN FORD RANGER - PICK UP AT BABBAGE ISLAND RD, DROP OFF AT SHIRE DEPOT	\$605.00		
EFT42944	29/11/2024	A.C.P. INDUSTRIES PTY LTD T/AS CARNARVON FRESH IGA	FOOD AND OTHER SUPPLIES FOR AFTER SCHOOL YOUTH PROGRAM ON 08 & 13.11.2024; 14.11.2024: WATER SPORTS ACTIVITY; 21.11.2024: GIRLS GROUP CAMP TO SHARK BAY - NIGHT 1 DINNER	\$238.68		
EFT42945	29/11/2024	D & J BLACK	RE-ORDER OF LOCAL PRODUCTS FOR RETAIL SALE AT THE VISITOR CENTRE: 10 X ASSORTED PRESERVE/JAM JARS AND 30 X MANGO LEATHER	\$180.00		
EFT42946	29/11/2024	EVENTS CARNARVON INC	COMMUNITY GROWTH FUND (MAIN STREET CHRISTMAS PARTY) - ROUND 2, 2024 AS AGREED BY COUNCIL ON 24.09.2024	\$10,000.00		
EFT42947	29/11/2024	GOODFORM HOLDINGS PTY LTD T/A EVERYWHERE TRAVEL	PROVIDE FLIGHTS FOR FAIRIES AND STILT WALKERS THAT ARE PERFORMING AT: LIBRARY - OPENING OF PLAYGROUP 13.12.2024 AND STREET CHRISTMAS - STILT WALKERS 14.12.2024	\$1,158.00		

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EFT42948	29/11/2024	THE TRUSTEE FOR THE NIIKKULA FAMILY TRUST T/AS EXMOUTH BETTA HOME LIVING	BEKO DUAL FREESTANDING COOKER STAINLESS STEEL INCLUDING DELIVERY WAIVE	\$2,099.00		
EFT42949	29/11/2024	DEPARTMENT OF FIRE & EMERGENCY SERVICES	DELIVERY FEE VOLUNTEER BUSH FIRE BRIGADE			
EFT42950	29/11/2024	A TAIVALE & M.G TESTER T/AS FRESH CUT LAWN & GARDEN SERVICES!	2024/25 ESL QUARTER 2 IN ACCORDANCE WITH THE DEPARTMENT OF FIRE AND EMERGENCY SERVICES OF WA ACT 1998 PART 6A - SECTION 362J AND OPTION B AGREEMENT ARRANGEMENTS.	\$95,007.39		
EFT42951	29/11/2024	GASCOYNE CLEANING GROUP PTY LTD T/AS GASCOYNE CLEANERS	MOWING & GARDEN MAINTENANCE AT UNIT 8 JAMES STREET	\$540.00		
EFT42952	29/11/2024	GASCOYNE PLUMBING SOLUTIONS	ONE OFF CLEAN OF UNIT 8 JAMES STREET	\$165.00		
EFT42953	29/11/2024	GASCOYNE MACHINING PTY LTD	(1): INSPECT AND RECTIFY BLOCKED TOILET AT BUTCHER ST PLAYGROUP /(2): INSPECT AND RECTIFY BLOCKAGE AT HILL ST DUMP POINT /(3): COMPLETE UV DISINFECTION SYSTEM REGULAR MAINTENANCE AT THE BROWN RANGE WASTE FACILITY /(4): DECOMMISSION OLD RPZD VALVE, INSTALL NEW RPZD VALVE AND COMPONENTS AND CONDUCT BACKFLOW TEST AND RECOMMISSION AT CORAL BAY	\$12,757.20		
EFT42954	29/11/2024	GASCOYNE SAFETY ASSETS PTY LTD	REPAIR SOIL DENSITY TESTER	\$386.10		
EFT42955	29/11/2024	GNC BUILDING & CONSTRUCTION GROUP WA PTY LTD T/AS GNC QUALITY PRECAST	SUPPLY EXTINGUISHER FOR GRADING CONTRACT FUEL TRAILER PIF1	\$114.84		
EFT42956	29/11/2024	GHD PTY LTD	SUPPLY OF 2 SQUARE JP CONCRETE COVERS FOR FOOTPATH MAINTENANCE WORK	\$2,358.40		
EFT42957	29/11/2024	ANDREOLI HOLDINGS PTY LTD T/A AUTOPRO CARNARVON	VARIATION V001 DELIVERY OF THE COMMUNICATION AND STAKEHOLDER ENGAGEMENT - IN ACCORDANCE WITH CONSULTANCY CONTRACT IMPROVING FLOOD PREPAREDNESS PROJECT - PREPARATION OF THE CARNARVON RIVER CARE FLOOD MANAGEMENT PLAN	\$5,583.05		
EFT42958	29/11/2024	JOEL SALTER	(1): 2 X 30T SNATCH STRAP 9M FOR URBAN TANKER PBF81 /(2): 1/2' X 1/2' MBSP TAIL /(3): REAR SPRING BUSH KIT TOYOTA 2002S AND GREASABLE PIN HILUX FOR P330 /(4): LENS 85700, 85710 NARVA EMERGE FOR TRUCK PTRU2	\$1,084.40		
EFT42959	29/11/2024	THE TRUSTEE FOR NIGHT OWL TRUST T/AS KESTREL CAFE	CAT TRAP REFUND - TRAP RETURNED ON 25.11.2024	\$71.00		
EFT42960	29/11/2024	LUKE SKENDER	CATERING FOR SENIORS WEEK EVENT TIMELESS TUNES WITH STEVE CARTER	\$1,440.00		
EFT42961	29/11/2024	MARCO PAULO FERREIRINHA	MONTHLY COUNCILLOR SITTING FEE 26.11.2024	\$1,609.33		
EFT42962	29/11/2024	BURKE MASLEN	MONTHLY COUNCILLOR SITTING FEE 26.11.2024	\$1,609.33		
EFT42963	29/11/2024	MASLEN, DUDLEY	MONTHLY COUNCILLOR SITTING FEE 26.11.2024 AND DEPUTY PRESIDENT ALLOWANCE FOR NOVEMBER 2024	\$2,645.83		
EFT42964	29/11/2024	CESM	MONTHLY COUNCILLOR SITTING FEE 26.11.2024	\$1,609.33		
EFT42965	29/11/2024	THE TRUSTEE FOR KIMAL TRUST T/A MKB WASTE & RECYCLING (MKB SKIP BINS)	(1): FUEL REIMBURSEMENT FOR CESM AT MINILYA BRIDGE ON 06.10.2024; AMPOL CARNARVON ON 25.09.2024 AND Burringarah Station on 29.10.2024 AS FUEL CARD WAS NOT ACCEPTED /(2): REIMBURSEMENT FOR CESM FOR PURCHASING DRINKS AND FOOD FOR INCIDENT 697688, 686718 AND MEALS REIMBURSEMENT FOR TRAINING AT GERALDTON	\$827.50		
EFT42966	29/11/2024	THE TRUSTEE FOR D & T ROSE FAMILY TRUST T/AS NEW HEIGHTS TREE SERVICE	(1): BLOWHOSES CAMPING AREA - HIRE OF 2 X 4.5M3 FRONT LIFT BINS, SERVICED ON 07 & 14.11.2024 /(2): BUSHBAY CAMPING AREA - HIRE OF 2 X 4.5M3 FRONT LIFT BINS, SERVICES ON 11.11.2024	\$2,170.00		
EFT42967	29/11/2024	PAUL FRANCIS KELLY	REMOVE AND CLEAR GREEN WASTE ON VERGE IN EAST CARNARVON	\$2,750.00		
EFT42968	29/11/2024	KIMMARC PTY LTD T/A PORTSIDE ENGINEERING AND CRANE SERVICES	MONTHLY COUNCILLOR SITTING FEE 26.11.2024 AND RE-PAYMENT FOR MONTHLY COUNCILLOR SITTING FEES FOR THE PERIOD FROM APRIL 2024 TO OCTOBER 2024 (PAYMENTS WERE NOT PAID TO THE RIGHT ACCOUNT NUMBER)	\$12,734.15		
EFT42969	29/11/2024	RK & LJ SMITH CORPORATION PTY LTD T/AS THE PRINTSMITH CO	1 X SET MUD FLAPS FOR RUBBISH TRUCK P293	\$180.18		
EFT42970	29/11/2024	PROGRESSIVE DIAGNOSTICS PTY LTD	(1): DESIGN AND PRINT AND FABRICATE SIGN FOR BLOWHOLES /(2): 6 X CUSTOM SAFETY SIGNS	\$1,675.05		
EFT42971	29/11/2024	INFRASTRUCTURE SERVICES OFFICER	BREATH ONLY TRAINING - ONLINE FOR 3 PARTICIPANTS	\$478.50		
EFT42972	29/11/2024	IT SUPPORT OFFICER	ANNUAL LEAVE TRAVEL ASSISTANCE FOR INFRASTRUCTURE SERVICES OFFICER (LEAVE PERIOD: 05.12.2024 - 11.12.2024) AS PER POLICY CPM-001	\$440.00		
EFT42973	29/11/2024	RICHER888 PTY LTD	REIMBURSEMENT FOR IT SUPPORT OFFICER PURCHASING FOR MM PASTERIL INK PENS FINE TIP	\$8.95		
EFT42974	29/11/2024	R & L COURIERS	CATERING FOR WALGA ZONE MEETING ON 22.11.2024	\$375.00		
EFT42975	29/11/2024	ROADSHOW PUBLIC PERFORMANCE LICENSING	(1): FREIGHT FOR NEWSLETTERS TO CORAL BAY /(2): FREIGHT FROM KICK SOLUTION TO CARNARVON FOR COMMUNITIES TEAM: LABELS FOR ART GALLERY EXHIBITION /(3): FREIGHT FROM WESTRAC TO CARNARVON FOR PARTS FOR SKID STEER LOADER P348, WHEEL LOADER P389; FROM LOCK & KEY TO CARNARVON FOR TENNIS CLUB KEYS; FROM AGWEST MACHINERY TO CARNARVON FOR PARTS FOR KUBOTA P377 AND FOR TRACTOR PTC2; FROM ATOM TO CARNARVON FOR AIRPORT SAFETY EQUIPMENT; FROM MIDWEST TURF TO CARNARVON FOR FESTIVAL GROUND TOP DRESSING	\$996.88		
EFT42976	29/11/2024	SEA CONTRACTING PTY LTD	1 X ANNUAL BLANKET LICENSE FOR NON-THEATRICAL SCREENING OF FILMS FOR AN AUDIENCE OF 30 OR LESS IN MEETING ROOMS OR DESIGNATED SPACES	\$412.50		
EFT42977	29/11/2024	SHIRE OF UPPER GASCOYNE	UPGRADE COMMUNICATOR TO ENABLE REMOTE ARM/DISARM OF 7 SHIRE SITES/HOUSING	\$3,678.29		
EFT42978	29/11/2024	SMITH, EDWARD CHARLES	50% CONTRIBUTION FOR THE PERTH CARAVAN AND CAMPING SHOW - SHARED BOOTH WITH UPPER GASCOYNE MARCH 2025	\$1,283.26		
EFT42979	29/11/2024	TANK STREAM DESIGN PTY LTD	MONTHLY COUNCILLOR SITTING FEE 26.11.2024 AND PRESIDENT ALLOWANCE FOR NOVEMBER 2024	\$5,755.33		
EFT42980	29/11/2024	LUKE VANDELEUR	REORDER OF T-SHIRTS AND SOUVINERS FOR RETAIL AT THE CARNARVON VISITOR CENTRE	\$5,557.60		
EFT42981	29/11/2024	WATER CORPORATION	MONTHLY COUNCILLOR SITTING FEE 26.11.2024	\$1,609.33		
EFT42982	29/11/2024	WESTERN PROPERTIES GROUP LTD PTY	03 X WATER ACCOUNTS FOR THE PERIOD 16.09.2024 - 18.11.2024	\$3,736.94		
EFT42983	29/11/2024	THE TRUSTEE FOR WEST COAST SHADE TRUST T/AS WEST COAST SHADE	RATES REFUND FOR ASSESSMENT A3012 6A HOULAHAN PL BROCKMAN WA 6701	\$9,155.00		
DD41217.1	01/11/2024	WESTNET PTY LTD	SUPPLY AND DELIVER OF 25QM OF EACH COLOUR, AQUATIC BLUE, STEEL GREY AND CHARCOAL (3 IN TOTAL) FOR TOWN BEACH SHADE SAILS.	\$495.00		
DD41217.2	01/11/2024	ANZ BANK LIMITED	WESTNET INTERNET CHARGES OCTOBER 2024		\$23.95	
DD41217.3	08/11/2024	PIVOTEL SATELLITE PTY LTD	ANZ MERCHANT FEES FOR OCTOBER 2024		\$212.34	
DD41218.1	04/11/2024	TOYOTA FLEET MANAGEMENT	SATELLITE PHONE ACCOUNT FOR THE PERIOD 15.09.2024 - 14.10.2024		\$75.00	
DD41219.1	05/11/2024	IINET LIMITED	MONTHLY VEHICLE LEASE PAYMENT OCTOBER 2024		\$786.86	
DD41219.2	05/11/2024	ANZ BANK LIMITED	IINET PHONE ACCOUNT 1202400881 FOR THE PERIOD 12.11.2024 - 11.12.2024		\$19.99	
DD41220.1	07/11/2024	IINET LIMITED	CORPORATE CREDIT CARD RECONCILIATION FOR THE PERIOD 23.09.2024 - 22.10.2024		\$5,385.43	
DD41220.2	07/11/2024	ANZ BANK LIMITED	MONTHLY COUNCILLOR SITTING FEE 26.11.2024		\$1,609.33	
DD41220.3	07/11/2024	BEAM CLEARING HOUSE	03 X WATER ACCOUNTS FOR THE PERIOD 16.09.2024 - 18.11.2024		\$3,736.94	
DD41220.4	07/11/2024	AUSTRALIAN TAXATION OFFICE (PAYG)	RATES REFUND FOR ASSESSMENT A3012 6A HOULAHAN PL BROCKMAN WA 6701		\$9,155.00	
			SUPPLY AND DELIVER OF 25QM OF EACH COLOUR, AQUATIC BLUE, STEEL GREY AND CHARCOAL (3 IN TOTAL) FOR TOWN BEACH SHADE SAILS.		\$495.00	
			WESTNET INTERNET CHARGES OCTOBER 2024		\$23.95	
			ANZ MERCHANT FEES FOR OCTOBER 2024		\$212.34	
			SATELLITE PHONE ACCOUNT FOR THE PERIOD 15.09.2024 - 14.10.2024		\$75.00	
			MONTHLY VEHICLE LEASE PAYMENT OCTOBER 2024		\$786.86	
			IINET PHONE ACCOUNT 1202400881 FOR THE PERIOD 12.11.2024 - 11.12.2024		\$19.99	
			CORPORATE CREDIT CARD RECONCILIATION FOR THE PERIOD 23.09.2024 - 22.10.2024		\$5,385.43	
			MONTHLY COUNCILLOR SITTING FEE 26.11.2024		\$1,609.33	
			03 X WATER ACCOUNTS FOR THE PERIOD 16.09.2024 - 18.11.2024		\$3,736.94	
			RATES REFUND FOR ASSESSMENT A3012 6A HOULAHAN PL BROCKMAN WA 6701		\$9,155.00	
			SUPPLY AND DELIVER OF 25QM OF EACH COLOUR, AQUATIC BLUE, STEEL GREY AND CHARCOAL (3 IN TOTAL) FOR TOWN BEACH SHADE SAILS.		\$495.00	
			WESTNET INTERNET CHARGES OCTOBER 2024		\$23.95	
			ANZ MERCHANT FEES FOR OCTOBER 2024		\$212.34	
			SATELLITE PHONE ACCOUNT FOR THE PERIOD 15.09.2024 - 14.10.2024		\$75.00	
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			MONTHLY VEHICLE LEASE PAYMENT OCTOBER 2024		\$786.86	
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			CORPORATE CREDIT CARD RECONCILIATION FOR THE PERIOD 23.09.2024 - 22.10.2024		\$5,385.43	
			MONTHLY COUNCILLOR SITTING FEE 26.11.2024		\$1,609.33	
			03 X WATER ACCOUNTS FOR THE PERIOD 16.09.2024 - 18.11.2024		\$3,736.94	
			RATES REFUND FOR ASSESSMENT A3012 6A HOULAHAN PL BROCKMAN WA 6701		\$9,155.00	
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			IINET PHONE ACCOUNT 1202400881 FOR THE PERIOD 12.11.2024 - 11.12.2024		\$19.99	
			CORPORATE CREDIT CARD RECONCILIATION FOR THE PERIOD 23.09.2024 - 22.10.2024		\$5,385.43	
			MONTHLY COUNCILLOR SITTING FEE 26.11.2024		\$1,609.33	
			03 X WATER ACCOUNTS FOR THE PERIOD 16.09.2024 - 18.11.2024		\$3,736.94	
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			MONTHLY VEHICLE LEASE PAYMENT OCTOBER 2024		\$786.86	
			IINET PHONE ACCOUNT 1202400881 FOR THE PERIOD 12.11.2024 - 11.12.2024		\$19.99	
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			03 X WATER ACCOUNTS FOR THE PERIOD 16.09.2024 - 18.11.2024		\$3,736.94	
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			SUPPLY AND DELIVER OF 25QM OF EACH COLOUR, AQUATIC BLUE, STEEL GREY AND CHARCOAL (3 IN TOTAL) FOR TOWN BEACH SHADE SAILS.		\$495.00	
			WESTNET INTERNET CHARGES OCTOBER 2024		\$23.95	
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			IINET PHONE ACCOUNT 1202400881 FOR THE PERIOD 12.11.2024 - 11.12.2024		\$19.99	
			CORPORATE CREDIT CARD RECONCILIATION FOR THE PERIOD 23.09.2024 - 22.10.2024		\$5,385.43	
			MONTHLY COUNCILLOR SITTING FEE 26.11.2024		\$1,609.33	
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			RATES REFUND FOR ASSESSMENT A3012 6A HOULAHAN PL BROCKMAN WA 6701		\$9,155.00	
			SUPPLY AND DELIVER OF 25QM OF EACH COLOUR, AQUATIC BLUE, STEEL GREY AND CHARCOAL (3 IN TOTAL) FOR TOWN BEACH SHADE SAILS.		\$495.00	
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			MONTHLY VEHICLE LEASE PAYMENT OCTOBER 2024		\$786.86	
			IINET PHONE ACCOUNT 1202400881 FOR THE PERIOD 12.11.2024 - 11.12.2024		\$19.99	
			CORPORATE CREDIT CARD RECONCILIATION FOR THE PERIOD 23.09.2024 - 22.10.2024		\$5,385.43	
			MONTHLY COUNCILLOR SITTING FEE 26.11.2024		\$1,609.33	
			03 X WATER ACCOUNTS FOR THE PERIOD 16.09.2024 - 18.11.2024		\$3,736.94	
			RATES REFUND FOR ASSESSMENT A3012 6A HOULAHAN PL BROCKMAN WA 6701		\$9,155.00	
			SUPPLY AND DELIVER OF 25QM OF EACH COLOUR, AQUATIC BLUE, STEEL GREY AND CHARCOAL (3 IN TOTAL) FOR TOWN BEACH SHADE SAILS.		\$495.00	
			WESTNET INTERNET CHARGES OCTOBER 2024		\$23.95	
			ANZ MERCHANT FEES FOR OCTOBER 2024		\$212.34	
			SATELLITE PHONE ACCOUNT FOR THE PERIOD 15.09.2024 - 14.10.2024		\$75.00	
			MONTHLY VEHICLE LEASE PAYMENT OCTOBER 2024		\$786.86	
			IINET PHONE ACCOUNT 1202400881 FOR THE PERIOD 12.11.2024 - 11.12.2024		\$19.99	
			CORPORATE CREDIT CARD RECONCILIATION FOR THE PERIOD 23.09.2024 - 22.10.2024		\$5,385.43	
			MONTHLY COUNCILLOR SITTING FEE 26.11.2024		\$1,609.33	
			03 X WATER ACCOUNTS FOR THE PERIOD 16.09.2024 - 18.11.2024		\$3,736.94	
			RATES REFUND FOR ASSESSMENT A3012 6A HOULAHAN PL BROCKMAN WA 6701		\$9,155.00	
			SUPPLY AND DELIVER OF 25QM OF EACH COLOUR, AQUATIC BLUE, STEEL GREY AND CHARCOAL (3 IN TOTAL) FOR TOWN BEACH SHADE SAILS.		\$495.00	
			WESTNET INTERNET CHARGES OCTOBER 2024		\$23.95	
			ANZ MERCHANT FEES FOR OCTOBER 2024		\$212.34	
			SATELLITE PHONE ACCOUNT FOR THE PERIOD 15.09.2024 - 14.10.2024		\$75.00	
			MONTHLY VEHICLE LEASE PAYMENT OCTOBER 2024		\$786.86	
			IINET PHONE ACCOUNT 1202400881 FOR THE PERIOD 12.11.2024 - 11.12.2024		\$19.99	
			CORPORATE CREDIT CARD RECONCILIATION FOR THE PERIOD 23.09.2024 - 22.10.2024		\$5,385.43	
			MONTHLY COUNCILLOR SITTING FEE 26.11.2024		\$1,609.33	
			03 X WATER ACCOUNTS FOR THE PERIOD 16.09.2024 - 18.11.2024		\$3,736.94	
			RATES REFUND FOR ASSESSMENT A3012 6A HOULAHAN PL BROCKMAN WA 6701		\$9,155.00	
			SUPPLY AND DELIVER OF 25QM OF EACH COLOUR, AQUATIC BLUE, STEEL GREY AND CHARCOAL (3 IN TOTAL) FOR TOWN BEACH SHADE SAILS.		\$495.00	
			WESTNET INTERNET CHARGES OCTOBER 2024		\$23.95	
			ANZ MERCHANT FEES FOR OCTOBER 2024		\$212.34	
			SATELLITE PHONE ACCOUNT FOR THE PERIOD 15.09.2024 - 14.10.2024		\$75.00	
			MONTHLY VEHICLE LEASE PAYMENT OCTOBER 2024		\$786.86	
			IINET PHONE ACCOUNT 1202400881 FOR THE PERIOD 12.11.2024 - 11.12.2024		\$19.99	
			CORPORATE CREDIT CARD RECONCILIATION FOR THE PERIOD 23.09.2024 - 22.10.2024		\$5,385.43	
			MONTHLY COUNCILLOR SITTING FEE 26.11.2024		\$1,609.33	
			03 X WATER ACCOUNTS FOR THE PERIOD 16.09.2024 - 18.11.2024		\$3,736.94	
			RATES REFUND FOR ASSESSMENT A3012 6A HOULAHAN PL BROCKMAN WA 6701		\$9,155.00	
			SUPPLY AND DELIVER OF 25QM OF EACH COLOUR, AQUATIC BLUE, STEEL GREY AND CHARCOAL (3 IN TOTAL) FOR TOWN BEACH SHADE SAILS.		\$495.00	

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
DD41220.5	07/11/2024	ATO - CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS - CHILD SUPPORT FOR THE PERIOD 21.10.2024 - 03.11.2024		\$1,890.44	
DD41220.6	07/11/2024	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS - UNION A.S.U FOR THE PERIOD 21.10.2024 - 03.11.2024		\$26.50	
DD41220.7	07/11/2024	SHIRE OF CARNARVON MUNICIPAL FUND	PAYROLL CREDITORS - STANDARD NET FOR THE PERIOD 21.10.2024 - 03.11.2024		\$218,324.27	
DD41223.1	11/11/2024	EASIFLEET PTY LTD	PURCHASE OF VEHICLE C500 (P330) TOYOTA HILUX 4X4		\$28,000.01	
DD41225.1	12/11/2024	IINET LIMITED	IINET PHONE ACCOUNT 1197615196 FOR THE PERIOD 19.11.2024 - 18.12.2024		\$35.00	
DD41228.1	25/11/2024	W.A. TREASURY CORPORATION	LOAN NO. 216 INTEREST PAYMENT - AIRPORT CORRECTIVE WORKS		\$26,275.22	
DD41230.1	14/11/2024	ANZ BANK LIMITED	2 X CHEQUE OR MERCHANT DEPOSITS FEE - OCTOBER 2024		\$82.50	
DD41232.1	18/11/2024	IINET LIMITED	IINET PHONE ACCOUNT 1197615626 FOR THE PERIOD 25.11.2024 - 24.12.2024		\$45.00	
DD41234.1	20/11/2024	BEAM CLEARING HOUSE	PAYROLL CREDITORS - SUPERANNUATION FOR THE PERIOD 04.11.2024 - 17.11.2024		\$40,745.18	
DD41236.1	21/11/2024	AUSTRALIAN TAXATION OFFICE (PAYG)	PAYROLL CREDITORS - TAXATION FOR THE PERIOD 04.11.2024 - 17.11.2024		\$75,616.00	
DD41236.2	21/11/2024	ATO - CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS - CHILD SUPPORT FOR THE PERIOD 04.11.2024 - 17.11.2024		\$1,890.44	
DD41236.3	21/11/2024	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS - UNION A.S.U FOR THE PERIOD 04.11.2024 - 17.11.2024		\$26.50	
DD41236.4	21/11/2024	SHIRE OF CARNARVON MUNICIPAL FUND	PAYROLL CREDITORS - STANDARD NET FOR THE PERIOD 04.11.2024 - 17.11.2024		\$222,343.17	
DD41238.1	22/11/2024	3E ADVANTAGE PTY LIMITED	RICOH RENTAL PAYMENT - NOVEMBER 2024		\$410.30	
DD41240.1	28/11/2024	IINET LIMITED	IINET ACCOUNT 1203401334 FOR THE PERIOD 05.12.2024 - 04.01.2025		\$19.99	
DD41242.1	13/11/2024	IINET LIMITED	IINET ACCOUNT 1203401243 FOR THE PERIOD 20.11.2024 - 19.12.2024		\$19.99	
DD41242.2	13/11/2024	BEAM CLEARING HOUSE	PAYROLL CREDITORS - SUPERANNUATION - TERMINATION FOR VISITOR CENTER STAFF		\$178.54	
DD41242.3	13/11/2024	SHIRE OF CARNARVON MUNICIPAL FUND	PAYROLL CREDITORS - STANDARD NET - TERMINATION FOR VISITOR CENTER STAFF		\$3,002.81	
DD41244.1	27/11/2024	AUSTRALIAN TAXATION OFFICE (PAYG)	PAYROLL CREDITORS - TAXATION - TERMINATION FOR VISITOR CENTER STAFF		\$900.00	
DD41246.1	15/11/2024	SG FLEET AUSTRALIA PTY LTD	MONTHLY VEHICLE LEASE FEE - OCTOBER 2024		\$16,260.67	
DD41248.1	30/11/2024	ANZ BANK LIMITED	ANZ WORLDLINE FEES - NOVEMBER 2024		\$1,025.24	
				<b>\$1,309,855.25</b>	<b>\$751,739.94</b>	<b>\$0.00</b>
				TOTAL MUNI EFT	\$1,309,855.25	
				TOTAL BANK DIRECTS	\$751,739.94	
				CHEQUES	\$0.00	
				<b>TOTAL</b>	<b>\$2,061,595.19</b>	

RECEIVED

04 DEC 2024



## ANZ CORPORATE CARD

STATEMENT PERIOD: 23/10/24 to 24/11/24

ACCOUNT NUMBER: 4564-8002-9909-9005

Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844

053/20



SHIRE OF CARNARVON  
SHIRE OF CARNARVON  
SHIRE OF CARNARVON  
CHIEF EXECUTIVE OFFICER  
PO BOX 459  
CARNARVON WA 6701

## STATEMENT OF ACCOUNT

Opening Balance	\$5,385.43
Payment Due Date	09/12/2024
Closing Balance	\$8,583.12

Date	Description	Amount \$A
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## IMPORTANT MESSAGES

YOUR AGREED PAYMENT WILL BE DEBITED FROM YOUR ACCOUNT 016610 00433409426 ON 09/12/24

05/11/2024	PAYMENT - THANK YOU	5,385.43CR
24/11/2024	PURCHASES	8,545.54
24/11/2024	CARD ADJUSTMENTS	2.00CR
24/11/2024	ADDITIONAL CARD FEE	39.58

## END OF STATEMENT

## General Information

**Please keep cards secure and PINs confidential at all times.**

Please check this Statement of Account and ensure all Cardholders check their Cardholder Activity Reports carefully. Immediately advise us of any unauthorised use of any cards linked to this Commercial Card Account (or Card PIN where applicable), any disputed transactions, or any other error by calling the ANZ Commercial Cards Customer Service Centre on the number above.

## YOUR PAYMENT OPTIONS

**ANZ Internet Banking**

www.anz.com Payments made after 10pm (EST) will be processed the next business day.

**BPAY Payments - Biller Code 6007**

BPAY payments from ANZ accounts made after 6pm (EST) will be processed the next business day. Check with your institution for cut-off times. Your bill reference number is your ANZ account number.

**ANZ Phone Banking**

13 22 73 Payments made after 10pm (EST) will be processed the next business day.

**By Mail**

Tear off this slip and mail to GPO BOX 607, Melbourne, VIC 3001

**CardPay Direct**

To ask about setting up a convenient direct debit payment please call 13 22 73.

**Direct Credit via EFT**

Payments to your Account can be made via Electronic Funds Transfer (EFT) from your nominated account.

Account Number	4564-8002-9909-9005
Account Name	SHIRE OF CARNARVON
Amount Paid	
Due Date	09/12/2024





## Cardholder Summary Report

STATEMENT PERIOD: 23/10/2024 to 24/11/2024

**Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844**

SHIRE OF CARNARVON  
SHIRE OF CARNARVON  
Account Credit Limit:  
Nominated Financial Year

13,000  
06/25

**Nominated Financial Year End:**

Cardholder Details		Spend Cap	Transaction Limit	Total Purchases		Total Cash Advances		Other CR/DR & Payments	Total Month Expenditure	YTD Expenditure
				\$A	No.	\$A	No.			
DAVID NIELSEN	000XXXXXXXXXX493418	3,000		0.00	0	0.00	0	0.00	0.00	1,977.00
ANDREA SELVEY (C)	000XXXXXXXXXX867909	5,000	2,000	0.00	0	0.00	0	0.00	0.00	2,489.40
KIERAN COOMEY	000XXXXXXXXXX016910	2,000	1,500	1,237.42	4	0.00	0	0.00	1,237.42	3,310.42
DANNIELLE HILL	000XXXXXXXXXX197900	3,000		2,530.38	11	0.00	0	0.00	2,530.38	10,780.34
STEPHANIE LECA	000XXXXXXXXXX413075	2,000		1,996.74	6	0.00	0	2.00CR	1,994.74	9,722.27
ALAN JOHN THORNTON	000XXXXXXXXXX443585	5,000	5,000	2,781.00	1	0.00	0	0.00	2,781.00	8,282.05

## SUB-TOTAL (\$A)

Account Fee Summary		Number	
Annual Fee	0 cards	0.00	0.00
Additional Card Fee	1 cards	39.58	39.58
Rewards Fee	0 cards	0.00	0.00
Cash Advance (over-the-counter)	0 withdrawals	0.00	0.00
Cash Advance (ATM)	0 withdrawals	0.00	0.00
Cash Advance (Other)	0 withdrawals	0.00	0.00
All other fees and charges		0.00	0.00

**TOTALS (\$A) including all fees and charges**

36,601.06



Spend Cap 2,000  
 Transaction Limit  
 Cash Advance Limit (ATM)  
 Cash Advance Limit (over-the-counter)

STEPHANIE LECA  
 SHIRE OF CARNARVON  
 3 FRANCIS ST  
 CARNARVON WA 6701

Card Number 000XXXXXXXXXX413075

Transaction Details		Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Actual GST Amount	Remarks GST Code FBT
24/10/2024	FACEBK *LPGV6ECKX2 Dublin	453.20			41.20		
24/10/2024	INCL OVERSEAS TXN FEE 13.20 AUD						
26/10/2024	KMART Mulgrave	102.00			9.27		
27/10/2024	KMART Mulgrave			2.00CR			
31/10/2024	KMART Mulgrave	570.00			51.81		
31/10/2024	FACEBK *FTA5RDGKX2 Dublin	151.48			13.77		
31/10/2024	INCL OVERSEAS TXN FEE 4.41 AUD						
31/10/2024	www.aliexpress.com WWW.ALIEXPRES	531.96					
31/10/2024	337.46 USD						
31/10/2024	INCL OVERSEAS TXN FEE 15.49 AUD						
11/11/2024	speedyschoolsupplies.c Slacks Creek	188.10			17.10		
TOTAL (\$A)		1,996.74	0.00	2.00CR	133.15		
Opening Expenditure Nominated Financial YTD		7,727.53		Certified by (Cardholder Name)		Date	
Total for this month		1,994.74		Authorised by		Date	
Total Expenditure Nominated Financial YTD		9,722.27					

\*This calculation is an estimate amount only and is not to be relied upon as an accurate GST calculation.



### Cardholder Activity Report

STATEMENT PERIOD: 23/10/2024 to 24/11/2024  
Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844



Spend Cap 3,000  
Transaction Limit  
Cash Advance Limit (ATM)  
Cash Advance Limit (over-the-counter)

DANNIELLE HILL  
SHIRE OF CARNARVON  
PO BOX 459  
CARNARVON WA 6701

Card Number 000XXXXXXXXXX197900

Transaction Details		Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Actual GST Amount	Remarks	GST Code	FBT
Date									
22/10/2024	MULPHA SIGNAL GROUP PTY L UPPER COOMERA	46.20			4.20				
25/10/2024	STAMP STORE THOMASTOWN	127.50			11.59				
25/10/2024	MULPHA SIGNAL GROUP PTY L UPPER COOMERA	46.20			4.20				
29/10/2024	PAYPAL *TABISONLINE TOKYO	318.11							
29/10/2024	31,100 JPY								
29/10/2024	INCL OVERSEAS TXN FEE 9.27 AUD								
31/10/2024	WESTERN AUSTRALI EAST PERTH	173.00			15.72				
02/11/2024	STARLINK INTERNET Sydney	390.00			35.45				
03/11/2024	WANEWSDTI Osborne Park	32.00			2.90				
04/11/2024	SMARTSHEET INC. WWW.SMARTSHEET	1,223.64			111.24				
04/11/2024	INCL OVERSEAS TXN FEE 35.64 AUD								
14/11/2024	Intuit Mailchimp Sydney	33.73			3.06				
20/11/2024	MATE COMMUNICATE PTY LTD WETHERILL PAR	70.00			6.36				
20/11/2024	MATE COMMUNICATE PTY LTD WETHERILL PAR	70.00			6.36				
TOTAL (\$A)		2,530.38	0.00	0.00	201.08				

Opening Expenditure Nominated Financial YTD	8,249.96	Certified by (Cardholder Name)	Date
Total for this month	2,530.38	Authorised by	Date
Total Expenditure Nominated Financial YTD	10,780.34		

\*This calculation is an estimate amount only and is not to be relied upon as an accurate GST calculation.



Cardholder Activity Report

STATEMENT PERIOD: 23/10/2024 to 24/11/2024

Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844

Spend Cap  
Transaction Limit  
Cash Advance Limit (ATM)  
Cash Advance Limit (over-the-counter)

2,000  
1,500

KIERAN COOMEY  
SHIRE OF CARNARVON  
PO BOX 459  
CARNARVON WA 6701

Card Number 000XXXXXXXXXX016910

Transaction Details		Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Actual GST Amount	Remarks GST Code FBT
Date							
21/10/2024	READY INDUSTRIES PTY DERRIMUT	565.40			51.40		
07/11/2024	MYO*VERITAS ENGINEERIN PERTH	345.15			31.37		
07/11/2024	READY INDUSTRIES PTY DERRIMUT	214.50			19.50		
15/11/2024	AUSTRALIAN AIRPORTS CANBERRA	112.37			10.21		
TOTAL (\$A)		1,237.42	0.00	0.00	112.48		
Opening Expenditure Nominated Financial YTD		2,073.00					Date
Total for this month		1,237.42					Date
Total Expenditure Nominated Financial YTD		3,310.42					

\*This calculation is an estimate amount only and is not to be relied upon as an accurate GST calculation.





### Cardholder Activity Report

STATEMENT PERIOD: 23/10/2024 to 24/11/2024

Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844



Spend Cap 5,000  
Transaction Limit 5,000  
Cash Advance Limit (ATM)  
Cash Advance Limit (over-the-counter)

ALAN JOHN THORNTON  
SHIRE OF CARNARVON  
3 FRANCIS ST  
CARNARVON WA 6701

Card Number 000XXXXXXXXXX443585

Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Remarks	
						Actual GST Amount	GST Code FBT
26/10/2024	SurveyMonkeyCore 0035315920752	2,781.00			252.81		
26/10/2024	INCL OVERSEAS TXN FEE 81.00 AUD						
TOTAL (\$A)		2,781.00	0.00	0.00	252.81		

Opening Expenditure Nominated Financial YTD	5,501.05	Certified by (Cardholder Name)	Date
Total for this month	2,781.00	Authorised by	Date
Total Expenditure Nominated Financial YTD	8,282.05		

\*This calculation is an estimate amount only and is not to be relied upon as an accurate GST calculation.

BUDGET AMENDMENTS - DECEMBER 2024  
The following Budget Amendments are put forward to Council for adoption.

Item	COA	Job No.	I/E Code	Description	Reason	Classification	Current Approved Budget	Proposed Current Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
									\$	\$	\$
16/25	156030		28	Art Gallery Income Mun	Moving art sales income from the Gascoyne Art Awards which was paid to artists, less the Shire's commission of 20% into the operational budget, as we used the operational budget to pay out the artists.	OPREV	(3000)	(14808)	11808		11808
16/25	156020		04	Art Gallery Programs Mun		OPEX	43000	54808		(11808)	0

Key to Classification	
Revenue from Operating Activities	OPREV
Expenditure from Operating Activities	OPEX
Revenue from Investing Activities	CAPREV
Non- Operating Expenditure	CAPEX
Transfer from reserves (Revenue)	TFRR
Transfer to reserves (Expenditure)	TTRE
Other Financing Revenue	OFR
Other Financing Expenditure	OFE

**Shire of Carnarvon****MONTHLY FINANCIAL REPORT  
(Containing the Statement of Financial Activity)  
FOR THE PERIOD ENDED 30 NOVEMBER 2024****LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996****TABLE OF CONTENTS**

* Statement of Financial Activity by Nature or Type with Explanation of Material Variances.	2
* Note 1      Composition of Net Current Assets	5
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 Index to Notes for other supporting Information	 7
 * Required by Legislation	

**NOTE:**

The Shire adopted the annual budget on 27th August 2024 . The following report provides the requirements to comply with the Local Government (Financial Management) Regulations 1996, plus other supporting notes for information.

The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary with the completion of Year end processes.

STATUTORY STATEMENT Local Government (Financial Management) Regulations 34 and 34(2)(b)

SHIRE OF CARNARVON

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2024

REG 34(3)

REG 34(2)

BY NATURE OR TYPE

		REG 34(1)(a)		REG 34(1)(b)	REG 34(1)(c)	REG 34(1)(d)	REG 34(1)(d)		
	Ref	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Permanent/Timing	Explanation of Variance
	Note	\$	\$	\$	\$	\$	%		
<b>Revenue from operating activities</b>									
Rates	10	6,994,288	6,994,288	6,940,788	6,927,219	(13,569)	(0.20%)		Within Variance
Other rates	10	317,265	317,265	317,265	338,995	21,730	6.85%		Within Variance
Operating grants, subsidies and contributions	12	8,138,626	8,194,270	1,886,255	1,575,725	(310,530)	(16.46%)	▼	Timing Operating grants are lower than YTD budget with the highest variance for Improving Flood preparedness of \$182K. It is expected that the variance is a timing issue in the receipt/invoicing of grants to funding bodies.
Fees and charges		3,557,520	3,557,520	2,347,885	2,356,343	8,458	0.36%		Within Variance
Interest earnings		425,000	425,000	177,075	275,797	98,722	55.75%	▲	Permanent Interest earnings are higher than YTD budget. Additional earnings in excess of the original budget will be addressed with the budget review.
Other revenue		438,469	438,469	183,950	202,912	18,962	10.31%	▲	Permanent Reimbursements relating to workers compensation and Insurance claims make up this variance. This income will be offset by additional expenditure which will be addressed with the budget review.
Profit on disposal of assets		84,560	84,560	0	0	0	0.00%		Within Variance
		19,955,728	20,011,372	11,853,218	11,676,991	(176,227)			
<b>Expenditure from operating activities</b>									
Employee costs		(9,194,215)	(9,194,215)	(3,781,200)	(3,730,799)	50,401	1.33%		Within Variance
Materials and contracts		(13,153,197)	(13,136,841)	(3,627,855)	(2,517,220)	1,110,635	30.61%	▼	Timing Materials and contracts are 1.1 M lower than YTD budget. The areas of material underspend are recreation \$223K (parks maintenance and festivals), transport \$594K ( Improving Flood preparedness and road maintenance contracts) and community amenities \$250K ( Structure plans and CHRMAP)
Utility charges		(931,595)	(931,595)	(339,567)	(356,856)	(17,289)	(5.09%)		Within Variance
Depreciation on non-current assets		(8,895,780)	(8,895,780)	(3,706,470)	0	3,706,470	100.00%	▼	Timing Depreciation to date has not been processed pending end of financial year processes for the FY24 audit. This is expected to be finalised in December
Interest expenses		(103,524)	(103,524)	(12,694)	(12,906)	(212)	(1.67%)		Within Variance
Insurance expenses		(748,544)	(748,544)	(746,720)	(699,952)	46,768	6.26%		Within Variance
Other expenditure		(375,774)	(375,774)	(172,545)	(107,393)	65,152	37.76%	▼	Timing Community Growth Fund expenditure \$50K and Members training and fees \$16K lower than YTD budget. These are expected to be timing variances that will even out over the course of the year.
Loss on disposal of assets		(98,870)	(98,870)	0	0	0	0.00%		Within Variance
		(33,501,499)	(33,485,143)	(12,387,051)	(7,425,126)	4,961,925			
<b>Non-cash amounts excluded from operating activities</b>									
Less: Profit on asset disposals	7b	(84,560)	(84,560)	0	0	0	0.00%		Within Variance
Add: Loss on disposal of assets	7b	98,870	98,870	0	0	0	0.00%		Within Variance
Add: Depreciation on assets		8,895,780	8,895,780	3,706,470	0	(3,706,470)	(100.00%)	▼	Timing Depreciation to date has not been processed pending end of financial year processes for the FY24 audit. This is expected to now be finalised in December.
Less: Movement in Provisions and Non- Current		0	0	0	(8,391)	(8,391)	0.00%		Movement in employee provisions
Less: Movement in Local Govt House trust		0	0	0	0	0	0.00%		
		8,910,090	8,910,090	3,706,470	(8,391)	(3,714,861)	(100.00%)		
<b>Amount attributable to operating activities</b>		<b>(4,635,681)</b>	<b>(4,563,681)</b>	<b>3,172,637</b>	<b>4,243,474</b>	<b>1,070,228</b>			

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

▲ = More than Budget, ▼ = Less than Budget,



STATUTORY STATEMENT Local Government (Financial Management) Regulations 34 and 34(2)(b)

SHIRE OF CARNARVON

STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2024

REG 34(3)

REG 34(2)

BY NATURE OR TYPE

		REG 34(1)(a)		REG 34(1)(b)	REG 34(1)(c)	REG 34(1)(d)	REG 34(1)(d)		
	Ref	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Permanent/Timing	Explanation of Variance
Note									
<b>Investing activities</b>									
Capital grants, subsidies and contributions	11	15,614,027	16,069,027	1,332,870	1,287,427	(45,443)	(3.41%)		Within Variance
Net Capital Grants		15,614,027	16,069,027	1,332,870	1,287,427	(45,443)			
Proceeds from disposal of assets		170,190	195,190	0	3,279	3,279	0.00%		
Payments for property, plant and equipment and infrastructure	7	(20,713,350)	(21,265,350)	(7,670,703)	(1,816,217)	5,854,486	76.32%	▼	Timing
Net Non-Operating Expenditure		(20,543,160)	(21,070,160)	(7,670,703)	(1,812,938)	5,857,765			Refer to Note 7 for details of capital works projects. The variance is expected to be, due to timing of budget allocations.
Amount attributable to investing activities		(4,929,133)	(5,001,133)	(6,337,833)	(525,511)	5,812,322			
<b>Financing Activities</b>									
Proceeds from new debentures	13	865,000	865,000	500,000	500,000	0	0.00%		Loan funds received for RED house.
Transfer from reserves	6	2,302,369	2,302,369	0	0	0	0.00%		Within Variance
Payments for principal portion of lease liabilities		(162,813)	(162,813)	(98,489)	(98,489)	0	0.00%		Within Variance
Repayment of debentures	13	(439,953)	(439,953)	(92,833)	(92,833)	0	0.00%		Within Variance
Transfer to reserves	6	(388,317)	(388,317)	(50,228)	(50,228)	0	0.00%		Within Variance
Amount attributable to financing activities		2,176,286	2,176,286	258,450	258,450	0			
Opening funding surplus / (deficit)	1	7,388,528	7,388,528	7,388,528	6,963,534	(424,994)	(5.75%)	▼	Permanent
Amount attributable to operating activities		(4,635,681)	(4,563,681)	3,172,637	4,243,474	1,070,837	33.75%		The brought forward surplus is lower than budget due to the recognition of a doubtful debts expense related to REX Airlines going into voluntary administration and doubtful rates.
Amount attributable to investing activities		(4,929,133)	(5,001,133)	(6,337,833)	(525,511)	5,812,322	(91.71%)		
Amount attributable to financing activities		2,176,286	2,176,286	258,450	258,450	0	0.00%		
Closing funding surplus /(deficit) REG 34(1)(e)	1	0	0	4,481,782	10,939,947	6,458,165	144.10%		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

▲ = More than Budget, ▼ = Less than Budget.

The material variance adopted by Council for the year is \$10,000 or 10.00% whichever is greater.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**KEY TERMS AND DESCRIPTIONS****FOR THE PERIOD ENDED 30 NOVEMBER 2024****NATURE OR TYPE DESCRIPTIONS****REVENUE****EXPENSES****RATES**

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**REVENUE FROM CONTRACTS WITH CUSTOMERS**

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

**FEES AND CHARGES**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**SERVICE CHARGES**

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**INTEREST EARNINGS**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**OTHER REVENUE / INCOME**

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

**PROFIT ON ASSET DISPOSAL**

Excess of assets received over the net book value for assets on their disposal.

**EMPLOYEE COSTS**

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

**MATERIALS AND CONTRACTS**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

**UTILITIES (GAS, ELECTRICITY, WATER, ETC.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**INSURANCE**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**LOSS ON ASSET DISPOSAL**

Shortfall between the value of assets received over the net book value for assets on their disposal.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets.

**INTEREST EXPENSES**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**OTHER EXPENDITURE**

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

STATUTORY STATEMENT Local Government (Financial Management) Regulations 34(2)(a)  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 30 NOVEMBER 2024

Note 1

## Explanation of the composition of net current assets

	Notes	Opening Position		Closing Position		YTD Actual (b)
		Adopted Budget	Last Years Closing	This time 2 months ago	This time last month	
		Opening funding surplus/(deficit) calculation	Closing Surplus 23/24, Bfwd Actual 24/25	30/09/2024	31/10/2024	
		\$	\$	\$	\$	\$
<b>Net current assets used in the Statement of Financial Activity</b>						
<b>Current assets</b>						
Cash and cash equivalents	5	9,523,929	9,523,924	9,098,836	10,106,213	9,233,025
Cash backed Reserves	6	3,969,259	3,969,259	3,972,103	4,019,443	4,019,488
Rates receivables	8	1,333,915	1,333,915	7,751,126	4,296,206	3,963,783
Receivables	8	1,086,784	322,595	284,616	272,513	308,864
Contract Assets		176,990	303,327	150,695	150,695	150,695
Inventories		54,227	54,227	45,292	56,005	70,118
<b>Total Current assets</b>		<b>16,145,104</b>	<b>15,507,247</b>	<b>21,302,668</b>	<b>18,901,075</b>	<b>17,745,973</b>
<b>Less: Current liabilities</b>						
Payables	9	(2,266,710)	(2,267,739)	(1,111,341)	(695,345)	(479,822)
Contract liabilities		(2,520,608)	(2,306,716)	(2,306,716)	(2,306,716)	(2,306,716)
Borrowings	13	(432,713)	(432,714)	(432,714)	(364,241)	(339,880)
Lease liabilities	14	(147,735)	(137,938)	(73,074)	(49,390)	(39,449)
Employee Provisions		(992,491)	(1,033,084)	(1,024,693)	(1,024,693)	(1,024,693)
<b>Total Current liabilities</b>		<b>(6,360,257)</b>	<b>(6,178,191)</b>	<b>(4,948,539)</b>	<b>(4,440,385)</b>	<b>(4,190,560)</b>
<b>Net Currents Assets</b>		<b>9,784,847</b>	<b>9,329,056</b>	<b>16,354,129</b>	<b>14,460,690</b>	<b>13,555,413</b>
<b>Less: Adjustments to net current assets</b>						
Less: Reserves - restricted cash	6	(3,969,258)	(3,969,258)	(3,972,103)	(4,019,443)	(4,019,488)
Add: Borrowings included in Budget	13	432,713	432,714	432,714	364,241	339,880
Add: Lease liabilities included in Budget	14	147,735	137,938	73,074	49,390	39,449
Add: Provisions - employee		992,491	1,033,084	1,024,693	1,024,693	1,024,693
<b>Total adjustments to net current assets</b>		<b>(2,396,319)</b>	<b>(2,365,522)</b>	<b>(2,441,622)</b>	<b>(2,581,119)</b>	<b>(2,615,466)</b>
<b>Funding surplus/(deficit) (NET CURRENT ASSETS)</b>		<b>7,388,528</b>	<b>6,963,534</b>	<b>13,912,507</b>	<b>11,879,572</b>	<b>10,939,947</b>

## NOTE

## CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

**SHIRE OF CARNARVON  
STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

**Note 2**

	<b>NOTE</b>	<b>30/11/2024 \$</b>	<b>Unaudited 30/06/2024 \$</b>
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	5	13,252,513	13,493,183
Trade and other receivables	8	4,423,342	1,959,837
Inventories		70,118	54,227
<b>TOTAL CURRENT ASSETS</b>		<b>17,745,973</b>	<b>15,507,247</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables		113,317	113,317
Other financial assets at fair value		180,030	180,030
Property, plant and equipment		32,719,251	32,309,641
Infrastructure		274,432,448	273,025,841
Right-of-use assets		204,456	204,456
<b>TOTAL NON-CURRENT ASSETS</b>		<b>307,649,502</b>	<b>305,833,285</b>
<b>TOTAL ASSETS</b>		<b>325,395,475</b>	<b>321,340,532</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	9	479,822	2,267,739
Other liabilities		2,306,716	2,306,716
Lease liabilities	14	39,449	137,938
Borrowings	13	339,880	432,714
Employee related provisions		1,024,693	1,033,084
<b>TOTAL CURRENT LIABILITIES</b>		<b>4,190,560</b>	<b>6,178,191</b>
<b>NON-CURRENT LIABILITIES</b>			
Lease liabilities	14	68,543	68,543
Borrowings	13	2,658,964	2,158,964
Employee related provisions		136,395	136,395
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>2,863,902</b>	<b>2,363,902</b>
<b>TOTAL LIABILITIES</b>		<b>7,054,462</b>	<b>8,542,093</b>
<b>NET ASSETS</b>		<b>318,341,013</b>	<b>312,798,439</b>
<b>EQUITY</b>			
Retained surplus		61,630,875	56,138,529
Reserve accounts	6	4,019,488	3,969,259
Revaluation surplus		252,690,651	252,690,651
<b>TOTAL EQUITY</b>		<b>318,341,013</b>	<b>312,798,439</b>

This statement is to be read in conjunction with the accompanying notes.

## Shire of Carnarvon

### **SUPPORTING INFORMATION THE MONTHLY STATEMENTS PROVIDED FOR COUNCILLORS INFORMATION REG 34(2)(c) FOR THE PERIOD ENDED 30 NOVEMBER 2024**

The Local Government (Financial Management) Regulations provide at 34.(2) that:  
(2) Each Statement of financial activity is to be accompanied by documents containing —  
(c) such other supporting information as is considered relevant by the local government;  
as such the following supporting information is provided.

Note 3	Basis of Preparation	8
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**SHIRE OF CARNARVON****MONTHLY FINANCIAL REPORT****Note 3****FOR THE PERIOD ENDED 30 NOVEMBER 2024****BASIS OF PREPARATION****REPORT PURPOSE**

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

**BASIS OF ACCOUNTING**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government.

Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads* paragraph 15 and *AASB 116 Property, Plant and Equipment* paragraph 7.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**PREPARATION TIMING AND REVIEW**

Date prepared: All processed transactions up to 11 December 2024

**MATERIAL ACCOUNTING POLICES****CRITICAL ACCOUNTING ESTIMATES**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

**GOODS AND SERVICES TAX**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**ROUNDING OFF FIGURES**

All figures shown in this statement are rounded to the nearest dollar.

## SHIRE OF CARNARVON

### KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 NOVEMBER 2024

Note 4

### REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

#### PROGRAM NAME AND OBJECTIVES

##### GOVERNANCE

To provide a decision making process for the efficient allocation of scarce resources.

#### ACTIVITIES

Includes the activities of members of Council and the administrative support available to the Council for the provision of governance to the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

##### GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

##### LAW, ORDER, PUBLIC SAFETY

To provide services to help ensure a safer and environmentally conscious community.

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

##### HEALTH

To provide an operational framework for environmental and community health.

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance. Administration of the ROEROC health scheme and provision of various medical facilities.

##### EDUCATION AND WELFARE

To provide services to disadvantaged persons, the elderly, children and youth.

Maintenance and support of child minding and playgroup centres, senior citizen and aged care facilities.

##### HOUSING

To provide housing to staff.

Provision and maintenance of staff, community and joint venture housing.

##### COMMUNITY AMENITIES

To provide services required by the community.

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery, public conveniences and community bus.

##### RECREATION AND CULTURE

To establish and effectively manage infrastructure and resources which help the social well being of the community.

Maintenance of public halls, aquatic centres, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens, reserves and playgrounds. Provision of library services (contract). Support of museum and other cultural facilities and services.

##### TRANSPORT

To provide safe, effective and efficient transport services to the community.

Construction and maintenance of roads, streets, footpaths, cycling ways, airstrip, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

##### ECONOMIC SERVICES

To help promote the Shire and its economic wellbeing.

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building control.

##### OTHER PROPERTY AND SERVICES

To monitor and control Council's overhead operating accounts.

Private works operation, plant repair and operation costs, administration and engineering operation costs.

## Optional Statement - Rate Setting Statement Format

Note 4(ii)

## SHIRE OF CARNARVON

## STATEMENT OF FINANCIAL ACTIVITY

## BY PROGRAM

FOR THE PERIOD ENDED 30 NOVEMBER 2024

	Ref Note	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)
<b>Opening funding surplus / (deficit)</b>	1	\$ 7,388,528	\$ 7,388,528	\$ 7,388,528	\$ 6,963,534
<b>Revenue from operating activities</b>					
Governance		34,000	34,000	22,330	48,746
General purpose funding (Rates)		6,994,288	6,994,288	6,940,788	6,927,219
General purpose funding		1,200,095	1,200,095	560,616	703,924
Law, order and public safety		532,422	532,422	154,704	153,956
Health		26,020	26,020	10,825	5,497
Education and welfare		651,442	651,442	413,802	324,221
Housing		5,000	5,000	2,080	2,052
Community amenities		3,198,063	3,198,063	1,988,430	1,927,014
Recreation and culture		557,066	585,566	334,680	189,881
Transport		6,152,792	6,152,792	1,168,678	1,097,298
Economic services		508,500	535,644	223,165	229,032
Other property and services		96,040	96,040	33,120	68,151
		<b>19,955,728</b>	<b>20,011,372</b>	<b>11,853,218</b>	<b>11,676,991</b>
<b>Expenditure from operating activities</b>					
Governance		(1,784,425)	(1,756,425)	(941,017)	(810,619)
General purpose funding		(278,656)	(298,656)	(121,896)	(120,311)
Law, order and public safety		(1,231,979)	(1,231,979)	(477,280)	(551,948)
Health		(563,532)	(563,532)	(230,814)	(219,691)
Education and welfare		(1,842,278)	(1,842,278)	(751,638)	(437,668)
Housing		(185,003)	(185,003)	(69,707)	(53,657)
Community amenities		(3,639,070)	(3,635,070)	(1,426,372)	(896,340)
Recreation and culture		(6,205,472)	(6,233,972)	(2,639,630)	(1,597,512)
Transport		(15,985,118)	(15,985,118)	(4,994,336)	(1,507,701)
Economic services		(1,688,142)	(1,655,286)	(675,323)	(535,672)
Other property and services		(97,824)	(97,824)	(59,038)	(694,007)
		<b>(33,501,499)</b>	<b>(33,485,143)</b>	<b>(12,387,051)</b>	<b>(7,425,126)</b>
<b>Non-cash amounts excluded from operating activities</b>					
Less: Profit on asset disposals		(84,560)	(84,560)	0	0
Add: Loss on disposal of assets		98,870	98,870	0	0
Add: Depreciation on assets		8,895,780	8,895,780	3,706,470	0
Less: Movement in Provisions		0	0	0	(8,391)
Less: Movement in Local Govt House trust		0	0	0	0
		<b>8,910,090</b>	<b>8,910,090</b>	<b>3,706,470</b>	<b>(8,391)</b>
<b>Amount attributable to operating activities</b>		<b>(4,635,681)</b>	<b>(4,563,681)</b>	<b>3,172,637</b>	<b>4,243,474</b>
<b>Investing Activities</b>					
Capital grants, subsidies and contributions	11	15,614,027	16,069,027	1,332,870	1,287,427
Less Unspent Non-Operating Grants (Contract Liabilities)	11	0	0	0	0
<b>Net Capital Grants</b>		<b>15,614,027</b>	<b>16,069,027</b>	<b>1,332,870</b>	<b>1,287,427</b>
Proceeds from disposal of assets		170,190	195,190	0	3,279
Payments for property, plant and equipment and infrastructure		(20,713,350)	(21,265,350)	(7,670,703)	(1,816,217)
<b>Amount attributable to investing activities</b>		<b>(4,929,133)</b>	<b>(5,001,133)</b>	<b>(6,337,833)</b>	<b>(525,511)</b>
<b>Financing Activities</b>					
Proceeds from new debentures	13	865,000	865,000	500,000	500,000
Transfer from reserves	6	2,302,369	2,302,369	0	0
Payments for principal portion of lease liabilities	14	(162,813)	(162,813)	(98,489)	(98,489)
New Current Lease Liability		0	0	0	0
Repayment of debentures	13	(439,953)	(439,953)	(92,833)	(92,833)
Principal elements on self supporting loan		0	0	0	0
Transfer to reserves	6	(388,317)	(388,317)	(50,228)	(50,228)
<b>Amount attributable to financing activities</b>		<b>2,176,286</b>	<b>2,176,286</b>	<b>258,450</b>	<b>258,450</b>
<b>Closing funding surplus / (deficit)</b>	1	<b>0</b>	<b>0</b>	<b>4,481,782</b>	<b>10,939,947</b>



## SHIRE OF CARNARVON

### NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 NOVEMBER 2024

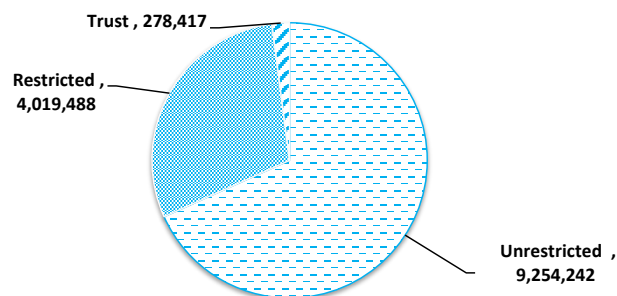
Note 5

### CASH AND FINANCIAL ASSETS

Description	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>Cash on hand</b>							
Municipal Bank Account - 4334-09426	194,382	0	194,382	0	ANZ Bank	0.00%	On Call
Municipal Online Account - 4510-69349	2,359,860	0	2,359,860	0	ANZ Bank	4.00%	On Call
Trust Bank Account - 4334-09434	0	0	0	278,417	ANZ Bank	0.00%	On Call
Reserve Bank Account-4334-75677	0	271	271	0	ANZ Bank	0.00%	On Call
Reserve Online Account - 4516-72666	0	50,230	50,230	0	ANZ Bank	4.00%	On Call
<b>Investments - Term Deposits</b>							
Term Deposit - Reserves		3,968,988	3,968,988	0	ANZ Bank	4.73%	18/01/2025
Term Deposit - Municipal	1,200,000		1,200,000	0	ANZ Bank	4.54%	13/01/2025
Term Deposit - Municipal 9181-943216	5,500,000	0	5,500,000	0	ANZ Bank	1.25%	27/12/2024
	0		0				
<b>Total</b>	<b>9,254,242</b>	<b>4,019,488</b>	<b>13,273,730</b>	<b>278,417</b>			
<b>Comprising</b>							
Cash and cash equivalents	9,254,242	4,019,488	13,273,730	278,417			
	<b>9,254,242</b>	<b>4,019,488</b>	<b>13,273,730</b>	<b>278,417</b>			

#### KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.



**SHIRE OF CARNARVON**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2024

**FINANCING ACTIVITIES**

Note 6

**CASH RESERVES**

**Reserves**

Reserve name	Original Budget Opening Balance	Actual Opening Balance	Original Budget Transfers In (+)	Actual Transfers In (+)	Original Budget Transfers Out (-)	Actual Transfers Out (-)	Original Budget Closing Balance	Current Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$
Leave Reserve	367,628	367,628	7,410	4,652	0	0	375,038	367,628	372,280
Plant Reserve	1,010,457	1,010,457	20,366	12,787	(990,769)	0	40,054	1,010,457	1,023,244
Waste Disposal Reserve	159,724	159,724	3,219	2,021	0	0	162,943	159,724	161,745
Blowholes Reserve Management Funds	138,181	138,181		1,748	0	0	138,181	138,181	139,929
Mosquito Management Reserve	10,653	10,653	215	135	0	0	10,868	10,653	10,788
Airport Renewal And Upgrade Reserve	61,723	61,723	1,244	781	0	0	62,967	61,723	62,504
Asset Upgrades And Renewal Reserve	470,095	470,095	9,475	5,948	(162,500)	0	317,070	470,095	476,043
Emergency Management Reserve	300,659	300,659	6,060	3,805	(60,000)	0	246,719	300,659	304,464
Coral Bay Tip Reserve	75,397	75,397	312,620	954	(311,100)	0	76,917	75,397	76,351
Fascine Upgrade And Renewal Reserve	410,949	410,949	8,283	5,200	(100,000)	0	319,232	410,949	416,149
Strategic Projects Reserve	963,792	963,792	19,425	12,197	(678,000)	0	305,217	963,792	975,989
<b>Reserve Funds</b>	<b>3,969,258</b>	<b>3,969,258</b>	<b>388,317</b>	<b>50,228</b>	<b>(2,302,369)</b>	<b>0</b>	<b>2,055,206</b>	<b>3,969,258</b>	<b>4,019,486</b>

**SHIRE OF CARNARVON**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2024

**FINANCING ACTIVITIES**

**Note 6 (Continued)**

**CASH RESERVES**

**Reserve Purpose**

<b>Reserve name</b>	<b>Timing if Intended use</b>	<b>Purpose</b>
Leave Reserve	Ongoing	To fund the current annual and long service leave requirements.
Plant Reserve	Ongoing	To fund the acquisition of new plant as per the Plant Replacement program.
Waste Disposal Reserve	Ongoing	To be used for maintenance or capital expenditure at Browns Range Refuse Site. Annual transfer being revenue as raised by waste charge, less actual expenditure (excluding depreciation) on Carnarvon waste management facilities and service.
Coral Bay Tip Reserve	Ongoing	To be used for maintenance and capital costs associated with Coral Bay Refuse Site. Annual transfer being revenue as raised by Specified Area Rate raised less expenditure at Coral Bay Waste facility and services, (excludes depreciation).
Mosquito Management Reserve	Ongoing	To be used for the purpose of delivering services to assist in mosquito management within the Shire of Carnarvon, which includes funding from the Department of Health.
Airport Renewal And Upgrade Reserve	Ongoing	To fund upgrades and renewal at the Carnarvon Airport.
Asset Upgrades And Renewal Reserve	Ongoing	To fund the upgrade and renewal of existing assets.
Emergency Management Reserve	Ongoing	To be used in the preparation for and providing immediate assistance, relief and recovery to the community in response to an emergency within the Shire of Carnarvon.
Fascine Upgrade And Renewal Reserve	Ongoing	To fund the upgrades and renewal of Fascine Infrastructure.
Strategic Projects Reserve	Ongoing	To fund development of strategic projects and new infrastructure.
Blowholes Reserve Management Funds	Ongoing	To fund the implementation of the Blowholes Reserve management plan.

## SHIRE OF CARNARVON

## INVESTING ACTIVITIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2024

Note 7

## CAPITAL ACQUISITIONS SUMMARY

Capital acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual
	\$		\$	\$
Land & Buildings	2,090,681	2,060,881	879,879	207,692
Furniture & Equipment	75,000	75,000	24,996	0
Plant & Equipment	1,355,769	1,380,769	165,996	201,920
Roads	4,026,353	4,476,353	1,647,799	31,780
Footpaths	220,000	220,000	73,332	52,113
Drainage	136,000	139,500	43,332	8,332
Airport	8,010,000	8,010,000	2,669,998	1,366
Other Infrastructure	4,578,314	4,681,614	2,091,627	1,310,224
Landfill	221,233	221,233	73,744	2,793
<b>Payments for Capital Acquisitions</b>	<b>20,713,350</b>	<b>21,265,350</b>	<b>7,670,703</b>	<b>1,816,217</b>
Right of use assets	33,979	33,979	0	0
<b>Total Capital Acquisitions</b>	<b>20,747,329</b>	<b>21,299,329</b>	<b>7,670,703</b>	<b>1,816,217</b>
<b>Capital Acquisitions Funded By:</b>				
	\$		\$	\$
Capital grants and contributions	15,614,027	16,069,027	1,332,870	1,287,427
Borrowings	865,000	865,000	500,000	500,000
Lease liabilities	33,979		0	0
Other (disposals & C/Fwd)	170,190	170,190	0	3,279
Cash backed reserves				
Plant Reserve	990,769	990,769	990,769	0
Fascine Upgrade And Renewal Reserve	100,000	100,000	100,000	0
<b>Capital funding total</b>	<b>17,773,965</b>	<b>18,194,986</b>	<b>2,923,639</b>	<b>1,790,706</b>

## MATERIAL ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2024

INVESTING ACTIVITIES

Note 7 (Continued)

CAPITAL ACQUISITIONS SUMMARY

5. CAPITAL ACQUISITIONS DETAILED

Adopted										
Account	Job	Account Description	Original Budget	Revised Budget	YTD Budget	YTD Actual	Purchase Orders Outstanding	TOTAL	Variance (Under)/Over	Comments
Land & Buildings										
0584	LRC023	Admin Building Roof Replacement	146,000	114,700	114,700	112,180	0	112,180	(2,520)	Works completed
	0386	Washbay For Trucks	75,000	75,000	25,000	0	0	0	(25,000)	Construction has not commenced yet, project in design phase
2974	0511	4 Yardi Quays - Capital	10,040	0	0	0	0	0	0	
2974	0522	Shire Residences	20,000	26,540	11,060	0	0	0	(11,060)	
2974	BC01	Housing Development Northwater	1,365,920	1,370,920	571,215	75,811	1,211,685	1,287,497	716,282	Works commenced
2974	BC02	Shire Buildings	10,000	10,000	3,332	0	0	0	(3,332)	
2990	G011	Civic Centre Refurbishment	420,721	420,721	140,240	1,111	2,400	3,511	(136,729)	Tender will be advertised in December 2024
3064	3437	Library - Solar Panels	15,000	15,000	5,000	0	14,605	14,605	9,605	PO issued
3154	1523	Depot Improvements - Roller Door Replacement.	10,000	10,000	3,332	0	8,401	8,401	5,069	PO issued
3764	0419	Old Terminal Building	18,000	18,000	6,000	18,589	0	18,589	12,589	
			2,090,681	2,060,881	879,879	207,692	1,237,092	1,444,783	564,904	
Furniture & Equipment										
0598	CO012	Cctv Server Upgrade	25,000	25,000	8,332	0	0	0	(8,332)	
0598	CO013	Admin Internet Fibre	10,000	10,000	3,332	0	2,188	2,188	(1,144)	
0598	CO014	Admin Ups	15,000	15,000	5,000	0	0	0	(5,000)	Planning has commenced
0598	FE0006	Miscellaneous Office Furniture - Desks, Partions Etc.	10,000	10,000	3,332	0	0	0	(3,332)	
	FE0007	New Local Government Software	15,000	15,000	5,000	0	0	0	(5,000)	
			75,000	75,000	24,996	0	2,188	2,188	(22,808)	
Plant & Equipment										
2514	PC002	Landfill Compactor	737,769	737,769	0	0	0	0	0	Compactor delivered and invoice entered in December 2024.
2514	PC010	Plant - Kubota Zero Turn Mower	28,000	28,000	9,332	0	19,298	19,298	9,966	PO Issued
4144	PC005	Toro Gm360 Mower & Catcher	40,000	40,000	13,332	0	39,805	39,805	26,473	PO Issued
4144	PC006	Isuzu D-Max Litter Collection Ute	35,000	35,000	11,666	0	35,630	35,630	23,964	PO Issued
4144	PC007	Isuzu/Rosmech Street Sweeper	365,000	365,000	0	0	0	0	0	
4144	PC008	Caterpillar 289D Skid Steer Loader	85,000	85,000	85,000	70,000	0	70,000	(15,000)	
4144	PC009	Isuzu D-Max Infra	65,000	65,000	21,666	0	65,314	65,314	43,648	PO Issued - waiting on delivery
4145	PC011	P330 Toyota Hilux Purchase	0	25,000	25,000	25,455	0	25,455	455	
5324		Plant And Equipment (Cap)	0	0	0	106,465	0	106,465	106,465	Fuso Canter truck , carry forward from FY24. To be addressed with the budget review.
			1,355,769	1,380,769	165,996	201,920	160,047	361,966	195,970	

SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2024

INVESTING ACTIVITIES

Note 7 (Continued)

CAPITAL ACQUISITIONS SUMMARY

5. CAPITAL ACQUISITIONS DETAILED

Adopted										
Account	Job	Account Description	Original Budget	Revised Budget	YTD Budget	YTD Actual	Purchase Orders Outstanding	TOTAL	Variance (Under)/Over	Comments
Roads										
3740	9010	Temporary Budget Job No - Roads To Recovery (Coa 3740)	611,686	386,686	161,120	0	0	0	(161,120)	Working on R2R funding allocation
3740	R2R121	Quobba-Gnaraloo Road - Roads To Recovery	0	225,000	93,750	0	190,829	190,829	97,079	PO Issued
3747	RRG121	Quobba Gnaraloo	806,508	1,256,508	523,545	0	1,065,679	1,065,679	542,134	PO Issued - Works will commence upon completion of Minilya/Lyndon
3747	RRG174	Minilya/Lyndon Road	806,508	806,508	268,836	0	806,508	806,508	537,672	PO Issued - Works will commence in January 2025
3760	C737	Water Bore Installation	60,000	60,000	20,000	23,974	0	23,974	3,974	
3864	BLS174	Minilya Lyndon Road - Blackspot	551,000	551,000	183,666	0	0	0	(183,666)	Awaiting result of funding application
3864	BLS204	Speedway Road A - Black Spot	590,651	596,651	196,882	7,806	0	7,806	(189,076)	To be presented at February 2025 Council meeting
3740	BLS240	French Street - Blackspot	600,000	600,000	200,000	0	0	0	(200,000)	Awaiting result of funding application
			4,026,353	4,476,353	1,647,799	31,780	2,063,016	2,094,796	446,997	
Footpaths										
3850	F249	Footpath/Cycleway Asset Renewals	150,000	150,000	50,000	0	0	0	(50,000)	
3850	F250	Footpath - Lewer Rd to Robsinon St	70,000	70,000	23,332	52,113	0	52,113	28,781	Works completed
			220,000	220,000	73,332	52,113	0	52,113	(21,220)	
Drainage										
3770	D008	Skipworth Street Storm Water Pump Upgrades	6,000	9,500	0	1,237	0	0	0	
3770	D010	Pump Station Upgrades	130,000	130,000	43,332	7,095	0	7,095	(36,237)	
			136,000	139,500	43,332	8,332	0	7,095	(36,237)	
Airport										
4124	A016	Carnarvon Airport Upgrade Q400	8,000,000	8,000,000	2,666,666	1,216	0	1,216	(2,665,450)	
4124	A018	Airport - Safety Equipment	10,000	10,000	3,332	150	3,894	4,044	712	PO Issued
			8,010,000	8,010,000	2,669,998	1,366	3,894	5,260	(2,664,738)	
Other Infrastructure										
3124	LRC030	Other Infrastructure - Other Community Amenities	162,500	162,500	54,166	0	0	0	(54,166)	Currently requesting quotes
3124	OI0001	Other Infrastructure - Other Community Amenities	25,000	25,000	8,332	0	0	0	(8,332)	
3294	1562	Upgrades To Swimming Pool Bowl	164,000	164,000	164,000	158,140	0	158,140	(5,860)	Works complete
3604	3624	Fascine Jetties - Renewal	100,000	100,000	33,332	0	0	0	(33,332)	
3604	3625	Waste Water Ponds - Pumps	15,000	15,000	5,000	0	16,061	16,061	11,061	PO Issued
3604	LRC019	Facine Wall Capping Beam Replacement	832,705	876,005	584,005	857,589	4,184	861,773	277,769	Works complete
3690	9014	Blowholes Stairs Upgrade	90,377	90,377	90,377	100,217	0	100,217	9,840	Works complete
	046D	Dump Points - Bush Bay & New Beach Renewal	10,000	10,000	0	0	0	0	0	
3690	R047	Artesian Pipeline Extension To Town Oval	150,000	150,000	50,000	0	0	0	(50,000)	
3974	CAP01	Cap Design & Project Management	309,128	309,128	103,042	80,813	198,490	279,303	176,261	PO Issued
3974	CAP02	Carnarvon Activation Plan	1,805,563	1,805,563	601,854	0	0	0	(601,854)	
3974	LRC025	Tramway Bridge Improvements	844,041	904,041	376,685	104,000	75,600	179,600	(197,085)	PO Issued
3974	3763	Coral Bay Cenotaph	20,000	20,000	0	0	0	0	0	
	1568	Aquatic Centre Other Infrastructure Improvements	50,000	50,000	20,835	9,465	37,860	47,326	26,491	PO issued for reinstatement of fencing
			4,578,314	4,681,614	2,091,627	1,310,224	332,195	1,642,419	(449,208)	
Landfill										
2414	0385	New Refuse Site Development At Coral Bay	221,233	221,233	73,744	2,793	13,208	16,000	(57,744)	
			221,233	221,233	73,744	2,793	13,208	16,000	(57,744)	
TOTALS			20,713,350	21,265,350	7,670,703	1,816,217	3,811,639	5,626,619	(2,044,084)	

**SHIRE OF CARNARVON**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD ENDED 30 NOVEMBER 2024**

**INVESTING ACTIVITIES**

**Note 11**

**CAPITAL GRANTS AND CONTRIBUTIONS**

	Type	Adopted Budget Revenue	Current Budget	YTD Budget	YTD Revenue Actual	Variance	Comment
		\$	\$	\$	\$	\$	
<b>Capital grants and subsidies</b>							
<b>Governance</b>							
Lrci Grant Phase 3 - Administration	Tied	124,000	124,000	124,000	150,000	26,000	
<b>Health</b>							
<b>Housing</b>							
Housing Development Northwater - Grant	Tied	187,000	192,000	80,000	144,000	64,000	
<b>Recreation and culture</b>							
Cwsp Grant	Tied	100,000	100,000	33,332	0	(33,332)	
Lrci Grant Phase X1- Other Recreation And Sport	Tied	0	0	0	(84,400)	(84,400)	Project in Acquittal Audit Phase Funds to be claimed in FY25
L.R.C.I. Grant - Sp - 34	Tied	832,705	832,705	0	0	0	
Grant - Pelican Pt. Sand Drift & Erosion Project - Dplh Coastwest Program	Tied	0		0	10,710	10,710	
Lrci Grant Phase X - Other Recreation And Sport	Tied	0	0	0	(66,668)	(66,668)	Project in Acquittal Audit Phase Funds to be claimed in FY25
Lotterywest & Dpird Grants (Skate Park & Youth Precinct)	Tied	0		0	48,414	48,414	
Other Culture - Grants And Other Contributions	Tied	1,835,866	1,835,866	0	0	0	Activation Plan
Historical Grants	Tied	10,000	10,000	3,332	0	(3,332)	
Lrci Phase 4B - Grant	Tied	844,041	844,041	281,346	0	(281,346)	Tramway Bridge
Lrci Grants Phase 3	Tied	0	0	0	475,233	475,233	
Grants Seroja Resilience - Civic Centre	Tied	420,721	420,721	175,300	0	(175,300)	
<b>Transport</b>							
Regional Road Group Funding	Tied	1,075,345	1,525,345	635,560	610,138	(25,422)	
State Blackspot Funding French St & Minilya Road	Tied	767,000	767,000	0	0	0	
Roads To Recovery Funding	Tied	1,420,686	1,420,686	0	0	0	
State Black Spot Funding (Mrwa)	Tied	385,650	385,650	0	0	0	
R.A.D.S Grant	Tied	7,611,013	7,611,013	0	0	0	
		<b>15,614,027</b>	<b>16,069,027</b>	<b>1,332,870</b>	<b>1,287,427</b>	<b>(45,443)</b>	

**SHIRE OF CARNARVON**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

**INVESTING ACTIVITIES  
Note 7b**

**DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Original Budget				Current Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>												
P287	Multipac VP2400 Self propelled Roller	12,000	5,000	0	(7,000)		5,000	5,000		0	0	0	0
P288	Combination Towed Grid Roller	8,000	27,220	19,220	0		27,220	27,220		0	0	0	0
P292	Rubbish Truck	0	0	0	0		0	0		0	2,703	0	0
P297	CAT 815F2 Landfill Compactor	76,000	15,740	0	(60,260)		15,740	15,740		0	0	0	0
P300	Holden Colorado LTZ Space cab (Rangers)	0	6,956	6,956	0		6,956	6,956		0	576	0	0
P308	Mitsubishi Fuso Fighter 1024 Service Truck	0	22,910	22,910	0		22,910	22,910		0	0	0	0
P333	Toro GM360 Mower & Catcher	7,500	8,900	1,400	0		8,900	8,900		0	0	0	0
P340	Toyota Hiace	40,000	10,950	0	(29,050)		10,950	10,950		0	0	0	0
P371	Kubota GZD 15-3D Zero Turn Mower	1,000	4,028	3,028	0		4,028	4,028		0	0	0	0
PBHOE1	Caterpillar Backhoe	40,000	37,440	0	(2,560)	40,000	37,440	0	(2,560)	0	0	0	0
PCAR12	Toyota Yaris Hatch	0	3,266	3,266	0	0	3,266	3,266	0	0	0	0	0
PTC1	MF5435 Massey Ferguson Tractor	0	11,360	11,360	0	0	11,360	11,360	0	0	0	0	0
PTC3	Massey Ferguson 5445 Tractor	0	16,420	16,420	0	0	16,420	16,420	0	0	0	0	0
	Additional proceeds to be allocated- OCT OCM			0	0	0	25,000	0	0	0	0	0	0
		<b>184,500</b>	<b>170,190</b>	<b>84,560</b>	<b>(98,870)</b>	<b>40,000</b>	<b>195,190</b>	<b>132,750</b>	<b>(2,560)</b>	<b>0</b>	<b>3,279</b>	<b>0</b>	<b>0</b>

Assets to be disposed during December after the rollover of the asset register.



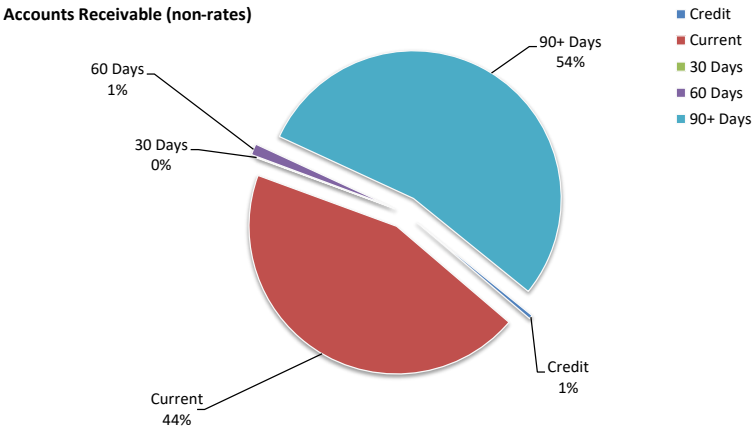
SHIRE OF CARNARVON  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2024

Note 8  
RECEIVABLES

Rates receivable	30 Jun 2024	30 Nov 2024
	\$	\$
Opening arrears previous years	926,441	1,333,915
Levied this year	7,155,121	7,266,214
Less - collections to date	(6,747,648)	(4,636,346)
Equals current outstanding	1,333,915	3,963,783
Net rates collectable	1,333,915	3,963,783
% Collected	83.5%	53.9%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(3,067)	322,871	476	8,871	392,856	722,007
Percentage	(0.4%)	44.7%	0.1%	1.2%	54.4%	
Balance per trial balance						
Sundry receivable	(3,067)	325,971	476	8,871	392,856	725,107
Provision for Doubtful Debts	0	(428,045)	0	0	0	(428,045)
GST receivable	0	41,150	0	0	0	41,150
Accounts Receivable	0	0	0	0	0	124
LSL owed by Other Councils	0	(24,991)	0	0	0	(24,991)
FESA Control	0	(4,481)	0	0	0	(4,481)
Total receivables general outstanding	(3,067)	(90,396)	476	8,871	392,856	308,864
Amounts shown above include GST (where applicable)						

**KEY INFORMATION**  
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.

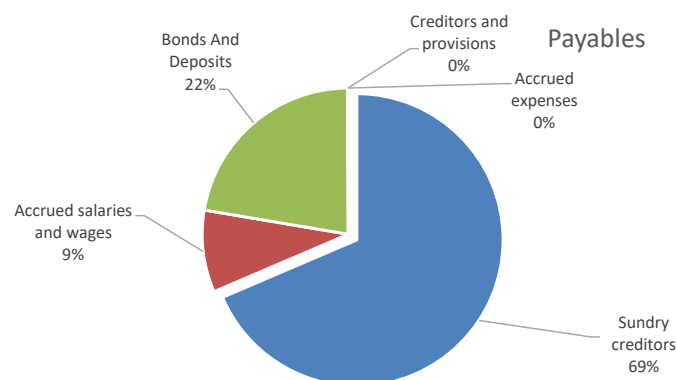


**SHIRE OF CARNARVON****NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY****FOR THE PERIOD ENDED 30 NOVEMBER 2024****Note 9****PAYABLES**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	317,026	15,672	0	0	332,698
Percentage	0%	95.3%	4.7%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors	0	313,963	15,672	0	0	329,635
Accrued salaries and wages	0	43,659	0	0	0	43,659
Bonds And Deposits	0	106,977	0	0	0	106,977
Creditors and provisions	0	(449)	0	0	0	(449)
Accrued expenses	0	0	0	0	0	0
<b>Total payables general outstanding</b>						<b>479,822</b>
<b>Amounts shown above include GST (where applicable)</b>						

**KEY INFORMATION**

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2024

OPERATING ACTIVITIES  
Note 10

RATE REVENUE

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Residential	0.098174	1,424	28,658,610	2,813,530	5,000	5,000	2,823,530	2,813,530	0	0	2,813,530
Commercial/Industrial	0.111138	278	16,703,888	1,856,437	5,000	5,000	1,866,437	1,857,898	0	-13,784	1,844,114
Special Use/Rural	0.110600	74	2,163,281	239,259		0	239,259	239,259	0	0	239,259
<b>Unimproved value</b>											
Mining	0.266372	48	1,814,671	483,378	20,000	0	503,378	483,378	0	0	483,378
Pastoral	0.127344	32	3,247,320	413,527	5,000	0	418,527	413,527	1,271	306	415,104
Intensive Horticultural	0.026491	170	24,798,000	656,924	5,000	5,000	666,924	656,923	0	0	656,923
<b>Sub-Total</b>		<b>2,026</b>	<b>77,385,770</b>	<b>6,463,054</b>	<b>40,000</b>	<b>15,000</b>	<b>6,518,055</b>	<b>6,464,515</b>	<b>1,271</b>	<b>(13,478)</b>	<b>6,452,308</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
Residential	1,322	260	2,299,557	343,720	0	0	343,720	343,720	0	0	343,720
Commercial/Industrial	1,322	56	370,938	74,032	0	0	74,032	72,710	0	0	72,710
Special Use/Rural	1,322	30	22,925	39,660	0	0	39,660	39,660	0	0	39,660
<b>Unimproved value</b>											
Mining	485	17	12,560	8,245	0	0	8,245	8,245	0	0	8,245
Pastoral	1,322	8	20,700	10,576	0	0	10,576	10,576	0	0	10,576
Intensive Horticultural	1,322			0	0	0	0	0	0	0	0
<b>Sub-total</b>		<b>371</b>	<b>2,726,680</b>	<b>476,233</b>	<b>0</b>	<b>0</b>	<b>476,233</b>	<b>474,911</b>	<b>0</b>	<b>0</b>	<b>474,911</b>
<b>Total general rates</b>		<b>2,397</b>	<b>80,112,450</b>	<b>6,939,287</b>	<b>40,000</b>	<b>15,000</b>	<b>6,994,288</b>	<b>6,939,426</b>	<b>1,271</b>	<b>(13,478)</b>	<b>6,927,219</b>
<b>Other Rates</b>	<b>Rate in \$ (cents)</b>										
SAR - GRV Coral Bay				311,100		0	311,100	332,978	0	0	332,978
Ex-gratia rates				7,665		0	7,665	6,017	0	0	6,017
Waivers				(1,500)		0	(1,500)	0	0	0	0
<b>Total specified area rates</b>				<b>317,265</b>		<b>0</b>	<b>317,265</b>	<b>338,995</b>	<b>0</b>	<b>0</b>	<b>338,995</b>
<b>Total Rates</b>							<b>7,311,553</b>	<b>7,278,422</b>	<b>1,271</b>	<b>(13,478)</b>	<b>7,266,214</b>

KEY INFORMATION

\* Rates were levied in September 2024

SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2024

OPERATING ACTIVITIES

Note 12

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Type	Adopted Budget	Current	YTD	YTD Revenue		
		Revenue	Budget	Budget	Actual	Variance	Comment
		\$	\$	\$	\$		
<b>General purpose funding</b>							
F.A.G. - General Purpose	Untied	519,280	519,280	259,640	318,577	58,937	
F.A.G. - Roads	Untied	164,650	164,650	82,326	82,325	(1)	
<b>Law, order, public safety</b>							
Bushfire Grant	Tied	229,500	229,500	76,500	16,897	(59,604)	
Other Grants - Sp-06	Tied	0	0	0	101,025	101,025	Fesa funding allocation
Grant For Beach Sign	Tied	16,178	16,178	0	0	0	
Emergency Svces Grant	Tied	50,000	50,000	20,835	18,013	(2,822)	
Grant - National Road Safety Week	Tied	30,000	30,000	0	0	0	
Grants And Contributions	Tied	138,915	138,915	34,729	0	(34,729)	CESM reimbursement to be invoiced
Grant-Emergency Risk Management (Aware)	Tied	13,500	13,500	0	0	0	
<b>Health</b>							
Grants (Mosquito Funding)	Tied	5,200	5,200	2,165	2,180	15	
<b>Education and welfare</b>							
Seniors Grant (Income)	Tied	1,000	1,000	415	3,000	2,585	
Other Grant Income- Youth Services	Tied	140,000	140,000	52,500	46,360	(6,140)	
Department Of Communities Grant- Community Connectors - Night Patrol	Tied	228,000	228,000	228,000	228,000	0	
Department Of Communities Grant- Mayu Mia	Tied	182,442	182,442	91,222	46,360	(44,862)	
Grants- Early Years	Tied	30,000	30,000	12,500	0	(12,500)	
<b>Community amenities</b>							
Grants - Protection Of The Environment	Tied	300,720	300,720	0	0	0	Mesquite eradication funding
Town Planning Grants	Tied	114,100	114,100	0	0	0	Structure Plan - Carnarvon
Grant For Charmap Development	Tied	250,000	250,000	0	0	0	
Grant -Coral Bay Settlement Structure Plan	Tied	274,143	274,143	0	0	0	Structure Plan
<b>Recreation and culture</b>							
Grant - Pelican Pt. Sand Drift & Erosion Project - Dph Coastwest Program	Untied	35,701	35,701	14,875	0	(14,875)	
Art Gallery Grants	Tied	68,000	68,000	68,000	58,000	(10,000)	
Grants Library	Tied	3,000	3,000	1,250	2,959		
Grant - Outdoor Active Recreation Program	Tied	41,050	41,050	41,050	15,000	(26,050)	
Other Culture - Grants And Other Contributions	Tied	174,015	202,515	84,380	46,000	(38,380)	
Volunteering Wa Project	Tied	46,500	46,500	46,500	23,250	(23,250)	
<b>Transport</b>							
Grant - Drfwa Agrn 951	Tied	58,000	58,000	0	0	0	Flood Damage funding
Grant - Drfwa Agrn 1021	Tied	42,000	42,000	0	0	0	Flood Damage funding
Grant- Drfwa Agrn 1118	Tied	3,269,000	3,269,000	0	0	0	Flood Damage funding
Grant - Improving Flood Preparedness Project	Untied	1,090,580	1,090,580	213,526	31,580	(181,946)	
Mrwa Direct Grant	Untied	507,452	507,452	507,452	507,452	0	
Mrwa Streetlighting Contribution	Untied	24,200	24,200	0	0	0	To be invoiced
Mrwa Robinson Street Sweeping Contribution	Untied	10,000	10,000	10,000	0	(10,000)	To be invoiced
Mrwa Verge Mtnc Contribution	Untied	16,500	16,500	0	0	0	To be invoiced
<b>Economic services</b>							
Other Grants & Contributi	Untied	40,000	67,144	27,975	27,395	(580)	
Econ Dev - Other Income	Untied	25,000	25,000	10,415	0	(10,415)	
V.C. Other Income	Untied	0	0	0	1,352	1,352	
		8,138,626	8,194,270	1,886,255	1,575,725	(312,240)	

**SHIRE OF CARNARVON**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

**FINANCING ACTIVITIES**

**Note 13**

**BORROWINGS**

**Repayments - borrowings**

Information on borrowings			Principal		Principal		Principal		Interest		
			New Loans		Repayments		Outstanding		Repayments		
Particulars	Loan No.	1 July 2024	YTD Actual	Full Year Budget	YTD Actual	Original Budget	YTD Actual	Original Budget	YTD Actual	Original Budget	Current Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing											
RED House	221	-	500,000	500,000	-	(7,240)	-	492,760	-	(13,047)	(13,047)
Transport											
Airport Corrective works	216	125,573	-	0	(24,360)	(49,091)	101,213	76,482	(1,520)	(3,063)	(3,063)
Plant and Equipment	217	1,470,104	-	0	-	(245,199)	1,470,104	1,224,905	2,895	(50,566)	(50,566)
Other property and services											
Heavy Plant	219	760,000	-	0	(47,046)	(95,112)	807,046	664,888	(14,295)	(24,730)	(24,730)
Light Fleet	220	236,000	-	0	(21,427)	(43,311)	257,427	192,689	2,195	(7,392)	(7,392)
Heavy Plant		0	-	365,000	-	-	-	365,000	-	-	-
Total		2,591,677	500,000	865,000	(92,833)	(439,953)	2,635,790	3,016,724	(10,724)	(98,797)	(98,797)
Current borrowings		432,714					339,880				
Non-current borrowings		2,158,964					2,658,964				
		2,591,677					2,998,844				

Loan Repayments are 6 monthly and are financed by general purpose revenue.

**New borrowings 2024-25**

The Council has approved borrowings in the Budget of \$865,000

**Unspent borrowings**

The Shire had no unspent debenture funds as at 30th June 2024, nor is it expected to have unspent funds as at 30th June 2025.

**KEY INFORMATION**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing expense including leases is included as part of the carrying amount of the loans and borrowings.

## SHIRE OF CARNARVON

### NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 NOVEMBER 2024

### FINANCING ACTIVITIES

#### NOTE 14

### LEASE LIABILITIES

#### Movement in carrying amounts

Information on leases		New Leases			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2024	YTD Actual	Full Year Budget	YTD Actual	Full Year Budget	YTD Actual	Full Year Budget	YTD Actual	Full Year Budget
Particulars	Lease No.	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Other property and services</b>										
Various Plant & Furniture & Equipment		206,481	0	33,979	(98,489)	(162,813)	107,992	77,647	(2,182)	(4,727)
<b>Total</b>		206,481	0	33,979	(98,489)	(162,813)	107,992	77,647	(2,182)	(4,727)
Current lease liabilities		137,938					39,449			
Non-current lease liabilities		68,543					68,543			
		206,481					107,992			

All lease repayments were financed by general purpose revenue.

New Actual Leases includes IT equipment.

#### KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

**SHIRE OF CARNARVON**  
**FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2024**

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The Shire of Carnarvon conducts the operations of a local government with the following community vision:

*Unity, Humanity, Nature*

*A connected community across leaders, cultures and generations*

*A future for every young person*

*A job-rich economy, built on local strengths*

*A still-natural environment, looked after and used*

*The Shire of Carnarvon acknowledges the Yingarrda people as the Traditional Custodians of this land which we work and live on. We pay our respects to their Elders past, present and emerging and extend this respect to all Aboriginal people and their ongoing connection to this Country.*

Principal place of business:  
 3 Francis Street  
 Carnarvon WA 6701



**SHIRE OF CARNARVON  
FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024**

*Local Government Act 1995  
Local Government (Financial Management) Regulations 1996*

**STATEMENT BY CEO**

The attached draft financial report of the Shire of Carnarvon has been prepared in compliance with the provisions of the *Local Government Act 1995* from proper accounts and records to present fairly the financial transactions for the reporting period ended 30 June 2024 and the financial position as at 30 June 2024.

At the date of signing this statement the particulars included in the financial report are not misleading or inaccurate.

Signed on the 9<sup>th</sup> day of December 2024

  
\_\_\_\_\_  
Chief Executive Officer

Amanda Dexter  
\_\_\_\_\_  
Name of Chief Executive Officer



**SHIRE OF CARNARVON**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**FOR THE YEAR ENDED 30 JUNE 2024**

	NOTE	2024 Actual	2024 Budget	2023 Actual
		\$	\$	\$
<b>Revenue</b>				
Rates	2(a),25	7,155,122	6,955,265	6,679,100
Grants, subsidies and contributions	2(a)	11,322,024	7,564,910	16,989,565
Fees and charges	2(a)	3,416,150	3,561,650	3,586,416
Interest revenue	2(a)	474,245	130,000	149,660
Other revenue	2(a)	539,827	300,694	498,560
		22,907,368	18,512,519	27,903,301
<b>Expenses</b>				
Employee costs	2(b)	(9,038,311)	(7,991,365)	(8,141,450)
Materials and contracts		(10,091,204)	(13,510,057)	(14,226,124)
Utility charges		(891,068)	(915,163)	(870,095)
Depreciation		(9,134,944)	(8,334,555)	(8,555,020)
Finance costs	2(b)	(113,496)	(109,113)	(56,272)
Insurance		(684,264)	(595,713)	(553,806)
Other expenditure	2(b)	(784,323)	(414,819)	(363,738)
		(30,737,610)	(31,870,785)	(32,766,505)
		(7,830,242)	(13,358,266)	(4,863,204)
Capital grants, subsidies and contributions	2(a)	5,006,311	9,276,105	3,988,473
Profit on asset disposals		13,006	36,296	16,426
Loss on impairment of asset		(9,961)	(58,000)	0
Fair value adjustments to financial assets at fair value through profit or loss	4	2,942	0	6,451
		5,012,298	9,254,401	4,011,350
<b>Net result for the period</b>		<b>(2,817,944)</b>	<b>(4,103,865)</b>	<b>(851,854)</b>
<b>Other comprehensive loss for the period</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	9(a), 16	0	0	(31,699,108)
<b>Total other comprehensive loss for the period</b>	16	<b>0</b>	<b>0</b>	<b>(31,699,108)</b>
<b>Total comprehensive loss for the period</b>		<b>(2,817,944)</b>	<b>(4,103,865)</b>	<b>(32,550,962)</b>

This statement is to be read in conjunction with the accompanying notes.

**William Buck Audit (WA) Pty Ltd**

**SHIRE OF CARNARVON  
STATEMENT OF FINANCIAL POSITION  
AS AT 30 JUNE 2024**

	NOTE	2024 \$	2023 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	13,493,183	11,951,376
Trade and other receivables	5	1,872,166	2,311,438
Inventories	6	54,228	35,957
Other assets	7	303,327	824,435
<b>TOTAL CURRENT ASSETS</b>		<b>15,722,904</b>	<b>15,123,206</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables	5	147,798	126,999
Other financial assets	4	145,549	142,607
Property, plant and equipment	8(a)	32,309,641	32,323,846
Infrastructure	9(a)	273,025,842	274,284,942
Right-of-use assets	11(a)	204,457	516,684
<b>TOTAL NON-CURRENT ASSETS</b>		<b>305,833,287</b>	<b>307,395,078</b>
<b>TOTAL ASSETS</b>		<b>321,556,191</b>	<b>322,518,284</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	12	2,482,986	1,413,625
Other liabilities	13	2,307,126	1,987,080
Lease liabilities	11(b)	137,938	351,698
Borrowings	14	432,714	283,785
Employee related provisions	15	1,033,082	998,516
<b>TOTAL CURRENT LIABILITIES</b>		<b>6,393,846</b>	<b>5,034,704</b>
<b>NON-CURRENT LIABILITIES</b>			
Lease liabilities	11(b)	68,543	194,510
Borrowings	14	2,158,964	1,595,677
Employee related provisions	15	136,395	77,006
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>2,363,902</b>	<b>1,867,193</b>
<b>TOTAL LIABILITIES</b>		<b>8,757,748</b>	<b>6,901,897</b>
<b>NET ASSETS</b>		<b>312,798,443</b>	<b>315,616,387</b>
<b>EQUITY</b>			
Retained surplus		56,138,535	59,027,588
Reserve accounts	28	3,969,258	3,898,149
Revaluation surplus	16	252,690,650	252,690,650
<b>TOTAL EQUITY</b>		<b>312,798,443</b>	<b>315,616,387</b>

This statement is to be read in conjunction with the accompanying notes.

**William Buck Audit (WA) Pty Ltd**

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**SHIRE OF CARNARVON  
STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2024**

	NOTE	RETAINED SURPLUS \$	RESERVE ACCOUNTS \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
<b>Balance as at 1 July 2022</b>		<b>60,893,021</b>	<b>2,884,570</b>	<b>284,389,758</b>	<b>348,167,349</b>
Comprehensive income for the period					
Net result for the period		(851,854)	0	0	(851,854)
Other comprehensive loss for the period	16	0	0	(31,699,108)	(31,699,108)
Total comprehensive loss for the period		(851,854)	0	(31,699,108)	(32,550,962)
Transfers from reserve accounts	28	2,320,459	(2,320,459)	0	0
Transfers to reserve accounts	28	(3,334,038)	3,334,038	0	0
<b>Balance as at 30 June 2023</b>		<b>59,027,588</b>	<b>3,898,149</b>	<b>252,690,650</b>	<b>315,616,387</b>
Comprehensive income for the period					
Net result for the period		(2,817,944)	0	0	(2,817,944)
Total comprehensive loss for the period		(2,817,944)	0	0	(2,817,944)
Transfers from reserve accounts	28	494,933	(494,933)	0	0
Transfers to reserve accounts	28	(566,042)	566,042	0	0
<b>Balance as at 30 June 2024</b>		<b>56,138,535</b>	<b>3,969,258</b>	<b>252,690,650</b>	<b>312,798,443</b>

This statement is to be read in conjunction with the accompanying notes.

**William Buck Audit (WA) Pty Ltd**

**SHIRE OF CARNARVON  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30 JUNE 2024**

	NOTE	2024 Actual \$	2023 Actual \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>			
Rates		6,929,170	6,491,701
Grants, subsidies and contributions		11,746,686	15,739,935
Fees and charges		3,796,789	3,550,899
Interest revenue		474,245	149,660
Goods and services tax received		607,647	612,788
Other revenue		539,827	498,560
		24,094,364	27,043,543
<b>Payments</b>			
Employee costs		(9,209,189)	(7,745,088)
Materials and contracts		(8,310,019)	(16,694,056)
Utility charges		(891,068)	(870,095)
Finance costs		(113,496)	(56,272)
Insurance paid		(684,264)	(553,806)
Goods and services tax paid		(551,905)	(753,189)
Other expenditure		(784,323)	(377,680)
		(20,544,264)	(27,050,186)
<b>Net cash provided by (used in) operating activities</b>	17(b)	3,550,100	(6,643)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payments for purchase of property, plant & equipment	8(a)	(1,453,696)	(1,630,625)
Payments for construction of infrastructure	9(a)	(6,124,286)	(5,310,011)
Capital grants, subsidies and contributions		5,165,585	3,004,485
Proceeds from sale of property, plant & equipment		34,871	22,427
<b>Net cash provided by (used in) investing activities</b>		(2,377,526)	(3,913,724)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Repayment of borrowings	27(a)	(283,784)	(161,000)
Payments for principal portion of lease liabilities	27(d)	(342,983)	(330,980)
Proceeds from new borrowings	27(a)	996,000	1,821,053
<b>Net cash provided by (used in) financing activities</b>		369,233	1,329,073
<b>Net increase (decrease) in cash held</b>		1,541,807	(2,591,294)
Cash at beginning of year		11,951,376	14,542,670
<b>Cash and cash equivalents at the end of the year</b>	17(a)	13,493,183	11,951,376

This statement is to be read in conjunction with the accompanying notes.

**William Buck Audit (WA) Pty Ltd**

SHIRE OF CARNARVON  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE YEAR ENDED 30 JUNE 2024

	NOTE	2024 Actual \$	2024 Budget \$	2023 Actual \$
<b>OPERATING ACTIVITIES</b>				
Revenue from operating activities				
General rates	25	6,843,155	6,669,732	6,389,423
Rates excluding general rates	25	311,967	285,533	289,677
Grants, subsidies and contributions		11,322,024	7,564,910	16,989,565
Fees and charges		3,416,150	3,561,650	3,586,416
Interest revenue		474,245	130,000	149,660
Other revenue		539,827	300,694	498,560
Profit on asset disposals		13,006	36,296	16,426
Fair value adjustments to financial assets at fair value through profit or loss	4	2,942	0	6,451
		<u>22,923,316</u>	<u>18,548,815</u>	<u>27,926,178</u>
Expenditure from operating activities				
Employee costs		(9,038,311)	(7,991,365)	(8,141,450)
Materials and contracts		(10,091,204)	(13,510,057)	(14,226,124)
Utility charges		(891,068)	(915,163)	(870,095)
Depreciation		(9,134,944)	(8,334,555)	(8,555,020)
Finance costs		(113,496)	(109,113)	(56,272)
Insurance		(684,264)	(595,713)	(553,806)
Other expenditure		(784,323)	(414,819)	(363,738)
Loss on asset disposals		(9,961)	(58,000)	0
		<u>(30,747,571)</u>	<u>(31,928,785)</u>	<u>(32,766,505)</u>
Non-cash amounts excluded from operating activities	26(a)	9,202,113	8,356,259	8,687,827
<b>Amount attributable to operating activities</b>		<u>1,377,858</u>	<u>(5,023,711)</u>	<u>3,847,500</u>
<b>INVESTING ACTIVITIES</b>				
Inflows from investing activities				
Capital grants, subsidies and contributions		5,006,311	9,276,105	3,988,473
Proceeds from disposal of assets		34,871	98,636	22,427
		<u>5,041,182</u>	<u>9,374,741</u>	<u>4,010,900</u>
Outflows from investing activities				
Purchase of property, plant and equipment	8(a)	(1,453,696)	(3,748,283)	(1,630,625)
Purchase and construction of infrastructure	9(a)	(6,124,286)	(10,879,813)	(5,310,011)
		<u>(7,577,982)</u>	<u>(14,628,096)</u>	<u>(6,940,636)</u>
<b>Amount attributable to investing activities</b>		<u>(2,536,800)</u>	<u>(5,253,355)</u>	<u>(2,929,736)</u>
<b>FINANCING ACTIVITIES</b>				
Inflows from financing activities				
Proceeds from borrowings	27(a)	996,000	1,996,000	1,821,053
Transfers from reserve accounts	28	494,933	1,045,702	2,320,459
		<u>1,490,933</u>	<u>3,041,702</u>	<u>4,141,512</u>
Outflows from financing activities				
Repayment of borrowings	27(a)	(283,784)	(283,785)	(161,000)
Payments for principal portion of lease liabilities	27(d)	(342,983)	(351,698)	(330,980)
Transfers to reserve accounts	28	(566,042)	(329,962)	(3,334,038)
		<u>(1,192,809)</u>	<u>(965,445)</u>	<u>(3,826,018)</u>
<b>Amount attributable to financing activities</b>		<u>298,124</u>	<u>2,076,257</u>	<u>315,494</u>
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>				
Surplus or deficit at the start of the financial year	26(b)	7,824,352	8,200,809	6,591,094
Amount attributable to operating activities		1,377,858	(5,023,711)	3,847,500
Amount attributable to investing activities		(2,536,800)	(5,253,355)	(2,929,736)
Amount attributable to financing activities		298,124	2,076,257	315,494
<b>Surplus or deficit after imposition of general rates</b>	26(b)	<u>6,963,534</u>	<u>0</u>	<u>7,824,352</u>

This statement is to be read in conjunction with the accompanying notes.

**William Buck Audit (WA) Pty Ltd**

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**SHIRE OF CARNARVON  
FOR THE YEAR ENDED 30 JUNE 2024  
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## SHIRE OF CARNARVON NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2024

### 1. BASIS OF PREPARATION

The financial report of the Shire of Carnarvon which is a Class 2 local government comprises general purpose financial statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

#### Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the *Local Government Act 1995*, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 *Leases* which would have required the Shire to measure any vested improvements at zero cost.

The *Local Government (Financial Management) Regulations 1996* provide

that:

- land and buildings classified as property, plant and equipment;
  - or - infrastructure; or
  - vested improvements that the local government controls;
- and measured at reportable value, are only required to be revalued every five years. Revaluing these non-financial assets every five years is a departure from AASB 116 *Property, Plant and Equipment*, which would have required the Shire to assess at each reporting date whether the carrying amount of the above mentioned non-financial assets materially differs from their fair value and, if so, revalue the class of non-financial assets.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

#### Critical accounting estimates and judgements

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying amounts of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
    - Property, plant and equipment - note 8
    - Infrastructure - note 9
  - Expected credit losses on financial assets - note 5
  - Measurement of employee benefits - note 15
- Fair value hierarchy information can be found in note 23

#### The local government reporting entity

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 29 of the financial report.

#### Initial application of accounting standards

During the current year, the following new or revised Australian Accounting Standards and Interpretations were applied for the first time.

- AASB 2021-2 *Amendments to Australian Accounting Standards*
  - *Disclosure of Accounting Policies or Definition of Accounting Estimates*

This standard resulted in terminology changes relating to material accounting policies (formerly referred to as significant accounting policies).

#### New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- AASB 2014-10 *Amendments to Australian Accounting Standards*
  - *Sale or Contribution of Assets between an Investor and its Associate or Joint Venture*
- AASB 2020-1 *Amendments to Australian Accounting Standards*
  - *Classification of Liabilities as Current or Non-current*
- AASB 2021-7c *Amendments to Australian Accounting Standards*
  - *Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]*
- AASB 2022-5 *Amendments to Australian Accounting Standards*
  - *Lease Liability in a Sale and Leaseback*
- AASB 2022-6 *Amendments to Australian Accounting Standards*
  - *Non-current Liabilities with Covenants*

These amendments are not expected to have any material impact on the financial report on initial application.

- AASB 2022-10 *Amendments to Australian Accounting Standards*
  - *Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities*

These amendment may result in changes to the fair value of non-financial assets. The impact is yet to be quantified.

- AASB 2023-1 *Amendments to Australian Accounting Standards*
  - *Supplier Finance Arrangements*

These amendments may result in additional disclosures in the case

**SHIRE OF CARNARVON**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
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**2. REVENUE AND EXPENSES**

**(a) Revenue**

**Contracts with customers**

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Timing of revenue recognition
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions with no contract commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable	Not applicable	When assets are controlled
Fees and Charges -Property hire and entry	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled Refunds limited to exceptional circumstances - not usually provided	On payment
Fees and Charges - Memberships	Gym and pool membership	Over time	Payment in full in advance		On payment and issue of access card
Fees and charges for other goods and services	Cemetery services, library fees, rental income, reinstatements and private works	Single point in time	Payment in full in advance	None	Output method based on provision of service or completion of works
Fees and Charges -Sale of stock	Aviation fuel, Diesel fuel and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Output method based on goods
Other Revenue - Reimbursements	On- charge of expenses & Insurance claims	Single point in time	Payment in arrears for claimable event	None	When claim is agreed

Consideration from contracts with customers is included in the transaction price.

**Revenue Recognition**

Revenue recognised during the year under each basis of recognition by nature of goods or services is provided in the table below:

**For the year ended 30 June 2024**

Nature	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	7,155,122	0	7,155,122
Grants, subsidies and contributions	11,322,024	0	0	0	11,322,024
Fees and charges	3,416,150	0	0	0	3,416,150
Interest revenue	0	0	0	474,245	474,245
Other revenue	539,827	0	0	0	539,827
Capital grants, subsidies and contributions	0	5,006,311	0	0	5,006,311
<b>Total</b>	<b>15,278,001</b>	<b>5,006,311</b>	<b>7,155,122</b>	<b>474,245</b>	<b>27,913,679</b>

**For the year ended 30 June 2023**

Nature	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	6,679,100	0	6,679,100
Grants, subsidies and contributions	16,989,565	0	0	0	16,989,565
Fees and charges	3,586,416	0	0	0	3,586,416
Interest revenue	0	0	0	149,660	149,660
Other revenue	498,560	0	0	0	498,560
Capital grants, subsidies and contributions	0	3,988,473	0	0	3,988,473
<b>Total</b>	<b>21,074,541</b>	<b>3,988,473</b>	<b>6,679,100</b>	<b>149,660</b>	<b>31,891,774</b>



**SHIRE OF CARNARVON**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
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**2. REVENUE AND EXPENSES (Continued)**

**(a) Revenue (Continued)**

	<b>Note</b>	<b>2024 Actual \$</b>	<b>2023 Actual \$</b>
<b>Interest revenue</b>			
Interest on reserve account funds		157,081	25,138
Other interest revenue		317,164	124,522
		<u>474,245</u>	<u>149,660</u>

**Fees and charges relating to rates receivable**

Charges on instalment plan		8,177	7,392
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The 2024 original budget estimate in relation to:  
Charges on instalment plan was \$7,500.

**(b) Expenses**

**Auditors remuneration**

- Audit of the Annual Financial Report		50,000	40,700
- Other services – Grant acquittals		5,700	5,850
- Other services – Regulation 17 review		12,000	0
		<u>67,700</u>	<u>46,550</u>

**Employee Costs**

Employee benefit costs		8,680,759	7,917,314
Other employee costs		357,552	224,136
		<u>9,038,311</u>	<u>8,141,450</u>

**Finance costs**

Interest and financial charges paid/payable for lease liabilities and financial liabilities not at fair value through profit or loss	27(a)(d)	113,496	56,272
		<u>113,496</u>	<u>56,272</u>

**Other expenditure**

Impairment losses on rates and statutory receivables		138,749	12,766
Impairment losses on trade receivables		286,748	13,942
Donations - Community growth fund		89,419	81,502
Councillor Allowances	20(a)	211,164	199,388
Sundry expenses		58,243	56,140
		<u>784,323</u>	<u>363,738</u>

**SHIRE OF CARNARVON**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
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**3. CASH AND CASH EQUIVALENTS**

	Note	2024 \$	2023 \$
Cash at bank and on hand		13,493,183	11,951,376
<b>Total cash and cash equivalents</b>	17(a)	13,493,183	11,951,376
Held as			
- Unrestricted cash and cash equivalents		7,217,209	6,093,109
- Restricted cash and cash equivalents	17(a)	6,275,974	5,858,267
		13,493,183	11,951,376

**MATERIAL ACCOUNTING POLICIES**

**Cash and cash equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

**Restricted financial assets**

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserve accounts, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement and for which no liability has been recognised.

**4. OTHER FINANCIAL ASSETS**

	2024 \$	2023 \$
<b>Non-current assets</b>		
Financial assets at fair value through profit or loss	145,549	142,607
<b>Financial assets at fair value through profit or loss</b>	145,549	142,607
Units in Local Government House Trust - opening balance	142,607	136,156
Movement attributable to fair value increment	2,942	6,451
Units in Local Government House Trust - closing balance	145,549	142,607

Fair value of financial assets at fair value through profit or loss is determined from the net asset value of the units held in the Trust at balance date as compiled by WALGA.

**MATERIAL ACCOUNTING POLICIES**

**Other financial assets at amortised cost**

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 23 (i)) due to the observable market rates).

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

**Financial assets at fair value through profit or loss**

The Shire has elected to classify the following financial assets at fair value through profit or loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Shire has elected to recognise as fair value gains and losses through profit or loss.

**Impairment and risk**

Information regarding impairment and exposure to risk can be found at Note 21.

**SHIRE OF CARNARVON**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**5. TRADE AND OTHER RECEIVABLES**

Note	2024	2023
	\$	\$
<b>Current</b>		
Rates and statutory receivables	1,483,133	1,087,750
Trade receivables	614,849	991,775
Other receivables	34,034	28,787
GST receivable	156,816	212,558
Receivables for employee related provisions	8,451	11,377
Allowance for credit losses of rates and statutory receivables	(134,384)	0
Allowance for credit losses of trade receivables	(293,616)	(20,809)
Other receivables Accrued Interest	2,883	0
	1,872,166	2,311,438
<b>Non-current</b>		
Rates and statutory receivables	113,317	92,518
LSL Receivable	34,481	34,481
	147,798	126,999

**Disclosure of opening and closing balances related to contracts with customers**

Information about receivables from contracts with customers along with financial assets and associated liabilities arising from transfers to enable the acquisition or construction of recognisable non financial assets is:

Note	30 June 2024 Actual	30 June 2023 Actual	1 July 2022 Actual
	\$	\$	\$
Trade and other receivables from contracts with customers	611,749	963,643	350,905
Contract assets	303,327	824,435	0
Allowance for credit losses of trade receivables	(293,616)	(20,809)	(6,868)
Total trade and other receivables from contracts with customers	621,460	1,767,269	344,037

**MATERIAL ACCOUNTING POLICIES**

**Rates and statutory receivables**

Rates and statutory receivables are non-contractual receivables arising from statutory requirements and include amounts due from ratepayers for unpaid rates and service charges and other statutory charges or fines.

Rates and statutory receivables are recognised when the taxable event has occurred and can be measured reliably.

**Trade receivables**

Trade receivables are amounts receivable from contractual arrangements with customers for goods sold, services performed or grants or contributions with sufficiently specific performance obligations as part of the ordinary course of business.

**Other receivables**

Other receivables are amounts receivable from contractual arrangements with third parties other than contracts with customers including grants for the construction of recognisable non financial assets.

**Measurement**

Trade and other receivables are recognised initially at the amount of the transaction price, unless they contain a significant financing component, and are to be recognised at fair value.

**Classification and subsequent measurement**

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

**Impairment and risk exposure**

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 21.

**SHIRE OF CARNARVON**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
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**6. INVENTORIES**

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
<b>Current</b>		
Fuel and materials	15,175	2,193
Visitor centre stock	39,053	33,764
	<b>54,228</b>	<b>35,957</b>
The following movements in inventories occurred during the year:		
<b>Balance at beginning of year</b>	35,957	27,397
Inventories expensed during the year	(232,552)	(58,611)
Additions to inventory	250,823	67,171
<b>Balance at end of year</b>	<b>54,228</b>	<b>35,957</b>

**MATERIAL ACCOUNTING POLICIES**

**General**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**SHIRE OF CARNARVON  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024**

**7. OTHER ASSETS**

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
<b>Other assets - current</b>		
Contract assets	303,327	824,435
	<b>303,327</b>	<b>824,435</b>

**MATERIAL ACCOUNTING POLICIES**

**Contract assets**

Contract assets primarily relate to the Shire's right to consideration for work completed but not billed at the end of the period.

**SHIRE OF CARNARVON  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024**

**8. PROPERTY, PLANT AND EQUIPMENT**

**(a) Movements in Balances**

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land	Buildings - specialised	Buildings - non-specialised	Total land and buildings	Furniture and equipment	Plant and equipment	Total property, plant and equipment
	\$	\$	\$		\$	\$	\$
<b>Balance at 1 July 2022</b>	5,343,500	23,113,202	1,452,191	29,908,893	273,386	1,856,967	32,039,246
Additions	0	774,501	90,065	864,566	44,919	721,140	1,630,625
Disposals	0	0	0	0	0	(6,002)	(6,002)
Depreciation	0	(944,074)	(29,760)	(973,834)	(48,290)	(317,899)	(1,340,023)
<b>Balance at 30 June 2023</b>	5,343,500	22,943,629	1,512,496	29,799,625	270,015	2,254,206	32,323,846
<b>Comprises:</b>							
Gross balance amount at 30 June 2023	5,343,500	25,753,546	1,601,300	32,698,346	478,306	3,360,266	36,536,918
Accumulated depreciation at 30 June 2023	0	(2,809,917)	(88,804)	(2,898,721)	(208,291)	(1,106,060)	(4,213,072)
<b>Balance at 30 June 2023</b>	5,343,500	22,943,629	1,512,496	29,799,625	270,015	2,254,206	32,323,846
Additions	0	500,931	0	500,931	54,183	898,582	1,453,696
Disposals	0	0	0	0	0	(31,826)	(31,826)
Depreciation	0	(981,458)	(36,667)	(1,018,125)	(50,930)	(367,020)	(1,436,075)
<b>Balance at 30 June 2024</b>	5,343,500	22,463,102	1,475,829	29,282,431	273,268	2,753,942	32,309,641
<b>Comprises:</b>							
Gross balance amount at 30 June 2024	5,343,500	26,254,477	1,601,300	33,199,277	532,489	4,144,648	37,876,414
Accumulated depreciation at 30 June 2024	0	(3,791,375)	(125,471)	(3,916,846)	(259,221)	(1,390,706)	(5,566,773)
<b>Balance at 30 June 2024</b>	5,343,500	22,463,102	1,475,829	29,282,431	273,268	2,753,942	32,309,641

**SHIRE OF CARNARVON  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024**

**8. PROPERTY, PLANT AND EQUIPMENT (Continued)**

**(b) Carrying Value Measurements**

<b>Asset Class</b>	<b>Fair Value Hierarchy</b>	<b>Valuation Technique</b>	<b>Basis of Valuation</b>	<b>Date of Last Valuation</b>	<b>Inputs Used</b>
<b>(i) Fair Value</b>					
<b>Land and buildings</b>					
Land	2	Market approach using recent observable or estimated market data for similar properties.	Independent Valuation	June 2020	Price per hectare/market borrowing rate
Buildings - specialised	3	Cost approach using current replacement cost.	Independent Valuation	June 2020	Construction costs and current conditions (level 2), residual values and remaining useful life assessments (level 3) inputs
Buildings - non- specialised	2	Market approach using recent observable or estimated market data for similar properties.	Independent Valuation	June 2020	Observable or estimated open market values / price per square metre
Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.					
During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.					
<b>(ii) Cost</b>					
<b>Furniture and equipment</b>	N/A	Cost	Not Applicable		Not Applicable
<b>Plant and equipment</b>	N/A	Cost	Not Applicable		Not Applicable

SHIRE OF CARNARVON  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024

9. INFRASTRUCTURE

(a) Movements in Balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - roads	Other infrastructure drainage	Other infrastructure bridges	Other infrastructure footpaths	Other infrastructure parks and ovals	Other infrastructure carparks	Other infrastructure	Other infrastructure airport	Other infrastructure - works in progress	Other infrastructure levee system	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Balance at 1 July 2022</b>	224,821,592	22,108,235	7,009,676	9,410,585	13,518,526	626,814	11,124,628	10,744,609	0	8,202,600	307,567,265
Additions	2,995,573	264,069	0	0	613,585	233,276	656,055	506,624	40,829	0	5,310,011
Revaluation increments / (decrements) transferred to revaluation surplus	(62,521,054)	17,777,547	2,177,582	(4,434,120)	0	(155,564)	(1,321,306)	2,875,284	0	13,902,523	(31,699,108)
Depreciation	(4,949,657)	(313,274)	(152,000)	(204,319)	(297,737)	(20,227)	(258,540)	(655,622)	0	(41,850)	(6,893,226)
Transfers	132,191	0	(1,097,676)	0	(13,834,374)	(132,191)	14,835,351	(2,968,005)	96,699	2,968,005	0
<b>Balance at 30 June 2023</b>	160,478,645	39,836,577	7,937,582	4,772,146	0	552,108	25,036,188	10,502,890	137,528	25,031,278	274,284,942
<b>Comprises:</b>											
Gross balance at 30 June 2023	237,562,816	77,092,721	10,242,042	11,177,600	0	803,250	42,324,783	16,705,680	137,528	49,681,203	445,727,623
Accumulated depreciation at 30 June 2023	(77,084,171)	(37,256,144)	(2,304,460)	(6,405,454)	0	(251,142)	(17,288,595)	(6,202,790)	0	(24,649,925)	(171,442,681)
<b>Balance at 30 June 2023</b>	160,478,645	39,836,577	7,937,582	4,772,146	0	552,108	25,036,188	10,502,890	137,528	25,031,278	274,284,942
Additions	4,097,402	357,935	0	245,250	0	0	1,401,056	22,643	0	0	6,124,286
Depreciation	(3,926,169)	(995,502)	(134,024)	(224,091)	0	(44,122)	(753,044)	(1,058,028)	0	(248,406)	(7,383,386)
Transfers	0	0	0	40,829	0	0	96,699	0	(137,528)	0	0
<b>Balance at 30 June 2024</b>	160,649,878	39,199,010	7,803,558	4,834,134	0	507,986	25,780,899	9,467,505	0	24,782,872	273,025,842
<b>Comprises:</b>											
Gross balance at 30 June 2024	241,660,218	77,450,656	10,242,042	11,463,679	0	803,250	43,822,538	16,728,323	0	49,681,203	451,851,909
Accumulated depreciation at 30 June 2024	(81,010,340)	(38,251,646)	(2,438,484)	(6,629,545)	0	(295,264)	(18,041,639)	(7,260,818)	0	(24,898,331)	(178,826,067)
<b>Balance at 30 June 2024</b>	160,649,878	39,199,010	7,803,558	4,834,134	0	507,986	25,780,899	9,467,505	0	24,782,872	273,025,842

The revaluation movements in 2022-23 reflect movements to unit rates of assets since the last valuation was performed in 2018 and revised assessments of assets' useful lives by the independent valuer. In addition, there is an impact of the differences in the valuation methodologies used in the 2018 and 2023 valuations as these were performed by different valuers.



SHIRE OF CARNARVON  
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9. INFRASTRUCTURE (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Infrastructure - roads	3	Cost approach using current replacement cost (Gross revaluation method)	Management Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Other infrastructure drainage	3	Cost approach using current replacement cost (Gross revaluation method)	Management Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Other infrastructure bridges	3	Cost approach using current replacement cost (Gross revaluation method)	Management Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Other infrastructure footpaths	3	Cost approach using current replacement cost (Gross revaluation method)	Management Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Other infrastructure parks and ovals	3	Cost approach using current replacement cost (Gross revaluation method)	Independent Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Other infrastructure carparks	3	Cost approach using current replacement cost (Gross revaluation method)	Independent Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Other infrastructure	3	Cost approach using current replacement cost (Gross revaluation method)	Independent Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Other infrastructure airport	3	Cost approach using current replacement cost (Gross revaluation method)	Independent Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Other infrastructure levee system	3	Cost approach using current replacement cost (Gross revaluation method)	Independent Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

**SHIRE OF CARNARVON**  
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**10. FIXED ASSETS**

**(a) Depreciation rates**

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

<b>Asset Class</b>	<b>Useful life</b>
Buildings	10 to 80 years
Furniture and equipment	1 to 25 years
Plant and equipment	1 to 25 years
Sealed roads and streets	
- formation	Not depreciated
- pavement	50 years
Seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
- formation	Not depreciated
- pavement	50 years
- gravel sheet	12 years
Formed roads	
- clearing and earthworks	Not depreciated
- construction/roadbase	50 years
Infrastructure - Footpaths	50 to 90 years
Infrastructure - Drainage	20 to 75 years
Infrastructure - Parks & Ovals	10 to 50 years
Infrastructure - Other Infrastructure	Various
Infrastructure - Bridges	50 years
Infrastructure - Levee System	200 years
Infrastructure - Airport	25 to 75 years
Right of use assets - plant and equipment	Based on remaining term of lease
Right of use assets - furniture and equipment	Based on remaining term of lease

**(b) Temporarily Idle or retired from use assets**

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
Plant and equipment	0	76,601

**(b) Fully Depreciated Assets in Use**

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
The gross carrying value of assets held by the Shire which are currently in use yet fully depreciated are shown in the table below.		
Buildings - specialised	16,847	15,587
Furniture and equipment	54,382	54,382

**SHIRE OF CARNARVON  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024**

**10. FIXED ASSETS (Continued)**

**MATERIAL ACCOUNTING POLICIES**

**Initial recognition**

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

**Measurement after recognition**

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

**Reportable Value**

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are *land and buildings classified as property, plant and equipment*, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

**Revaluation**

Land and buildings classified as property, plant and equipment, *infrastructure or vested improvements that the local government controls* and measured at reportable value, are only required to be revalued every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on land vested in the Shire.

Whilst the regulatory framework only requires a revaluation to occur every five years, it also provides for the Shire to revalue earlier if it chooses to do so.

For land, buildings and infrastructure, increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation surplus in equity.

Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

**Depreciation**

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

**Depreciation on revaluation**

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset.
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

**Impairment**

In accordance with *Local Government (Financial Management) Regulations 17A(4C)*, the Shire is not required to comply with *AASB 136 Impairment of Assets* to determine the recoverable amount of its non-financial assets that are land or buildings classified as property, plant and equipment, infrastructure or vested improvements that the local government controls in circumstances where there has been an impairment indication of a general decrease in asset values.

In other circumstances where it has been assessed that one or more of these non-financial assets are impaired, the asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

**Gains or losses on disposal**

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

**SHIRE OF CARNARVON**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**11. LEASES**

**(a) Right-of-Use Assets**

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.

Note	Right-of-use assets - furniture and equipment	Right-of-use assets - plant and equipment	Right-of-use assets Total
	\$	\$	\$
<b>Balance at 1 July 2022</b>	14,397	544,492	558,889
Additions	210,548	69,018	279,566
Depreciation	(10,062)	(311,709)	(321,771)
<b>Balance at 30 June 2023</b>	214,883	301,801	516,684
Gross balance amount at 30 June 2023	227,403	1,604,945	1,832,348
Accumulated depreciation at 30 June 2023	(12,520)	(1,303,144)	(1,315,664)
<b>Balance at 30 June 2023</b>	214,883	301,801	516,684
Additions	0	3,256	3,256
Depreciation	(74,396)	(241,087)	(315,483)
<b>Balance at 30 June 2024</b>	140,487	63,970	204,457
Gross balance amount at 30 June 2024	227,403	881,656	1,109,059
Accumulated depreciation at 30 June 2024	(86,916)	(817,686)	(904,602)
<b>Balance at 30 June 2024</b>	140,487	63,970	204,457

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:

	2024 Actual \$	2023 Actual \$
Depreciation on right-of-use assets	(315,483)	(321,771)
Finance charge on lease liabilities	(12,329)	(12,887)
<b>Total amount recognised in the statement of comprehensive income</b>	<b>(327,812)</b>	<b>(334,658)</b>
Total cash outflow from leases	(355,312)	(343,867)
<b>(b) Lease Liabilities</b>		
Current	137,938	351,698
Non-current	68,543	194,510
27(d)	206,481	546,208

**Secured liabilities and assets pledged as security**

Lease liabilities are effectively secured, as the rights to the leased assets recognised in the financial statements revert to the lessor in the event of default.

**MATERIAL ACCOUNTING POLICIES**

**Leases**

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 27(d).

**Right-of-use assets - measurement**

Right-of-use assets are measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not recognised in the Statement of Financial Position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 under revaluation for details on the material accounting policies applying to vested improvements.

**Right-of-use assets - depreciation**

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shorter. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the Shire anticipates to exercise a purchase option, the specific asset is depreciated over the useful life of the underlying asset.

**SHIRE OF CARNARVON**  
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**12. TRADE AND OTHER PAYABLES**

**Current**

Sundry creditors  
 Prepaid rates  
 Accrued payroll liabilities  
 ATO liabilities - PAYG  
 Bonds and deposits held  
 Other payables - Accrued Expenses

2024	2023
\$	\$
2,048,263	763,611
149,218	93,372
43,659	374,930
66,438	0
104,550	100,151
70,858	81,561
2,482,986	1,413,625

**MATERIAL ACCOUNTING POLICIES**

**Financial liabilities**

Financial liabilities are initially recognised at fair value when the Shire becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and any consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

**Trade and other payables**

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are usually paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

**Prepaid rates**

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises income for the prepaid rates that have not been refunded.

**SHIRE OF CARNARVON**  
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**13. OTHER LIABILITIES**

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
<b>Current</b>		
Contract liabilities	1,300,437	1,113,113
Capital grant/contributions liabilities	1,006,279	847,005
Other Liabilities - Visitor Centre deposits	410	26,962
	<u>2,307,126</u>	<u>1,987,080</u>
<b>Reconciliation of changes in contract liabilities</b>		
Opening balance	1,113,113	1,729,274
Additions	1,300,437	1,113,113
Revenue from contracts with customers included as a contract liability at the start of the period	(1,113,113)	(1,729,274)
	<u>1,300,437</u>	<u>1,113,113</u>
<b>Reconciliation of changes in capital grant/contribution liabilities</b>		
Opening balance	847,005	1,830,993
Additions	1,006,279	847,005
Revenue from capital grant/contributions held as a liability at the start of the period	(847,005)	(1,830,993)
	<u>1,006,279</u>	<u>847,005</u>

The Shire expects to satisfy the performance obligations, from contracts with customers unsatisfied at the end of the reporting period, within the next 12 months.

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

**MATERIAL ACCOUNTING POLICIES**

**Contract liabilities**

Contract liabilities represent the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

**Capital grant/contribution liabilities**

Capital grant/contribution liabilities represent the Shire's obligations to construct recognisable non-financial assets to identified specifications to be controlled by the Shire which are yet to be satisfied. Capital grant/contribution liabilities are recognised as income when the obligations in the contract are satisfied.

Fair values for non-current capital grant/contribution liabilities, not expected to be extinguished within 12 months, are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 23(i)) due to the unobservable inputs, including own credit risk.

**SHIRE OF CARNARVON  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024**

**14. BORROWINGS**

	Note	2024			2023		
		Current	Non-current	Total	Current	Non-current	Total
<b>Secured</b>		\$	\$	\$	\$	\$	\$
Bank loans		432,714	2,158,964	2,591,678	283,785	1,595,677	1,879,462
<b>Total secured borrowings</b>	27(a)	432,714	2,158,964	2,591,678	283,785	1,595,677	1,879,462

**Secured liabilities and assets pledged as security**

Debentures, bank overdrafts and bank loans are secured by a floating charge over the general funds of the Shire of Carnarvon.

The Shire of Carnarvon has complied with the financial covenants of its borrowing facilities during the 2024 and 2023 years.

**MATERIAL ACCOUNTING POLICIES**

**Borrowing costs**

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 23(i)) due to the unobservable inputs, including own credit risk.

**Risk**

Details of individual borrowings required by regulations are provided at Note 27(a).

Information regarding exposure to risk can be found at Note 21.

**SHIRE OF CARNARVON  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024**

**15. EMPLOYEE RELATED PROVISIONS**

**Employee Related Provisions**

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
<b>Current provisions</b>		
<b>Employee benefit provisions</b>		
Annual leave	500,074	485,749
Long service leave	411,246	398,630
	911,320	884,379
<b>Employee related other provisions</b>		
Employment on-costs	121,762	114,137
	121,762	114,137
<b>Total current employee related provisions</b>	<b>1,033,082</b>	<b>998,516</b>
<b>Non-current provisions</b>		
<b>Employee benefit provisions</b>		
Long service leave	121,419	69,552
Employment on-costs	14,976	7,454
	136,395	77,006
<b>Total non-current employee related provisions</b>	<b>136,395</b>	<b>77,006</b>
<b>Total employee related provisions</b>	<b>1,169,477</b>	<b>1,075,522</b>

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

<b>Note</b>	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
<b>Amounts are expected to be settled on the following basis:</b>		
Less than 12 months after the reporting date	989,971	1,013,793
More than 12 months from reporting date	136,574	15,870
Expected reimbursements from other WA local governments	42,932	45,859
	1,169,477	1,075,522

Expected reimbursements of employee related provisions from other WA local governments included within other receivables	5	42,932	45,858
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**MATERIAL ACCOUNTING POLICIES**

**Employee benefits**

The Shire's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

**Short-term employee benefits**

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

**Other long-term employee benefits**

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.



**SHIRE OF CARNARVON  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024**

**16. REVALUATION SURPLUS**

	<b>2024 Opening Balance</b>	<b>Total Movement on Revaluation</b>	<b>2024 Closing Balance</b>	<b>2023 Opening Balance</b>	<b>Total Movement on Revaluation</b>	<b>2023 Closing Balance</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Revaluation surplus - Land - freehold land	13,702,208	0	13,702,208	13,702,208	0	13,702,208
Revaluation surplus - Buildings - non- specialised	3,119,068	0	3,119,068	3,119,068	0	3,119,068
Revaluation surplus - Furniture and equipment	246,839	0	246,839	246,839	0	246,839
Revaluation surplus - Plant and equipment	1,436,222	0	1,436,222	1,436,222	0	1,436,222
Revaluation surplus - Infrastructure - roads	157,686,308	0	157,686,308	220,207,362	(62,521,054)	157,686,308
Revaluation surplus - Other infrastructure drainage	39,925,224	0	39,925,224	22,147,677	17,777,547	39,925,224
Revaluation surplus - Other infrastructure bridges	4,153,062	0	4,153,062	1,975,480	2,177,582	4,153,062
Revaluation surplus - Other infrastructure footpaths	4,165,174	0	4,165,174	8,599,294	(4,434,120)	4,165,174
Revaluation surplus - Other infrastructure carparks	116,204	0	116,204	271,768	(155,564)	116,204
Revaluation surplus - Other infrastructure	902,784	0	902,784	2,224,090	(1,321,306)	902,784
Revaluation surplus - Other infrastructure airport	10,218,408	0	10,218,408	7,343,124	2,875,284	10,218,408
Revaluation surplus - Other infrastructure levee system	17,019,149	0	17,019,149	3,116,626	13,902,523	17,019,149
	<b>252,690,650</b>	<b>0</b>	<b>252,690,650</b>	<b>284,389,758</b>	<b>(31,699,108)</b>	<b>252,690,650</b>

**SHIRE OF CARNARVON**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
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**17. NOTES TO THE STATEMENT OF CASH FLOWS**

**(a) Reconciliation of Cash**

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	<b>Note</b>	<b>2024 Actual \$</b>	<b>2023 Actual \$</b>
Cash and cash equivalents	3	13,493,183	11,951,376
<b>Restrictions</b>			
The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:			
- Cash and cash equivalents	3	6,275,974	5,858,267
		6,275,974	5,858,267
The restricted financial assets are a result of the following specific purposes to which the assets may be used:			
Restricted reserve accounts		3,244,258	3,173,149
Unspent loans (held in reserves)	27(c)	725,000	725,000
Total restricted reserve accounts	28	3,969,258	3,898,149
Contract liabilities	13	1,300,437	1,113,113
Capital grant liabilities	13	1,006,279	847,005
<b>Total restricted financial assets</b>		<b>6,275,974</b>	<b>5,858,267</b>

**(b) Reconciliation of Net Result to Net Cash Provided By Operating Activities**

Net result		(2,817,944)	(851,854)
Non-cash items:			
Adjustments to fair value of financial assets at fair value through profit or loss		(2,942)	(6,451)
Depreciation/amortisation		9,134,944	8,555,020
(Profit)/loss on sale of asset		(3,045)	(16,426)
Changes in assets and liabilities:			
(Increase)/decrease in trade and other receivables		418,473	(828,217)
(Increase)/decrease in other assets		521,108	(824,435)
(Increase)/decrease in inventories		(18,271)	(8,560)
Increase/(decrease) in trade and other payables		1,069,361	(1,590,208)
Increase/(decrease) in employee related provisions		93,955	204,638
Increase/(decrease) in other liabilities		320,046	(1,635,665)
Capital grants, subsidies and contributions		(5,165,585)	(3,004,485)
Net cash provided by/(used in) operating activities		3,550,100	(6,643)

**(c) Undrawn Borrowing Facilities**

**Credit Standby Arrangements**

Bank overdraft limit	200,000	200,000
Bank overdraft at balance date	0	0
Credit card limit	13,000	13,000
Credit card balance at balance date	(10,998)	(1,530)
<b>Total amount of credit unused</b>	<b>202,002</b>	<b>211,470</b>

**Loan facilities**

Loan facilities - current	432,714	283,785
Loan facilities - non-current	2,158,964	1,595,677
<b>Total facilities in use at balance date</b>	<b>2,591,678</b>	<b>1,879,462</b>

<b>Unused loan facilities at balance date</b>	<b>725,000</b>	<b>725,000</b>
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**SHIRE OF CARNARVON  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024**

**18. CONTINGENT LIABILITIES**

In compliance with the Contaminated Sites Act 2003 Section 11, the Shire of Carnarvon has one registered contamination site and two other sites with possible sources of contamination.

The Shire of Carnarvon Airport is a registered contamination site, with the classification "contaminated - restricted use". The current use of the site as an airport fits within this classification and is deemed a suitable use. Remediation works were conducted in 2012 removed the primary sources of contamination, and remaining hydrocarbon concentration levels are decreasing over time through biodegradation and are expected to continue to reduce naturally.

Possible sites of contamination are:

- Shire of Carnarvon Coral Bay Landfill Site
- Shire of Carnarvon Brown Range Landfill Site

The Shire has a licence to operate the Coral Bay Landfill site that expires in 2036. An assessment was undertaken in 2023/2024 that required action to increase the lifespan of the site. The Shire received approval from Department of Water and Environmental Regulation to reduce the buffer zone increasing the capacity of the landfill facility by approximately 3-5 years, noting that the lifespan increase is only an estimate at this stage and could increase or decrease depending on a variety of factors.

The Shire has a licence to operate the Brown Range Landfill site that expires in 2034 however the Shire projects the capacity of the facility will not be reached for approximately 50 years. The Shire will apply to extend the licence at the appropriate time.

While the licences do not have a specific requirement to rehabilitate the sites at the end of their useful lives the Shire has been progressively capping active cells at both sites therefore remediation on decommissioning of either site is unlikely to be extensive. It is likely that the sites will become registered contaminated sites on decommissioning with use restrictions applicable.

Until the Shire conducts these investigations to determine the presence and scope of contamination, assess the risk, and agree with the Department of Environment Regulation on the need and criteria for remediation of a risk based approach, the Shire is unable to estimate the potential costs associated with remediation of these sites. This approach is consistent with the Department of Environment Regulation Guidelines.

**19. CAPITAL COMMITMENTS**

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
Contracted for:		
- capital expenditure projects	5,096,923	1,533,303
- plant & equipment purchases	737,769	737,769
	<b>5,834,692</b>	<b>2,271,072</b>
Payable:		
- not later than one year	5,834,692	2,271,072
The capital expenditure projects relate to:		
Blowholes Development	90,377	148,340
Fascine Projects	832,705	63,514
Robinson St Reconstruction	-	887,770
Youth Precinct Revitalisation Project	-	433,679
Administration Roof Replacement	146,000	-
Housing Development - Northwater	1,365,920	-
Civic Centre Refurbishment	420,721	-
Tramway Bridge Improvements	844,041	-
Various Roadworks	1,397,159	-
	<b>5,096,923</b>	<b>1,533,303</b>

**SHIRE OF CARNARVON**  
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**20. RELATED PARTY TRANSACTIONS**

**(a) Elected Member Remuneration**

Fees, expenses and allowances to be paid or reimbursed to elected council members.

Note	2024 Actual \$	2024 Budget \$	2023 Actual \$
President's annual allowance	48,303	48,303	46,896
President's meeting attendance fees	18,750	18,750	17,484
	67,053	67,053	64,380
Deputy President's annual allowance	12,076	12,076	11,724
Deputy President's meeting attendance fees	18,750	18,750	17,484
	30,826	30,826	29,208
All other council member's meeting attendance fees	112,501	112,500	105,016
All other council member's travel and accommodation expenses	784	25,000	784
	113,285	137,500	105,800
20(b)	211,164	235,379	199,388

**(b) Key Management Personnel (KMP) Compensation**

The total of compensation paid to KMP of the Shire during the year are as follows:

Note	2024 Actual \$	2023 Actual \$
Short-term employee benefits	633,702	545,161
Post-employment benefits	88,778	57,994
Employee - other long-term benefits	11,270	48,964
Employee - termination benefits	73,406	0
Council member costs	211,164	199,388
20(a)	1,018,320	851,507

*Short-term employee benefits*

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

*Post-employment benefits*

These amounts are the current-year's cost of the Shire's superannuation contributions made during the year.

*Other long-term benefits*

These amounts represent annual leave and long service leave entitlements accruing during the year.

*Termination benefits*

These amounts represent termination benefits paid to KMP (Note: may or may not be applicable in any given year).

*Council member costs*

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

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**20. RELATED PARTY TRANSACTIONS**

**Transactions with related parties**

Transactions between related parties and the Shire are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guarantees exist in relation to related parties at year end.

In addition to KMP compensation above the following transactions occurred with related parties:

	<b>2024 Actual</b>	<b>2023 Actual</b>
	<b>\$</b>	<b>\$</b>
Materials and contracts (road works)	0	512,206
Short term employee benefits - other related parties	55,644	121,674

**Related Parties**

**The Shire's main related parties are as follows:**

*i. Key management personnel*

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any council member, are considered key management personnel.

*ii. Other Related Parties*

An associate person of KMP employed by the Shire under normal employment terms and conditions.

Any entity that is controlled by or over which KMP, or close family members of KMP, have authority and responsibility for planning, directing and controlling the activity of the entity, directly or indirectly, are considered related parties in relation to the Shire.

Outside of normal citizen type transactions with the Shire, there were no other related party transactions involving key management personnel and/or their close family members and/or their controlled (or jointly controlled) entities.

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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**21. FINANCIAL RISK MANAGEMENT**

This note explains the Shire's exposure to financial risks and how these risks could affect the Shire's future financial performance.

<b>Risk</b>	<b>Exposure arising from</b>	<b>Measurement</b>	<b>Management</b>
<b>Market risk - interest rates</b>	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
<b>Credit risk</b>	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
<b>Liquidity risk</b>	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The Shire does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance department under policies approved by the council. The finance department identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

**(a) Interest rate risk**

**Cash and cash equivalents**

The Shire's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the Shire to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the Shire to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents, term deposits, and Treasury bonds held disclosed as financial assets at amortised cost are reflected in the table below.

	<b>Weighted Average Interest Rate</b>	<b>Carrying Amounts</b>	<b>Fixed Interest Rate</b>	<b>Variable Interest Rate</b>	<b>Non Interest Bearing</b>
	<b>%</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>2024</b>					
Cash and cash equivalents	1.29%	13,493,183	0	7,491,015	6,002,168
<b>2023</b>					
Cash and cash equivalents	0.51%	11,951,376	0	4,931,977	7,019,399

**Sensitivity**

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
Impact of a 1% movement in interest rates on profit or loss and equity*	74,910	49,320

\* Holding all other variables constant

**Borrowings**

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs.

The Shire manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The Shire does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 27(a).

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**21. FINANCIAL RISK MANAGEMENT (Continued)**

**(b) Credit risk**

**Trade and Other Receivables**

The Shire's major trade and other receivables comprise contractual non-statutory user fees and charges, grants, contributions and reimbursements. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Shire manages this risk by monitoring outstanding debt and employing debt recovery policies.

The level of outstanding receivables is reported to council monthly and benchmarks are set and monitored for acceptable collection performance.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade and other receivables. To measure the expected credit losses, receivables from grants, contributions and reimbursements are separated from other trade receivables due to the difference in payment terms and security.

The expected loss rates are based on the payment profiles of trade and other receivables over a period of 36 months before 1 July 2023 or 1 July 2024 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of users to settle the receivables.

The loss allowance as at 30 June 2024 and 30 June 2023 was determined as follows for trade receivables.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
<b>30 June 2024</b>					
Trade receivables					
Expected credit loss	25%	90%	96%	100%	
Gross carrying amount	409,424	101,251	102,784	1,390	614,849
Loss allowance	102,449	91,553	98,224	1,390	293,616
<b>30 June 2023</b>					
Trade receivables					
Expected credit loss	0%	0%	0%	66%	
Gross carrying amount	952,097	7,782	337	31,559	991,775
Loss allowance	0	0	0	20,809	20,809
	Less than 1 year past due	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total
<b>30 June 2024</b>					
Other receivables (Rates)					
Expected credit loss	0.00%	0.00%	0.00%	41%	
Gross carrying amount	712,344	273,542	172,777	324,470	1,483,133
Loss allowance	0	0	0	134,384	134,384
<b>30 June 2023</b>					
Other receivables (Rates)					
Expected credit loss	0.00%	0.00%	0.00%	0%	
Gross carrying amount	611,075	12,184	185,468	279,023	1,087,750
Loss allowance	0	0	0	0	0

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**21. FINANCIAL RISK MANAGEMENT (Continued)**

**(b) Credit risk**

The loss allowances for trade, other receivables and contract assets as at 30 June reconcile to the opening loss allowances as follows:

	<b>Trade receivables</b>		<b>Rates receivables</b>		<b>Contract Assets</b>	
	<b>2024 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2023 Actual</b>
<b>Opening loss allowance as at 1 July</b>	\$ 20,809	\$ 6,868	\$ 0	\$ 0	\$ 0	\$ 0
Increase in loss allowance recognised in profit or loss during the year	286,748	13,938	138,749	0	0	0
Receivables written off during the year as uncollectible	0	0	4,365	12,766	0	0
Unused amount reversed	(13,941)	3	(8,730)	(12,766)	0	0
<b>Closing loss allowance at 30 June</b>	<b>293,616</b>	<b>20,809</b>	<b>134,384</b>	<b>0</b>	<b>0</b>	<b>0</b>

Trade, other receivables and contract assets are written off where there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include, amongst others, the failure of a debtor to engage in a repayment plan with the Shire, and a failure to make contractual payments for a period of greater than 120 days past due.

Impairment losses on rates and statutory receivables, trade, other receivables and contract assets are presented as net impairment losses within other expenditure. Subsequent recoveries of amounts previously written off are credited against the same line item.

**Contract Assets**

The Shire's contract assets represent work completed, which have not been invoiced at year end. This is due to the Shire not having met all the performance obligations in the contract which give an unconditional right to receive consideration.

The Shire applies the simplified approach to measure expected credit losses which uses a lifetime expected loss allowance for all contract assets. To measure the expected credit losses, contract assets have been grouped based on shared credit risk characteristics and the days past due. Contract assets have substantially the same risk characteristics as the trade receivables for the same types of contracts. The Shire has therefore concluded that the expected loss rates for trade receivables are a reasonable approximation of the loss rates for the contract assets.



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**21. FINANCIAL RISK MANAGEMENT (Continued)**

**(c) Liquidity risk**

**Payables and borrowings**

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Shire manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 17(c).

The contractual undiscounted cash flows of the Shire's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	<b>Due within 1 year</b>	<b>Due between 1 &amp; 5 years</b>	<b>Due after 5 years</b>	<b>Total contractual cash flows</b>	<b>Carrying values</b>
<b><u>2024</u></b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Trade and other payables	2,482,986	0	0	2,482,986	2,482,986
Borrowings	531,152	2,396,649	0	2,927,802	2,591,678
Lease liabilities	137,938	68,543	0	206,481	206,481
	<u>3,152,076</u>	<u>2,465,192</u>	<u>0</u>	<u>5,617,269</u>	<u>5,281,145</u>
<b><u>2023</u></b>					
Trade and other payables	1,413,625	0	0	1,413,625	1,413,625
Borrowings	351,211	1,326,017	447,990	2,125,218	1,879,462
Lease liabilities	351,698	194,510	0	546,208	546,208
	<u>2,116,534</u>	<u>1,520,527</u>	<u>447,990</u>	<u>4,085,051</u>	<u>3,839,295</u>

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**22. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD**

On 30 July 2024, Regional Express Holdings Limited ("REX") was placed into voluntary administration by its Directors due to concerns about the company's solvency. As at 30 June 2024, the Shire of Carnarvon ("the Shire") was owed \$382,459 by REX for landing fees at the Shire's airport. In early July, the Shire received a payment of \$95,711 reducing the outstanding debt to \$286,748

As at 30 June 2024, the Shire had no indication that the amounts owed by REX would not be collected. The amounts due to the Shire are recorded as Trade and Other Receivables.

Subsequent to REX entering administration, and with the realisation that the amount receivable is likely to be unrecoverable, an allowance for credit losses related to the amounts owed by REX has been recognised in the Shire's financial accounts as at 30 June 2024. The amount of any potential return to creditors remains unknown; however, the Shire's assessment is conservative, in that no material return to unsecured creditors is likely.

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**23. OTHER MATERIAL ACCOUNTING POLICIES**

**a) Goods and services tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**b) Current and non-current classification**

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire's intentions to release for sale.

**c) Rounding off figures**

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

**d) Comparative figures**

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial report is presented.

**e) Budget comparative figures**

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

**f) Superannuation**

The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

**g) Fair value of assets and liabilities**

Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

**h) Interest revenue**

Interest revenue is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

**i) Fair value hierarchy**

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

**Level 1**

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2**

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3**

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

**Valuation techniques**

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

**Market approach**

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

**Income approach**

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

**Cost approach**

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

**j) Impairment of assets**

In accordance with Australian Accounting Standards the Shire's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

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**24. FUNCTION AND ACTIVITY**

**(a) Service objectives and descriptions**

Shire operations as disclosed in this financial report encompass the following service orientated functions and activities.

<b>Objective</b>	<b>Description</b>
<b>Governance</b> To provide a decision making process for the efficient allocation of scarce resources.	Administration and operations of facilities and services to members of Council. Other costs which relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.
<b>General purpose funding</b> To collect general revenue to allow for the provision of services.	Rates activity, general purpose grants, banking costs and interest revenue.
<b>Law, order, public safety</b> To provide services to help ensure a safer community.	Supervision of various local laws, fire prevention, emergency services, CBD security, administration of the Crime Prevention Plan.
<b>Health</b> To provide an operational framework for good community health.	Food quality and pest control, inspections and infant health. This function also provides for the implementation of the Healthy Lifestyles model.
<b>Education and welfare</b> community in these areas.	Support pre-school facilities and assistance of seniors and retirement villages. This function also provides for Youth Strategy and the accounting of the Carnarvon Youth Co-Ordinating Networks finance as part of the agreement.
<b>Housing</b> To meet the needs of the Shire of Carnarvon Staff.	Staff Housing.
<b>Community amenities</b> To provide sanitary and essential services required by the community. To provide land development strategies and to process land development activities. Environmental sustainability.	Refuse collection services, operation of refuse site, administration of town planning scheme, cemetery services and maintenance, environmental protection services and land development services.
<b>Recreation and culture</b> To establish and manage efficiently infrastructure and resources which will help the social well being of the community.	Operations of the Civic Centre (Camel Lane), aquatic centre and beach areas, regional library service, cultural and heritage services and facilities, reserves, parks and gardens.
<b>Transport</b> To provide effective and efficient transport services to the community.	Maintenance of streets, roads, footpaths, street lighting, airport.
<b>Economic services</b> To help promote and market the Shire of Carnarvon to the world and improve the economic well being. To ensure building development regulations are adhered to.	Noxious weed control, tourism and area promotion, building control and services.
<b>Other property and services</b> To ensure works programs are operating efficiently.	Private works operations, public works operations and plant operations.

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**24. FUNCTION AND ACTIVITY (Continued)**

**(b) Income and expenses**

	<b>2024 Actual</b>	<b>2023 Actual</b>
	<b>\$</b>	<b>\$</b>
<b>Income excluding grants, subsidies and contributions and capital grants, subsidies and contributions</b>		
Governance	131,629	11,507
General purpose funding	7,376,040	6,615,340
Law, order, public safety	54,411	103,860
Education And Welfare	183	28,285
Health	18,329	54,386
Housing	9,403	2,471
Community amenities	2,201,840	2,316,116
Recreation and culture	121,997	123,706
Transport	1,105,158	1,034,700
Economic services	441,804	428,653
Other property and services	140,498	217,589
	<b>11,601,292</b>	<b>10,936,613</b>
<b>Grants, subsidies and contributions and capital grants, subsidies and contributions</b>		
Governance	174,358	10,000
General purpose funding	5,863,034	7,745,378
Law, order, public safety	506,004	198,266
Education And Welfare	534,442	340,419
Health	13,547	22,490
Housing	48,000	0
Community amenities	219,124	160,114
Recreation and culture	1,240,942	951,703
Transport	7,539,241	10,341,692
Economic services	189,643	1,207,976
	<b>16,328,335</b>	<b>20,978,038</b>
<b>Total Income</b>	<b>27,929,627</b>	<b>31,914,651</b>
<b>Expenses</b>		
Governance	(1,895,164)	(1,563,743)
General purpose funding	(490,779)	(209,017)
Law, order, public safety	(1,506,721)	(1,455,411)
Education And Welfare	(1,297,433)	(896,797)
Health	(544,316)	(476,657)
Housing	(92,035)	(121,472)
Community amenities	(2,751,424)	(2,477,000)
Recreation and culture	(5,211,873)	(4,693,038)
Transport	(13,821,812)	(17,502,665)
Economic services	(1,607,854)	(2,060,137)
Other property and services	(1,528,160)	(1,310,568)
<b>Total expenses</b>	<b>(30,747,571)</b>	<b>(32,766,505)</b>
<b>Net result for the period</b>	<b>(2,817,944)</b>	<b>(851,854)</b>
<b>(c) Total Assets</b>		
Governance	5,093,723	3,679,834
General purpose funding	9,817,272	9,825,313
Law, order, public safety	1,411,680	2,190,578
Health	124,041	130,856
Education and welfare	1,750,072	1,816,772
Housing	647,063	646,369
Community amenities	28,188,416	28,534,551
Recreation and culture	36,731,933	36,611,576
Transport	227,850,359	226,486,695
Economic services	374,427	282,798
Other property and services	2,315,476	1,997,239
Unallocated	7,251,729	10,315,703
	<b>321,556,191</b>	<b>322,518,284</b>

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**25. RATING INFORMATION**

**(a) General Rates**

<b>RATE TYPE</b>		<b>Rate in \$</b>	<b>Number of Properties</b>	<b>2023/24 Actual Rateable Value \$</b>	<b>2023/24 Actual Rate Revenue \$</b>	<b>2023/24 Actual Interim Rates \$</b>	<b>2023/24 Actual Total Revenue \$</b>	<b>2023/24 Budget Rate Revenue \$</b>	<b>2023/24 Budget Interim Rate \$</b>	<b>2023/24 Budget Total Revenue \$</b>	<b>2022/23 Actual Total Revenue \$</b>
<b>Rate Description</b>	<b>Basis of valuation</b>										
Residential	Gross rental valuation	0.121408	1,288	22,369,849	2,715,878	(10,948)	2,704,930	2,715,879	5,000	2,720,879	2,632,077
Commercial/Industrial	Gross rental valuation	0.112456	266	15,856,830	1,783,195	44,861	1,828,056	1,783,196	5,000	1,788,196	1,734,265
Special Use/Rural	Gross rental valuation	0.121408	56	1,826,232	221,719	(2,129)	219,590	221,719	5,000	226,719	216,371
Mining	Unimproved valuation	0.267618	51	935,694	250,409	172,876	423,285	250,409	5,000	255,409	232,085
Pastoral	Unimproved valuation	0.121816	31	3,109,820	378,826	140	378,966	378,966	5,000	383,966	366,205
Intensive Horticultural	Unimproved valuation	0.027939	170	22,500,000	628,628	0	628,628	628,628	7,500	636,128	574,490
<b>Total general rates</b>			1,862	66,598,425	5,978,655	204,800	6,183,455	5,978,797	32,500	6,011,297	5,755,493
<b>Minimum payment</b>											
Residential	Gross rental valuation	1,265	394	3,228,366	498,410	0	498,410	498,410	0	498,410	485,060
Commercial/Industrial	Gross rental valuation	1,265	65	495,298	82,225	0	82,225	82,225	0	82,225	72,452
Special Use/Rural	Gross rental valuation	1,265	48	377,783	60,720	0	60,720	60,720	0	60,720	57,716
Mining	Unimproved valuation	464	15	13,095	6,960	0	6,960	6,960	0	6,960	7,650
Pastoral	Unimproved valuation	1,265	9	30,700	11,385	0	11,385	11,385	0	11,385	11,052
Intensive Horticultural	Unimproved valuation	1,265	0	0	0	0	0	0	0	0	0
<b>Total minimum payments</b>			531	4,145,242	659,700	0	659,700	659,700	0	659,700	633,930
<b>Total general rates and minimum payments</b>			2,393	70,743,667	6,638,355	204,800	6,843,155	6,638,497	32,500	6,670,997	6,389,423
<b>Specified Area Rates</b>											
Coral Bay	Gross rental valuation				297,736	0	297,736	277,933	0	277,933	275,078
<b>Ex-gratia Rates</b>											
Dampier Bunbury Pipeline					14,231	0	14,231	7,600	0	7,600	14,599
<b>Total amount raised from rates (excluding general rates)</b>				0	311,967	0	311,967	285,533	0	285,533	289,677
Concessions							0	(1,265)	0	(1,265)	0
<b>Total Rates</b>							7,155,122	6,922,765	32,500	6,955,265	6,679,100
Rate instalment interest							24,603			25,000	22,092
Rate overdue interest							97,580			60,000	80,880

The rate revenue was recognised from the rate record as soon as practicable after the Shire resolved to impose rates in the financial year as well as when the rate record was amended to ensure the information in the record was current and correct.

**SHIRE OF CARNARVON**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**26. DETERMINATION OF SURPLUS OR DEFICIT**

		2023/24 Budget (30 June 2024)	2022/23 (30 June 2023)
	Note	Carried Forward)	Carried Forward
		\$	\$
<b>(a) Non-cash amounts excluded from operating activities</b>			
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> .			
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals		(13,006)	(16,426)
Less: Fair value adjustments to financial assets at fair value through profit or loss		(2,942)	(6,451)
Add: Loss on disposal of assets		9,961	0
Add: Depreciation		9,134,944	8,334,555
Non-cash movements in non-current assets and liabilities:			
Pensioner deferred rates		(20,799)	0
Employee benefit provisions		93,955	0
<b>Non-cash amounts excluded from operating activities</b>		<b>9,202,113</b>	<b>8,356,259</b>
<b>(b) Surplus or deficit after imposition of general rates</b>			
The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.			
<b>Adjustments to net current assets</b>			
Less: Reserve accounts	28	(3,969,258)	(3,182,409)
Add: Current liabilities not expected to be cleared at end of year			
- Current portion of borrowings	14	432,714	0
- Current portion of lease liabilities	11(b)	137,938	0
- Employee benefit provisions	15	1,033,082	744,176
<b>Total adjustments to net current assets</b>		<b>(2,365,524)</b>	<b>(2,438,233)</b>
<b>Net current assets used in the Statement of Financial Activity</b>			
Total current assets		15,722,904	3,943,746
Less: Total current liabilities		(6,393,846)	(1,505,513)
Less: Total adjustments to net current assets		(2,365,524)	(2,438,233)
<b>Surplus or deficit after imposition of general rates</b>		<b>6,963,534</b>	<b>0</b>

**SHIRE OF CARNARVON  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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**27. BORROWING AND LEASE LIABILITIES**

**(a) Borrowings**

		Actual							Budget			
		Principal at	New Loans	Principal	Principal at 30	New Loans	Principal	Principal at	Principal at 1	New Loans	Principal	Principal at
Purpose	Note	1 July 2022	During 2022-23	Repayments	June 2023	During 2023-24	Repayments	30 June 2024	July 2023	During 2023-24	Repayments	30 June 2024
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Airport Corrective Works		219,409	0	(46,208)	173,201	0	(47,628)	125,573	173,201	0	(47,628)	125,573
Plant and Equipment		0	1,821,053	(114,792)	1,706,261	0	(236,156)	1,470,105	1,706,261	0	(236,157)	1,470,104
Heavy Plant		0	0	0	0	760,000	0	760,000	0	760,000	0	760,000
Light Fleet		0	0	0	0	236,000	0	236,000	0	236,000	0	236,000
Housing		0	0	0	0	0	0	0	0	1,000,000	0	1,000,000
<b>Total Borrowings</b>	14	219,409	1,821,053	(161,000)	1,879,462	996,000	(283,784)	2,591,678	1,879,462	1,996,000	(283,785)	3,591,677

All loan repayments were financed by general purpose revenue.

**Borrowing Finance Cost Payments**

Purpose	Note	Loan Number	Institution	Interest Rate	Date final payment is due	Actual for year ending 30 June 2024	Budget for year ending 30 June 2024	Actual for year ending 30 June 2023
						\$	\$	\$
Airport Corrective Works		216	WATC	3.05%	24/11/2026	(13,363)	(4,922)	(8,847)
Plant and Equipment		217	WATC	3.79%	12/12/2029	(76,878)	(71,909)	(34,538)
Heavy Plant		219	WATC	4.34%	12/04/2031	(8,369)	(3,595)	0
Light Fleet		220	WATC	4.26%	12/04/2029	(2,557)	(2,000)	0
Housing			WATC			0	(15,000)	0
<b>Total Finance Cost Payments</b>						(101,167)	(97,426)	(43,385)

\* WA Treasury Corporation



**SHIRE OF CARNARVON**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
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**27. BORROWING AND LEASE LIABILITIES (Continued)**

**(b) New Borrowings - 2023/24**

Particulars/Purpose	Institution	Loan Type	Term Years	Interest Rate %	Amount Borrowed		Amount (Used)		Total Interest & Charges	Actual Balance Unspent
					2024 Actual	2024 Budget	2024 Actual	2024 Budget		
					\$	\$	\$	\$	\$	\$
Heavy Plant	WATC	Debenture	7	4.34%	760,000	760,000	(760,000)	(760,000)	129,304	0
Light Fleet	WATC	Debenture	5	4.26%	236,000	236,000	(236,000)	(236,000)	28,490	0
Housing	WATC	Debenture			0	1,000,000	0	(1,000,000)	0	0
					996,000	1,996,000	(996,000)	(1,996,000)	157,794	0

\* WA Treasury Corporation

**(c) Unspent Borrowings**

Particulars	Institution	Date Borrowed	Unspent Balance 1 July 2023	Borrowed During Year	Expended During Year	Unspent Balance 30 June 2024
			\$	\$	\$	\$
Plant and Equipment	WATC	12/12/2022	725,000	0	0	725,000
			725,000	0	0	725,000

\* WA Treasury Corporation

**(d) Lease Liabilities**

Purpose	Note	Actual				Budget			
		Principal at 1 July 2022	New Leases During 2022-23	Repayments During 2022-23	Principal at 30 June 2023	Principal at 1 July 2023	New Leases During 2023-24	Repayments During 2023-24	Principal at 30 June 2024
Plant and equipment		583,101	69,018	(321,327)	330,792	330,792	0	(279,534)	51,258
Furniture and equipment		14,521	0	(4,098)	10,423	10,423	0	(4,222)	6,201
IT Equipment		0	210,548	(5,555)	204,993	204,993	0	(67,942)	137,051
<b>Total Lease Liabilities</b>	11(b)	597,622	279,566	(330,980)	546,208	546,208	0	(351,698)	194,510

**Lease Finance Cost Payments**

Purpose	Note	Lease Number	Institution	Interest Rate	Date final payment is due	Actual for year ending 30 June 2024	Budget for year ending 30 June 2024	Actual for year ending 30 June 2023	Lease Term
						\$	\$	\$	
Photocopier			Richo	2.6%	30/11/2025	(671)	(254)	(378)	4 years
IT Equipment			Integrated ITC		30/05/2026	(5,675)	(6,092)	(614)	3 years
Vehicles and Plant			Easifleet/SGFleet	Various	Various	(5,983)	(5,341)	(11,895)	Various
<b>Total Finance Cost Payments</b>						(12,329)	(11,687)	(12,887)	

**SHIRE OF CARNARVON**  
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**28. RESERVE ACCOUNTS**

	2024 Actual Opening Balance	2024 Actual Transfer to	2024 Actual Transfer (from)	2024 Actual Closing Balance	2024 Budget Opening Balance	2024 Budget Transfer to	2024 Budget Transfer (from)	2024 Budget Closing Balance	2023 Actual Opening Balance	2023 Actual Transfer to	2023 Actual Transfer (from)	2023 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by legislation/agreement</b>												
(a) Sar Coral Bay Waste Reserve Equity	72,477	280,853	(277,933)	75,397	72,477	278,305	(277,933)	72,849	71,876	601	0	72,477
	72,477	280,853	(277,933)	75,397	72,477	278,305	(277,933)	72,849	71,876	601	0	72,477
<b>Restricted by council</b>												
(b) Leave Reserve	353,388	14,241	0	367,629	353,388	1,813	0	355,201	330,201	23,187	0	353,388
* (c) Plant Reserve	940,529	69,929	0	1,010,458	940,529	36,855	(737,769)	239,615	192,501	748,028	0	940,529
(d) Waste Disposal Reserve	153,537	6,187	0	159,724	153,537	788	0	154,325	153,359	178	0	153,537
(e) Mosquito Management Reserve	10,240	413	0	10,653	10,240	53	0	10,293	6,174	4,066	0	10,240
(f) Asset Upgrades and Renewal Reserve	565,314	121,780	(217,000)	470,094	565,314	2,900	0	568,214	0	755,314	(190,000)	565,314
(g) Emergency Management Reserve	289,013	11,646	0	300,659	289,013	1,483	0	290,496	0	289,013	0	289,013
(h) Fascine Upgrade and Renewal Reserve	395,030	15,918	0	410,948	395,030	2,027	(30,000)	367,057	0	395,030	0	395,030
(i) Strategic Projects Reserve	926,460	37,332	0	963,792	926,460	4,753	0	931,213	0	926,460	0	926,460
(j) Blowholes Reserve Management Funds	132,829	5,352	0	138,181	132,829	681	0	133,510	0	132,829	0	132,829
(k) Airport Renewal and Upgrade Reserve	59,332	2,391	0	61,723	59,332	304	0	59,636	0	59,332	0	59,332
(l) Staff Housing Reserve	0	0	0	0	0	0	0	0	700,701	0	(700,701)	0
(m) Civic Centre Reserve	0	0	0	0	0	0	0	0	60,529	0	(60,529)	0
(n) Information Technology Reserve	0	0	0	0	0	0	0	0	107,090	0	(107,090)	0
(o) Airport Reserve	0	0	0	0	0	0	0	0	59,316	0	(59,316)	0
(p) Surge/Fascine Wall Reserve	0	0	0	0	0	0	0	0	414,537	0	(414,537)	0
(q) Town Planning Reserve	0	0	0	0	0	0	0	0	1,451	0	(1,451)	0
(r) Fascine Dredging Reserve	0	0	0	0	0	0	0	0	84,712	0	(84,712)	0
(s) Flood Mitigation Reserve	0	0	0	0	0	0	0	0	11,889	0	(11,889)	0
(t) Otc/Nasa Reserve	0	0	0	0	0	0	0	0	21,373	0	(21,373)	0
(u) Blowholes Reserve	0	0	0	0	0	0	0	0	2,751	0	(2,751)	0
(v) Land & Infrastructure Development Reserve	0	0	0	0	0	0	0	0	224,916	0	(224,916)	0
(w) Asset Management Reserve	0	0	0	0	0	0	0	0	38,905	0	(38,905)	0
(x) Emergency Response Reserve	0	0	0	0	0	0	0	0	265,463	0	(265,463)	0
(y) Country Roads Grading Reserve	0	0	0	0	0	0	0	0	135,062	0	(135,062)	0
(z) Property Infrastructure Reserve	0	0	0	0	0	0	0	0	1,764	0	(1,764)	0
	3,825,672	285,189	(217,000)	3,893,861	3,825,672	51,657	(767,769)	3,109,560	2,812,694	3,333,437	(2,320,459)	3,825,672
	3,898,149	566,042	(494,933)	3,969,258	3,898,149	329,962	(1,045,702)	3,182,409	2,884,570	3,334,038	(2,320,459)	3,898,149

\* Includes \$725,000 of loan funds not expected to be utilised until 30/6/2024.

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserve accounts.

In accordance with council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

**SHIRE OF CARNARVON  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024**

**28. RESERVE ACCOUNTS (Continued)**

<b>Name of reserve account</b>	<b>Purpose of the reserve account</b>
<b>Restricted by legislation/agreement</b>	
(a) Sar Coral Bay Waste Reserve Equity	To be used for maintenance and capital costs associated with Coral Bay refuse site.
<b>Restricted by council</b>	
(b) Leave Reserve	To fund the current annual and long service leave requirements.
(c) Plant Reserve	To fund the acquisition of new plant as per the Plant Replacement program.
(d) Waste Disposal Reserve	To be used for maintenance or capital expenditure at Brown Range Refuse Site. Annual transfer being revenue as raised by waste charge, less actual expenditure (excluding depreciation) on Carnarvon waste management facilities and service.
(e) Mosquito Management Reserve	To be used for the purpose of delivering services to assist in mosquito management within the Shire of Carnarvon, which includes funding from the Department of Health.
(f) Asset Upgrades and Renewal Reserve	To fund the upgrade and renewal of existing assets.
(g) Emergency Management Reserve	To be used in the preparation for and providing immediate assistance, relief and recovery to the community in response to an emergency within the Shire of Carnarvon.
(h) Fascine Upgrade and Renewal Reserve	To fund the upgrades and renewal of Fascine Infrastructure.
(i) Strategic Projects Reserve	To fund development of strategic projects and new infrastructure.
(j) Blowholes Reserve Management Funds	To fund the implementation of the Blowholes Reserve management plan
(k) Airport Renewal and Upgrade Reserve	To fund upgrades and renewal at the Carnarvon Airport.
(l) Staff Housing Reserve	Closed in 2022-23
(m) Civic Centre Reserve	Closed in 2022-23
(n) Information Technology Reserve	Closed in 2022-23
(o) Airport Reserve	Closed in 2022-23
(p) Surge/Fascine Wall Reserve	Closed in 2022-23
(q) Town Planning Reserve	Closed in 2022-23
(r) Fascine Dredging Reserve	Closed in 2022-23
(s) Flood Mitigation Reserve	Closed in 2022-23
(t) Otc/Nasa Reserve	Closed in 2022-23
(u) Blowholes Reserve	Closed in 2022-23
(v) Land & Infrastructure Development Reserve	Closed in 2022-23
(w) Asset Management Reserve	Closed in 2022-23
(x) Emergency Response Reserve	Closed in 2022-23
(y) Country Roads Grading Reserve	Closed in 2022-23

**SHIRE OF CARNARVON**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**29. TRUST FUNDS**

Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:

	<b>1 July 2023</b>	<b>Amounts Received</b>	<b>Amounts Paid</b>	<b>30 June 2024</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Public Open Space Deposits	140,374	0	0	140,374
Private Works	138,034	0	0	138,034
Security Deposits	100,000	0	(100,000)	0
	<b>378,408</b>	<b>0</b>	<b>(100,000)</b>	<b>278,408</b>

**SHIRE OF CARNARVON****PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2024****FINDINGS IDENTIFIED DURING THE FINAL AUDIT**

Index of findings	Potential impact on audit opinion	Rating			Prior year finding
		Significant	Moderate	Minor	
1. No evidence of review on daily rates reconciliations	No		✓		
2. Incorrect recognition of GST	No		✓		
3. No review of termination payments	No		✓		
4. No evidence of review on grant register	No		✓		
5. Unclaimed Monies	No		✓		✓
6. Accounts Payable Suspense Accounts	No			✓	✓

**KEY TO RATINGS**

The Ratings in this management letter are based on the audit team's assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. We give consideration to these potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

- Significant** - Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly. A significant rating could indicate the need for a modified audit opinion in the current year, or in a subsequent reporting period if not addressed. However, even if the issue is not likely to impact the audit report, it should be addressed promptly.
- Moderate** - Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable.
- Minor** - Those findings that are not of primary concern but still warrant action being taken.

The ratings included are preliminary ratings and could be modified pending other findings being identified, rated and the consideration of them collectively on the ratings and any potential impact on the audit opinion.

**SHIRE OF CARNARVON****PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2024****FINDINGS IDENTIFIED DURING THE FINAL AUDIT****1. No evidence of review on daily rates reconciliations**

During our rates revenue testing, we noted that 5 out of 25 rates samples tested there was no evidence of independent review on the rates daily receipting reconciliation. We note that the Shire only implemented the process of signing off on rates receipting from 4/10/2023, noting that the rates issued for FY2024 are only issued on 28/08/2023. Prior to the implementation of the sign off process, the reconciliation of daily rates receipts was performed manually and reconciled into Synergy. We understand that this reconciliation was reviewed by another Shire staff member, however, the review was not physically evidenced.

**Rating: Moderate****Implications**

There is a risk that misstatements in rates revenue are not identified.

**Recommendation**

The review of the rates reconciliations should be signed off by an independent staff member as evidence of the review.

**Management comment**

*The process of another staff member reviewing and signing off on the daily direct credit deposits to the bank account was implemented on 04/10/2023 and this initial implementation combined with a changeover in front counter (receipting staff), meant that there were some teething issues and the physical sign off was missed on a few days, as evidenced in the missing samples.*

*The potential for any misstatements of rates revenue not being identified due to the above missing receipting sign offs was negated by the fact that the Rates ledger and Municipal bank account are reconciled monthly. Should any potential misstatements of revenue not be identified during the daily receipting, they were identified and corrected during these monthly reconciliations.*

*There is now a well-documented procedure for daily rates receipting sign offs and it is completed every day. Commencing 01/12/2024, the bank listing is also printed straight from the bank, as support to agree to the totals provided on the daily receipting spreadsheet. Also commencing 01/12/24, prior to the bank reconciliations being completed, our front counter staff will review the folder containing the month's sign off sheets to identify if there are any missing.*

**Responsible person:** Senior Finance Officer  
**Completion date:** 1 December 2024

**SHIRE OF CARNARVON****PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2024****FINDINGS IDENTIFIED DURING THE FINAL AUDIT****2. Incorrect recognition of GST**

During our sample testing of revenue and expenditure transactions, we noted two revenue samples and one expenditure sample where the recognised amounts were GST inclusive. This led to the overstatement of revenue and understatement of expenses, with GST not being recorded separately. The GST tax payments are also potentially understated/ overstated. The GST portion of each transaction should be recorded in a separate GST account.

**Rating: Moderate****Implication**

There is a risk of material misstatements to revenue and expenditure balances.

**Recommendation**

The Shire should update its procedures to ensure that revenue and expenditure transactions are recognised exclusive of GST.

**Management comment**

*All finance staff members recently attended an inhouse training session on how to correctly treat GST transactions to minimise the risk of any understatement/overstatement of GST transactions.*

*Multiple frequently used receipting and expenditure accounts were reviewed and the GST status of the accounts were amended.*

*Senior Finance Officer is currently in the process of updating the Finance Team's formal process of GST recognition for both income and expenditure and a formal review process is now included in the BAS preparation each month to review GST allocation.*

**Responsible person:** Senior Finance Officer

**Completion date:** 01/01/2025

**SHIRE OF CARNARVON****PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2024****FINDINGS IDENTIFIED DURING THE FINAL AUDIT****3. No review of termination payments**

During our payroll testing, we noted that management could not provide the final termination calculations with evidence of independent review for two out five terminated employees tested.

**Rating: Moderate****Implication**

There is a risk that terminated employees may not receive the correct entitlements in line with the terms and conditions of their employment contracts.

**Recommendation**

We recommend that management ensure that all termination payments are independently reviewed.

**Management comment**

*Termination payments are processed by the People and Culture Team.*

*The current process is as follows:*

*(Entered by) A PCS Officer prepares the calculations and enters the payroll details.*

*(Verified by) This is then reviewed by another PCS Officer.*

*(Authorised by) A second review is then completed by a Senior Member of PCS*

*The payroll folder containing the termination payment details is then provided to 2 Senior Employees outside of the PCS team who have bank authority, for their review and approval of the payment via the online banking portal.*

*The review completed by the 2 Senior Employees is evidenced by their signature on the following documents:*

- 1. Payroll Authorisation Form*
- 2. Bank Payment Detail Reports*

*On this occasion, the two samples identified as having no evidence of independent review, were missing signatures on the calculation page, whilst the rest of the documentation had signatures to indicate a review had taken place. The termination payments were reviewed by at least 4 different officers.*

*The procedure for reviewing termination payments will be updated to ensure that there is a signature on both the resignation letter and the calculation pages as part of the PCS process. Noting that the Shire will be undergoing a change in organisational change in 2025, the termination payment review & approval process will also be updated to be aligned with the new organisation structure.*

**Responsible person:** Manager of People and Culture  
**Completion date:** 31/01/2025



**SHIRE OF CARNARVON****PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2024****FINDINGS IDENTIFIED DURING THE FINAL AUDIT****4. No evidence of review on grant register**

During our grant revenue testing, we noted that there was no evidence of independent review on the Shire's grant register which details all grants.

**Rating: Moderate****Implication**

There is a risk of misstatement of grant revenue and unspent revenue amounts.

**Recommendation**

We recommend that the Shire's grant register should be signed off by an independent staff member as evidence of the review.

**Management comment**

*Previously there was no official grant register, just an informal list kept by the People, Culture and Systems Team for the purpose of assisting responsible officers to manage their grant requirements (grant amounts, milestones, acquittal dates etc).*

*As of 26 August 2024, this document was turned into a formal Grant Register to include more detailed information relating to the financial aspect of the grant. The PCS Team will continue to assist in ensuring documentation is recorded and the Executive Assistant of Finance will be responsible for ensuring that the financial information is recorded and recorded correctly.*

*The Grant Register will now be reviewed as part of the Finance monthly reconciliation process and signed to indicate that a review of the information has occurred.*

**Responsible person:** People, Culture & Systems Team and Executive Assistant of Finance

**Completion date:** 31/03/2025

**SHIRE OF CARNARVON****PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2024****FINDINGS IDENTIFIED DURING THE FINAL AUDIT****5. Unclaimed monies**

We noted that the payable balances in general ledger account 163910, that holds excess monies owed to ratepayers, had a net outstanding balance of \$6,647 at 30 June 2024, reflecting a decrease of only \$777 compared to the previous year.

Under the Unclaimed Money Act 1990, monies that have been held for over 6 years without being successfully returned to the rightful owner are deemed to be unclaimed.

This finding was first reported in 2021.

**Rating: Moderate (2021: Moderate)****Implication**

There is a risk that trade and other payables may be misstated, and the Shire may be in breach of the Unclaimed Money Act 1990.

**Recommendation**

We recommend that the Shire actively reconciles their unclaimed monies balance and management transfer any unclaimed monies held by the Shire for 6 years or more to the Department of Treasury, where they have been unable to contact the relevant ratepayers.

**Management comment**

*Staff have reconciled the account and are in the process of contacting customers regarding refunds of amounts held. It is expected that an amount of \$121.89 will be sent to Treasury as unclaimed money as a result of this process.*

**Responsible person:** Senior Finance Officer

**Completion date:** 31/03/2025

**SHIRE OF CARNARVON****PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2024****FINDINGS IDENTIFIED DURING THE FINAL AUDIT****6. Accounts Payable Suspense Accounts**

We noted that the trade and other payables balance reported in the annual financial report at 30 June 2024 included suspense accounts (general ledger account 163810) with a balance of \$11,301, a slight increase as compared to the prior year.

This finding was first reported in 2021.

**Rating: Minor (2021: Minor)****Implication**

Lack of regular and timely review of transactions in the suspense account increases the risk that transactions may not be correctly classified and that balances could be misstated. Suspense accounts are temporary accounts that must be closed at the end of the financial year.

**Recommendation**

We recommend that transactions in the suspense accounts are reviewed on a regular basis and posted to the appropriate accounts. Suspense accounts should be reconciled at year end.

**Management comment**

*Staff have been reconciling and reviewing this account. \$9,799 relates to deposits for a development in Coral Bay that we are seeking archived records for, to confirm if the works associated with the development are complete. The remaining balance of the funds held will likely be recognised as revenue in 2025.*

**Responsible person:** Senior Finance Officer

**Completion date:** 31/03/2025



## Auditor General

### INDEPENDENT AUDITOR'S REPORT

2024

Shire of Carnarvon

To the Council of the Shire of Carnarvon

#### Opinion

I have audited the financial report of the Shire of Carnarvon (Shire) which comprises:

- the statement of financial position as at 30 June 2024, the statement of comprehensive income, statement of changes in equity, statement of cash flows and statement of financial activity for the year then ended
- notes comprising a summary of material accounting policies and other explanatory information.

In my opinion, the financial report:

- is based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the Shire for the year ended 30 June 2024 and its financial position at the end of that period
- is in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

#### Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Other information

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2024, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

### **Responsibilities of the Chief Executive Officer and Council for the financial report**

The Chief Executive Officer (CEO) of the Shire is responsible for:

- keeping proper accounts and records
- preparation and fair presentation of the financial report in accordance with the requirements of the Act, the Regulations and Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the Shire's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

### **Auditor's responsibilities for the audit of the financial report**

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at [https://www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf).

### **My independence and quality management relating to the report on the financial report**

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQM 1 Quality Management for Firms that Perform Audits or Reviews of Financial Reports and Other Financial Information, or Other Assurance or Related Services Engagements, the Office of the Auditor General maintains a comprehensive system of quality management including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

**Matters relating to the electronic publication of the audited financial report**

This auditor's report relates to the financial report of the Shire of Carnarvon for the year ended 30 June 2024 included in the annual report on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the Shire to confirm the information contained in the website version.



Tim Sanya  
Senior Director Financial Audit  
Delegate of the Auditor General for Western Australia  
Perth, Western Australia  
11 December 2024

*Planning and Development Act 2005*

***Shire of Carnarvon Local Planning Scheme 13***

***Amendment 9***

**AMENDMENT REPORT**

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

### **Amendment No. 9**

#### ***Summary of Amendment Details***

***Amending Schedule 2 Specified Additional Uses for Zoned Land in Scheme Area by adding Nos. 8 and 9 to the list of properties and amending the scheme map accordingly.***

*Planning and Development Act 2005*

**Shire of Carnarvon Local Planning Scheme 13**

**Amendment 9**

AMENDMENT REPORT

FORM 2A

**Planning and Development Act 2005  
RESOLUTION TO PREPARE AN AMENDMENT  
TO LOCAL PLANNING SCHEME**

***Shire of Carnarvon Local Planning Scheme 13  
Amendment No. 9***

**Resolved that the Local Government pursuant to section 75 of the *Planning and Development Act 2005*, amend the above Local Planning Scheme by:**

**1. Amending Schedule 2 Specified Additional Uses for Zoned Land in Scheme Area**

In Schedule 2 add the following to the list.

No.	Description of land	Additional Use	Conditions
8.	Lot 20 on Diagram 30459 (HN 9) Hill Street Carnarvon	<b><i>Caretaker's Dwelling</i></b>	<ol style="list-style-type: none"> <li>1. The <b><i>Caretaker's Dwelling</i></b> requires the development approval of the local government prior to being developed upon the lot; and</li> <li>2. The development of the <b><i>Caretaker's Dwelling</i></b> shall accord with all provisions listed at clause 29 in Schedule 5 to this scheme.</li> </ol>
9.	Lot 25 on Diagram 62387 (HN 11) Hill Street Carnarvon	<b><i>Caretaker's Dwelling</i></b>	<ol style="list-style-type: none"> <li>1. The <b><i>Caretaker's Dwelling</i></b> requires the development approval of the local government prior to being developed upon the lot; and</li> <li>2. The development of the <b><i>Caretaker's Dwelling</i></b> shall accord with all provisions listed at clause 29 in Schedule 5 to this scheme.</li> </ol>

**2. Amending Local Planning Scheme map 27 accordingly.**



*Planning and Development Act 2005*

**Shire of Carnarvon Local Planning Scheme 13**

**AMENDMENT REPORT**

**Amendment 9**

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On Map 27 apply additional use designation A8 and A9 to Lot 20 (No 9) Hill Street Carnarvon and Lot 25 (No 11) Hill Street, Carnarvon in that order. The existing commercial zoning is to remain unchanged.

**3. Conclusion**

The amendment is standard under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reason(s):

- (i) It is generally consistent with the *Shire of Carnarvon Local Planning Strategy 2017* that has been endorsed by the Western Australian Planning Commission (WAPC)
- (ii) It will have minimal impact on land in the scheme area that is not the subject of the amendment;
- (iii) It will not result in any significant environmental, social, economic or governance impacts on land within the scheme area;
- (iv) It is generally consistent with the objectives listed in the WAPC's *Planning Bulletin 70/2017 Caretakers' dwellings in industrial areas*; and
- (v) It is neither a Basic nor Complex scheme amendment.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
(Chief Executive Officer)

*Planning and Development Act 2005*

**Shire of Carnarvon Local Planning Scheme 13**

**Amendment 9**

**AMENDMENT REPORT**

## **AMENDMENT REPORT**

### **1.0 INTRODUCTION**

This amendment seeks to allow a caretaker's dwelling upon Commercial zoned lots 20 (HN 9) and 25 (HN 11) Hill Street Carnarvon. Presently, a caretaker's dwelling is a use that is not permitted within the Commercial zones of the LPS 13 scheme area.

Rather than seek to allow this use *carte blanche* across all the Commercial zones within the LPS 13 scheme area the amendment seeks to limit the use to the aforementioned lots only, via the Additional Use provisions of LPS 13.

This report outlines and provides the justification for the amendment.

### **2.0 BACKGROUND**

#### **2.1 Location**

The land the subject of this amendment comprises two (2) allotments described as follows:

- (i) Lot 20 on Diagram 30459, with the street address being 9 Hill Street Carnarvon;  
Land area: 809 m<sup>2</sup>; Street frontage length: 20.14 metres;
- (ii) Lot 25 on Diagram 62387, with the street address being 11 Hill Street Carnarvon;  
Land area: 1,011 m<sup>2</sup>; Street frontage length: 25.14 metres;

An aerial image of the subject land follows.

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**Shire of Carnarvon Local Planning Scheme 13**

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**AMENDMENT REPORT**



(Map source: PlanWA, DPLH, extracted 5 Nov 2024)

## 2.2 Registered Proprietors

Lot 20: Aboriginal Legal Service of Western Australia

Lot 25: Niki Porajski

Copies of the certificates of title to the above lots are provided at **Schedule 1** to this report

## 2.3 Current & Surrounding Land uses

### LOT 20 (HN 9) HILL STREET CARNARVON

The premises located upon lot 20 (HN 9) Hill Street is presently used as an **office** (as defined in LPS 13) by the Aboriginal Legal Service of Western Australia (ALS). This office provides legal services to the Aboriginal community of Carnarvon.

Attached to the office is a self-contained two-bedroom, one bathroom accommodation unit. This unit provides accommodation for ALS's Carnarvon-based lawyer.

### LOT 25 (HN 11) HILL STREET CARNARVON

The premises located upon lot 25 (HN 11) Hill Street is a base for a 24-hour (on-call) maintenance service for repairing and maintaining private dwellings, public housing (Department of Communities), and businesses located within the town of Carnarvon.

Its most recent former use was as a commercial bakery.

*Planning and Development Act 2005*

**Shire of Carnarvon Local Planning Scheme 13**

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**AMENDMENT REPORT**

**SURROUNDING LAND USES**

Broadly, there is a mix of land uses (commercial, residential, recreation) surrounding the subject land.

Adjoining lot 29 (HN 72) (located on the corner of Robinson and Hill Streets) is the site of an existing fast-food outlet. A range of commercial uses extend along Robinson Street (Carnarvon's main street) either side of this outlet.

Opposite the subject land (on the south side of Hill Street) is the Town Oval, one of Carnarvon's principal recreation reserves.

East of the subject land — on the same side of Hill Street as well as along its rear boundary — is single residential housing. There is a one grouped dwelling development located further eastwards of the rear of the subject land.

**2.4 Physical Characteristics**

The subject land is slightly elevated and gently sloping, located on the toe of a modified sand dune that extends along a longitudinal axis through the centre of the Carnarvon locality.

The built form of the premises at 9 Hill Street is a typical circa 1970's office building style of masonry and iron construction. Part of the premises is built up to the street boundary of lot 20. The existing accommodation unit is located at the rear of the office premises.

Vehicle access to the lot is via a paved asphalt street crossover and driveway extending from Hill Street to the rear of the property along its western side. The premises' forecourt is also asphalt-paved, providing onsite parking area for 1 - 2 motor vehicles.

There is one mature ficus tree located within the front verge of the premises providing a degree of screening of the premises from the street as well as some shade.

The built form of 11 Hill Street is a typical small-scale factory type building with a gable roof and masonry street façade. It too is constructed of masonry and iron. It already has a shower, toilet and kitchenette to provide for onsite residential occupancy. The existing building at the rear of the lot is intended to be refurbished as a caretaker's dwelling.

The premises is set back approximately 11.7 metres from the street boundary of lot 25 (as measured from Google Earth imagery).

The front setback area is landscaped with a mixture of lawn and palm trees.

The premises is served by two (2) separate street crossovers and driveways located and extending along either side of the lot from Hill Street. The western side crossover and driveway is asphalt-paved whilst the eastern crossover and driveway is concrete-paved. It appears that the

*Planning and Development Act 2005*

**Shire of Carnarvon Local Planning Scheme 13**

**Amendment 9**

**AMENDMENT REPORT**

concrete crossover and driveway originally comprised two singular crossovers and driveways with the easternmost crossover appearing to be no longer in use.

The front verge is landscaped with lawn.

Both lots are fully developed.

**2.5 Infrastructure**

Both lots are serviced by Carnarvon's reticulated power, water and sewerage schemes.

Hill Street is asphalt-paved and kerbed. A narrow concrete footpath extends along the northern side edge of the Hill Street carriageway providing paved pedestrian-access to both lots.

**3.0 LOCAL PLANNING CONTEXT**

**3.1 State & Regional Planning Context**

Whilst there are no State Planning policies, position statements nor guidelines etc that specifically or particularly apply to allowing a caretaker's dwelling within a Commercial zone, the Western Australian Planning Commission (WAPC) *Bulletin 70/2017—Caretakers' Dwellings in industrial areas* can be referenced in support of this.

For example, the Bulletin recognises and acknowledges that notwithstanding the issue of occupants residing in a caretaker's dwelling generally experiencing lower or lesser levels of residential amenity, there is a strong demand by landowners for such accommodation from a financial and security perspective.

It goes onto say that *"the financial viability of many small-scale operations can be increased by removing the need to purchase or rent residential premises elsewhere. This is particularly attractive in areas where residential land prices are high. If caretakers' dwellings are permitted, this allows many small businesses to survive in more remote settlements enabling a wider range of services to be provided to those communities than otherwise may be available."*

This is a truism for Carnarvon.

**3.2 Local Planning Strategy**

*The Shire of Carnarvon Local Planning Strategy 2017* sets out a plan for broad-based, desired future land use and development within the Shire of Carnarvon local government district over a 15-20 year 'planning horizon'.

This plan primarily consists of land use maps designating the allocation of desired future land uses and movement network across the local government district, within the context of 12 themes under which are listed a series of objectives, strategic policy provisions, and actions to guide and facilitate the implementation of the desired future land uses and movement network.

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**Shire of Carnarvon Local Planning Scheme 13**

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**AMENDMENT REPORT**

Under the strategy the subject land is designated **Commercial/Mixed** with a stated planning action to *“increase density within these areas due to their access to community facilities and proximity to town centre”*.

Two of the strategy’s themes and their associated objectives and actions have application to the amendment proposal.

These are—

Theme: **Community Needs**

Relevant objective:

*“Provide for safe, secure and vibrant urban areas within the towns and settlements for residents and visitors”*.

Relevant Action:

Consider including the following aim in the formulation of a new local planning scheme (LPS):

*“Promote the health, safety, convenience and the economic and general welfare of the community, by ensuring the reservation, zoning, use and development of land positively contributes to the physical and social environment.”*

Theme: **Business and Employment**

Relevant Objectives:

- *“On-going sustainability and growth of local businesses and local brands within the Shire”;*
- *“Encourage and support the development of new businesses and investment opportunities that foster local economic development and create employment opportunities”*.

Relevant Action:

Consider including the following aim in the formulation of a new local planning scheme (LPS):

*“Encourage employment and economic growth, provide opportunities for new and value-added industries and businesses to support the development of convenient, lively, accessible and attractive local centres”*.

How the proposed amendment ties in with these objectives and actions is described and explained in section **4.2 Justification** of this Amendment Report.

Following endorsement of the strategy, a new local planning scheme – *Local Planning Scheme (LPS) 13* - was subsequently formulated, approved, and gazetted in November 2020.

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**Shire of Carnarvon Local Planning Scheme 13**

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**AMENDMENT REPORT**

Unfortunately, the aforementioned recommended aims were not specifically included in the aims of LPS 13, although a broader aim to support economic growth was included (see section 4.2 of this Amendment Report).

### **3.3 Local Planning Scheme**

Both lots are zoned **Commercial** under the *Shire of Carnarvon Local Planning Scheme (LPS) 13*. No change is proposed to this zoning.

Under this zoning a **'caretaker's dwelling'** is a use not permitted, as denoted by the **'X'** symbol in Table 3 - Zoning Table of LPS 13 assigned against the 'caretaker's dwelling' use class.

To permit the use in the Commercial zone, LPS 13 requires amendment.

This can be achieved by one of two ways as follows—

#### **(i) ALTERING TABLE 3 – ZONING TABLE**

Changing the **'X'** symbol against the 'caretaker's dwelling' use class (in the Commercial zone column) of the Zoning Table to either a **'P'** symbol, an **'I'** symbol, or a **'D'** or **'A'** symbol.

A **'P'** symbol will permit the use **'as-of-right'** within the Commercial zone.

An **'I'** symbol will permit the use where it will be **incidental** to any prevailing predominant (lawful) use of the land.

A **'D'**, or **'A'** symbol provides for the use to be allowed at the **discretion of the decision-making authority** with the latter symbol requiring a development application for the proposed use to be **publicly advertised inviting comments on the proposal** prior to the application being determined by the decision-making authority.

A particular issue with this type of amendment is that it could facilitate a proliferation of caretaker dwellings across the scheme area's Commercial zones (a *'carte blanche'* approach). This can have an unintended consequence of future occupants of caretaker dwellings complaining to the Shire about adjoining and adjacent commercial uses generating adverse impacts affecting their residential amenity (without realising that residing in a caretaker's dwelling will often result in the occupant enjoying a lower level of residential amenity when compared to residing in a designated residential zone).

**OR**

#### **(ii) INSERTING A CARETAKER'S DWELLING AS AN ADDITIONAL USE**

This type of amendment limits a Caretaker's Dwelling to specific described sites. This approach may be preferable where more rigorous control for locating caretaker dwellings is desired by the planning authority (such as the local government).

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**Shire of Carnarvon Local Planning Scheme 13**

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**AMENDMENT REPORT**

### 3.1 Local Planning Policies

There are no particular local planning policies that apply to this amendment proposal.

### 4.0 PROPOSED AMENDMENT

#### 4.1 Changes to Scheme Text

Given that the registered proprietors of lots 20 and 25 request LPS 13 to be amended to provide for caretaker dwellings upon their lots only, option (ii) described in preceding section 3.3 of this report above is the preferred way of amending LPS 13.

Thus, LPS 13 is sought to be amended as follows:

No.	Description of land	Additional Use	Conditions
8.	Lot 20 on Diagram 30459 (HN 9) Hill Street Carnarvon	<b>Caretaker's Dwelling</b>	<p>3. The <b>Caretaker's Dwelling</b> requires the development approval of the local government prior to being developed upon the lot; and</p> <p>4. The development of the <b>Caretaker's Dwelling</b> shall accord with all provisions listed at clause 29 in Schedule 5 to this scheme.</p>
9.	Lot 25 on Diagram 62387 (HN 11) Hill Street Carnarvon	<b>Caretaker's Dwelling</b>	<p>3. The <b>Caretaker's Dwelling</b> requires the development approval of the local government prior to being developed upon the lot; and</p> <p>4. The development of the <b>Caretaker's Dwelling</b> shall accord with all provisions listed at clause 29 in Schedule 5 to this scheme.</p>

#### 4.2 Changes to the Scheme Maps

Address	Proposed Modification	Rationale
Lot 20 (No 9) Hill Street Carnarvon. Map 27.	Apply Additional Use designation A8 to the Commercial lot.	The mapping update will provide consistency with the proposed amendment to Schedule 2.
Lot 25 (No 11) Hill Street Carnarvon. Map 27.	Apply Additional Use designation A9 to the Commercial lot.	The mapping update will provide consistency with the proposed amendment to Schedule 2.



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**AMENDMENT REPORT**

**Amendment 9**

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In accordance with the amendment to Schedule 2, it is proposed that Map 27 would be amended to show the designation A8 and A9 on Lots 20 and 25 (Nos 9 and 11) Hill Street Carnarvon in that order.

Notwithstanding that the existing accommodation unit upon lot 20 (HN 9) Hill Street may have a **current development approval** for a Caretaker's Dwelling, it is still necessary to include condition 1 in the event that the existing caretaker dwelling is proposed to be altered or extended at some point in the future.

#### **4.2 Planning Justification**

Justification for the amendment is set out as follows:

- (i) Prior to the gazettal of LPS 13, a Caretaker's Dwelling was an **incidental use** under the **preceding Shire of Carnarvon Town Planning Scheme (TPS) 10** which applied to the subject land;
- (ii) The Carnarvon Shire Council has a **past legacy of supporting and approving caretaker dwellings within Commercial zones** where these were merited and demonstrated an ability to accord with applicable requirements for the use and development of these;
- (iii) In respect to lot 20 (HN 9) Hill Street, the existing accommodation unit within the office premises is approved for residential occupancy;
- (iv) The subject land is located in a mixed-use area comprising and surrounded by single residential dwellings and a nearby grouped dwelling – the proposed additional use for each lot will be **congruent and compatible with these existing residential uses**;
- (v) The **integrity** of surrounding existing commercial uses and development is **unlikely to be compromised or diminished**;
- (vi) The Town Oval opposite the subject land provides an **accessible degree of amenity for occupants of the caretaker dwellings**; and
- (vii) Onsite residential occupancy within each lot will **provide a level of security that will diminish or sufficiently reduce the risk of vandalism** to these properties as well as theft of property contained within – this in turn will **reduce significant impacts upon, and sustain the economic viability of, the businesses carried out from these properties** which provide an **inherently vital service to the wider Carnarvon community**.

#### **5.0 CONCLUSION**

Notwithstanding that there might be an unstated objective or aim of LPS 13 not to allow or provide for caretaker dwellings within its Commercial zones, there are always circumstances where such a use might be warranted, and indeed, merited.

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**Shire of Carnarvon Local Planning Scheme 13**

**AMENDMENT REPORT**

**Amendment 9**

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To this end, and based upon its justification above, amending LPS 13 to provide for this dwelling type upon lots 20 (HN 9) and 25 (HN 11) Hill Street seems a logical and sensible thing to do, especially when considered in the context of the Shire's past legacy of supporting and approving caretaker dwellings, and that the provision of caretaker dwellings is proposed to be limited to these two sites only, with likely minimal or no impact upon adjoining and surrounding lots.

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***Shire of Carnarvon Local Planning Scheme 13***


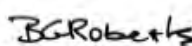

***Amendment 9***

**AMENDMENT REPORT - SCHEDULE 1**


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**Copy of Certificate of Title — Lot 20 on D30459 (HN 9) Hill Street Carnarvon**

*Planning and Development Act 2005***Shire of Carnarvon Local Planning Scheme 13****Amendment 9****AMENDMENT REPORT - SCHEDULE 1**

 WESTERN AUSTRALIA	<b>TITLE NUMBER</b> Volume      Folio <b>1285      717</b>
<b>RECORD OF CERTIFICATE OF TITLE</b> UNDER THE TRANSFER OF LAND ACT 1893	
<small>The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.</small>	
  REGISTRAR OF TITLES	
<b>LAND DESCRIPTION:</b>	
LOT 20 ON DIAGRAM 30459	
<b>REGISTERED PROPRIETOR:</b> (FIRST SCHEDULE)	
ABORIGINAL LEGAL SERVICE OF WESTERN AUSTRALIA LIMITED OF 7 ABERDEEN STREET PERTH WA 6000 (T P865583 ) REGISTERED 24/1/2024	
<b>LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:</b> (SECOND SCHEDULE)	
<small>Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required. Lot as described in the land description may be a lot or location.</small>	
-----END OF CERTIFICATE OF TITLE-----	
<b>STATEMENTS:</b>	
<small>The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.</small>	
SKETCH OF LAND:	1285-717 (20/D30459)
PREVIOUS TITLE:	1204-71
PROPERTY STREET ADDRESS:	9 HILL ST. CARNARVON.
LOCAL GOVERNMENT AUTHORITY:	SHIRE OF CARNARVON

LANDGATE COPY OF ORIGINAL NOT TO SCALE 27/09/2024 07:37 PM Request number: 67204561

  
www.landgate.wa.gov.au

*Planning and Development Act 2005*

***Shire of Carnarvon Local Planning Scheme 13***


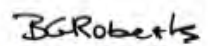


***Amendment 9***

**AMENDMENT REPORT - SCHEDULE 1**

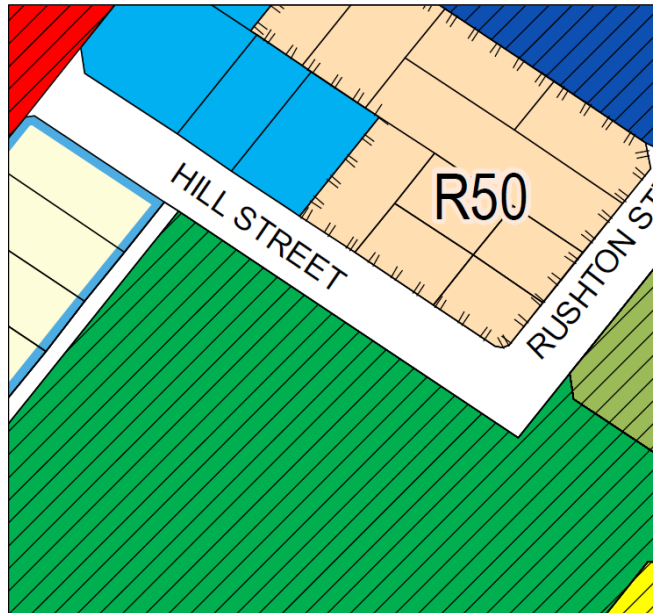
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**Copy of Certificate of Title — Lot 25 on D62387 (HN 11) Hill Street Carnarvon**

*Planning and Development Act 2005***Shire of Carnarvon Local Planning Scheme 13****Amendment 9****AMENDMENT REPORT - SCHEDULE 1**

 WESTERN AUSTRALIA	<b>TITLE NUMBER</b> Volume      Folio <b>2224      586</b>
 <b>RECORD OF CERTIFICATE OF TITLE</b> UNDER THE TRANSFER OF LAND ACT 1893  <small>The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.</small>	
 <b>REGISTRAR OF TITLES</b> 	
 <b>LAND DESCRIPTION:</b>	
LOT 25 ON DIAGRAM 62387	
 <b>REGISTERED PROPRIETOR:</b> (FIRST SCHEDULE)	
NIKI PORAJSKI OF PO BOX 1268 CARNARVON WA 6701	
(T P841390 ) REGISTERED 2/1/2024	
 <b>LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:</b> (SECOND SCHEDULE)	
1. P841391 MORTGAGE TO WESTPAC BANKING CORPORATION REGISTERED 2/1/2024.	
<small>Warning:</small>	<small>A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required. Lot as described in the land description may be a lot or location.</small>
-----END OF CERTIFICATE OF TITLE-----	
 <b>STATEMENTS:</b>	
<small>The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.</small>	
<small>SKETCH OF LAND:</small>	<small>D62387</small>
<small>PREVIOUS TITLE:</small>	<small>1536-698, 1876-195</small>
<small>PROPERTY STREET ADDRESS:</small>	<small>11 HILL ST, CARNARVON.</small>
<small>LOCAL GOVERNMENT AUTHORITY:</small>	<small>SHIRE OF CARNARVON</small>
 <small>LANDGATE COPY OF ORIGINAL NOT TO SCALE 27/09/2024 07:36 PM Request number: 67204561</small>	
 <small>www.landgate.wa.gov.au</small>	






## AMENDMENT MAP





EXISTING SCHEME MAP

### LEGEND

#### LOCAL SCHEME RESERVES

-  Primary Distributor Road
-  District Distributor Road
-  Local Road
-  Environmental Conservation
-  Public Open Space
-  Public Purpose

#### LOCAL SCHEME ZONES

-  Commercial
-  Regional Centre
-  Residential

#### OTHER CATEGORIES

-  R20 R Codes
-  A1 Additional Uses



AMENDING SCHEME MAP

FORM 6A

## COUNCIL ADOPTION

This Standard Amendment was adopted by resolution of the Council of the Shire of Carnarvon at the Ordinary Meeting of the Council held on the 17<sup>th</sup> day of December, 2024.

.....  
MAYOR/SHIRE PRESIDENT

.....  
CHIEF EXECUTIVE OFFICER

## COUNCIL RESOLUTION TO ADVERTISE

by resolution of the Council of the Shire of Carnarvon at the Ordinary Meeting of the Council held on the 17<sup>th</sup> day of December, 2024, proceed to advertise this Amendment.

.....  
MAYOR/SHIRE PRESIDENT

.....  
CHIEF EXECUTIVE OFFICER

## COUNCIL RECOMMENDATION

This Amendment is recommended [for support/ not to be supported] by resolution of the [LOCAL GOVERNMENT] at the [NAME] Meeting of the Council held on the [ number ] day of [ month ], 20[ year ] and the Common Seal of the [LOCAL GOVERNMENT] was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....  
MAYOR/SHIRE PRESIDENT

.....  
CHIEF EXECUTIVE OFFICER

## WAPC ENDORSEMENT (r.63)

.....  
DELEGATED UNDER S.16 OF



**THE P&D ACT 2005**

**DATE.....**

**FORM 6A - CONTINUED**

**APPROVAL GRANTED**

**.....**

**MINISTER FOR PLANNING**

**DATE.....**

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# Coral Bay Settlement Structure Plan

## Bed number and development capacity review

for the Shire of Carnarvon

**DRAFT**

Prepared by:

**Hames Sharley (WA) Pty Ltd**

44867

November 2024

REV A	12.04.2024	<i>Background Document Review</i>	GY
REV B	23.08.2024	<i>Draft for SoC Review</i>	GY
REV C	04.09.2024	<i>Draft for DPLH Review</i>	GY
REV D	27.11.2024	<i>Draft for Council Review</i>	GY
REV E	11.12.2024	<i>Final for Council Endorsement</i>	GY

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## Executive Summary

Coral Bay is one of the Ningaloo Coast's premier tourist destinations and its development is guided by the Shire of Carnarvon's Local Planning Scheme No. 13 and the Coral Bay Settlement Structure Plan 2014 (CBSSP).

Over the past decade, land use planning for the settlement has made significant progress as tourism proposals that are able to be readily approved. This report involves evaluating the facts associated with the development of Coral Bay particularly in relation to the bed numbers component for tourists and workers and assessing the future development capacity of zoned land across the settlement. This will provide accurate information to inform the review of the CBSSP.

Ultimately, the CBSSP review will seek to address the long-term development potential of Coral Bay and its tourism capacity from a land use planning perspective. Significantly, there is significant bed capacity available to be developed now (approximately 2,000 beds) and the land use planning framework is development ready to support this. However, to achieve Coral Bay's ultimate potential, a number of other issues are required to be addressed that cannot be directly resolved by the planning framework including:

- + Improving the settlement's general amenity (such as upgrading the streetscapes);
- + Improving infrastructure capacity and provision (e.g. road network upgrades);
- + Improving environmental management (e.g. protection and management of beach and dune systems);
- + How to activate development of vacant tourism zoned land (in excess of 40 hectares); and
- + Promoting opportunities to redevelop existing tourism zoned land (e.g. upgrading existing facilities and services).

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## 1.0 Introduction

### 1.1 CORAL BAY SETTLEMENT

The settlement of Coral Bay is located approximately 1,200km north of Perth within the Shire of Carnarvon. Regionally, Coral Bay lies some 120km south of Exmouth and 50km north of the tropic of Capricorn within the Gascoyne Region. It is a coastal tourist settlement situated at the southern extent of the Ningaloo fringing coral reef, which is a World Heritage listed area.

Coral Bay is an established tourism settlement that caters predominantly for tourists and as such, its population varies significantly on a seasonal basis due to influxes of visitors. The peak season in Coral Bay is during the autumn-winter-spring months (March-November) where the southern regions of Australia are cold and wet, with local and interstate visitors attracted to the climate of the Coral Coast at this time.

Coral Bay is a hugely popular tourist settlement, catering for a wide range of tourists, in particular families, offering a range of accommodation types such as caravan/camping, holiday homes, resort/chalet/serviced apartment and backpackers. Despite its small size, Coral Bay has essential amenities such as restaurants, cafes, a small supermarket, and tour operators, providing visitors with the necessary conveniences for a comfortable stay.

The primary appeal for tourism in Coral Bay is its natural attractions:

- + **Ningaloo Reef** - The primary attraction of Coral Bay, Ningaloo Reef is a UNESCO World Heritage site. It stretches for about 260km and is known for its diverse marine life, including coral formations, whale sharks, manta rays, and a plethora of fish species.
- + **Marine Activities** - Coral Bay is a paradise for marine enthusiasts. Popular activities include snorkelling, scuba diving, fishing, and glass-bottom boat tours. The reef is easily accessible from the shore, making it a great spot for snorkelling.
- + **Whale Shark Tours** - From March to July, visitors can experience swimming with the gentle giant whale sharks, the largest fish in the ocean. These tours are a significant draw for tourists.
- + **Manta Rays** - Year-round, Coral Bay offers opportunities to swim with manta rays, another highlight for divers and snorkelers.

The Ningaloo Coast World Heritage Area was added to the UNESCO World Heritage list on 24 June 2011 under two of the natural World Heritage Outstanding Universal Value criteria:

- + containing areas of incredible natural beauty
- + containing the most important and significant natural habitats for in situ conservation of biological diversity

Tourism at Ningaloo is seasonal with the region hosting up to an estimated 20,000 visitors at any given time during the peak winter months. Ningaloo tourist numbers increased during the pandemic due to the WA state border closure during the pandemic increased the appetite for domestic travel. The demographic of visitors to Ningaloo also changed, resulting in increased rates of recreational fishing and lower utilisation of local tours.

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## 1.2 CORAL BAY SETTLEMENT STRUCTURE PLAN

The Coral Bay Settlement Structure Plan 2014 (CBSSP) study area is approximately 275 hectares (refer **Figure 1**) The CBSSP area includes all land parcels, roads and reserves contained within the Coral Bay settlement and also includes land south of the Sanctuary Road end including Lot 301 on Plan 47762 (water treatment facility), part Lot 301 on Plan 53813 (Unallocated Crown Land) and land west of Monck Head Drive including Lot 511 on Plan 53813 (Unallocated Crown Land), part Crown Reserve 40079 (Lot 146 on Plan 240276) and the infrastructure comprising the boat launching facility at Monck Head.

The Shire's current Local Planning Strategy (LPS) identifies Coral Bay as a key tourism hub for the Gascoyne Region and that the CBSSP will continue to guide tourism development in Coral Bay. However, the current CBSSP is almost 10 years old and has become somewhat restricted in its ability to fulfil the requirement for orderly planning of the Coral Bay settlement area. The CBSSP sets the direction for the future planning, development, and infrastructure coordination for the settlement over the next 25 years in the context of Coral Bay's growth as one of Western Australia's premier tourist destinations on the coastline of Ningaloo Reef.

The UNESCO World Heritage listing emphasises the importance of effective management in order to preserve its value, stating:

*"Tourist numbers are expected to rise which will require additional management efforts. Increased water abstraction, including from demand from increased tourism, may affect fragile subterranean aquatic habitats and species communities will require constant monitoring and management."*

Pursuant to the *Planning and Development Regulations (Local Planning Schemes) 2015*, the CBSSP will expire in 2025, therefore early review is required to ensure that coordinated orderly and balanced planning of the settlement can continue.

Understanding and balancing the tourism numbers with impacts (both negative and positive) on the environment, infrastructure and community, is a key role of the CBSSP and will form the underlying principles for this review.

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aurecon

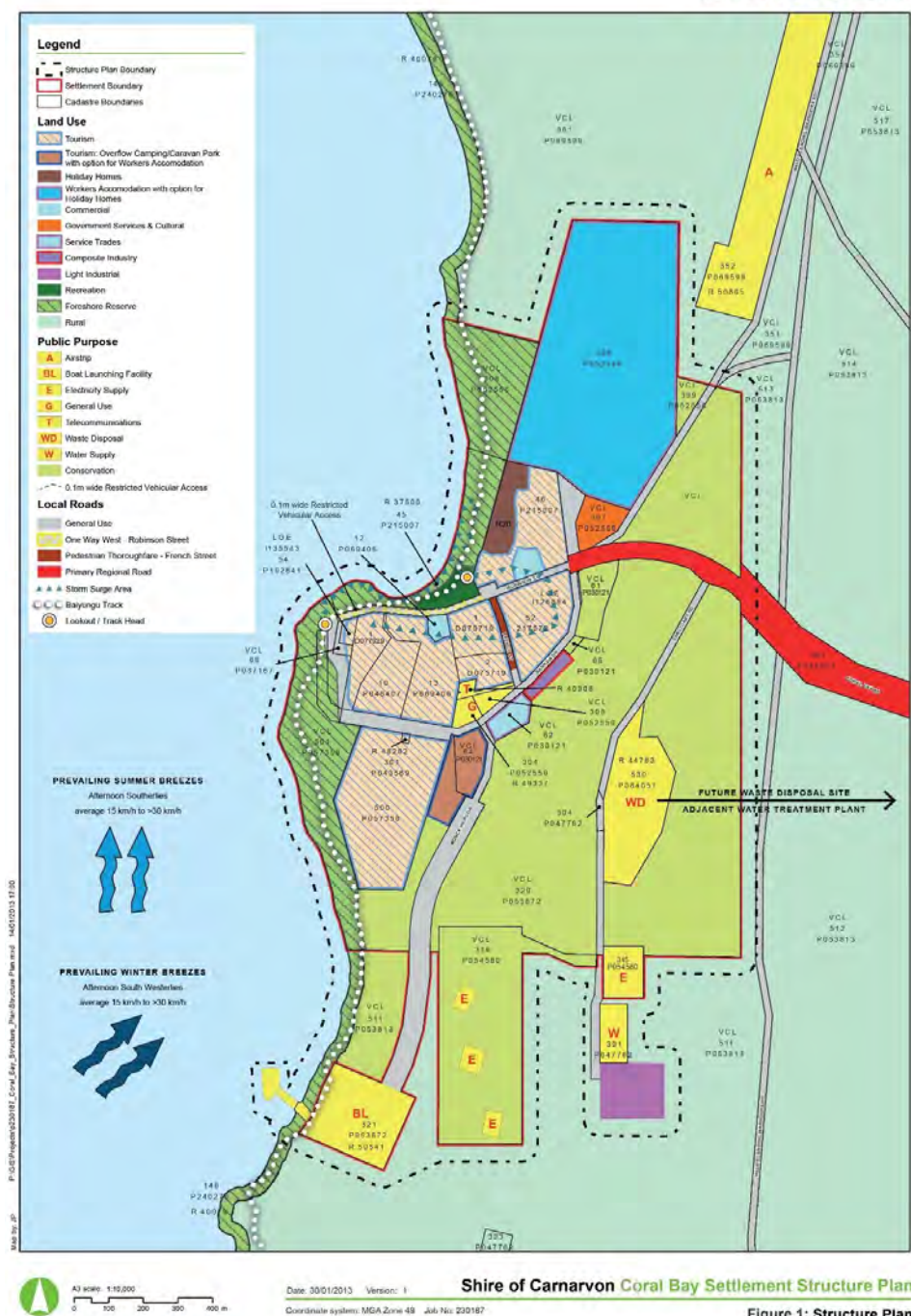


Figure 1: Coral Bay Settlement Structure Plan Map



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### **1.3 BED NUMBER CAP AND DEVELOPMENT CAPACITY REVIEW**

A key instrument within the CBSSP is the use of a 'bed number cap' across the settlement. The bed cap instrument was initially used within the first Coral Bay Structure Plan (2004) allowing for a total of 3,600 overnight visitors (tourists), 400 workers (including their families), and 500 day visitors. The population (bed cap) was increased to 4,800 beds inclusive of both tourists and workers, with allowance for 500 day visitors in the 2014 CBSSP.

Council endorsed the current bed cap, which was based on Growth Scenario 2 from the destination modelling undertaken by Aurecon during preparation of the CBSSP. Growth Scenario 2 (Mixed Development Scenario) introduced a moderate increase in visitation and economic activity, with manageable environmental impacts, through an increase of 280 caravan/camping beds and 520 holiday home beds.

The CBSSP and Shire of Carnarvon Local Planning Scheme No. 13 (LPS13) had different terms for the bed number cap, which was fixed by Amendment No. 1 and amendments to the CBSSP in 2023 to allow business owners to cater for workforce accommodation onsite.

To ensure that the future CBSSP review process is adequately informed, two critical pieces of work need to be undertaken:

1. A review of the bed number component of the current CBSSP for workers and tourists; and
2. An assessment of the current development capacity of the zoned land across Coral Bay.

For this reason, the review of the CBSSP has been separated into the following stages:

- + **Stage 1** – Bed Number and Development Capacity Review (this Report)
- + **Stage 2** – CBSSP Review

The findings and recommendations of this report will inform the approach for Stage 2 of the CBSSP review.

### **1.4 PROJECT AIMS AND OBJECTIVES**

The scope of this project is to undertake a review of the long term bed cap and development capacity in Coral Bay. The outcome of this analysis is to have a clear understanding of the current development capacity of the zoned land and infrastructure in Coral Bay, review the currently bed cap mechanism as a means of controlling population, and provide clear recommendations to Council on options for the future of the bed cap instrument in a full review of the CBSSP (Stage 2).

There are several objectives outlined in the Brief that the project addresses:

- + Give effect to policies and objectives set out in the planning framework.
- + Guide major changes to land use, built form and public spaces.
- + Form part of orderly and proper planning.
- + Guide the economic, social and environment goals for the areas.
- + Ensure service provision.
- + Provide the basis for sustainable and best practice built form outcomes.
- + Provide the basis for employment generating uses.

It is noted that an effective and practical instrument for controlling the population in Coral Bay should be assessed against the above to ensure it is at a level that is suitable to enabling visitor activities; the workers required to service them and protect the fragile natural environment.

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## 2.0 Document Review

### 2.1 CORAL BAY SETTLEMENT STRUCTURE PLAN

The aim of the CBSSP is to establish a clear direction for the future planning, development, and infrastructure coordination for the settlement over the next 25 years. Consideration has been given to the projected growth of Coral Bay as one of Western Australia's premier tourist destinations on the coastline of Ningaloo Reef World Heritage Area.

The vision for the CBSSP is:

*Coral Bay shall continue to be an attractive destination for tourists and visitors seeking to experience the natural features of the Ningaloo Reef and the remote holiday atmosphere of Coral Bay through improved sustainable tourism practices.*

An additional objective of the CBSSP is to identify statutory and strategic inconsistencies that exist within the planning framework for Coral Bay and to recommend changes to ensure a functional and robust planning framework is established at the State level and guides the development of the future Shire of Carnarvon Local Planning Scheme No. 13 (LPS13).

#### POPULATION CAPACITY

The first iteration of the Coral Bay Settlement Plan, released in 1992, estimated that peak holiday populations were in the vicinity of 1,200 to 2,500 people. It did not recommend a population capacity for Coral Bay though it did recognise that the very environment that attracts visitors was at risks of deterioration through overuse.

The Coral Bay task force report on infrastructure requirements for Coral Bay was completed in 1996. It recommended a low scale of infrastructure for Coral Bay to service a small tourism settlement, with approximately 3,000 overnight and day visitors with no detail provided on working population accommodation to support this. It also recommended a design capacity of 3,500 to 4,000 people for future infrastructure needs, to account for limited expansion and potential increase in day visitor numbers.

The Shire of Carnarvon amended its town planning scheme in May 1998 to prevent any further development in Coral Bay, other than minor alterations to existing uses/developments, until connection to a public water supply and public effluent disposal facility to meet the local government's requirements and the Health Department of Western Australia. The amendment also required that all land use and development applications were to be assessed in the context of a settlement plan.

The Coral Bay Settlement Plan was released in January 1998. It suggested the consideration of the following factors in establishing an ultimate size for Coral Bay:

- + quality of services and infrastructure to be provided to new and existing developments;
- + extent of, and commitment toward, environmental management, conservation and rehabilitation;
- + form, quality and density of accommodation required; and
- + extent and nature of any adjacent development.

The Ningaloo Coast Regional Strategy Carnarvon to Exmouth was released in August 2004, and included the Coral Bay Settlement Plan to provide detailed planning and infrastructure delivery for Coral Bay to

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ensure long term environmental sustainability. In order to implement the Coral Bay Settlement Plan, the Strategy states no further development at Coral Bay will be permitted until:

- + appropriate public sewerage, water and power infrastructure has been provided;
- + an inventory of existing accommodation within Coral Bay has been completed and bed numbers comply with approved limits;
- + accommodation in Coral Bay be capped to cater for the ordinary peak of 4,500 people. This will comprise accommodation to cater for 3,600 overnight visitors, 400 workers (including partners and dependants) and 500 day visitors; and
- + development and redevelopment within Coral Bay shall be controlled and staged in an orderly manner.

The Coral Bay Settlement Plan (2004) initially used a 'population capacity' or 'bed cap number' as a planning mechanism to limit the maximum number of overnight visitors in Coral Bay at any given time. The plan set a population capacity within Coray Bay of 4,500 people. Approximately 1,967 tourist beds were licensed within Coral Bay. In addition, 26 privately owned holiday homes exist on Lot 50 (previously Lot 46) Robinson Street. These dwellings can provide up to approximately 180 beds resulting in a total tourist accommodation supply of approximately 2,147 beds.

The 2014 CBSSP raises the 2004 bed cap by 800 beds based on calculations regarding acceptable densities and anticipated lot yields, and the outcomes of modelling undertaken (refer **Section 2.4 and 2.4**). This figure is split to provide 520 additional beds contained within a future 'Holiday Homes' precinct (Lot 308), and 280 additional beds within a future short stay overflow caravan park site.

**Table 1: CBSSP Development Timeline**

2004	2014	2023	2024 (This review)
Coral Bay Settlement Plan was prepared and adopted by Council.	CBSSP was updated by Aurecon on behalf of the Shire of Carnarvon.	CBSSP Amendment No.1 Updated in accordance with the Statement issued in Amendment 1 to Local Planning Scheme No. 13.	Review of the bed number component and development capacity of the CBSSP.  This review will form the basis of the CBSSP review (Stage 2).

The CBSSP outlines the population capacity of each accommodation type, which is reflected in the Table 2. The number of day visitors on average during peak season has never accurately been determined, though an estimate of 500 has consistently been included since 2004 to present.

It is worth noting that while the CBSSP provides a breakdown of number of beds by bed type (or development type), the bed cap control is actually implemented through LPS13 which provides a total bed cap per lot with accompanying restricted uses (refer to Section 2.2). The total beds allowed for in LPS13 is actually in excess of CBSSP, with 5,007 beds rather than the 4,800 allowed for in the CBSSP.

The population of Coral Bay, at the 2011 Census, was 254 people which comprised workers and their families, and this number has reduced to 245 at the 2021 Census.

An estimate of the current number of beds both developed and approved has been undertaken in **Section 6.3**.

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**Table 2: Bed Number by Types**

Bed Type	Existing (at the time of preparing the CBSSP 2014)	CBSP 2004	CBSSP 2014
Worker population (including family)	254 (2011 Census)	400	400
Backpackers	120	220	220
Caravan/ camping	1,416	1,428	1,708
Resort/ chalet/ serviced apartment	431	1,744	1,744
Holiday home	180	208	728
<b>Total Overnight</b>	<b>2,401</b>	<b>2,000</b>	<b>4,800</b>
Day Visitors	500	500	500
<b>Total</b>	<b>2,901</b>	<b>4,500</b>	<b>5,300</b>

**2.2 LOCAL PLANNING SCHEME NO. 13**

Local Planning Scheme No.13 (LPS13), gazetted in 2020 is the primary document for controlling land use and development within the Shire. **Figure 3** shows an extract of the Scheme Map, as it applies to the CBSSP area. LPS13 is the primary mechanism for controlling the population and development of the CBSSP area, through land use permissibility and implementation of the bed cap limits from the CBSSP.

The CBSSP is implemented through LSP13 in the following sections:

- + Aims
- + Special Control Area 5 (SCA5) – Coral Bay Settlement
- + Special Control Area 11 (SCA11) – Lot 308 Coral Bay
- + Schedule 1 – Specified additional uses for land in local reserves in Scheme area
- + Schedule 3 – Restricted uses for land in Scheme area
- + Schedule 6 – Additional requirements that apply to land covered by structure plan or local development plan

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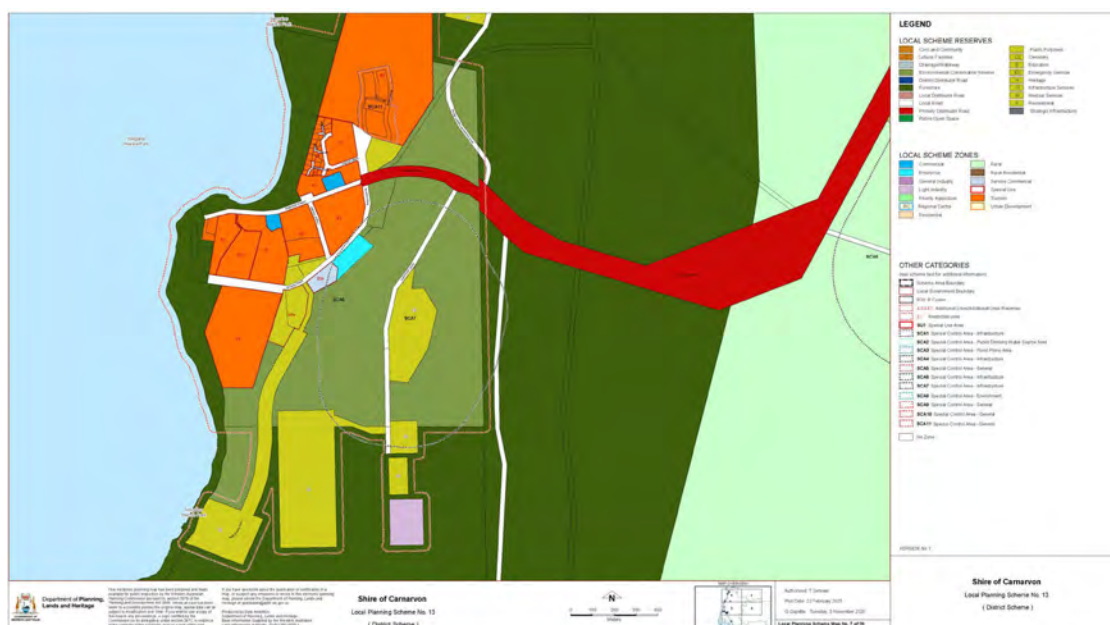


Figure 2: LPS13 – Coral Bay Map

## AIMS OF THE SCHEME

The following provisions have direct relevance to the Coral Bay Settlement and will be critical considerations throughout this analysis.

- a) Support economic growth and employment by the timely delivery of suitable and appropriately located land for housing, commercial and industrial enterprises, community facilities, recreation and open space;
- d) Protect tourist destinations of State, regional and local significance and support the provision of a range of tourist facilities and accommodation;
- e) Support Coral Bay as a tourism centre with tourist and commercial uses only, focused on servicing visitors and operating sustainably within environmental limits and the capacity of available utilities;
- f) Protect and enhance the natural environment, important ecosystems and biodiversity values;
- g) Support the protection, conservation and management of the values of the Ningaloo Coast and Shark Bay World Heritage Areas;
- h) Safeguard the scenic qualities and sense of place provided by important visual landscapes such as the coastal areas, Kennedy Ranges and Brown Range;
- i) Recognise and support the protection of Aboriginal heritage and places of cultural heritage significance;

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**SPECIAL CONTROL AREAS*****Special Control Area 5: Coral Bay Settlement***

Special Control Area 5 (SCA5) is the general SCA that covers all of the CBSSP area. The review and recommendation of the development capacity and bed number component of the CBSSP and associated Scheme provisions will need to be consistent with the purpose, objectives and additional provisions of SCA5.

**Table 3: SCA5 - Coral Bay Settlement**

PURPOSE	OBJECTIVES	ADDITIONAL PROVISIONS
Protection of the natural environment and retention of the remote sense of place and low-impact nature-based visitor experience	<ol style="list-style-type: none"> <li>1. Protecting the Ningaloo Reef and values of the Ningaloo Coast World Heritage Area.</li> <li>2. Avoiding environmental impacts of development and mitigating or managing any potential residual impacts.</li> <li>3. Developing the built environment in a way that is compatible with the surrounding landscape setting.</li> <li>4. Retaining the remote and natural character of the settlement.</li> </ol>	<ol style="list-style-type: none"> <li>1. Notwithstanding any other provisions of the Scheme, a person must not commence or carry out any works or uses within SCA5, without first having applied for and obtained the development approval of the local government under Part 8 and Part 9 of the deemed provisions, unless exempted in accordance with provision (2) below.</li> <li>2. The local government may require the preparation and approval of a local development plan under Part 6 of the deemed provisions. The local development plan may include exemptions from the requirement to obtain development approval in accordance with provision (1) above.</li> <li>3. The local government shall provide a copy of a local development plan to the State agency responsible for biodiversity and conservation under Clause 50 of the deemed provisions.</li> <li>4. The local government may require the applicant to advertise an application for development approval in accordance with Clause 64 of the deemed provisions.</li> <li>5. The local government shall provide a copy of a development application to the State agency responsible for biodiversity and conservation under Clause 66 of the deemed provisions where the proposed work or use may impact on the marine park or conservation estate.</li> <li>6. No subdivision or development for residential uses is permitted.</li> <li>7. No permanent residential use is permitted.</li> <li>8. A person cannot be an occupier of short-term accommodation for a period totalling more than 3 months in any 12 month period, other than a designated manager/caretaker of the facility.</li> <li>9. Notwithstanding anything that may be contained elsewhere in the Scheme, workers other than the manager or caretaker of short-term accommodation, may only be accommodated in 'Workforce Accommodation'.</li> <li>10. Notwithstanding anything contained elsewhere in the Scheme, 'Workforce Accommodation' in SCA5 means premises, which may include modular or relocatable buildings, used exclusively for the accommodation of: <ol style="list-style-type: none"> <li>10.1. the owners and operators of commercial enterprises approved under this scheme who are permanently located and work in Coral Bay (and dependant family);</li> </ol> </li> </ol>

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PURPOSE	OBJECTIVES	ADDITIONAL PROVISIONS
		<p>10.2. seasonal and permanent employees engaged in providing services directly associated with uses or works approved under this Scheme (and dependant family);</p> <p>10.3. employees of the Local Government and State Government (and dependant family);</p> <p>10.4. workers engaged in construction in Coral Bay on a temporary basis.</p> <p>11. Subdivision and development shall comply with State Planning Policy 2.6 State Coastal Planning Policy.</p> <p>12. Within SCA5 there is an overall population cap of 4,800 beds, that includes workers and their dependent family, plus 500 day visitors.</p> <p>13. The siting and design of new development shall blend with or be in evident in the landscape and seascape from significant viewpoints and public roads.</p> <p>14. New development shall be restricted to a maximum of 6 metres above natural ground level unless varied to a maximum of 9 metres where it is demonstrated that from significant viewpoints and public roads the buildings blend with or are in evident in the surrounding landscape and seascape. The height of a building is taken as the highest point at any part of the development immediately above natural ground level.</p>

**Special Control Area 11: Lot 308 Coral Bay**

SCA11 is located to the north of the CBSSP area, and limits the land use of these lots to purely 'Workforce Accommodation'. These lots have partially been developed through the RAC workers accommodation and the BAC Village.

**Table 4: Special Control Area 11: Lot 308 Coral Bay**

PURPOSE	OBJECTIVES	ADDITIONAL PROVISIONS
Future use and development within the Special Control Area 11 boundary is solely for 'Workforce Accommodation'	Land within the boundary of Special Control Area 11 is to be used solely for the 'Workforce Accommodation' use.	<p>The following provisions apply to all land within SCA 11 as notated on the Scheme Map.</p> <p>1. Notwithstanding any other provisions of the Scheme, use and development of land within SCA 11 shall be restricted to 'Workforce Accommodation'</p> <p>2. All other uses are not permitted ('X').</p>

**SCHEDULES****SCHEDULE 1 — Specified additional uses for land in local reserves in Scheme area**

Lot 64 is reserved for Public Purposes with additional uses under LPS13 and is currently owned by the State of Western Australia as Crown land. This clause provides for additional uses on the reserved land, allowing for caravan park, camping ground and workforce accommodation, while also applying a maximum bed number restriction.

**Table 5: SCHEDULE 1 — Specified additional uses for land in local reserves in Scheme area**

NO.	DESCRIPTION OF LAND	ADDITIONAL USE	CONDITIONS
4	Lot 64, 61 Banksia Drive and the adjoining portion of Lot 501 Coral Bay reserved for Public	Caravan park	1. The maximum number of beds is restricted to 280 (inclusive of workforce accommodation).

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	Purposes	Camping ground Workforce accommodation	AMD 1 GG 14/02/2023
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**SCHEDULE 3 — Restricted uses for land in Scheme area**

Schedule 3 of LPS13 applies to the tourism zoned lots within the CBSSP area, and provides restricted uses associated with the tourism zoning. Schedule 3 also includes the maximum bed number limitations which will be reviewed as part of this report. Detailed analysis of these provisions is provided in **Section 6**.

**Table 6: SCHEDULE 3 — Restricted uses for land in Scheme area**

NO.	DESCRIPTION OF LAND	RESTRICTED USE	CONDITIONS
1	Lot 52 / 66 Robinson Street Coral Bay AMD 1 GG 14/02/2023	Camping ground Caravan park	<ol style="list-style-type: none"> <li>Where development standards are not prescribed in a Local Development Plan approved under the Part 6 of the deemed provisions, the general development standards of the Scheme apply.</li> <li>No short-term accommodation other than for caravan and camping is permitted.</li> <li>The number of beds is restricted to 828. (inclusive of workforce accommodation)</li> </ol> AMD 1 GG 14/02/2023
		Workforce Accommodation	<ol style="list-style-type: none"> <li>Where development standards are not prescribed in a Local Development Plan approved under the Part 6 of the deemed provisions, the general development standards of the Scheme apply.</li> <li>Notwithstanding other clauses within the Scheme, Workforce accommodation is to be classed as an 'I' use, it must be demonstrated that approval of the use will support the predominant use.</li> </ol>
2	Parent Lot 50, Survey Strata 70565, Coral Bay	Holiday houses	<ol style="list-style-type: none"> <li>Where development standards are not prescribed in a Local Development Plan approved under the Part 6 of the deemed provisions, the general development standards of the Scheme apply.</li> <li>No workforce accommodation is permitted, other than for a manager/caretaker for all the holiday houses located on the parent lot.</li> <li>The number of beds is restricted to 208.</li> </ol> AMD 1 GG 14/02/2023
3	Parent Lot 308 Coral Bay AMD 1 GG 14/02/2023	Holiday accommodation Holiday House Workforce accommodation	<ol style="list-style-type: none"> <li>The general development standards of the Scheme apply unless prescribed in a Structure Plan approved under Part 4 of the deemed provisions or a Local Development Plan approved under Part 6 of the deemed provisions; or unless an R-Code is designated, in which case the requirements of the Residential Design Codes shall apply. A structure Plan shall be prepared in accordance with Part 4 of the deemed provisions for the whole of the land holding (Parent Lot 308).</li> </ol>



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NO.	DESCRIPTION OF LAND	RESTRICTED USE	CONDITIONS
			<p>2. The Structure Plan shall spatially define the location of 'workforce accommodation', 'holiday house' and 'holiday accommodation' uses.</p> <p>3. The Structure Plan be referred to the Department responsible for the Contaminated Sites Act 2003.</p> <p>4. Notwithstanding any other provision of the scheme, for the purposes of Restricted Use 3, the definition of a 'lot' within the 'Holiday House' definition is to also apply to survey-strata lots under the Strata Titles Act 1985.</p> <p>5. Freehold subdivision of the whole of the land holding (Parent Lot 308) shall be limited to 'superlots' with a minimum size of 4,000m<sup>2</sup> and generally be in accordance with an endorsed Local Structure Plan.</p> <p>6. Subdivision of the 'superlots' shall be limited to survey strata subdivision. No subdivision of lots in fee simple of less than 4,000m<sup>2</sup> will be approved.</p> <p>7. For all lots, both green title and survey strata or lease areas identified on a structure plan, the maximum number of beds is restricted to 920 (inclusive of workforce accommodation).</p> <p>8. At any stage of subdivision, section 70A notifications under the Transfer of Land Act 1893 shall ensure future interest holders are made aware of the provisions that apply to Lot 308 relating to restriction of use.</p> <p>9. Holiday accommodation and holiday house may require management plans to be submitted to the Local Government for approval prior to occupation and should address the following:</p> <p>11.1 Nomination of a management agent and details of management approval/protocol shall form a legally binding agreement with the Local Government;</p> <p>11.2 Car Parking and signage provision; and</p> <p>11.3 The maintenance of a booking register.</p> <p>10. Strata subdivision under the Strata Titles Act 1985 shall only be considered once the Local Government has granted development approval.</p> <p>11. Strata subdivision may include the following additions to the by-laws contained in the Schedules 1 and 2 of the Strata Titles Act 1985.</p> <p>11.4 Development or redevelopment on the Strata lots must comply with an existing development approval issued by the Shire of Carnarvon, or such alternative development approval as the Local</p>

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NO.	DESCRIPTION OF LAND	RESTRICTED USE	CONDITIONS
			<p>Government may grant, which complies with the requirements of the Scheme.</p> <p>11.5 Controls to ensure the overall management of the short-term accommodation.</p> <p>11.6 Provisions stipulating that the proposed short-term accommodation cannot be used for permanent residential purposes at any time and occupation by any individual shall not exceed 3 months in any 12 month period;</p> <p>11.7 Provisions that the owners of the proposed short-term accommodation may allow their property to be rented out for short-term accommodation purposes;</p> <p>11.8 Provisions requiring all common property, including the communal open space areas, to be landscaped and maintained by the Strata Company/Managing Authority;</p> <p>11.9 Amendment to or repeal of the provisions cannot be effected without approval of the Western Australian Planning Commission.</p>
4	Lot 800 / 79 Banksia Drive Coral Bay AMD 1 GG 14/02/2023	Camping ground Caravan park Hotel Motel Tourist Development	<p>1. The general development standards of the Scheme apply unless prescribed in a Local Development Plan approved under Part 6 of the deemed provisions; or unless an R-Code is designated, in which case the requirements of the Residential Design Codes shall apply.</p> <p>2. The number of beds to be accommodated is restricted to 340 (inclusive of workforce accommodation).</p>
		Workforce Accommodation	<p>1. Where development standards are not prescribed in a Local Development Plan approved under the Part 6 of the deemed provisions, the general development standards of the Scheme apply.</p> <p>2. Notwithstanding other clauses within the Scheme, Workforce accommodation is to be classed as an 'I' use, it must be demonstrated that approval of the use will support the predominant use.</p>
5	Lot 13 / No 20 Robinson Street, Coral Bay AMD 1 GG 14/02/2023	Caravan park Camping ground Tourist Development Hotel Motel	<p>1. The general development standards of the Scheme apply unless prescribed in a Local Development Plan approved under Part 6 of the deemed provisions; or unless an R-Code is designated, in which case the requirements of the Residential Design Codes shall apply.</p> <p>2. The number of beds to be accommodated is restricted to 534 (inclusive of workforce accommodation).</p>
		Workforce Accommodation	<p>1. Where development standards are not prescribed in a Local Development Plan approved under the Part 6 of the deemed</p>

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NO.	DESCRIPTION OF LAND	RESTRICTED USE	CONDITIONS
			provisions, the general development standards of the Scheme apply.  2. Notwithstanding other clauses within the Scheme, Workforce accommodation is to be classed as an 'I' use, it must be demonstrated that approval of the use will support the predominant use.
6	Lot 1 / 14 Robinson Street, Coral Bay  AMD 1 GG 14/02/2023	Camping ground Caravan park Hotel Motel Tourist development	1. The general development standards of the Scheme apply unless prescribed in a Local Development Plan approved under Part 6 of the deemed provisions; or unless an R-Code is designated, in which case the requirements of the Residential Design Codes shall apply.  2. The number of beds to be accommodated is restricted to 270 (inclusive of workforce accommodation).
		Workforce Accommodation	1. Where development standards are not prescribed in a Local Development Plan approved under the Part 6 of the deemed provisions, the general development standards of the Scheme apply.  2. Notwithstanding other clauses within the Scheme, Workforce accommodation is to be classed as an 'I' use, it must be demonstrated that approval of the use will support the predominant use.
7	Lot 9500, Coral Bay  AMD 1 GG 14/02/2023	Camping ground Caravan park Hotel Motel Tourist development	1. The general development standards of the Scheme apply unless prescribed in a Local Development Plan approved under Part 6 of the deemed provisions; or unless an R-Code is designated, in which case the requirements of the Residential Design Codes shall apply.  2. The number of beds to be accommodated is restricted to 816 (inclusive of workforce accommodation).
		Workforce Accommodation	1. Where development standards are not prescribed in a Local Development Plan approved under the Part 6 of the deemed provisions, the general development standards of the Scheme apply.  2. Notwithstanding other clauses within the Scheme, Workforce accommodation is to be classed as an 'I' use, it must be demonstrated that approval of the use will support the predominant use.
8	Lot 1 / 44 Robinson Street and Lot 2 / 24 French Street, Coral Bay  AMD 1 GG 14/02/2023	Camping ground Caravan park Hotel Motel Tourist development	1. The general development standards of the Scheme apply unless prescribed in a Local Development Plan approved under Part 6 of the deemed provisions; or unless an R-Code is designated, in which case the requirements of the Residential Design Codes shall apply.  2. The number of beds to be accommodated is restricted to 546 (inclusive of workforce accommodation).
		Workforce Accommodation	1. Where development standards are not prescribed in a Local Development Plan approved under the Part 6 of the deemed

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NO.	DESCRIPTION OF LAND	RESTRICTED USE	CONDITIONS
			provisions, the general development standards of the Scheme apply.  2. Notwithstanding other clauses within the Scheme, Workforce accommodation is to be classed as an 'I' use, it must be demonstrated that approval of the use will support the predominant use.
14	Lot 62 / 45 Banksia Drive Coral Bay	Service station Car park	1. Where development standards are not prescribed in a Local Development Plan approved under the Part 6 of the deemed provisions, the general development standards of the Scheme apply.
15	Lot 10 / 16 Robinson Street, Coral Bay	Camping ground Caravan park Hotel Motel	1. The general development standards of the Scheme apply unless prescribed in a Local Development Plan approved under Part 6 of the deemed provisions; or unless an R-Code is designated, in which case the requirements of the Residential Design Codes shall apply.  2. The number of beds to be accommodated is restricted to 265 (inclusive of workforce accommodation).
		Workforce Accommodation	1. Where development standards are not prescribed in a Local Development Plan approved under the Part 6 of the deemed provisions, the general development standards of the Scheme apply.

***SCHEDULE 6 — Additional Requirements That Apply to Land Covered by Structure Plan or Local Development Plan***

Schedule 6 provides the statutory basis for the CBSSP.

***Table 7: SCHEDULE 6 — Additional Requirements That Apply to Land Covered by Structure Plan or Local Development Plan***

NO.	DESCRIPTION OF LAND	REQUIREMENT
5	Coral Bay Settlement Structure Plan	1. The local government shall not support any proposed development, subdivision or rezoning of land covered by the Coral Bay Settlement Structure Plan (2014) that may prejudice the overall development potential of the area as reflected in the structure plan.  2. The local government may require an application for development approval that is generally consistent with the structure plan to be accompanied by specialist studies regarding any potential impact including on the environment, Aboriginal and cultural heritage, essential services, bushfire, coastal vulnerability and landscape.

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## 2.3 CURRENT LOCAL PLANNING STRATEGY

A local planning strategy is a fundamental component of the local planning framework, it sets out the long-term strategic planning directions for a local government. The Shire's previous Local Planning Strategy was endorsed by the WAPC in 2017. Hames Sharley is also undertaking a review of the local planning strategy, and this ongoing work will guide and input to this project, where possible. During May 2024 engagement with the community and stakeholders was undertaken by Hames Sharley and Shape Urban to inform both the LPS review and this project (refer **Section 5** for summary).

From the current (2017) local planning strategy, the following key principles, issues and opportunities and directions are identified as relevant to Coral Bay.

**Table 8: Current Local Planning Strategy Direction**

Section	Outcomes
Key Principles	<p>Facilitating opportunities for steady population growth, particularly within the Carnarvon townsite and surrounds.</p> <p>Continuing to provide support for economic development, recognising the value of building a diverse economic base with potential opportunities for growth in the areas of tourism, horticulture and residential growth – taking advantage of the climate, lifestyle and access to a variety of natural assets.</p> <p>Facilitating the protection of natural assets through appropriate land tenure and management arrangements, recognising that sometimes competing demands are being placed on these areas.</p> <p>Acknowledging and celebrating the history of the area and the areas cultural diversity.</p> <p>Facilitating the orderly and proper planning of the area, including the establishment/advancement of appropriate planning frameworks (structure plans, local planning policies and similar).</p> <p>Facilitating a focus on shared responsibilities through partnerships, collaboration and stakeholder engagement.</p>
Key Issues and Opportunities	<p>Accommodating future population growth.</p> <p>Planning for the expansion of tourism activities.</p> <p>Ensuring that housing meets the needs of the local community.</p> <p>Management of coastal areas.</p> <p>Effective infrastructure delivery.</p> <p>Supporting economic development.</p> <p>Recognising the value of culture and heritage.</p>
Directions	<p>Retaining population and achieving steady growth</p> <p>Encourage the growth and retention of tourism opportunities to strengthen the tourism industry.</p> <p>New development and subdivision is appropriately identified and planned for in a logical manner.</p> <p>The local community is offered a diverse range of local business and employment opportunities within settlements.</p> <p>The Shire's future population growth, tourism activities and industries will be supported by necessary infrastructure.</p> <p>Existing and future development in the Shire acknowledged the impacts of climate change and plans for the appropriate response to the issues it raised for the local community.</p> <p>The Shire is appropriately protected from the effects of severe weather events and make efficient use of water resources.</p> <p>The local community celebrates local character, culture and heritage and inspires civic pride and a sense of place.</p>

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## 2.4 CSIRO INVITRO MODELLING

CSIRO InVitro Modelling is one of the key assessing components when determining bed and population caps in the Coral Bay Settlement. The Ningaloo-Invitro model is a whole of system model for exploring the implications of alternative management and development plans for the Ningaloo-Exmouth Region (Ward, 2011). The model consists of five sub-models to provide flexibility but also simulates biophysical, ecological and anthropogenic processes/ human-led changes:

- + biophysics, which defines the natural environment,
- + socio-economics, which defines human behaviour,
- + industry, which defines large-scale economic drivers and institutions,
- + management, involving decision making, and
- + monitoring and assessment.

The model considers comprehensive datasets, of which can be broken down into ecological components (top-predators, primary producers, etc), main industries (commercial and recreational fisheries, tourism, oil and gas, etc) and climate (rainfall, temperature, etc). These datasets are analysed in combination with analytical decision models, response functions, specified rules, historical data and scenarios. Uncertainty is included in each of these options and determines which activity is carried out and its outcome. This aims to capture natural ambiguity in human and animal behaviour, missing or incorrect information and unpredictable and catastrophic events.

Given the nature of this complicated model, limitations in the availability and accuracy of data are acknowledged. Where any gaps remained, data was drawn from neighbouring systems (e.g. the Pilbara) or environments with similar properties or structures (e.g. Great Barrier Reef). The model has not been extensively updated since the original project was completed in December 2011.

### ***InVITRO Modelling Methods***

There were four scenarios considered as the parameters for the model (see **Table 9**). The first two of these represent reference simulations:

- + **Regional Strategy (Base case)** - the Regional Strategy in place in 2011 (including allocations proposed by landowners under Outline Development Plans),
- + **Large Developments (Resort & Industrial)** - a large development scenario (as reference, which includes a large tourism development in the area as well as the completion of a deep-water port in Carnarvon, all phases of the marina and causeway developments in Exmouth and all current and planned industrial and resource sector developments in the Gascoyne and Pilbara).

In addition, there were two new growth proposals:

- + **Scenario 1** - with an additional 800 holiday homes above those specified for the Regional Strategy, but all else the same; and
- + **Scenario 2** - 500 additional holiday homes and 300 extra beds at the caravan park.

The latter two scenarios included all current and approved resource sector developments in the Gascoyne and Pilbara (as that best reflects the level of development that is actually happening in the region and may effect use of Coral Bay), as well as the modification of the schedule of major building developments for the simulated Coral Bay to allow for the construction of the extra beds (obviously the form and extent of construction differed depending on the type of bed being added).

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Apart from the development strategies, all other aspects of the system remained as they were for the base case. In particular, there were no modifications to any regulations or management strategies (i.e. all fishing regulations, zoning etc remained as it was in 2010).

**Table 9: Scenario Inputs for the InVitro Modelling**

	Existing (as of 2011/ 2012)	Regional Strategy (Base case)	Large Developments (Resort & Industrial)	Growth Scenario 1 (Primary holiday homes)	Growth Scenario 2 (Caravan park & Holiday homes)
<b>Bed Type</b>					
Workers (including family)	264 (2011 Census)	400	550	400	400
Backpackers	120	220	500	220	220
Caravan/ camping	1,296	1,428	1,428	1,428	1,728
Resort/ chalet/ serviced apartment	431	1,744	4,012	1,744	1,744
Holiday home	180	208	710	1008	708
Day visitors	500	500	500	500	500
<b>Total (persons)</b>	<b>2,791</b>	<b>4,500</b>	<b>7,700</b>	<b>5,300</b>	<b>5,300</b>

### **InVITRO Modelling Results**

The results of the simulations are summarised in Figure 3.1 of the report, which contains a comparison of indicators for the local Coral Bay area (e.g. visitation, unemployment, demographics, use of utilities and the ecological status) as well as more general indicators of the entire region (Gross economy, road transport and broadly distributed ecological groups like turtles). The 'Large Development' scenario, while having significant region wide economic returns, was deemed to be overwhelming in terms of its ecological costs and the large increase in demand for utilities. Therefore, while it is included in **Table 9** for reference, it was not included for consideration in CBSSP and will not be discussed in detail. Instead, the results will focus on comparing the two proposed growth scenarios (based on holiday home and caravan park developments) in comparison to the regional strategy (base case). In Coral Bay, results based on the different scenarios are summarised as per the below assumptions and outcomes:

1. **Base Case Scenario (Regional Strategy):** Growth remains stagnant, maintaining the status quo without significant changes in tourism or economy.
2. **Growth Scenario 2 (Mixed Development Scenario):** Introduces a moderate increase in visitation and economic activity, with manageable environmental impacts. Infrastructure and population see slight increases, catering to a diverse visitor base.
3. **Growth Scenario 1 (Holiday Home Focus Scenario):** Marks a substantial rise in visitation and economic benefits, stressing infrastructure and the environment more heavily. This scenario attracts a different demographic mix, significantly affecting local resources and ecosystems.

Ultimately, the CBSSP 2014 chose Growth Scenario 2 with a moderate increase in visitation and development intensity as the proposed population capacity.

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## **2.5 NINGALOO COLLABORATION CLUSTER DESTINATION MODELLING**

The Ningaloo Destination Model (NDM) is a scenario planning tool for tourism development on the Ningaloo Coast, developed between 2007 and 2011 as part of the CSIRO and Sustainable Tourism Cooperative Research Centre's (STCRC) Ningaloo Collaboration Cluster. The tool was developed in consultation with local and state-based stakeholders and makes use of original data (including over 1,500 visitor surveys) and secondary data (including information from Horizon Power and the Department of Water). It estimates economic, environmental, and social outcomes for different tourism planning scenarios.

The NDM is not a predictive tool—the vagaries of tourism and international economics regularly defy expert predictions. However, it does provide a means of comparing outcomes between tourism scenarios, flagging risks, and considering impacts beyond those generally considered in planning methods, and it uses the best data available at its time of creation. It should be one of many inputs to a scenario planning process.

The NDM applied the same four scenarios (excluding Large Developments Scenarios) from InVITRO Model (see **Table 9**). A number of assumptions are made when running the NDM:

- + The major assumption is that visitors will respond to the new accommodation, and it will be full during the peak season. Essentially this is assuming that the new accommodation will be very successful. Hence the results indicate the potential impacts, which will not reach this range if tourists do not choose to visit Coral Bay in large numbers.
- + Hence there is an assumption of high tourism growth (of over 100 percent in the case of growth scenarios 1 and 2). It would also require a significant shift in accommodation preferences, particularly towards holiday homes in some scenarios, but also hotel accommodation.
- + The impacts of workforce shortages were effectively ignored. Accommodation for 400 people would house a workforce that would support annual visitation of approximately 500,000 visitor nights (100,000 people). This is below the numbers that are presented in the scenarios below.
- + It also assumes that there will be no outside impacts on Coral Bay. Hence it assumes that visitor patterns are only impacted by the shifting accommodation options.
- + As the Coral Bay visitor data collected for the NDM had a small sample size for holiday rental accommodation, an assumption was made that the mix of visitors in this accommodation would be similar to Exmouth.

### ***NDM Findings Summary***

<b>Expenditure</b>	1. Scenarios 1 & 2 are largely similar in terms of expenditures and average spending. However, both scenarios have seen significantly increase from base case scenario.
<b>Activity Levels</b>	2. Scenario 1 & 2 generates significantly more activities than base case scenario. 3. The proportion of holiday homes and caravan park dictates the activity levels of eating out, sightseeing, fishing and more beach activities and snorkelling respectively.



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4. To a degree this reflects a greater use of holiday homes by domestic visitors, and the presence of international backpackers in caravan parks.
- Resource Use**
5. Scenarios 1 and 2 will lead to greater demand for water and electricity and will produce more waste. Water and electricity will be greater under scenario with more holiday homes (164% for water, and 248% for electricity), than scenario with more caravan parks (154% for water and 226% for electricity).
- Social Impacts**
6. Average visitor per night has significantly increased under scenario 1 & 2.
7. Scenario 2 attracts a more diverse set of visitors than scenario 1 because of the international preference for caravan parks over holiday homes.
- Environmental Impacts**
8. Both scenarios indicate declines of species and ecology due to higher levels of visitor activities. However, due to modelling methods used, the result cannot depict the impact for the wider region but to limited to Coral Bay.
- Requirement for Worker Accommodation**
9. The additional visitor numbers of Scenarios 1 and 2 will generate larger impacts than the NCRS, both positive (expenditure) and negative (resource use, crowding, environmental impacts). Scenarios 1 and 2 will potentially require that staff are housed in visitor accommodation as the 400-bed staff accommodation may not be sufficient.

## 2.6 OTHER RELEVANT STRATEGIES, PLANS & POLICIES

The purpose of this section is to briefly outline any other strategies, plans and policies that have been prepared by the State or the Shire that have relevance to Coral Bay Capacity Review.

**Table 10: Other Relevant Strategies, Plans and Policies**

Document	Document Overview	Coral Bay Implications
<b>Gascoyne Coast Sub Regional Strategy</b> (2018)	<p>The Gascoyne Coast Sub-regional Strategy has been prepared for the Gascoyne Coast sub-region, which includes the Shire of Exmouth and coastal portions of the shires of Carnarvon and Shark Bay.</p> <p>The purpose of this sub-regional strategy is to:</p> <ul style="list-style-type: none"> <li>+ <i>Provide the sub-regional context and guiding principles for land-use planning in the Gascoyne Coast;</i></li> <li>+ <i>consider a range of population growth scenarios, and within this context analyse the capacities of settlements to accommodate growth;</i></li> <li>+ <i>identify strategic directions to guide local planning processes; and</i></li> <li>+ <i>provide guidance for the preparation of and amendments to local planning strategies and schemes.</i></li> </ul>	<p>The sub-regional strategy identifies that Coral Bay is to remain a tourism settlement, with no permanent residential development allowed. Permanent residential proposals are to be directed to the established townsites of Exmouth, Carnarvon &amp; Denham.</p>

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Document	Document Overview	Coral Bay Implications
<b>Ningaloo Coast Regional Strategy Carnarvon to Exmouth</b> (2004)	<p>The Ningaloo Coast Regional Strategy is a 30-year strategic land use plan that sets the framework of planning and sustainable tourism and land use on the Ningaloo Coast.</p>	<p>The regional strategy identifies the following key points for Coral Bay:</p> <ul style="list-style-type: none"> <li>+ There will be a moratorium on development in Coral Bay until appropriate public sewerage, water and power infrastructure has been provided.</li> <li>+ No development will be permitted until an inventory of existing accommodation within Coral Bay has been completed and bed numbers comply with approved limits.</li> <li>+ The normal peak usage for Coral Bay is estimated at 4,500 and extreme periods have seen estimates of up to 6,000 visitors trying to find a "bed" in the settlement. It is proposed that accommodation in Coral Bay be capped to cater for the ordinary peak of 4,500 people. This will comprise accommodation to cater for 3,600 overnight visitors, 400 workers (including partners and dependants) and 500 day visitors.</li> <li>+ Development and redevelopment within Coral Bay shall be controlled and staged in an orderly manner.</li> </ul> <p>This provision has since been superseded by the CBSSP and a review of the visitor cap has since been incorporated into the planning framework through LPS13.</p>
<b>Future Directions for the Ningaloo Coast Regional Strategy – Carnarvon to Exmouth</b> (January 2019)	<p>The Ningaloo Coast Regional Strategy Carnarvon to Exmouth (NCRS) was released by the WAPC in 2004. The NCRS is a strategic land use plan that sets a planning framework for sustainable tourism and land use within the Ningaloo coast study area (<b>Error! Reference source not found.</b>). Since its release, there has been significant advancement in the regional and local planning frameworks in the Gascoyne.</p> <p>The NCRS was prepared in response to relevant actions from the Gascoyne Regional Planning and Infrastructure Framework (WAPC, 2015) and Gascoyne Coast Sub-Regional Strategy (WAPC, 2018) that propose to consider the future direction of the NCRS. As part of this overall objective, this paper examines the current effective status of the applicable components of the NCRS in the context of the current planning framework applicable to the study area.</p>	<p>Consultation with DPLH is recommended to understand the future review and direction of the Ningaloo Coast Regional Strategy, and the relationship to the CBSSP the LPS13.</p>
<b>Workforce Accommodation Position Statement</b> (January 2018)	<p>The workforce accommodation position statement has been prepared by the WAPC to assist users of the planning system in understanding the land use planning considerations for workforce accommodation.</p> <p>The purpose of this Position Statement is to:</p> <ul style="list-style-type: none"> <li>+ <i>Outline the development requirements for workforce accommodation under the Planning and Development Act 2005 and associated regulation.</i></li> </ul>	<p>Workforce accommodation is a key issue in many regional areas. The review investigates how future workforce accommodation can be facilitated to meet the needs of Coral Bay into the future.</p>

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Document	Document Overview	Coral Bay Implications
	<ul style="list-style-type: none"> <li>+ <i>Provide guidance to local governments on the role of the local planning framework in the planning and development of workforce accommodation.</i></li> </ul>	
<b>Planning for tourism and short-term rental accommodation</b> (November 2023)	<p>The intent of the planning for tourism and short-term rental accommodation is to guide the appropriate location and management of tourism and short-term rental accommodation land uses through the planning framework and:</p> <ul style="list-style-type: none"> <li>+ <i>Facilitate acceptable development of new and evolving tourism opportunities</i></li> <li>+ <i>Provide a high-level of amenity in tourism areas</i></li> <li>+ <i>Deliver quality land use planning outcomes.</i></li> </ul>	<p>The position statement provides specific guidance to all tourism and short-term accommodation proposals within all regions of Western Australia. The review supports opportunities for tourism enhancements within Coral Bay.</p> <p>The existing tourism accommodation options in Coral Bay will need to be considered in accordance with the Tourism Planning Guidelines.</p>
<b>State Planning Policy 2.6 – State Coastal Planning (SPP2.6)</b> (July 2013)	<p>SPP 2.6 provides for the long-term sustainability of Western Australia's coast and is relevant to those local governments that contain coastal areas. The purpose of the policy is to provide guidance for decision-making within the coastal zone including managing development and land use change, establishment of foreshore reserves and protecting, conserving, and enhancing coastal values. SPP 2.6 outlines criteria for the consideration of development and settlement arrangements, including building height limits within local planning frameworks and management of water resources. It further acknowledges the importance of coastal planning strategies, coastal hazard risk management approaches, coastal foreshore reserves and community participation in coastal planning.</p>	<p>The SPP 2.6 Guidelines determine that the CBSSP will need to outline considerations that need to be addressed for land to be rezoned.</p> <p>Any proposed changes to land use should be guided by a Coastal Hazard Risk Management and Adaption Planning (CHRMAP), a process which the Shire has commenced.</p> <p>This review considers the impact of coastal setbacks on current and proposed future zoned land.</p>
<b>State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)</b> (December 2015)	<p>SPP 3.7 provides a framework in which to implement effective, risk-based land use planning and development outcomes to preserve life and reduce the impact of bushfire on property and infrastructure. The policy emphasises the need to identify and consider bushfire risks in decision-making at all stages of the planning and development process whilst achieving an appropriate balance between bushfire risk management measures, biodiversity conservation and environmental protection. The policy applies to all land which has been designated as bushfire prone by the Fire and Emergency Services Commissioner as well as areas that may have not yet been designated as bushfire prone but is proposed to be developed in a way that introduces a bushfire hazard.</p>	<p>The majority of land within the CBSSP area is identified as being Bushfire Prone.</p> <p>Any land proposed for urban development will need to have consideration for relevant bushfire hazards in accordance with SPP 3.7.</p>
<b>State Planning Policy 6.3 – Ningaloo Coast (SPP 6.3)</b> (August 2004)	<p>SPP 6.3 is a regional based policy relevant to the Shires of Carnarvon, Exmouth, and Ashburton. The policy seeks to provide stakeholders with clear guidance regarding acceptable and sustainable development within the Ningaloo Coast policy area. The objectives of the policy include maintaining the Ningaloo coast as an all-seasons recreation and nature-based tourism destination, preserving, and protecting the natural environment and consolidating future development within the towns of Carnarvon and Exmouth. The policy recognises the environmental significance of the Ningaloo Coast policy area and outlines several guiding principles along with criteria for decision-makers to consider when determining applications.</p>	<p>Ningaloo Coast is and will remain a global tourism destination for future generations. The Shire will need to consider the future planning of Ningaloo in the review of the CBSSP.</p> <p>The review aligns with SPP6.3's guiding principles to ensure the protection and sustainable use of the environment for the future:</p> <ul style="list-style-type: none"> <li>+ Sustainable development</li> <li>+ Community aspirations</li> <li>+ Aboriginal Heritage</li> <li>+ Economic development</li> </ul>

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Document	Document Overview	Coral Bay Implications
		<ul style="list-style-type: none"> <li>+ Interdependence</li> <li>+ Limits of acceptable change</li> <li>+ Precautionary principle</li> <li>+ Cumulative impacts</li> <li>+ Protection of high-conservation values</li> <li>+ Protection of remote values</li> <li>+ Protection of biodiversity</li> </ul>
<b>Shire of Carnarvon Strategic Community Plan 2022 - 2023</b>	The Strategic Community Plan outlines community long term (10+ years) vision, values, aspirations and priorities, with reference to other local government plans, information and resourcing capabilities.	The Shire's Strategic Community Plan was adopted in 2022. Key themes and outcomes which are relevant to land use planning are outlined in Table 5. Coral Bay was identified as an additional focus area identifying the issue of how best to support the needs of areas outside the Township of Carnarvon with the suggested action to "improve the living conditions for the workers and business owners of Coral Bay".
<b>Shire of Carnarvon Corporate Business Plan 2023 - 2027</b>	<p>The Shire's Corporate Business Plan is structured around community desires, specifically:</p> <ul style="list-style-type: none"> <li>+ Community feels safe and harmonious</li> <li>+ Shire's livelihoods are thriving</li> <li>+ Lifestyles are sustainable</li> <li>+ Education establishments are sustained with continuous investment</li> <li>+ Community engagement is inclusive and supportive.</li> </ul>	<p>The Corporate Business Plan identifies a number of activities relating to the review of the CBSSP:</p> <ul style="list-style-type: none"> <li>+ Amend and update structure plan with DBCA and GDC for the Coral Bay settlement that includes place making and road upgrades - bearing in mind it's special status as a resort town. A current collaborative structure plan will guide the growth and amenity of Coral Bay township.</li> <li>+ Provide kerbside waste collection and landfill disposal in Carnarvon and landfill disposal in Coral Bay.</li> <li>+ Implement new landfill at Coral Bay.</li> <li>+ Support GDC in progressing business case for a Multiuser facility in Coral Bay.</li> </ul> <p>While not all of these actions will be directly relevant to the bed number component review, they will be important to consider when assessing development capacity, and for future stages of the CBSSP review.</p>
<b>Shire of Carnarvon Economic Development Strategy 2022 - 2024</b>	<p>The Economic Development Strategy aims to ensure the Shire realises its future potential and in turn delivers a more enriched lifestyle for local residents and businesses:</p> <ul style="list-style-type: none"> <li>+ Community</li> <li>+ Energy</li> <li>+ Foundation Projects and Infrastructure</li> <li>+ Visitor Economy</li> <li>+ Food Production</li> </ul>	<p>The Economic Development Strategy identifies the following challenge for Coral Bay:</p> <ul style="list-style-type: none"> <li>+ Seasonality - The Shire experiences significant seasonal fluctuation in population during Western Australia's winter months due to its warmer climate, attracting a major boost in tourist numbers to the area. This is particularly evident in Coral Bay, where demand for accommodation far outstrips supply.</li> </ul>
<b>On our Horizon – Profiling nine of the major projects planned in the Shire of Carnarvon and</b>	The On Our Horizon report profiles a selection of nine of the major projects in the pipeline to examine their impact on social services and infrastructure in the Shire of Carnarvon noting that there are other projects which will also provide new employment opportunities in the Shire and place even more pressure on social infrastructure.	<p>The On Our Horizon Report outlines a major project that will impact on the CBSSP.</p> <p><b>Ningaloo Reef Resort Staff Accommodation Village (RAC).</b> This recently completed - accommodation village is to house key service workers employed in Coral Bay's tourism sector.</p>

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Document	Document Overview	Coral Bay Implications
<b>their impact in population and services</b> (2022)		<p>Note: This project has now been complete.</p> <p><b>Ningaloo Reef Resort</b> (RAC). The upgrade of the Ningaloo Reef Resort will require \$40 million of construction spending over two years and will provide jobs for 250 workers. At peak times, there will be 55 staff required to run the resort who will be housed in the accommodation village. Construction on this project has recently commenced, with an estimated completion date of 2026.</p>
<b>Resilience Strategy for the Ningaloo Coast</b> (2023)	<p>The Resilience Strategy for the Ningaloo Coast was delivered by the Great Barrier Reef Foundation, through their global Resilient Reefs Initiative.</p> <p>The Ningaloo Resilience Strategy aims to protect and enhance the ecological and cultural values of the Ningaloo Coast by building resilience to environmental pressures, including climate change. It focuses on sustainable management practices to ensure the long-term health of the region's marine and terrestrial ecosystems while supporting local communities and tourism.</p>	<p>There are a number of strategies and actions directly relevant managing population, development and tourism in Coral Bay. These will be addressed in more detail through <b>Section 4.2 Case Studies</b>.</p>

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### 3.0 Coral Bay Settlement Overview & Tourism Profile

This section provides an overview of the Coral Bay environment, history, population and visitor characteristics, over time. It also outlines the tourism profile and statistics relevant to understanding the types of stays and experiences sought by those visiting WA's Coral Coast.

#### 3.1 ENVIRONMENT

Coral Bay is the closest and most heavily developed access point to the Ningaloo Reef. The settlement is built on the southern section of Bills Bay, adjacent to the point, in an area partly prone to flooding in storm and cyclonic events. Located within an undulating landscape of swales and dunes shaped by south-westerly wind patterns, the town is adjacent to a sandy beach, protected by a vegetated dune point. Bills Bay extends to Point Maud in the north along a sandy beach and rock platform and is seasonally frequented by Blacktip Reef Sharks. To the south are sandy beaches, rocky platforms and large foredunes under pressure due to four-wheel drive access. A large variety of coral and fish species are found in close proximity to the beaches of Coral Bay and turtles' nest at Mauds Landing. Marine life, including whale sharks and manta rays, add to the many attractions for tourists.

Environmental conditions during the annual coral spawning event in 2022 lead to nutrient excess and oxygen depletion, causing massive fish and coral die-offs from asphyxiation. Live coral cover in Bills Bay plummeted from about 70 percent in 2021 to around 1 percent in 2022 creating 'dead zones' harmful to nature, impacting the local economy and community (Curtin University).

The region is highly regarded for its biodiversity, and natural and recreation values. Inland of Coral Bay are working pastoral stations with varying remnant vegetation cover and large amounts of introduced grass species, buffel grass in particular. Beach access along the coast is limited by the coastal environment and pastoral station operation.

#### 3.2 CULTURAL HERITAGE

The area of the Ningaloo Marine Park, including Coral Bay has significant Indigenous heritage values associated with historical and current use by indigenous people.

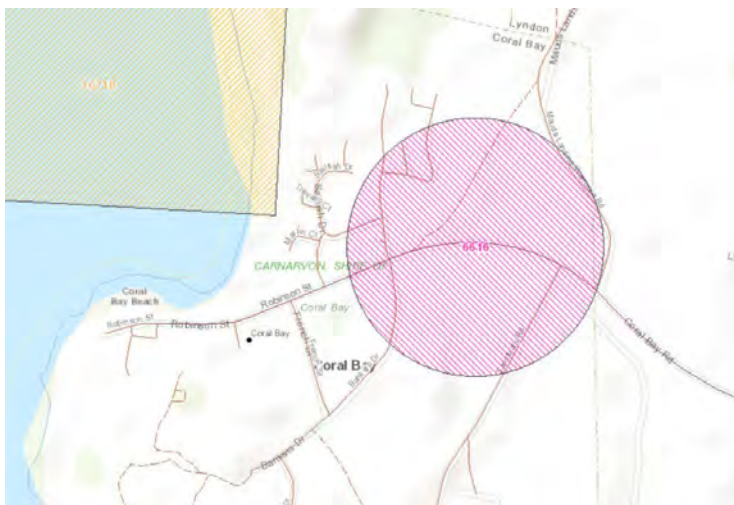
The native title determination was made for Gnulli (WC 1997/028) in 2019. The Gnulli native title claim covers approximately 82,708 km<sup>2</sup> of land and sea in the Yamatji Region. It lies in the Shires of Ashburton, Carnarvon, Exmouth and Upper Gascoyne. Compliance with the Commonwealth Native Title Act 1993 is required before Unallocated Crown Land or non-exclusive tenure can be developed in a way that would affect the continued exercise of native title rights and interests, such as the creation of new freehold titles or other tenure with a right to exclude others. Yamatji Marlpa Aboriginal Corporation is the legal representative for the Gnulli Claim Group.

The BAC, which is not a Registered Native Title Body Corporate, has purchased and is managing Cardabia Station, along with landholders within the CBSSP area.

The Ningaloo Conservation Estate Indigenous Land Use Agreement (ILUA) is the first ILUA delivered under the McGowan Government's Plan for Our Parks Initiative and provides for the joint vesting and joint management of Reserves with the Baiyungu and/or Thalanyi native title holders. On 10 December 2020, the Western Australian Government announced the creation of the new Nyinggulu Coastal Reserve, adjacent to the World Heritage-listed Ningaloo Marine Park. The Reserve is jointly vested and managed with the Baiyungu and/or Thalanyi native title holders.

Source: National Native Title Tribunal

An Aboriginal heritage site has been recorded in the eastern section of Coral Bay) near the Coral Bay access road (refer **Figure 4**). At least six other Aboriginal heritage sites are located in close proximity to Coral Bay within Cardabia Station.



Coral Bay Settlement Structure Plan - Bed Number and Development Capacity Review\_REV E\_Final

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### **3.3 DEVELOPMENT HISTORY**

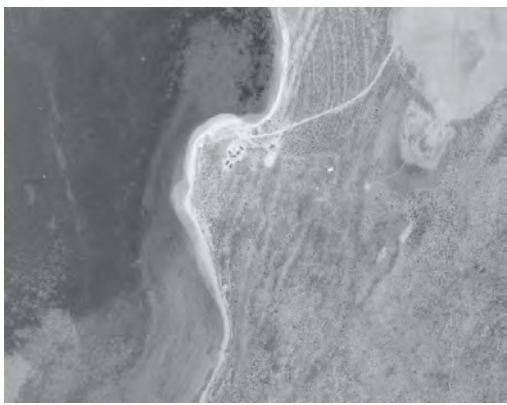


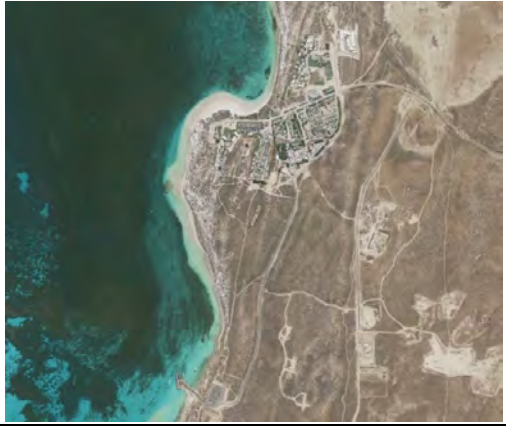

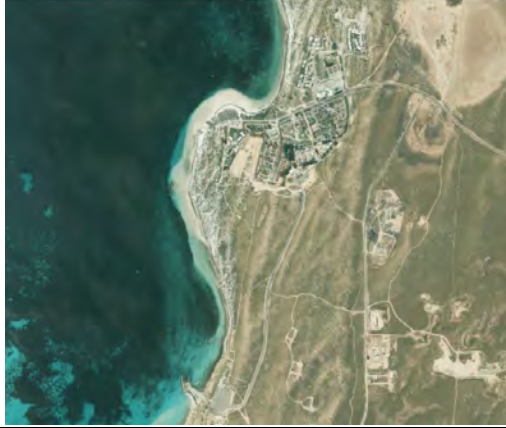
Coral Bay has developed as a tourism settlement in a relatively ad hoc manner since the mid-1900s. It is under increasing environmental pressure through tourist visitation and behaviour. Tourism growth in Coral Bay began in the late 1960s when a piece of land was excised from Cardabia Station and sold to be developed as a caravan park. The caravan park, a hotel and a service station were built in 1968. In the early 1970s, Bill Brogan purchased land around a transportable home that he had erected on the beach, which evolved over time into the Bayview Caravan Park and Ningaloo Backpackers. Throughout the short history of Coral Bay, a limited number of private freehold and leasehold lots have been made available and are currently held by four main landowners (**Refer Section 3.6**).

Artesian groundwater was tapped from the late 1980s. The housing estate (Lot 50) began as an illegal subdivision in 1982, and now is zoned to become rental accommodation. Water and wastewater treatment facilities began operating in Coral Bay in 2008 and a new power station began operating in 2007.

An overview of more recent development and development applications since the 2014 CBSSP was implemented is provided in **Section 3.7**.



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<p><b>1969</b> 7 beach shacks located where Peoples Caravan Park and Bayview Ningaloo are today, with a dirt road access into Bills Bay.</p>	<p><b>2000</b> Significant development occurred with the shopping centre, holiday homes to the north, Peoples Caravan Park, Bayview Ningaloo Caravan Park and the Reef Resort. A sealed road was provided into Coral Bay and a rubbish tip.</p>
	
<p><b>2008</b> Further infrastructure has been provided with energy and wastewater facilities. The development of the boat ramp to the south has replace boat launching from Bills Bay.</p>	<p><b>2012</b> Small amendments to existing tourism development with the construction of the BAC Workers Village to the north.</p>
	
<p><b>2014</b> Further development of the backpackers accommodation on Robinson St.</p>	<p><b>2022</b> Development of Bills bar and some additional caravan sites to the north of the shopping centre.</p>

**Figure 5: Coral Bay Development History**

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### 3.4 POPULATION AND DEMOGRAPHY

Given that the predominant tourism land use nature of Coral Bay, its total population and demographics are difficult to capture as the ABS Census focuses on an area's permanent residential population rather than the visitor population. This section will interchangeably use the terms of 'place of usual residence' and 'place of enumeration' to describe the recording of population where people usually live and where they were counted on Census night.

#### 3.4.1 USUAL RESIDENCE CHARACTERISTICS

Coral Bay's usual resident profile differs to those in typical residential and urban areas. Its usual resident base is primarily composed of the workers (including their families) who service Coral Bay to ensure businesses operations and essential infrastructural services.

According to Census data from 2006-2021 (refer **Table 11**), the population in Coral Bay remained consistent, only 2011 saw a significant increase. Although the total visitors number collected under place of enumeration cannot truly reflect peak visitor numbers, this still gives an indication of visitor numbers on Census night (typically this is in August and not the Coral Bay peak season).

Other interesting data is family numbers, and although they have decreased from 35 in 2006 to 27 in 2021, the average household size has increased from 1.6 to 2 persons. Also, lone person households and group households have decreased over the period. This finding can be concluded as more families with more kids are living in Coral Bay thus driving up the average household size.

**Table 11: Usual Residence Demographic Trend**

2021 Census – People					
Population		Coral Bay 2006	Coral Bay 2011	Coral Bay 2016	Coral Bay 2021
Enumerated population		1,125	982	994	1,070
Total visitors		951	757	796	875
Counted at home on Census Night (place of usual residence)		174	225	196	197
Household Types					
Average household size		1.6	1.7	1.2	2
Household Composition	Family households	35	25	8	27
	Single (or lone) person households	45	12	22	32
	Group households	10	0	5	5
	Couple family without children	28	19	5	19
	Couple family with children	5	3	0	7

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### 3.4.2 VISITOR CHARACTERISTICS

This section primarily draws data from Ningaloo Coast Region Visitor Statistics (Jones, et al., 2009) as part of the Ningaloo Destination Modelling Project referred to in Section 2.5. The data was collected from 1,574 visitor surveys distributed between July 2007 and September 2008.

It is acknowledged that this visitor data some years ago, nonetheless, it is still useful as it strongly ties to studies completed for the CBSSP (2014) and provides visitor data at a finer grain scale.

Coral Bay has a higher proportion of WA visitors than the region as a whole (58.8%), reflecting its attractiveness to the WA market. This high proportion of WA visitors occurred still in 2021 Census data (67.6%). For comparison, Exmouth tends to draw a higher proportion of interstate and international visitors.

Length of stay is much shorter than other subregions due to excess demand for accommodation and because it is more expensive than Exmouth and Carnarvon. Proportionately, 50.4% of visitors stay for under 8 days and 45.8% stay between 8 and 28 days (see Table 12). Visitors to Coral Bay tend to be wealthier than visitors to Carnarvon or the Pastoral Stations, with 70.6% earning annual household incomes over \$50,000. Visitors also tended to be younger with a higher proportion of families visiting the region (**see Table 12**).

**Table 12: Visitor Statistics of Length of Stay and People Composition**

Length of Stay (days)	
1-3	12.1%
4-7	38.3%
8-27	45.8%
28+	3.8%
Who are you travelling with?	
With Partner	40.3%
With Family	28.6%
With Friends	23.1%
Alone	4.7%
With club/ tour group	3.4%

This data could imply the potential demand for bed types, for instance, families would require bigger accommodation such as a holiday home. Whereas, couples, with friends or those travelling alone might favour the options for caravan and camping.

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### 3.4.3 ACCOMMODATION CHARACTERISTICS

The Visitor Statistics also captured respondent's accommodation preferences (see **Table 13**).

**Table 13: Accommodation for the Coral Bay Subregion**

Accommodation Type	Percent
Caravan Park	63.6%
Campsite	35.6%
Hotel/ motel	12.8%
Backpackers	12.6%
Other	3.3%
Rental home/ unit/ apartment	2.3%

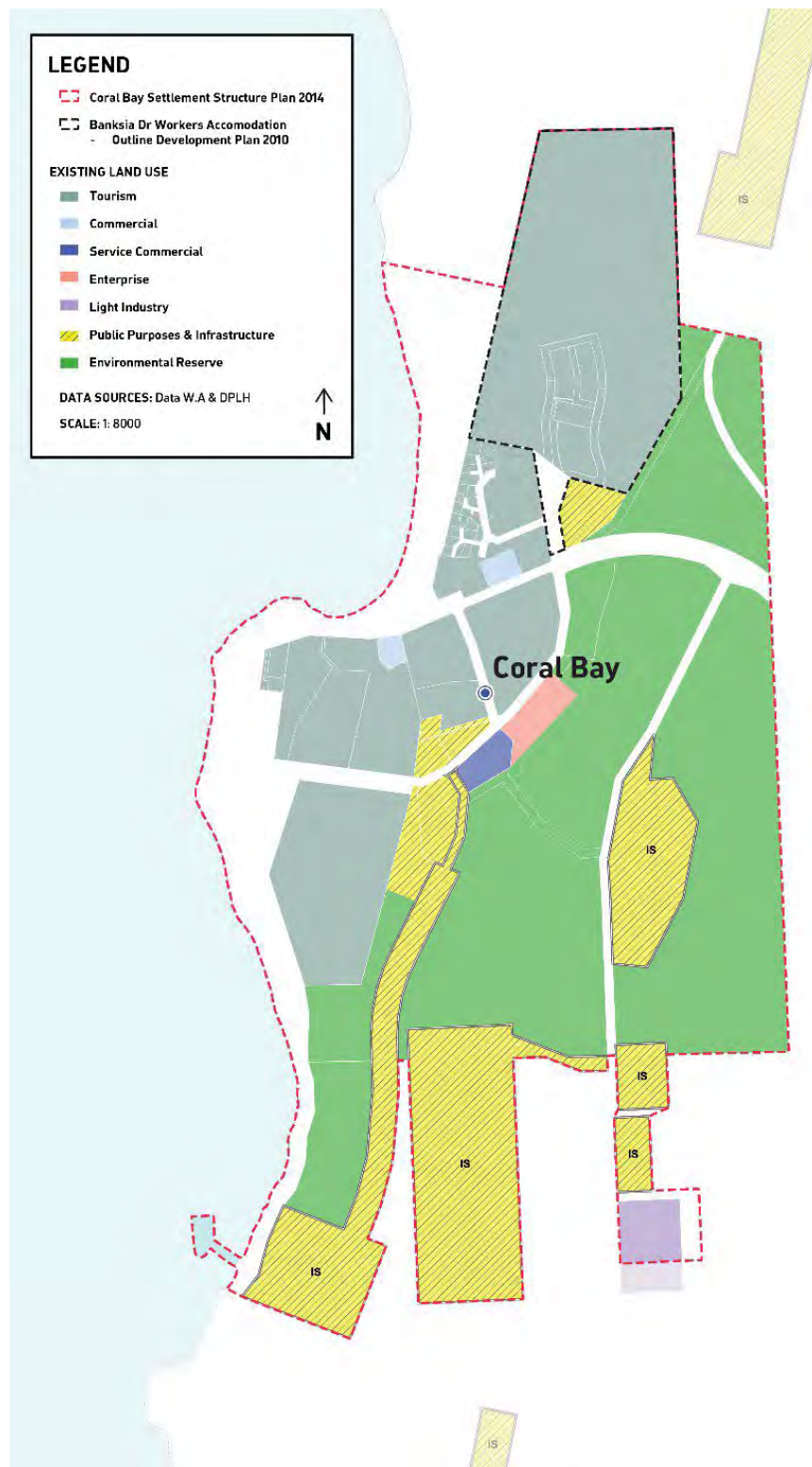
The accommodation data provided covers all the accommodation types that visitors who stayed in the Coral Bay subregion used while they were in the Ningaloo Coastal Region, not just the accommodation they used in this subregion. Findings were that caravan parks are the most used accommodation type (63.6%), followed by campsites (35.6%). This data is further confirmed by the type of development response currently provided for in Coral Bay (refer **Table 21**).

### 3.5 LAND USE

As per the CBSSP (2014) Coral Bay is to remain a tourism centre, with no permanent residential development allowed, with permanent proposals directed towards the established townsites of Exmouth and Carnarvon. In addition to some general retail, Coral Bay offers limited civic and social functions at a scale commensurate with the temporary and itinerant nature of the population that it primarily services (refer **Figure 6** outlining land use).

The development of the Coral Bay Settlement is largely restricted by the surrounding Environmental Conservation Reserve, Foreshore Reserve and areas subject to Native Title. The existing land use can be used as a proxy for limiting development and there are currently no plans to increase the zoned settlement areas.

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**Figure 6: Coral Bay Settlement Land Use**

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**Table 14: LPS13 and CBSSP Land Use**

LPS13 ZONING	CBSSP ZONING	TOTAL ZONED AREA SIZE & PROPORTION		LAND USES
Tourism	Tourism	63.4 ha	30.5%	<b>Restricted Uses (Schedule 3)</b> Camping ground Caravan park Workforce Accommodation Holiday House Holiday accommodation Hotel Motel Tourist Development
	Holiday Homes			Holiday House
	Workforce Accommodation with option for Holiday Homes			Workforce Accommodation (SCA11) All other uses are not permitted ('X')
Commercial	Commercial	0.9 ha	0.45%	In accordance with Table 3 – Zoning Table of LPS13.
Service Commercial	Service Trades	1 ha	0.49%	In accordance with Table 3 – Zoning Table of LPS13.
Enterprise	Composite Industry	1.5 ha	0.7%	- In accordance with Table 3 – Zoning Table of LPS13.
Infrastructure Services		37.3 ha	18%	- In accordance with Table 3 – Zoning Table of LPS13.
Light Industry	Light Industrial	2 ha	1%	- In accordance with Table 3 – Zoning Table of LPS13.
Public Purpose	Tourism: Overflow Camping/Caravan Park with option for Workforce Accommodation	5.7 ha	2.7%	<b>Additional uses (AR4)</b> Caravan park Camping ground Workforce accommodation
Environmental conservation reserve	-	83.7 ha	40.3%	-
Local Roads & Primary Distributor Road	-	12.3 ha	6%	-



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**3.6 LAND OWNERSHIP**

**Table 15** outlines the current land tenure, ownership or management and usage of the lots within Coral Bay.

**Table 15: Land Tenure and Ownership**

	Reserve/Lease Number	Lot Number	Plan/Diagram Number	Owner/Manager	Current Land Use Description
Crown Reserve	R44763			Shire of Carnarvon	Refuse disposal site
	R40008			Telstra	Telephone exchange
	R50541			Department of Transport	Boat Ramp and Monck Head Drive
	R37500			National Parks and Nature Conservation Authority	Foreshore reserve
	R49337			Fire and Emergency Services Authority of Western Australia	Emergency services and community purposes (school, research)
	R50805			Shire of Carnarvon	Airport
	R40079			Marine Parks and Reserves Authority	Oceanarium
Crown Lease	I192641	54	192641	State of Western Australia	Single house
		68	37167	State of Western Australia	RAC Ningaloo Reef Resort
	I126884	52	217572	William F Brogan	Bayview Coral Bay Caravan Park
Freehold		301	47762	Water Corporation	Water production plant
		315	54580	Regional Power Corporation	Electricity production station
		308	52556	BAC Village Pty Ltd	Vacant/ NLV Seasonal Workers Village
		800	411639	BAC Eco Resort Pty Ltd	Vacant
		1	77929	RAC Tourism Assets Pty Ltd	RAC Ningaloo Reef Resort
		10	48407	Batavia Holdings Pty Ltd	Partly developed
		12	69406	Coral Bay Investments Pty Ltd	Peoples Park Caravan Village
		13	69406	Coral Bay Investments Pty Ltd	Peoples Park Caravan Village
		50	406904	Coral Bay Amalgamated Holdings Pty Ltd	Leased holiday homes, ,
		1	75719	William F Brogan	Bayview Coral Bay Caravan Park
		2	75719	William F Brogan	Bayview Coral Bay Caravan Park
		9500	406904	Coral Bay Amalgamated Holdings Pty Ltd	Adventure camp, backpackers, shopping centre, depot.

Sources: Landgate

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**3.7 RECENT DEVELOPMENT AND DEVELOPMENT ASSESSMENT****ACTIVITY**

Table 16 provides an overview of development applications in the last ten years since the 2014 CBSSP was implemented, the most significant being the recent RAC Ningaloo Reef Resort approval, with construction underway. The information outlined below is sourced from Shire records, ordered from most recently approved through to the oldest applications.

**Table 16: Recent Approved Development Applications in Coral Bay**

DA Name	Lot Number	Proposed Development	Approved Date
RAC Ningaloo Reef Resort	1, 54 & 68	No. of guest rooms: 90 No. of staff accommodation: 3 Total Car Bays: 122	15 January 2024
Peoples Caravan Park DA	12 & 13	Redevelopment of Caravan Park including signage. Total Car park: 33.	15 November 2023
Lot 10 permit	10	2 workforce accommodation units. 4 beds in total.	28 September 2023
		5 chalets 12 caravan sites Caretaker dwelling	9 September 2020
Bayview Caravan Park DA	52 & 9500	Development of workforce accommodation.	27 July 2023
RAC Workforce Accommodation	308	42 units	24 February 2022
Bayview Caravan Park DA	1	20 villas for tourist accommodation.	29 July 2021
NVL Seasonal Staff Accommodation (BAC Village)	308	37 staff houses for up to 70 people	2011



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***RAC Ningaloo Reef Resort***

The redevelopment proposes the following:

- + Demolition of all existing on-site structures.
- + A 1,294 sqm clubhouse
- + Guest accommodation consisting of 90 units.
- + On-site duty management accommodation and workshop.
- + Parking bays and general access ways.
- + Significant resort amenities.

The redevelopment proposes a two-storey cluster of buildings providing a range of accommodation types and visitor amenities. A combination of 1-, 2- and 3-bedroom self-contained accommodation units are proposed, as well as an iconic clubhouse consisting of a bar, restaurant and multi-purpose function space, with retail space included in the reception area. These facilities will be accessible to residents and other visitors to Coral Bay, providing a major boost to the quality of the hospitality offering in the township.



***RAC Ningaloo Reef Resort – DA Render***

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***RAC Workforce Accommodation***

A new, 42-unit staff accommodation village, named *Wuruwuru* (Baiyungu term for 'Wave') is now complete. During construction, the accommodation village will be used by contractors and other parties involved in the redevelopment.



***RAC Workforce Accommodation***

***Bayview Caravan Park DA***

Approval was granted for 20 villas for tourist accommodation along the edge of Robinson St within the Bayview Ningaloo Caravan Park. The 2 storey villas have replaced the previous single storey beach shack villas which have been relocated to another site. Construction is still underway with expected completion later in 2024.



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*Two Storey Villas at Bayview Nigaloo Caravan Park*

***NVL Seasonal Staff Accommodation (BAC Village)***

A Framework Agreement exists between the Baiyungu Aboriginal Corporation (BAC) and the State allowing the BAC to plan and develop a number of significant landholdings in and around Coral Bay for a range of land uses and activities such as the seasonal staff workers accommodation village (complete in 2012). The BAC Village consists of 37 staff houses for up to 70 people, owned and operated by the BAC with subsidies provided by State Government.



***BAC Village***

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**3.8 NATIONAL & STATE TOURISM TRENDS****3.2.1 TRENDS IN DOMESTIC TRAVEL**

From the Bankwest Curtin Economics Centre 2023 study, domestic travel accounted for 97.1% of overall trips in WA (97.5% for Australia) and accounts for 82.5% of overall tourism expenditure (76.8% for Australia) in 2018-19. This observation of high domestic visitor number was also evidenced in Census (2006-2021) and the Ningaloo Coast Region Visitor Statistics (2009). The proportion of domestic tourism within the overall market for this region has remained a significant percentage over the past 18 years at least.

***West Australian Tourism***

The below bullet points summarise key trends in domestic overnight trips and daytrips:

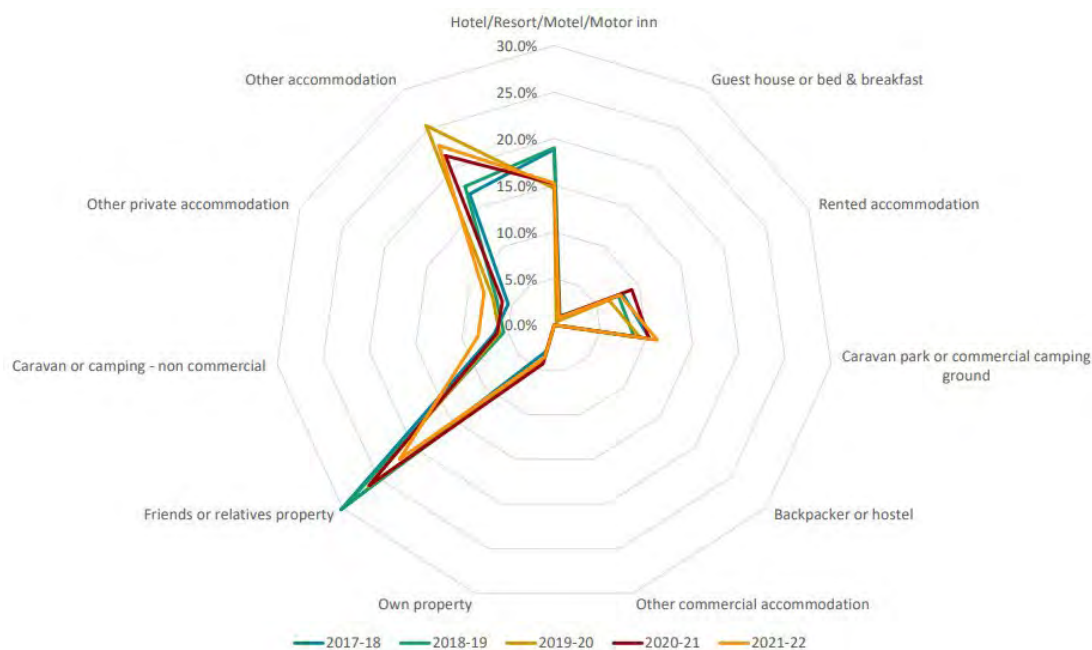
- + Overnight trips accounted for 34% of domestic travel in WA in 2020-21, with day trips making up 66%.
- + Despite comprising 34% of trips, overnight visitors contributed to 77% of domestic travel expenditure in WA.
- + WA experienced a 12% decline in visitor trips due to COVID-19 by June 2020, but by June 2022, domestic overnight visitors were only 7.6% below pre-pandemic levels.
- + Average length of stay for domestic travellers in WA increased from 4.4 nights in 2018-19 to 4.6 nights in 2021-22, compared to a national increase from 3.5 to 3.8 nights over the same period.
- + Holiday visitors accounted for 45% of overnight trips and 41% of visitor nights in WA during 2020-2021, up from 39% and 37% respectively in 2018-2019.
- + Day trips in WA declined by almost 17% from 2018-2019 to 2020-2021, with expenditure down 9.8%, compared to a national decline of 23.5% and 27% respectively.
- + The increased demand for caravans for domestic visitors, is underpinned by the fact they are a more cost-effective means of travel, provide flexibility and enable longer trips.
- + WA has a significant proportion (23%) that has stayed in other forms accommodation in 2021-2022.

***Australia's Coral Coast Tourism***

For accommodation options for domestic travellers in Australia's Coral Coast (Tourism WA, 2022):

- + In 2018-2019, for intrastate travellers the top 3 accommodation options were:
  - + Caravan Park or commercial camping ground (28%),
  - + Friends or relatives' property (20%),
  - + caravan or camping - non-commercial (11%)
- + In 2020-2021, only caravan or camping saw an increase to 15% while other options saw a decrease.
- + In 2018-2019, for interstate travellers the top 3 accommodation options were:
  - + Friends or relatives' property (22%),
  - + In Transit – Not Stated (18%)
  - + Hotel/resort/motel or motor inn (15%)

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**Figure 7: Domestic Overnight Visitors by Accommodation used in WA, 2017 -2018 to 2021-2022 (share %).**  
**Source: BCEC, 2023**

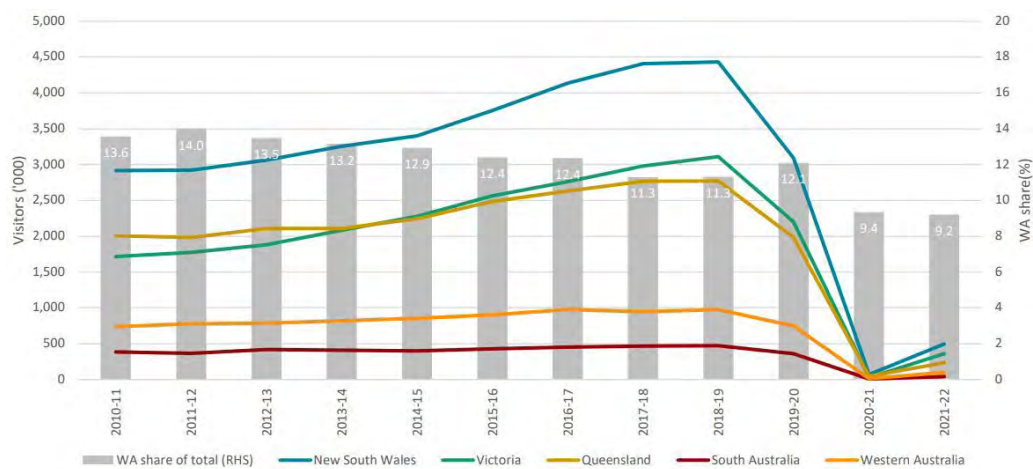
### 3.2.2 TRENDS IN INTERNATIONAL TRAVEL

This section primarily draws from findings of the study by BCEC (2023). Overall, there were 8.6 million international visitor trips to Australia in 2018-2019 with 973,800 trips to WA, which was a peak year nationally and for the state. Total trip spend by international visitors to WA totalled \$2.63Bn in 2018-19, some 7.4% of the overall national tourism related expenditure spend (\$35.4Bn).

WA experienced strong growth (32%) in international visitors in the years between 2010-11 and 2018-19. Though this was still below the growth observed by NSW (52%), VIC (81%) and QLD (38%) over the same period. WA had a 13.6% share of international trips to Australia in 2010-11 but fell to something more aligned with the state's national population share by 2018-19 (11.3%).

International visitors for the financial year 2021-22 remained 90% below peak 2018-19 levels, for both WA and Australia, with travel restrictions both nationally and internationally continuing to play a role. Due to consumer nervousness and increased inflationary and supply chain issues globally, it is expected that international visits will take some time to return to pre-pandemic levels (refer **Figure 8**).

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**Figure 8: Annual international trips to Australia by state, 2010-11 to 2021-22**

Source: BCEC, 2023

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## 4.0 Carrying Capacity Literature Review

This section provides literature review on the term 'carrying capacity' to understand its definition, implications and limitations. The term 'carrying capacity' is used in this section due to its widely recognised application in many organisations, academic studies and major tourism strategies. It should be noted that 'carrying capacity' mostly has the same definition to population capacity and bed cap numbers used in previous Coral Bay structure planning.

'Carrying capacity' is defined by the World Tourism Organisation as *"the maximum number of people that may visit a tourist destination at the same time, without causing destruction of the physical, economic, social-cultural environment and an unacceptable decrease in the quality of visitors' satisfaction"* (WTO, 1999).

When applying carrying capacity in coastal areas, general considerations are typically associated with mass tourism, large scale construction and infrastructure, and intensive land development. The key issues revolve around:

- + considerations about tourist density,
- + the use of beaches and tourist infrastructure,
- + congestion of facilities,
- + sea pollution, and
- + disturbance on local biodiversity.

To provide useful support to operational approaches and planning decision-making, carrying capacity is the scientific concept that helps to identify the maximum acceptable level of human activities, population growth, land use and physical development that can be sustained by the area under investigation, without causing irreversible damage to the environment. In spatial planning terms, it typically implies that the evaluation of the capacity is made upon the availability and quality of natural resources, but also the characteristics of the existing infrastructure, land use and tourist facilities.

### 4.1 CARRYING CAPACITY ISSUES

The main criticism of the mechanism of 'carrying capacity' is that it is difficult to calculate given the concept assumes the assessing variables such as the social-ecological systems in which the tourism destinations located, are stable (Buckley, 1999). However, often situations such as in Coral Bay the variables are rather dynamic, for instance - international tourism, climate change and local governance. As suggested also in Section 2.4, these dynamic and complex variables make models impossible to predict. Ultimately, carrying capacity or bed cap numbers require a stable situation or the ability to adjust entry limits based on changing conditions.

Further, the carrying capacity mechanism typically has implementation difficulties, because it would require a means of close monitoring of the number of people arriving at Coral Bay, and when demand exceeds a limit. To Coral Bay, this limitation is well evidenced by the lack of data to indicate accurate visitor numbers meaning that the understanding of visiting pressure, demand and supply is rather uncertain and ambiguous. Therefore, the effectiveness of carrying capacity and bed cap numbers cannot be assessed. Collection and monitoring of data on numbers of visitors and their preferences make up the best justification for actions restraining the number of people permitted to enter an area (UNESCO, 2002).

The concept of carrying capacity could be also misunderstood among organisations and government agencies. Although, calls continue for studies to provide policy-makers with a technical limit, or a

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number or range of numbers that will indicate negative change. However, such studies can create the false impression that carrying capacity can be reduced to a specific number indicating a clear turning point at which negative effect will start to occur (UNESCO, 2002). Although such numeric ranges can be easier to implement in the form of bed caps, these still do not adequately address the variations in tourist behaviour, travel patterns and different stakeholder interests.

Overall measuring carrying capacity does not have to lead to a single number (threshold), like the number of visitors. Even when this is achieved, this limit does not necessarily conform to objectively, unchangeable, everlasting criteria. An upper and a lower limit of carrying capacity can be of more use than a fixed value. Carrying capacity assessment should provide not only the maximum but also the minimum level of development, that is the lowest level necessary for sustaining local communities (Cocossis & Mexa, 2002). Therefore, consideration should be given to the minimum level of population or bed numbers that Coral Bay can operate with in order for local businesses to function viably.

## 4.2 CASE STUDIES

Understanding through case studies the approach to visitor numbers and management of sensitive, heritage environments undertaken in other places assists in highlighting transferable learnings to the Coral Bay bed number and development capacity review.

### 4.2.1 VISITOR AND RESOURCE PROTECTION (VERP) IN JORDAN

A visitor management study was carried out using the VERP at a heritage site in Jordan. Developed by the US National Park Service, VERP is a Limit of Acceptable Change (LAC) type system that does not necessarily set specific numbers as long as resources and social conditions can be measured and maintained. To achieve this, a monitoring program determines whether desired conditions are being met. Instead of imposing a capacity cap, the program proposes indicators, standards and methods of measurement recommended by the local team. Examples of these indicators and standards are outlined in **Table 17**:

**Table 17: Indicators Used for VERP**

Indicator	Standard	Method of Measurement
Visitor satisfaction	A drop in an established index prompts a management action	Visitor and local resident surveys
Numbers of people per month and per day and hour	Management actions are taken if visitation exceeds standards by 10 percent	Ticket sales
Active erosion of archaeological sites	Zero tolerance	Aerial surveillance techniques

### IMPLICATIONS FOR THE CBSSP

Without a properly implemented monitoring program, the mechanism of 'carrying capacity' or 'bed caps' effectiveness may be difficult to evaluate. Ideally, with the inventory of existing usage conditions, or a management plan would be able to establish realistic standards and indicators which can be easier and cheaper to measure without requiring excessive expenditure on equipment or use of staff time.

Some of the environmental impacts (particularly marine) may be difficult to monitor and evaluate using the above approach, as the effects may be delayed or multicausal. There is also concern that once environmental damage has been done, it is difficult to wind back the impacts.



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**4.2.2 REEF RESILIENCE NETWORK**

The Reef Resilience Network has been a global leader in building the capacity of marine managers to effectively manage, protect, and restore coral reefs and reefs fisheries around the world. As part of Resilient Reefs Initiative's 2021 Solution Exchange on sustainable tourism to support UNESCO World Heritage-listed coral reefs and the communities that depend on them to adapt to climate change and local threats. Carrying Capacity has been discussed during the Solution Exchange for the topic of identifying and managing tourist numbers through the use of models.

Understanding and monitoring optimal ecological, social, and economic conditions at a reef site is crucial for achieving sustainable tourism goals. The ideal number of tourists and the threshold where conditions begin to decline are not fixed values but rather ranges that depend on factors such as location, season, and the resilience of the ecosystem. These acceptable ranges and thresholds vary between sites and evolve over time in response to the health and condition of the reef and its communities.

The 'Carrying Capacity' has been reviewed as outdated and impractical (Reef Resilience Network 2021). Calculating a capacity based on a maximum number of tourists at a given site is at odds with tourists' behaviour and the resilience of the environment to tourism impacts which is also highly variable. Along with many practical and implementation issues such as a well-maintained monitoring program, there are very few examples of successful use of carrying capacity in practice.

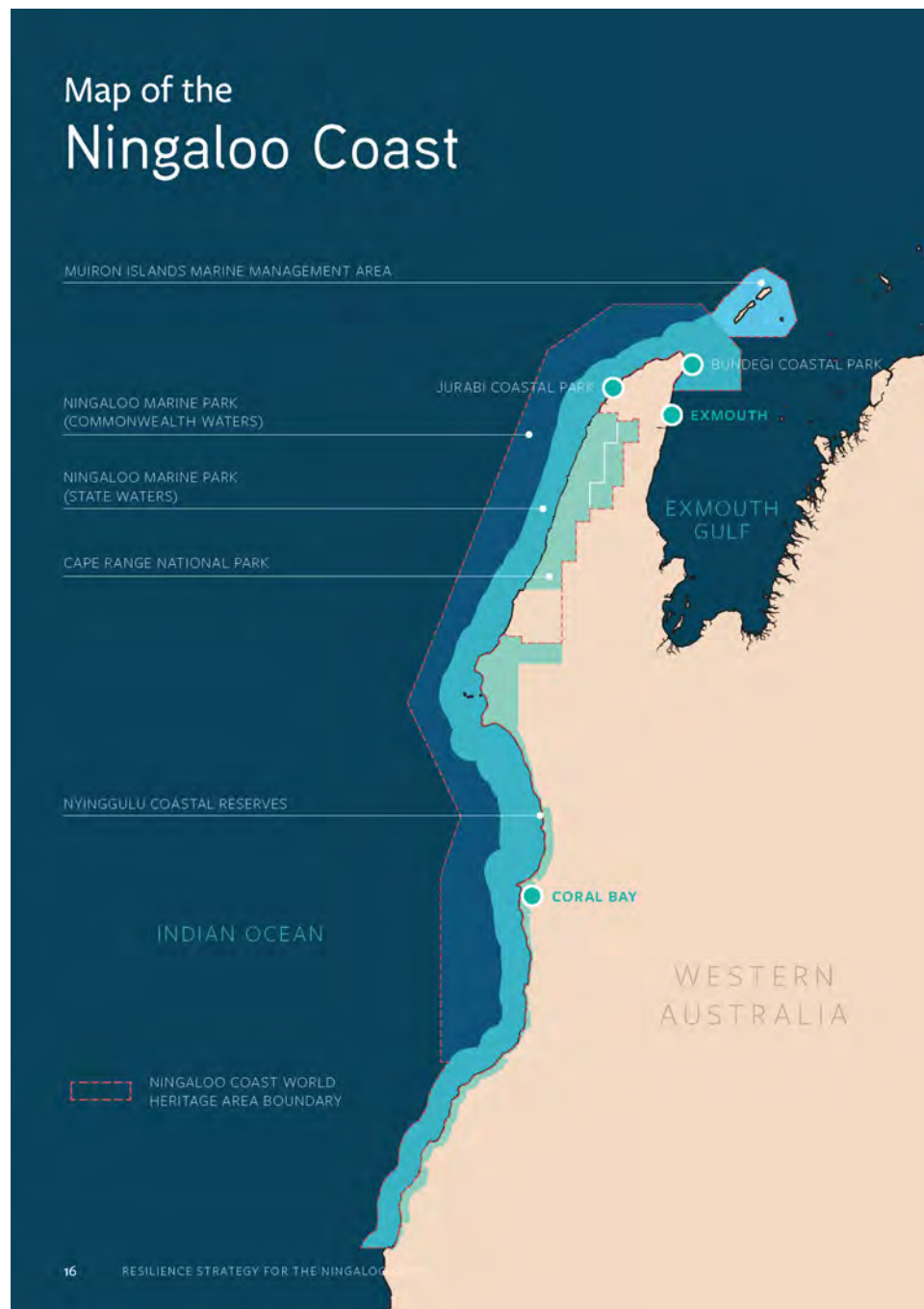
**Key Lessons & Possible Transferable Ideas:**

- + **Identify tourist hotspots and reduce impacts where possible** – Many tourist destinations have hotspots where visitation and use are intensified. Intensified pressure can be reduced through an array of methods (e.g., reducing contact between the tourist and the sensitive areas, developing and marketing lower significance sacrificial tourist hotspots and closing access to the higher significance sites, or developing substitution).
- + **Reduce tourist pressure at specific sites by appropriately pricing the experience** - Another method to reduce tourist pressure is through dynamic pricing – a pricing strategy in which businesses set flexible prices based on current market demands. The more something costs the more it is appreciated, and the higher the proportion of respectful tourists make up the mix. Though managers need to be mindful that high prices can lead to inequities and should also include differential pricing (e.g. local prices, off-peak prices, fee-free days), some community members are not priced out of the experience.
- + **Encourage communication between local developers/planners and marine managers to increase the sustainability of tourism.** Greater communication between jurisdictions and authorities helps build shared understanding that bridges gaps between differing objectives.
- + **Develop a cooperative action plan instead of a Visitor Use Management Plan.** A comprehensive Visitor Use Management Plan can take years to develop; it can result in stakeholder fatigue and agencies can get a reputation for being too bureaucratic and not nimble enough to address immediate needs and/or changing circumstances. One mitigation method is to develop a cooperative action plan.

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### 4.2.3 NINGALOO COAST RESILIENCE STRATEGY

A Resilience Strategy for the Ningaloo Coast has been developed which is focused on the area outlined in **Figure 9**. The Ningaloo Coast includes the ~300km of fringing reef that extends down the western side of Northwest Cape to Red Bluff, as well as the marine and coastal areas and communities that are associated with this ecosystem. The communities of Exmouth and Coral Bay were part of the project.



**Figure 9: Ningaloo Coast Resilience Strategy Area**

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The Ningaloo Coast is the first World Heritage Site to finalise a climate resilience action plan, and it is a strategy part of the Resilient Reefs initiative led by the Great Barrier Reef Foundation. The strategy takes a comprehensive view of the threats facing Ningaloo Reef and the local community.

As existing pressures are intensifying and new pressures are predicted, the environmental conditions of the Ningaloo Coast are beginning to change in character and function. How these changes will affect the reef and the communities that rely upon it, and the exact timing of impacts, is uncertain.

The Ningaloo Coast require adaptive and flexible approaches to planning and management that accommodate uncertainty and strengthen the ability of ecosystems and communities to adapt to change will be vital for sustaining the vibrant ecological economic and social systems of the Ningaloo Coast. The rapidly changing climate could mean the loss of key species, foundational habitats and ecosystem functions. Resilience-based management guides proactive decision-making under risk and uncertainty, identifying potential actions that may achieve multiple objectives under different future scenarios and sustain ecosystems and human well-being for generations to come.

Extensive stakeholder engagement was held in 2020 with community members, local businesses, community groups, management agencies, researchers and resilience experts to understand the current state of resilience of the Ningaloo Coast, core community values and management priorities for the next 20 years. The resulting product is the Resilience Strategy which sets out an ambitious vision for ecosystems, communities and governance system that can cope with, recover from and adapt to change and disturbance.

Tourism at Ningaloo is seasonal, the region could expand from about 3,000 to hosting up to 20,000 visitors at any given time during the peak winter months. This influx of tourists put on significant pressure on the ecological, social and economic systems. Ningaloo's stakeholders were particularly interested in learning about potential management frameworks for operationalising assessments so they can adaptively respond to tourist numbers and impacts.

The COVID-19 pandemic impacted Ningaloo in unforeseen ways. Ningaloo tourist numbers increased during the pandemic and the demographic of tourists changed. The WA state closed its borders so no international tourists or Australians from other states could enter. The pandemic also made it difficult for WA residents to leave the state and return. Consequently, there were fewer out-of-state tourists and WA residents who would normally travel overseas or to other parts of the country holidayed locally instead. Despite retaining the already high levels of visitation, the demographic of visitors to Ningaloo changed, resulting in increased rates of recreational fishing and lower utilisation of local tours.

### IMPLICATIONS FOR THE CBSSP

The Resilience Strategy recognises that both the optimal number of tourists and the number of tourists that represents a threshold when conditions (e.g., tourist experiences, environmental conditions) have declined is not a specific/single number, but rather a range of numbers that vary based on circumstances such as location, season, durability of the resource. The acceptable ranges and thresholds for this condition will change from site to site and over time shifting with the changing health and condition of the reef and local communities.

The Resilience Strategy outlines a number of objectives and strategies, of the which the following are directly relevant to this report (**Table 18**).

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**Table 18: Relevant Resilience Strategy Objectives and Strategies**

Pillar	Objectives	Strategies	Potential Flagship Actions
<b>A – Thriving Resilient Ecosystems</b>	<b>A1</b> Local pressures on the reef and other ecosystems are minimised.	<b>A1.1</b> Support sustainable recreational use and tourism to mitigate human pressures on marine and coastal ecosystems.	+ Investigate options for managing visitor access and capacity through visitor management plans.
<b>C - Sustainable Development and Livelihoods</b>	<b>C1</b> Sustainable utilisation and enjoyment of the Ningaloo Coast aligns with ecological and community values.	<b>C1.1</b> Understand appropriate or 'optimal' levels for population, tourism, extractive activities, infrastructure, services and utilities to sustain and support the maintenance of ecosystem health and community values.  <b>C1.2</b> Encourage and support sustainable development and livelihoods that align with ecological and community values.	+ Facilitate research that models the impacts and sustainable limits in terms of visitors to high use sites, visitors to the region, interactions with megafauna and extractive activities, in order to establish evidence-based targets or limits in relation to key resources.  + Support the collaborative development of a long-term strategic masterplan outlining guidelines for appropriate growth and development within the Ningaloo Coast region. Support a feasibility study on various alternative sustainable livelihood options that align with ecosystem and community values and the development of diversification strategies for key climate-exposed sectors such as tourism.

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#### 4.2.4 ROTTNEST ISLAND

Rottnest Island (Wadjemup), a popular tourist destination off the coast of Western Australia, uses various fees to fund the maintenance and improvement of its facilities, infrastructure, and natural environment. These fees are an essential part of the island's strategy to enhance the visitor experience while ensuring the sustainability of its unique ecosystems. There are a range of fees and charges that may apply when visiting Wadjemup. These cover different aspects of your experience, from island entry fees, to boating licences, aerodrome use, and venue hire for events. These fees contribute to the provision of important facilities, services, and infrastructure on the island, ensuring visitors can continue to enjoy it for years to come.

- + **Admission Fees** - Every visitor to Wadjemup pays an admission fee, which contributes to the maintenance of the island's infrastructure and services. Revenue from admission fees is used to fund essential services such as waste management, water supply, and public amenities. These fees also help maintain and upgrade the island's roads, bike paths, and public spaces, ensuring a high-quality experience for visitors.
- + **Accommodation Fees** - Fees are also collected from accommodation, including hotels, cabins, and campgrounds, are reinvested into the island's facilities. This revenue helps improve the quality of accommodations and related infrastructure. Upgrades might include renovations to existing buildings, expansion of facilities, or the introduction of new eco-friendly options that align with the island's sustainability goals.

Five strategic focus areas that guide the management of the island and the key initiatives undertaken include:

- + Enabling a better visitor experience
- + Strengthening the island's infrastructure is essential to a sustainable future
- + The island's cultural heritage and reconciliation journey
- + The environmental initiatives in place to manage Wadjemup / Rottnest Island as a Class A Reserve
- + Managing Wadjemup is a collaborative effort

Wadjemup is unique in that the Rottnest Island Authority (RIA) has been established (under the *Rottnest Island Authority Act 1987*) as a statutory body responsible for the management of Wadjemup on behalf of the WA State Government. This allows one agency to control access and accommodation on Wadjemup. Due to the fact that Wadjemup is an island, the ability to regulate visitors is relatively straightforward with only two ways of accessing the island, via sea (ferry or private boat) or via air (commercial flight or private flight).

#### IMPLICATIONS FOR THE CBSSP

While the need for a management authority may not be necessary for Coral Bay, the concept that visitors pay a fee to access Coral Bay (either as an overnight or day visitor) or a duty/tax paid on overnight accommodation may be useful for Coral Bay to consider in order to fund important environment, infrastructure and community initiatives or upgrades. This would also allow the Shire to have a more accurate understanding of the population in Coral Bay at any one time.

A similar approach is applied for many national parks around WA include Cape Range National Park in Exmouth and Monkey Mia Conservation Park in Shark Bay.

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## 5.0 Stakeholder Engagement Summary

This engagement was conducted in conjunction with the Shire of Carnarvon Local Planning Strategy (LPS) project, led by the same project team. As the two projects were closely related and had the same set of stakeholders; all engagement queries for this project were sought alongside the LPS engagement activities. Feedback was sought both online and in person, via the following channels:

- + **Community drop-in session** at the Carnarvon Library on 14 May 2024, between 2:00-4:00pm.
- + **Community workshop** in Carnarvon on Saturday, 18 May 2024, between 1:00- 4:00pm.
- + **Online community and stakeholder workshop** was held on Wednesday, 22 May 2024 between 4:30-6:00pm.
- + **Online survey** was shared online between 26 April and 2 June 2024. 51 survey responses were received, where only 3 respondents were Coral Bay residents.
- + **Stakeholder meetings** were held with relevant government agencies and key stakeholders in Coral Bay. Two stakeholder meetings were held with Gascoyne Development Commission and DevelopmentWA (May 2024)
- + **A staff workshop** was held in Carnarvon on 15 May 2024.
- + **Individual and group meetings** were held with nine community members in Coral Bay (May – July 2024)
- + Council workshop (14 May 2024)

Table 19 provides a summary of the key engagement considerations for Coral Bay and this project scope, with a full report provided in **Appendix 1**.

**Table 19: Engagement Summary – Key Discussions Relevant to Coral Bay**

Factors	Considerations
<b>Bed Number Component</b>	<ul style="list-style-type: none"> <li>+ Currently hard to track and does not control where people are staying or account for day visitors. <ul style="list-style-type: none"> <li>– Challenges in compliance and policing matters.</li> </ul> </li> <li>+ It effectively limits the demand on services and infrastructure. <ul style="list-style-type: none"> <li>– Extending bed caps has implications on economy during off season.</li> </ul> </li> <li>+ Demand is evidently beyond current bed cap numbers.</li> <li>+ Interested in alternative metrics, but none suggested.</li> </ul>
<b>Infrastructure Capacity</b>	<ul style="list-style-type: none"> <li>+ Waste management and utilities are under pressure for growth.</li> <li>+ Marine environment management concerns in Coral Bay.</li> <li>+ Social infrastructure and amenities demand expansion (parking, roads, foreshore, sporting facility, school, medical and emergency services)</li> </ul>
<b>Planning and Development Framework</b>	<ul style="list-style-type: none"> <li>+ Bed number was designed to manage number of people based on fragility of the environment.</li> <li>+ Townsite normalisation and permanent housing has implications on planning framework and service provisions.</li> <li>+ Lease holding and zoning changes could enable flexible growth.</li> </ul>
<b>Land Use</b>	<ul style="list-style-type: none"> <li>+ Importance of protecting environmental assets, i.e., the Ningaloo Reef. <ul style="list-style-type: none"> <li>– Reef health is under pressure.</li> </ul> </li> <li>+ Manage development to avoid coastal hazard risks.</li> <li>+ Additional opportunities for accommodation in Coral Bay. <ul style="list-style-type: none"> <li>– Limiting impacts whilst enabling affordable key worker housing.</li> </ul> </li> </ul>

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## 6.0 Bed Number Component Review

This section reviews the bed cap mechanism, its implementation and utilisation since the introduction of the Coral Bay Settlement Structure Plan 2004 & 2014, and LPS13. The reference to beds replaces earlier reference to 'overnight visitors' via Amendment 1 to LPS13 gazetted on 14th February 2023.

Within LPS13 (SCA5) there is an overall population cap of 4,800 beds (noting that the cumulative bed caps within Schedule 1 and 3 equates to 5,007 beds), including workers and their dependent family, plus 500-day visitors. Each site capable of tourism or workers accommodation has been provided a specific bed cap allocation either through an additional use in Schedule 1 of LPS13, or through a restricted use in Schedule 3 of LPS13.

### 6.1 TOURISM ACCOMMODATION

Throughout the engagement, there was no strong objection to the use of bed caps, however, most stakeholders acknowledged that they were not overly effective in controlling population within Coral Bay. Most stakeholders were open to the idea of alternative mechanisms (although none were provided), or removing the caps altogether.

Stakeholders suggested that demand is currently beyond the current bed cap numbers, and that the bed caps effectively limit the demand. After reviewing the existing estimated bed cap utilisation (**Section 6.3**), there is still significant bed cap capacity within the CBSSP, with the exception of Lots 1, 2 and 52 (Bayview Ningaloo Caravan Park) and Lot 1 (RAC Reef Resort). This suggests that demand for tourism accommodation may be limited by other factors in addition to the bed cap numbers, for example:

- + Non-peak season viability
- + Development feasibility due to construction costs and availability of labour
- + Accommodation preferences and availability of space (for existing developed sites)
- + Lack of servicing to undeveloped lots
- + Staff availability

There is also an acknowledgement that tourism can't grow without increasing relevant services (e.g. community, health, infrastructure, tourism etc.)

### IMPLEMENTATION

One of the key issues with the bed cap is it is difficult to apply through the planning framework, and the relationship between the number of beds and the approved development is unclear. There is no definition provided in the current planning framework for the bed cap number, making it difficult to assess during a development application, clearance of conditions, as well as any post development monitoring. For example, several variables could widely influence the counting of bed or accommodation capacity:

- + Assumption that 'beds' relates to a count on overnight visitors, rather than a furniture item.
- + Camping sites could accommodate between 1 – 8 people, depending on size and the specific booking.
- + Two-bedroom unit could accommodate between 1 – 6 people, depending on the specific booking and the number and size of actual beds in each room.
- + Holiday homes could accommodate between 1 – 10 people, depending on the number of rooms, specific booking and the number and size of actual beds in each room.

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A review of a recent Development Application (DA) has provided an opportunity to review how the bed cap is currently being implemented through the planning framework.

***RAC Ningaloo Reef Resort***

As part of the RAC Ningaloo Reef Resort DA, a total of 314 beds is proposed, exceeding the 270 bed cap limit required in LPS13. In the DA report the applicant has highlighted:

*Whilst 100% occupancy of guest units is relatively common during high tourist season, 100% occupancy of beds does not occur.*

The applicant proposed to apply an occupancy factor based on average recorded occupancy rates across the RAC portfolio of properties, including the existing RAC Ningaloo Reef Resort and RAC Monkey Mia Dolphin Resort, which would result in an adjusted (lower) number of 263 beds.

While there may be merit to this approach, LPS13 and the CBSSP is silent on the calculation of beds, and the correlation between bed numbers and overnight visitors (including the application of an occupancy factors), and therefore decided that there is no authority to vary the Restricted Use conditions of LPS13. As a result, the Shire and JDAP imposed a condition of approval to limit the number of beds on the lot to 270.

If the bed cap mechanism is to be retained, the implementation could be improved through some specific guidance within the Structure Plan for definitions of bed numbers including how to calculate and apply these, by accommodation type. This would allow the Shire to more effectively implement the bed cap through development assessments and provide more certainty to applicants.

**6.2 WORKERS ACCOMMODATION**

The availability of quality workers accommodation in Coral Bay was observed to be one of the key issues, with many stakeholders commenting they were not as concerned about the bed cap limits as they were about other issues such as availability of worker's accommodation and impacts of seasonality on the settlement. Both the community and stakeholders strongly agreed that the lack of workers' accommodation is a major barrier to attracting and retaining workers.

The Shire also needs accommodation in Coral Bay for a dedicated ranger service as well as other services on an as needs basis like CESM, planning, building and health.

Key issues raised by stakeholders included:

- + The current staff accommodations are inadequate and in bad condition, while landholding is limited and inaccessible.
- + Housing challenges for long-term prospects (i.e., starting a family) for staff to stay in Coral Bay.
- + A sense of community is difficult to foster because you cannot reside long-term.
- + Need accommodation options for business owners. There is only leasehold land.
- + Long-term residents are needed to run volunteer services such as emergencies, bushfires, sea search and rescue, etc.
- + Development is expensive.

Through engagement, it is evident that many of these issues are far broader and more complex than the bed cap mechanism, and potential solutions extend beyond the scope of this report. However, the following suggestions from stakeholders may assist in the review of the CBSSP (Stage 2).



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- + A publicly-funded workers' village or releasing affordable land for businesses to build accommodations for their staff may address the problem.
- + Leasehold lands needs to have longer term leases to provide more stability for business owners.
- + Set of requirements for the standard of workers accommodation, being cognoscente of the cost of construction and the seasonality impacts.

In addition, AHURI have funded a research report into *Safe and secure accommodation solutions for seasonal workers in regional industries*, which is currently in progress and expected for release in April 2025. This research refers to Coral Bay as one of six case studies, and will be useful to consider in the review of the CBSP (Stage 2)

### **6.3 ESTIMATED BED CAP UTILISATION AND CAPACITY**

Table 20 provides an estimate of the total number of tourism and/or workers accommodation beds currently either developed or approved within Coral Bay. All information has been gathered from stakeholder engagement and/or recent development applications and provides an estimate only. **Appendix 2** provides a full breakdown of the calculation methodology and key assumptions for the estimates.

This analysis shows that of the 5,007 beds available through the bed cap controls in LPS13, 3,017 beds have been developed (or have approval to be developed) in Coral Bay so far representing 60% of the bed cap having been utilised to date. The majority of the accommodation - some 91% is for tourism and 9% for workers accommodation. This leaves 1,990 beds still to be developed, (the remaining 40% of the bed cap limit).

**Figure 10** illustrates the below landholdings and their relative ability to absorb new beds.

Anecdotal, occupancy for tourism accommodation is at about 95-98% for the peak season (April to October), dropping to roughly 50% during the off season. Engagement has suggested that occupancy of accommodation units is generally higher than camping sites during the off season, with a higher number of international and interstate visitors.

While these estimated bed numbers can provide an indicative guide for the overnight visitor capacity (or carrying capacity), it is not a true reflection of the population at any one point in time, for reasons explained previously in this report.

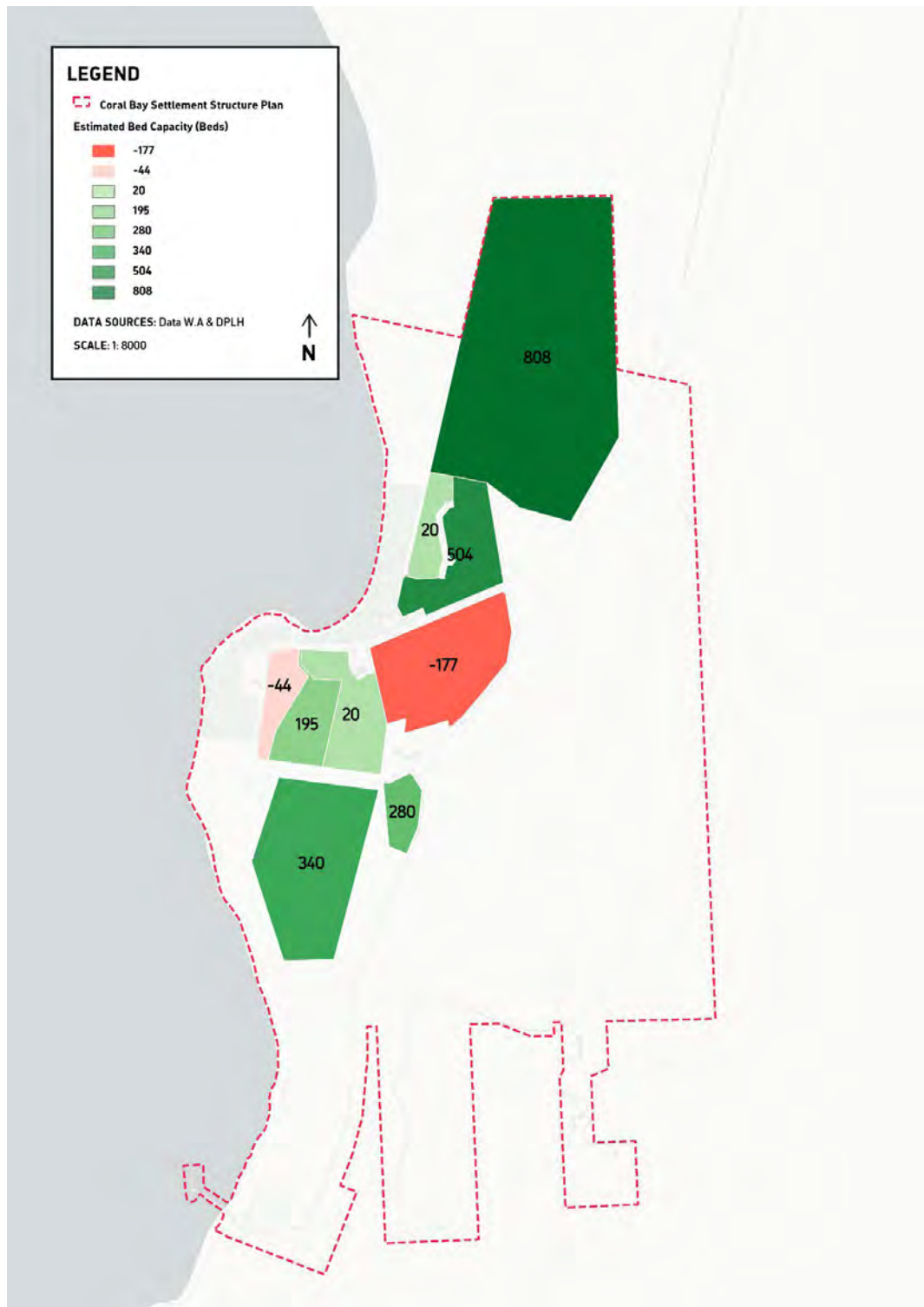
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**Table 20: Estimated Bed Cap Utilisation and Capacity by Lot**

Land	Ownership	Bed Cap Limit	Estimated Tourism Beds	Estimated Workforce Accom. Beds	Estimated Total Beds	Capable of Further Development	Estimated Capacity
Lot 64, 61 Banksia Drive and the adjoining portion of Lot 501 Coral Bay	Crown Land	280	0	0	0	33,061 m <sup>2</sup>	280
Lot 52 / 66 Robinson Street Coral Bay	State of WA	828	1,436	115	1,551	0	-177
Lot 1 / 44 Robinson Street and Lot 2 / 24 French Street, Coral Bay	William Francis Brogan (Bayview)	546				0	
Parent Lot 50, Survey Strata 70565, Coral Bay	Strata Lots	208	188	0	188	1,326 m <sup>2</sup>	20
Parent Lot 308 Coral Bay	Parent Lot	920	0	0	112	275,736 m <sup>2</sup>	808
	Lot 1, 3 Banksia Drive, Coral Bay (BAC Village)		0	70		5,125 m <sup>2</sup>	
	Lot 4 (RAC Village)		0	42		5,315 m <sup>2</sup>	
Lot 800 / 79 Banksia Drive Coral Bay	BAC Eco Resort	340	0	0	0	106,090 m <sup>2</sup>	340
Lot 13 / No 20 Robinson Street, Coral Bay	Coral Bay Investments (Peoples Caravan Park)	534	496	18	514	0	20
Lot 9500, Coral Bay	Coral Bay Amalgamated Holdings (Bayview Ningaloo Coral Bay)	816	288	24	312	12,100 m <sup>2</sup>	504
Lot 1 / 14 Robinson Street, Coral Bay	RAC	270	307	7	314	18,407 m <sup>2</sup>	-44
Lot 10 / 16 Robinson Street, Coral Bay	Batavia Holdings	265	68	2	70	27,901 m <sup>2</sup>	195
<b>TOTALS</b>		<b>5,007</b>	<b>2,783</b>	<b>278</b>	<b>3,061</b>	<b>474,621 m<sup>2</sup></b>	<b>1,946</b>

Sources: Engagement, May 2024; DA records from Shire of Carnarvon.

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**Figure 10: Coral Bay Bed Cap Capacity**

Sources: Engagement, May 2024; DA records from Shire of Carnarvon.

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**Table 21: Estimated Bed Cap Utilisation and Capacity by Bed Type**

Bed Type	Existing (at the time of preparing the CBSSP 2014)	CBSSP 2014	Existing (as of May 2024)	Estimated Capacity
Worker population (including family)	254 (2011 Census)	400	278	70%
Backpackers	120	220	120	55%
Caravan/ camping	1,416	1,708	1620	95%
Resort/ chalet/ serviced apartment	431	1,744	855	50%
Holiday home	180	728	188	25%
Total	2,901	4,800 <sup>1</sup>	3,061	64%

<sup>1</sup> Note: There is a discrepancy between the total bed cap provided in the CBSSP (4,800 beds), and the allowable bed cap in accordance with the LPS13 provisions (5,007 beds). This results in a difference capacity percentage to **Table 20**.

## UNDEVELOPED TOURISM LAND AND CAPACITY CALCULATION

Tourism developments are primarily designed to facilitate operational viability. As such, limiting the number of units can affect the success of the operation. Other planning controls may influence the built form to ensure it does not disrupt the surrounding landscape.

Determining the density of tourist accommodation is challenging, as it is not defined in the Residential Design Codes (R-Codes). Therefore, the use of the R-Codes to estimate potential site/dwelling yields for tourism development is not applicable. When calculating the potential number of additional tourism sites and dwellings, certain limitations, variables, and assumptions can result in significant variations in outcomes. For example, a development may consist of a mix of accommodation types, including hotels, holiday homes, caravan parks, and worker accommodations. Without detailed design testing or schematic design for a site, it is difficult to accurately estimate the yields of tourism-zoned land.

However, to understand the potential capacity of undeveloped tourism land, a high-level estimation of potential yields has been carried out in collaboration with DPLH. This analysis explores hypothetical scenarios and should not be treated as an accurate prediction of future tourism development in the area. The methodology used is outlined below:

- 1. Identify Land Capable of Further Development**

The total area identified for potential tourism development is 474,621m<sup>2</sup> (**Table 20**).

- 2. Identify Net Land Capable of Further Development**

An efficiency rate of 30% was applied to account for land required for roads, services, and landscaping (based on the Liveable Neighbourhood design guidelines). The net land available for further tourism development is therefore 332,234m<sup>2</sup>.

- 3. Estimate Current Development Density**

In the absence of a standardised density requirement for tourism development, the current development density was estimated through a desktop analysis of existing developments in Coral Bay. The estimated development density is approximately 1 bed per 57m<sup>2</sup>.

- 4. Development Density Under the 'With Bed Cap Scenario'**

The bed cap number is based on the remaining bed cap (1,946 beds, as shown in **Table 20**),

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which will be developed on the remaining land capable of further development. Under this scenario, the development density is calculated at 1 bed per 170m<sup>2</sup>.

5. **Capacity for Additional Beds Under the 'Bed Cap Removed Scenario'**

Using the current development density of Coral Bay, if the bed cap were to be removed, the bed capacity of land capable of further development is 5,828 beds (332,234m<sup>2</sup> / 57m<sup>2</sup> per bed). In this scenario, if all remaining land were fully developed it would result in an additional 3,882 beds above the current bed cap.

*Notes:*

- *The mix of tourism developments can vary significantly making precise estimates challenging.*
- *The estimated capacity figures do not account for site-specific and environmental constraints, which may significantly impact the actual yields of future developments. These factors should be considered when assessing the potential for growth.*
- *When evaluating the impact of future developments, the specific types of developments are more meaningful and relevant than the overall capacity estimates. Different types of developments may have different effects on the local environment and infrastructure.*

## 6.4 BED CAP REVIEW SUMMARY

Based on the previous literature review, the concept of "carrying capacity" (or bed cap) is outdated and impractical, where calculating a capacity based on a maximum number of tourists at a given site is at odds with tourism behaviour (i.e., not all tourists act the same) and the resilience of the environment to tourism impact, which is also variable (Reef Resilience Network 2022). The following findings related to the bed cap mechanism are based on the information collected through this report:

- + There is significant bed capacity available (approximately 2000 beds) for immediate development and the planning framework is development ready to support this.
- + So far, the understanding for carrying capacity is that it is not as effective in practice.
- + It is the behaviour of tourists that will be hard to manage and predict.
- + The preferred mechanism of protecting the coast and reefs will be at managing the behaviour of tourists rather than simply controlling the number of tourists.
- + Most recent reef protection frameworks advocate for an integrated framework with established indicators (monitoring).

However, the bed cap mechanism does serve as a type of density control for accommodation and population in Coral Bay, that can be implemented through the planning framework (noting there are currently implementation issues described above). While it may not equate to an exact number of overnight visitors, it provides an indication of the population range which may vary throughout the tourism seasons. In planning control terms there is no alternative mechanism that has been identified through this research that could replace it.

To evaluate and summarise the effectiveness of the bed cap mechanism, a strengths, weakness, opportunities and threats (SWOT) analysis has been undertaken (**Table 22**).

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Table 22: Bed Cap Mechanism SWOT Analysis

SWOT	Ecosystem	Community	Infrastructure	Planning and Governance
<b>Strengths</b>	Development capacity and types are calibrated to promote a balanced growth of the ecosystem and economy.  Enables modelling to be undertaken to anticipate impacts on the ecosystem.	Ensures sufficient land capacity for workers accommodation.	Predictability of power, water and resource usage.	Relatively easy to include in planning framework.  Fair and equitable across all tourism zoned land.  Provides a proxy for population density/yields.
<b>Weaknesses</b>	Difficult to measure the impact on the environment thereby making it hard to undertake adjustments to carrying capacity.  Uncertain if this capacity is the optimal due to assumptions in modelling.  The behaviour of tourists is hard to predict and manage, with the impact on the environment varying depending individual behaviour.	Difficult to balance each individual's interests to highest and best use of their land.  Low community awareness and involvement.	Infrastructure is impacted by daytrip visitors which are not accounted for.	Difficult to implement in practice, with definitions and calculations key lacking aspects.  No monitoring system.  Not enough data (insufficient range and quality).  Offers a static rather than dynamic view.  Limited understanding of the spatial distribution of visitors.  Rigid planning rules (by inclusion within the Scheme) do not allow for flexibility.
<b>Opportunities</b>	Undertake monitoring and/or period reviews of modelling and analysis.  Grants or partnerships to enable monitoring.	Participatory community engagement.		Refine calculation methodology and definitions to improve implementation.  Grants or subsidies to increase workers accommodation, in line with the bed cap or visitor accommodation provision levels.
<b>Threats</b>	Global warming.  Coral bleaching.  Continuously deteriorating environmental conditions.  The environmental condition begins to change in character and function.  Shifting tourism trends.  Impact of increased duration of peak tourism season.	Reduced sense of community due to inability for long term tenure and housing uncertainty, volunteer fatigue and high transience affecting relationship building and sense of belonging.		

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**MONITORING**

At present, there is no population or capacity monitoring in place, so it is difficult to understand the exact amount of people (both day and overnight visitors) at any one point in time. For that reason, it is difficult to evaluate the effectiveness of the bed cap mechanism from a population perspective.

As previously discussed in **Section 4.0**, carrying capacity typically requires a systems approach and it is difficult to calculate given that the concept considers variables such as the social-ecological systems in Coray Bay to be stable. However, variables are often dynamic and difficult to control and predict. Ultimately, carrying capacity or bed cap numbers require a stable situation or the ability to adjust entry limits based on changing conditions.

The carrying capacity mechanism often faces implementation challenges, particularly due to the need for precise monitoring of the number of visitors to Coral Bay and determining when demand exceeds a set limit. In Coral Bay, this challenge is evident due to the lack of accurate data on visitor numbers, leading to uncertainty in understanding visitor pressure, demand, and supply. As a result, the effectiveness of carrying capacity and bed cap limits cannot be accurately assessed. Collecting and monitoring visitor data and preferences provide the strongest basis for limiting the number of people allowed into an area.

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## 7.0 Development Capacity Review

This section provides a review of the various elements that will impact development/population capacity in Coral Bay: Regulatory, Environmental and Market considerations.

Engagement with the DPLH has confirmed that the State would not be supportive of Coral Bay becoming a designated townsite. On this basis, this Report will not progress this option any further.

### 7.1 REGULATORY REVIEW

#### RESIDENTIAL RESTRICTIONS

A key component of the Coral Bay planning framework is the restriction on residential development contained in LPS13, with SCA5 stating:

6. *No subdivision or development for residential uses is permitted.*
7. *No permanent residential use is permitted.*
8. *A person cannot be an occupier of short-term accommodation for a period totalling more than 3 months in any 12 month period, other than a designated manager/caretaker of the facility.*

While the intent of this restriction is clear in ensuring that Coral Bay remains a tourism settlement in line with the aims of LPS13, community engagement has raised several issues with the restriction on permanent residential:

- + Difficult to attract and retain long-term staff.
- + Permanent or long-term residents are required for volunteer amenities such as emergency services.
- + Difficult to maintain a sense of community, with such a high turnover of population (previously events such as the Coral Bay Olympics and Sailing Regatta helped to foster a sense of community).
- + Prevents any land ownership, and housing security for long term residents/staff, deterring families in particular.
- + Clause 8 relates more to manager/caretaker of tourism accommodation, with ambiguity on other supplementary businesses (e.g. fishing, diving, whale watching tours).

It is recommended that the wording of Clause 8 be amended to include managers of local tourism businesses.

During the community engagement phase, discussions were had on idea of 'normalising' the Coral Bay Settlement as a townsite, allowing people to live here permanently. While this would address several of the issues raised above, this may also have unintended consequences such as:

- + Permanent residential and freehold land ownership may drive up the price of land, worsening affordability issues for workers and long-term residents/workers.
- + There could be an increase in the population beyond the sustainable limit, with a loss of control on the number of people staying in Coral Bay.
- + Additional State services and infrastructure would likely be required.



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**LAND USE**

Land use control within the CBSSP is determined by the zoning set out in LPS13. The majority of land that is subject to the bed cap is zoned 'Tourism', with the exception of Lots 64, 61 Banksia Drive and the adjoining portion of Lot 501 Coral Bay which are reserved for 'Public Purposes'. The current extent of suitably zoned land provides a development limit, along with surrounding 'Environmental Conservation Estate' reserve. The State has indicated it would not consider an increase to developable land, and for that reason, this review assumes any change to the amount of developable land to be non-negotiable.

**Table 23: Undeveloped Zoned Land**

Zone	Lot	Area
<b>TOURISM</b>	9001	261,285 m <sup>2</sup> (26.128 ha)
	Lot 3 RAC	5,115 m <sup>2</sup> (0.511 ha)
	Lot 2 BAC	4,021 m <sup>2</sup> (0.402 ha)
	Strata Lot 6 (16) Trevally Court, Coral Bay	17,786 m <sup>2</sup> (1.779 ha)
	Strata Lot 7 (7) Marlin Court, Coral Bay	
	Lot 10 (16) Robinson St, Coral Bay	27,901 m <sup>2</sup> (2.790 ha) (DA approved for portion of site)
	Lot 800 (79) Banksia Dr, Coral Bay	106,090 m <sup>2</sup> (10.609 ha)
	<b>TOTAL TOURISM</b>	<b>422,198 m<sup>2</sup> (42.21 ha)</b>
<b>SERVICE COMMERCIAL</b>	Lot 62	10,096 m <sup>2</sup> (1.010 ha)
	<b>TOTAL SERVICE COMMERCIAL</b>	<b>10,096 m<sup>2</sup> (1.010 ha)</b>
<b>ENTERPRISE</b>	Lot 320 (partially zoned enterprise)	14,544 m <sup>2</sup> (1.454 ha)
	<b>TOTAL ENTERPRISE</b>	<b>14,544 m<sup>2</sup> (1.454 ha)</b>
<b>PUBLIC PURPOSE</b>	Lot 307	15,076 m <sup>2</sup> (1.508 ha)
	Lot 64	14,844 m <sup>2</sup> (1.484 ha)
	Lot 501	160,377 m <sup>2</sup> (16.038 ha)
	<b>TOTAL PUBLIC PURPOSE</b>	<b>190,297m<sup>2</sup> (19.03 ha)</b>
<b>INFRASTRUCTURE SERVICES</b>	Lot 316 (partially outside of the Coral Bay locality boundary)	157,789 m <sup>2</sup> (15.779 ha)
	<b>TOTAL INFRASTRUCTURE SERVICES</b>	<b>157,789 m<sup>2</sup> (15.779 ha)</b>

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## 7.2 ENVIRONMENTAL REVIEW

### POPULATION

As described in Section 3.4, the current population of Coral Bay is difficult to determine due to its tourism-based nature, suggesting that there is a disconnect between the bed cap controls and controlling population within Coral Bay.

Census data indicates that 875 visitors and 197 residential population were present in Coral Bay on August 10, 2021. However anecdotally, we understand that during peak times the population could be between 6,000 to 13,000, including day visitors.

Assumptions could be made based on the estimated number of beds and the occupancy rates (**Table 24**). Please note that these provide a very high-level estimate using a number of assumptions and are provided for the purpose of comparing with 2021 Census Data. There is currently no mechanism in place for understanding the daytrip visitor population of Coral Bay.

**Table 24: Estimated Overnight Population Based on Bed Numbers**

Season	Population according to bed numbers			Census Population (2021) <sup>4</sup>
	Occupancy <sup>1</sup>	Number of beds <sup>2</sup>	Estimated population <sup>3</sup>	
Peak (April-October)	95%	3,061	2,908	1,072
Off-peak (November-March)	50%	3,061	1,531	NA

Assumptions:

<sup>1</sup>Occupancy based on engagement findings.

<sup>2</sup>Number of beds based on the findings of Table 25.

<sup>3</sup>Estimated population calculated by multiplying the total number of beds by the occupancy rate.

<sup>4</sup>Census population taken in August and therefore only applies to peak season.

### TRANSPORT

#### Vehicle Access

Access to Coral Bay is largely from Coral Bay Road, a sealed road which branches off the Minilya-Exmouth Road. Some access is gained by 4WD from Ningaloo Station to the north via Cardabia-Ningaloo Road, and Warroora Station to the south via Mauds Landing-Warroora Road (both of which are 4WD accessible only).

Robinson Street is the main corridor within Coral Bay, providing access to the majority of tourism developments, shopping centre, Bill's Bay and the foreshore vehicle parking spaces. During the stakeholder engagement, it was reported that Robinson Street is highly congested with vehicles, vehicles with trailers (towing caravans and boats) and buses, particularly during peak check-in and check-out times. Another key issue (although temporary) is that due to the construction at the end of Robinson Street for the new RAC Resort development, there is no long vehicle turnaround past the halfway point, leading to a number of vehicles with trailers getting stuck at the end and causing traffic issues.

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**Parking**

Parking was reported to be another issue by stakeholders, with the public car parks along Bill's Bay often full with daytrip visitors and people waiting to check in to accommodation in the afternoon. Accommodating parking of vehicles, boats and caravans within tourism sites is also getting more challenging as the size of 4WDs, boats and caravans is increasing, combined with increased ownership of boats and caravans flowing on as a result of COVID travel restrictions.

**Boating and Water Activities**

Coral Bay Maritime Facility is located south of the Coral Bay Town Centre and services recreational, tourism, charter and commercial vessels, opening in 2009. The facility offers a double lane boat ramp, two finger jetties, a service jetty, and 13 dinghy pens for commercial use. There is also parking and public toilets available.

Due to Coral Bay's proximity to the Ningaloo Reef, diving, swimming, snorkelling and fishing are all major tourism attractions of the area. Prior to the Maritime Facility being constructed, boats would launch directly from Bill's Bay, meaning only smaller vessels could utilise the beach. With the development of the Maritime Facility, it has meant that significantly larger and more vessels can be launched and access the Ningaloo Reef. This increased access to the reef should be considered in terms of increased impact on the natural environment, as well as the impact on local charters operating from Coral Bay.

**POWER**

Coral Bay's wind diesel power station is considered one of the most environmentally friendly power supplies in Western Australia. The facility consists of a combination of wind turbines, battery energy storage system and modified 'Low Load' diesel generators. The power station was officially launched in August 2007. Key elements of the design and operation of the facility include:

- + The facility consists of three 275kW wind turbines, seven 320kW containerised low-load diesel generators, a 585kVA energy storage system, two 81,000L bulk diesel storage tanks and a 2,000L diesel day service tank.
- + The system saves more than 500,000L of diesel (compared to Diesel only) which equates to a greenhouse gas emission reduction of 1,300 tonnes a year.
- + The wind turbines can be laid on the ground for maintenance or during bad weather such as prior to cyclonic storm events.
- + At times the wind turbines can deliver 100% of the settlement's electricity; however; on average more than 60% of Coral Bay's electricity supply per year is generated by the wind turbines.
- + Average current draw on the system is approximately 600kW per day. The system has ample capacity to enable expansion to the Coral Bay townsite population.
- + The power station is owned and operated by Verve Energy. Horizon Power owns and operates the underground distribution network and retail electricity to customers.

Lot 315 on P54580 south of Sanctuary Road is owned by Synergy (Electricity Generation and Retail Corporation) and is the location of the settlement's wind-diesel-battery electrical power plant. Although not a Crown Reserve the site is designated 'Public Purposes - Electricity Supply'. In addition, the three sites within Lot 316 on P54580 (unallocated Crown Land) containing wind turbines are also designated 'Public Purposes - Electricity Supply'.

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Synergy has stated that the existing wind-diesel power system has adequate capacity to support the proposed future population of 5,300 people which includes the minimal requirements of day visitors.

**WATER**

Availability of potable water is one of the key limiting factors when considering reviewing the bed cap for Coral Bay. The Water Corporation draws water deep from the Birdrong Aquifer (~ 800 m), which is then desalinated and disinfected prior to consumption. The depth and confined nature of the aquifer provide a high level of water quality protection. The Water Corporation are currently using approximately 30% of the water that is allocated to them through their groundwater licence, issued by DWER. As such, sufficient water is available for any increased demand, that may arise from an increase in visitor numbers to Coral Bay.

Refer to the Coral Bay Drinking Water Source Protection Plan, for further information.

**WASTEWATER**

Any increase in visitor numbers and subsequent requirement for development, should have due regard to the *draft State Planning Policy 2.9 Planning for Water*. The entire township area of Coral Bay is identified as a sensitive sewerage area under the Government Sewerage Policy, due to being located within 2 km of coastal embayment. All new development in the townsite should be connected to the reticulated sewerage system, to protect the sensitive nearshore aquatic environment.

In 2023, the wastewater treatment facility was upgraded to put in a fourth evaporation pond, brought forward as a result of COVID stimulus packages, rather than immediate population demand. The Water Corporation have confirmed that the plant is licensed for an inflow of 720m<sup>3</sup>/day, which is well above the current inflow as shown in **Table 25** (approximately 50% capacity). This suggests that the current 5,300 population limit will likely be accommodated for, however additional population would likely require infrastructure upgrades.

**Table 25: Coral Bay Wastewater Consumption/Flow Daily**

Coral Bay SPS No.1 Magflow Meter Consumption/Flow Daily		
	ML	m <sup>3</sup>
July 2023	0.36	355
August 2023	0.31	307
September 2023	0.29	286
October 2023	0.23	226
November 2023	0.14	143
December 2023	0.17	168
January 2024	0.17	166
February 2024	0.1	102
March 2024	0.16	160
April 2024	0.23	231
May 2024	0.23	233
June 2024	0.3	298

Source: Water Corporation

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**WASTE**

The need for an alternative land fill site or waste transfer station has been identified for some time with the Shire of Carnarvon indicating the preferred option being in a location adjacent to the existing wastewater treatment facility approximately 6km east of Coral Bay. The CBSSP recommends that relocation of the waste disposal site occurs within 5 years (from 2014).

**COMMUNITY INFRASTRUCTURE*****Health***

The Coral Bay Nursing Post, operated by the Midwest WA Country Health Service (Department of Health), is located at the Shopping Centre and is open Monday to Friday 8:30 -11am and 1:30-5pm, with a separate out of hours emergency service available. There are currently 3 nurses operating the facility, with emergency cases deferred to the Royal Flying Doctors for treatment and transfer. The Department of Health currently have 3 workers accommodation units in Coral Bay in the BAC Village under a GROH arrangement.

***Police and Rangers***

There is no police station in Coral Bay, with police officers usually being dispatched from Exmouth when required, taking 1.5 hours to reach the town. The need for one accommodation unit for police has been raised during stakeholder engagement, however, this has not been confirmed by the WA Police Force.

There is currently a part time Ranger that lives in Coral Bay (usually that person must have a job in Coral Bay as well, because there is no Shire accommodation in Coral Bay). As a result, filling the Ranger position in Coral Bay is challenging. The Shire would require accommodation in Coral Bay for a dedicated Ranger Service as well as other service to perform tasks such as CESM, planning and monitoring.

***Fire and Emergency***

There are no dedicated emergency facilities and the current Volunteer Firefighters and Sea Search and Rescue teams are made up of local volunteers. An issue raised by the local community is that these volunteers are getting harder to come by due to the lack of permanent or longer-term residents/workers. It is difficult to recruit volunteers with such a high turnover of staff and the transient nature of the tourism industry.

***Education***

There are no education facilities in Coral Bay, with the few children that currently reside there having access to either School of the Air or catch a twice daily bus to Exmouth. Community and stakeholder engagement did not raise any issues with this arrangement and suggested that the current approach was working well.

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## 7.3 MARKET REVIEW

### SEASONALITY

The peak tourism season for Coral Bay has typically been between April and September, with Easter and the July school holidays the most popular time due to the large number of families travelling north from Perth. Since COVID, the peak season has expanded into March and October.

This increased peak period is an issue to be considered in this review as it has an impact on Coral Bay because even though the bed cap/population limit is the same, the longer season duration will increase the pressure on facilities, services and the environment.

### RECENT DEVELOPMENT AND TOURISM TRENDS

In a review of recent development and development applications, the majority of development is in the form of units/villas, resort and workers accommodations (**Table 16**).

The rise in caravan and boat towing visitors to the area flowing from the intra and interstate travel patterns that COVID border closures created are changing the length of season in Coral Bay as well as type of accommodation sought. Larger, powered caravan sites and good access to boat launching or parking to enable more fishing and snorkelling trips are demand impacts these tourism trends have resulted in and relevant to the future development and amenities of the town.

### WORKERS ACCOMMODATION

There is still sufficient land available exclusively for workers accommodation within SCA11 under the ownership of BAC. These lots are serviced and able to be developed. One of the major barriers identified through engagement was the cost of development and the need for State subsidies to develop and operate workers accommodation. As discussed in **Section 6.2**, there is a preference from landowners for workers/business owners to develop their own accommodation, however, current leasehold arrangement do not offer the required security.

Largely, the provision of workers accommodation is constrained by cost/feasibility and competition with tourism for accommodation.

### COST OF CONSTRUCTION

Construction costs in Coral Bay, like other parts of Northwest WA are significantly higher than major towns and Perth.

- + **Location and Accessibility** - Coral Bay is a remote location, which can increase costs due to the need to transport materials and labour to the site.
- + **Labour Costs** - Labour costs in remote areas like Coral Bay are typically higher than in major towns or urban areas, partly due to the difficulty in sourcing skilled workers and the need to provide accommodation for them.
- + **Materials** - The cost of materials can also be higher in Coral Bay due to the need to import them from distant locations. Availability of materials might be limited, and the choice of durable materials suited to the local climate can affect the cost. For this reason, modular and off-site construction is often favoured.
- + **Environmental Considerations** - The cost of building new houses is increased by the need to satisfy building requirements associated with cyclone wind ratings (typically adding 6% to the construction cost).

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**7.4 DEVELOPMENT CAPACITY SUMMARY**

This review has demonstrated that there is still significant development capacity remaining within Coral Bay. The main factors impacting the development capacity include:

- + There is significant bed capacity available (approximately 2000 beds) for immediate development and the planning framework is development ready to support this.
- + While the amount and extent of zoned land ultimately restricts development within the CBSSP area, there is still a significant amount of undeveloped tourism zoned land (approximately 42.21 ha) that is capable of tourism and workers accommodation development.
- + If the bed caps were to be retained, new development would be restricted to a development density of 1 bed per 170m<sup>2</sup>, significantly less than the current development density of 1 bed per 57m<sup>2</sup>.
- + If the bed caps were to be removed, it is estimated an additional 5,828 beds could be provided, applying the existing development density (1 bed per 57m<sup>2</sup>) to land capable of further development.
- + Other than undeveloped tourism zoned land, Coral Bay has also undeveloped Service Commercial (1 ha), Enterprise (1.5 ha), Public Purpose (19 ha) and Infrastructure Services (15.8 ha).
  - + Construction costs and development feasibility is a major barrier to development.
- + Tourism preferences largely dictate development upgrades, with caravan park still the predominant preferred accommodation type in this region, but a growing market for villas and resort style development.
- + Sufficient infrastructure (power, water and wastewater) to accommodate the ultimate bed cap for Coral Bay (noting that development beyond this limit is untested and may require upgrades).
- + Waste facilities are currently at capacity and the relocation and expansion of this facility has been identified in the CBSSP.
- + Vehicle access and parking is a major issue and will need to be resolved if more development is proposed.
- + Engagement has indicated that community infrastructure is generally operating at a sufficient level (health, education, police), however services that rely on volunteers such as sea search and rescue and volunteer bushfire are insufficient due to the lack of long-term residents. An increase in tourism and worker population would likely impact the need for further community infrastructure.

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## 8.0 Recommendations

### 8.1 OPTIONS FOR CONTROLLING DEVELOPMENT IN CORAL BAY

#### OPTION 1 – BUSINESS AS USUAL

This option proposes to retain the existing bed cap limits in the Scheme, providing strict controls over the number of beds that can be provided through the development application process. This option provides a level of control of tourism development, in line with the modelling undertaken.

Changes to LPS13	Changes to CBSSP	Other
No changes proposed to LPS13.	Consider more guidance in CBSSP for definitions of bed numbers including how to calculate and apply these, according to each accommodation typology.	Ensure adequate management of tourism behaviour (e.g. fishing, vehicle access, education and awareness).  Monitoring is recommended.

#### OPTION 2 – BED CAP FLEXIBILITY

This option proposes to retain an overall bed cap for the CBSSP area, but provide greater flexibility in its application by not restricting each site to a certain limit and allowing discretion on a case-by case-basis through the CBSSP (rather than LPS13). This option could allow for incremental increased tourism and workers accommodation to occur, provided that the impacts on the environment, infrastructure and the community can be accounted for. Based on the analysis undertaken in section 7.1 Regulatory Review, the remain bed allocation would result in a development density of 1 bed per 170m<sup>2</sup>, significantly less than the current development density of 1 bed per 57m<sup>2</sup>.

If the Shire were to explore increasing the bed cap for Coral Bay, it is recommended a population range is provided, rather than an ultimate limit. Any proposed changes to the total bed cap should be testing through an updated modelling process to ensure the impacts on environment, infrastructure and community are well understood.

This option would also benefit from being applied through a Precinct Structure Plan (rather than a Standard Structure Plan), as described in Option 3 below.

Changes to LPS13	Changes to CBSSP	Other
Remove individual bed cap requirements for each site from LPS13.  Retain the restricted uses for each site to control the type of tourism development permitted.	Apply an overall total number of beds of 5,007 within the CBSSP area.  Provide guidance on bed cap expectations for each site, based on proposed land use (identified in LPS13).  Consider more guidance in CBSSP for definitions of bed numbers including how to calculate and apply these, according to each accommodation typology.  Ability to adjust the total bed cap (if required and adequate justification has been provided). This can more easily be achieved through a structure plan amendment.	Ensure adequate management of tourism behaviour (e.g. fishing, vehicle access, education and awareness).  Monitoring is recommended.  Better implementation could be achieved through a precinct Structure Plan approach.



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**OPTION 3 – REMOVE BED CAP**

This option allows for significantly increased flexibility by removing the bed cap mechanism and using built form requirements alongside restricted land uses to control the extent of development in the CBSSP. The impacts of this option are currently untested in terms of likely development outcomes, increased population and impacts on environment, infrastructure and the community. However, high level analysis undertaken in section 7.1 Regulatory Review suggests that if all the remaining land capable of further development were to be developed at the current development density of Coral Bay (1 bed per 57m<sup>2</sup>), it would result in an additional 5,828 beds, 3,882 beds more than the current bed cap limit.

The current CSIRO InVitro modelling does not include a scenario whereby the total number of beds within Coral Bay are increased. For this option to be considered, it is recommended that the current modelling is updated based on predicted yield/population scenarios, or a new modelling approach is undertaken (which may have significant cost implications) to fully understand the implications on the environment, infrastructure and the community.

For this option to work, in depth development controls would need to be prepared to ensure the level of development intensity is in line with community and stakeholder expectations. This should be informed by comprehensive design testing to understand likely yields based on a range of land uses (i.e. Caravan camping, villas, resort, workers accommodation). For this reason, it is recommended that a Precinct Structure Plan is prepared (as opposed to a Standard Structure Plan).

Changes to LPS13	Changes to CBSSP	Other
Remove individual bed cap requirements for each site from LPS13.  Retain the restricted uses for each site to control the type of tourism development permitted.	CBSSP to be replaced with a Precinct Structure Plan, developing controls to restrict the intensity of development, for example:  + Site cover and/or plot ratio + Building height + Setbacks and street interface + Landscaping A target population range could also be provided for this approach, which could be tested against modelling	Ensure adequate management of tourism behaviour (e.g. fishing, vehicle access, education and awareness)  Monitoring is highly recommended  The predicted yields should be testing through modelling to understand the implications on the environment, infrastructure and the community, prior to implementing this approach

There could also be a staged approach to this option, where Option 2 is progressed, with the intent to move towards Option 3 once additional modelling (based on comprehensive design testing) has been undertaken to understand the potential impacts.

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**OPTIONS SUMMARY***Table 26: Options Summary*

	<b>Option 1 – Business as Usual</b>	<b>Option 2 – Bed Cap Flexibility</b>	<b>Option 3 – Remove Bed Cap</b>
<b>Pros</b>	<p>Provides a form of density control.</p> <p>Enables a level of control over tourism numbers, in line with modelling undertaken.</p> <p>Predictability of power, water and resource usage.</p> <p>Mechanism able to be implemented through the planning framework.</p>	<p>Still provides a level of density control.</p> <p>Still enables a level of control over tourism numbers, in line with modelling undertaken</p> <p>Predictability of power, water and resource usage</p> <p>Mechanism able to be implemented through the planning framework</p> <p>Provides moderate flexibility for development, allowing tourism and workers accommodation supply to respond more directly to demand.</p> <p>Enables discretion to be applied through the development application processes.</p>	<p>Provides significant flexibility for development, allowing tourism and workers accommodation supply to respond directly to demand.</p>
<b>Cons</b>	<p>Bed cap not necessarily reflective of overnight population.</p> <p>Does not account for day visitors.</p> <p>The behaviour of tourists is hard to predict and manage, with the impact on the environment varying depending individual behaviour.</p>	<p>Bed cap not necessarily reflective of overnight population.</p> <p>Does not account for day visitors.</p> <p>The behaviour of tourists is hard to predict and manage, with the impact on the environment varying depending on individual behaviour.</p> <p>Bed cap allocation could be unevenly distributed across landholdings.</p>	<p>Difficult to model predicted yield and population as there are a wide range of tourism development options all with differing impacts (caravan/camping, holiday homes, resort, units etc.)</p> <p>Environmental, infrastructure and economic impacts beyond current bed cap are unknown.</p> <p>May have irreversible impacts on environment if not sufficiently tested.</p> <p>May require infrastructure upgrades.</p> <p>The behaviour of tourists is hard to predict and manage, with the impact on the environment varying depending individual behaviour.</p>
<b>Other Considerations</b>	<p>Definitions for bed cap should be developed to assist in implementation.</p> <p>Recommend monitoring in parallel.</p>	<p>Definitions for bed cap should be developed to assist in implementation.</p> <p>Recommend monitoring in parallel.</p> <p>Additional modelling would need to occur to understand the impacts if bed cap were to be exceeded.</p> <p>Recommend a Precinct Structure Plan to better guide the form of development.</p>	<p>Highly recommend monitoring in parallel.</p> <p>Comprehensive design testing would be required to understand possible yield from each tourism development type.</p> <p>Additional modelling would need to occur to understand the potential impacts.</p> <p>Requirement for a Precinct Structure Plan in order to implement and better guide the form of development. DPLH endorsement would be required prior to preparation.</p>

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## 8.2 OTHER CONSIDERATIONS

In addition to the three options provided, it is important to note that there are other ways to manage development and environmental impacts both within the Coral Bay settlement and the broader Ningaloo sub-region. These alternative ways could be finding ways to influence tourist behaviour, infrastructure improvements that reduce visitor contact with the resource, and responsive restoration of impacted areas.

Impacts on the environment, infrastructure and the economy are not able to be captured accurately or closely aligned to the bed cap or capacity approach.

Regardless of the recommendation above pursued, there are some non-planning framework changes that could be adopted to support the CBSSP and sustainable outcomes, over time. The below represent several options for monitoring and managing population, visitors and environment in Coral Bay.

### **Monitoring Access**

*Monitoring access into Coral Bay.*

Access into Coral Bay could be monitored through a check in point on Coral Bay Road, similar to Cape Range National Park and Monkey Mia. This would enable authorities to more accurately monitor the number of people staying overnight and visiting for the day.

Similar to other national parks around WA and Rottnest Island, there is an opportunity to charge a fee to keep this service running and assist in funding environmental, infrastructure and community upgrades. This could be administered through an automated ticket machine and periodic monitoring by rangers. For overnight visitors, it could also be incorporated into accommodation charges, similar to how Rottnest Island administers their fees.

Potential benefits include:

- + Relatively accurate understanding of overnight and day visitor population.
- + Ability to generate funding to support localised initiatives such as public realm upgrades, environmental initiatives, tourist education programs, community facilities and small infrastructure upgrades.

While this approach would provide the most accurate understanding of both overnight and day visitor population, it would still not provide any insight into environmental, infrastructure or community impacts.

Recommend further consultation with DBCA on their approach to Cape Range National Park to further understand the implementation and operation and administration issues and benefits.

### **Place-Based Indicators**

*Develop a set of indicators that could be measured in order to better understand impact.*

As mentioned in the literature review of 'carrying capacity', the numeric ranges of 'bed cap number' does not adequately address the variations in tourist behaviour, travel patterns and different stakeholder interests. For authorities, decision makers and communities that seek a quantitative and qualitative measurement of the reef resilience, a set of place-based indicators will be able to describe the current status of each of the reef dimensions and provide detail of the resilience status.

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Examples of indicators could include, but are not limited to:

Theme	Indicators	Standard/Triggers
Ecosystems & Infrastructure	Fish stock	Decrease in key species (e.g., visibility of whale sharks)
	Coral bleaching	Increase in bleaching events; coral health deterioration
	Biodiversity	Decline in species diversity
	Landfill & resource consumption (water, electricity)	Resource use exceeds optimal/modelled levels
Community	Public awareness of marine management	Local communities are well-informed and confident in planning and decision-making
	Community involvement	Increased opportunities for community engagement and participation in planning, management, and research activities
	Diversified local economy	New opportunities for sustainable employment; local economy remains robust
Planning and Governance	Effectiveness of management plans	Regular updates and compliance with management plans; responsive adjustments to new challenges
	Stakeholder collaboration	High levels of collaboration between government, local businesses, and community groups
	Policy enforcement	Strong enforcement of regulations; low rates of non-compliance
	Tourism management	Sustainable tourism practices implemented; visitor numbers monitored and adjusted as needed

### ***Tourism Management***

*Mitigate the impacts of visitors through tourism behaviour management.*

As described in the Resilience Strategy, many tourist destinations have hotspots where visitation and use are intensified. Effective management of tourism behaviour can reduce this intensified pressure through an array of methods (e.g., reducing contact between the tourist and the sensitive areas, developing and marketing lower significance sacrificial tourist hotspots and closing access to the higher significance sites, or developing substitution).

This would require an integrated approach from a range of private landowners, business operators and Government agencies, along with greater communication between State and local authorities helps build shared understanding and align objectives. The Resilience Strategy suggests developing a cooperative action plan, a non-binding agreement that is updated every couple of years.

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### **8.3 RECOMMENDATIONS**

The following recommendations are provided for consideration:

- Recommendation 1** It is recommended that **Option 2 – Bed Cap Flexibility** is progressed as part of the CBSSP review (Stage 2) for the following reasons:
- + Enables greater flexibility for the development of tourism and workers accommodation in Coral Bay, with the intention of promoting further development to occur on vacant sites.
  - + Ensures an overall bed cap is still in place, in line with previous modelling undertaken which provides a common understanding of the impacts on the environment, infrastructure and the community.
  - + Provides the Shire with the opportunity to provide discretion, based on the merit of the proposal and likely impact.
  - + Ability to adjust the total bed cap in the future (if required and adequate justification has been provided).
- Recommendation 2** Progress the review of the CBSSP as a Precinct Structure Plan to enable built form controls to guide the form of development within Coral Bay, ensuring a context-responsive approach to development in line with stakeholder and community expectations.
- This would also allow comprehensive design testing to be undertaken to understand the potential accommodation yields of key development sites, allowing for modelling to be undertaken if considering an increase or removal of the bed cap limit.
- Recommendation 3** Shire to further investigate options for monitoring the impacts on environment, infrastructure and the community. It is not expected that this work would form part of the CBSSP review (Stage 2).

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## ACRONYMS

ABS	Australian Bureau of Statistics
CHRMAP	Coastal Hazard Risk Management and Adaptation Plan
COVID-19	Coronavirus
CBSSP	Coral Bay Settlement Structure Plan
DPLH	Department of Planning Lands and Heritage
NDM	Ningaloo Destination Model
LPS	Shire of Carnarvon Local Planning Strategy
LPS13	Shire of Carnarvon Local Planning Scheme No.13
SCA	Special Control Area
SPP	State Planning Policy

## KEY TERMS AND DEFINITIONS

**Enumerated Population** - Enumerated population refers to the population counted in Australia on Census night. This type of count provides a snapshot at a given point in time. The Census is timed to capture the typical situation, however, holiday resort areas, such as the Gold Coast and snow fields, may show a large enumeration count compared with the number of people who usually live there. Where enumerated population data is used in the profile, overseas visitors have been specifically excluded from the tables, but visitors from within Australia are included.

**Usual Residence Population** - Usual Residence population refers to the population that usually lives in Australia rather than the population that was counted there on Census night. Usual residence counts are less likely to be influenced by seasonal factors, such as holiday seasons and snow seasons, and provide information about the usual residents of an area.

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## **APPENDIX 1 – Coral Bay Engagement Outcomes Report**



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## **APPENDIX 2 – Coral Bay Bed Cap Utilisation**

**CORAL BAY SETTLEMENT  
STRUCTURE PLAN  
INITIAL REVIEW  
ENGAGEMENT OUTCOMES  
REPORT  
JULY 2024**



**SHAPE URBAN**



## ACKNOWLEDGEMENT

Shape Urban acknowledge the Baiyungu people as traditional custodians of the land on which we have worked for this project. We recognise their cultural heritage, beliefs and relationship to the land, which continue to be important to the Baiyungu people today. We pay our respects to Elders past and present, and to the land which they have cared for.

We pay our respects to Elders past and present, and to the land which they have cared for.

This document has been prepared with the support of many people from the Shire community. We wish to acknowledge the Shire community for your contribution.

## PROJECT PARTNERS



**Hames  
Sharley**

**SHAPE URBAN**

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## DOCUMENT CONTROL

Coral Bay Settlement Structure Plan Initial Review Engagement Outcomes Report - July 2024

No.	Author	Reviewed By	Date	Purpose
1	K Yang	R Doohan	04/07/2024	Draft for HS Review
2	R Doohan	G Young	10/07/2024	Draft for client review
3				
4				





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# 1 INTRODUCTION

## 1.1 Background

The Shire of Carnarvon (SoC) has commenced an initial review of the Coral Bay Settlement Structure Plan (CBSSP), reviewing the bed number component and assessing the development capacity of zoned land.

The project study area focuses on the Coral Bay settlement area of approximately 275 hectares. The current Carnarvon Local Planning Strategy (under review) recognises Coral Bay as a tourism hub for the Gascoyne Region, and the CBSSP will continue to guide tourism development in Coral Bay.

The scope of this initial review will focus on two key issues facing the Coral Bay settlement:

- + Bed number component for workers and tourists
- + Development capacity of zoned land across Coral Bay

The initial review involved an engagement process to build capacity among the Coral Bay settlement stakeholders, which will inform the forthcoming update to the CBSSP in 2025.

## 1.2 Purpose of this Report

This engagement was conducted in conjunction with the Shire of Carnarvon Local Planning Strategy (LPS) project, led by the same project team. The preliminary engagement for the LPS is summarised in a separate report. For the full engagement report, including the online survey results, refer the *Carnarvon Local Planning Strategy Engagement Outcomes Report - July 2024*.

This report summarises the engagement outcomes relevant to Coral Bay.

## 1.3 Engagement Methods

With a smaller scope of this initial review of the CBSSP components, the engagement was undertaken as part of the LPS project. The two projects were closely related and had the same set of stakeholders; all engagement queries for this project were sought alongside the LPS engagement activities.

Feedback was sought both online and in person, via:

- + Community drop-in session at the Carnarvon Library on 14 May 2024, between 2:00-4:00pm.
- + Community workshop in Carnarvon on Saturday, 18 May 2024, between 1:00-4:00pm.
- + Online community and stakeholder workshop was held on Wednesday, 22 May 2024 between 4:30-6:00pm.
- + Online survey was shared online between 26 April and 2 June 2024. 51 survey responses were received, where only 3 respondents were Coral Bay residents.
- + Stakeholder meetings were held with relevant government agencies and key stakeholders in Coral Bay. Two stakeholder meetings were held with Gascoyne Development Commission and DevelopmentWA. (May 2024)
- + A staff workshop was held in Carnarvon on 15 May 2024.
- + Individual and group meetings were held with nine community members in Coral Bay. (May 2024)
- + Council workshop (14 May 2024)





## 2 COMMUNICATION METHODS

The project and the opportunity to get involved, was shared through a variety channels.

### 2.1 Shire Website

The Shire's website was used to provide a central location for all project information. This included frequently asked questions, details for getting involved and useful links.

An article was shared on the Shire's Online News on 7 May 2024, to promote the commencement of the project and opportunity to get involved.

### 2.2 Social Media

The Shire's Facebook was used to raise awareness of engagement opportunities. The posts shared are listed in Table 1.

### 2.3 Direct Mail and Emails

Letters and emails were sent to key stakeholder with an invitation to meet with the project team and/or raise awareness of the project and opportunities to get involved.

### 2.4 Displays and Flyers

Notices and flyers were made displayed at various locations, including:

- + Carnarvon Papershop – on noticeboards and A5 flyers at the counters.
- + Carnarvon Menswear – in their window and A5 flyers at the counters.
- + Norwest Surf Store – displayed on side wall
- + Gascoyne Bakery – window display
- + Pharmacy 777 – noticeboard
- + Boulevard Shopping Complex – displayed at the entry of Woolworths
- + Coral Bay – flyers distributed throughout the town.

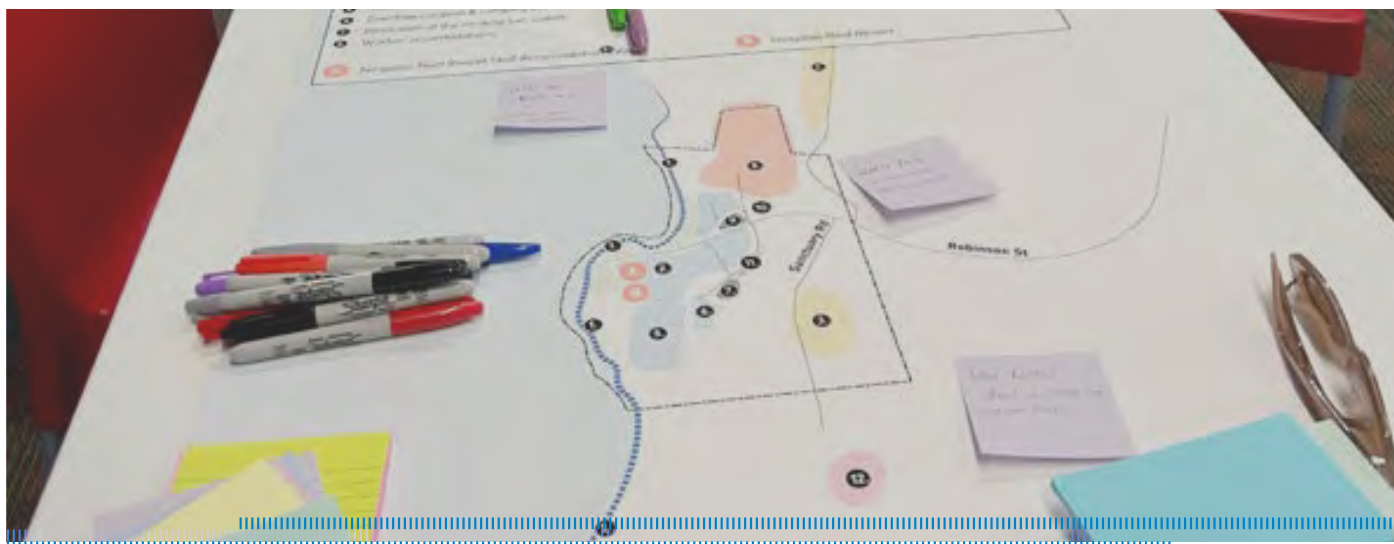
### 2.5 Markets

The Shire had a pop-up stall at the Saturday Markets where they promoted various things that were going on in the Shire. Information about this project was shared at the event.

Table 1 Facebook posts

Publication date	Summary of Facebook post content	Reactions	Comments	Shares
5 May 2024	Promoting engagement opportunity - both online and in person.	9	0	3
9 May 2024	Promoting opportunity to get involved.	5	2	7
14 May 2024	Promoting community workshop	11	1	8
18 May 2024	Promoting community workshop happening that day.	3	0	1
20 May 2024	Thanking community for attending workshop and promotion of online workshop.	1	0	0
<b>TOTAL</b>		<b>29</b>	<b>3</b>	<b>19</b>





## 3 ENGAGEMENT OUTCOMES

The following summarises the feedback related to Coral Bay received from all engagement activities.

### 3.1 The Future of Coral Bay

The Coral Bay townsite is an important tourism location in a significant natural environment, and the availability of additional accommodation is currently limited.

The comments were mixed with some people wanting more accommodation and others preferring to keep the atmosphere small and quiet.

#### Community Comments

- + Coral Bay is perfect as is.
- + Settlement is fully dependent on the reef's health – currently under pressure.
- + Need a more coordinated approach to future planning.
- + Foreshore development and using Coral Bay rates in Coral Bay town.
- + Opportunities are too tightly held by a small number of people.
- + Lots of the Shire's resources are used to manage Coral Bay.
- + Tourist fees should apply for the services and entry fees (e.g. Monkey Mia).
- + Queries about areas outside of Coral Bay and whether they are looked at through this process.

### 3.2 Environment versus Economy

The Ningaloo Coast World Heritage Area directly abuts the Coral Bay settlement. The community was asked what their view is on the importance of supporting the protection of the natural environment balanced against economic development.

The sentiment in the comments was mixed. Some said that there needs to be a balance, and others noted the importance of protecting the environment and coast.

Online survey respondents were asked to rate their level of interest in environmental protection and economic development on a scale of 1 to 5 (1 being none and 5 being high). The average rating for economic development was 4.1, and for environmental protection, it was 4.

#### Community Comments

- + The condition of the reef needs to be considered as this is the primary driver for tourism.
- + Larger boats are having an impact on the environment.
- + Queries around how climate change is being considered in relation to coastal erosion and inundation.
- + Environmental impacts of longer tourist season.





### 3.3 Population and Housing

Both the community and stakeholders strongly agreed that the lack of workers' accommodation is a major barrier to attracting and retaining workers.

#### Community Comments

- + The current staff accommodations are inadequate and in bad condition, while landholding is limited and inaccessible.
- + Housing challenges for long-term prospects (i.e., starting a family) for staff to stay in Coral Bay.
- + A sense of community is difficult to foster because you cannot reside long-term.
- + Need accommodation options for business owners. There is only leasehold land.
- + Long-term residents are needed to run volunteer services such as emergencies, bushfires, sea search and rescue, etc.
- + A publicly-funded workers' village or releasing affordable land for businesses to build accommodations for their staff may address the problem.
- + Development is expensive.
- + Cannot grow tourism without increasing services. There is a challenge to providing services – police, Shire, doctors, rangers – when there isn't a permanent population.
- + There is no sense of community as the population is transient.
- + Need for diverse housing options – consider the relationship and impacts of worker's accommodation on locals and tourist accommodation.
- + Normalising Coral Bay townscape has risk due to servicing – State-led vs local.
- + There is available land.
- + Need to consider where worker's accommodation can be located and how this impacts businesses, particularly smaller business operators.

### 3.4 Community Infrastructure

Residents of Coral Bay emphasised the lack of community infrastructure while highlighting the deteriorating parks and shade.

#### Community Comments

- + Recreational facilities such as gym equipment at the park, a volleyball net, a playground, or a community sports hub, which would promote the locals' physical and mental health.
- + The nursing post runs well.
- + Education options - school of the air or take the bus to Exmouth.

#### Stakeholders Comments

- + Some of the stakeholders noted that they were not as concerned about the bed cap as they were about other issues such as availability of worker's accommodation and impacts of seasonality on the town.
- + Conserve the fabric of the holiday nature of the place.
- + The bed cap is difficult to track other than physically counting. The current cap is 4,500, but evidently 6,000 at peak, to 13,000, including day visitors.







### 3.5 Infrastructure

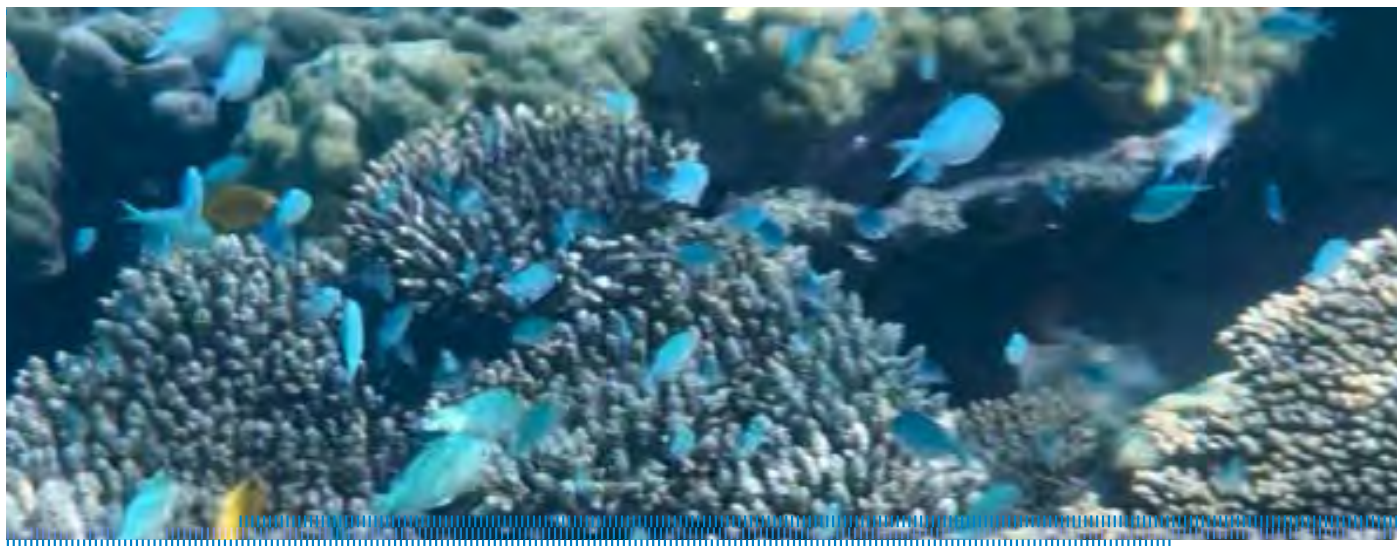
#### Community Comments

- + Power, water, and sewer capacity are challenges. As the season is longer, the pressure on infrastructure is growing.
- + Challenges around Coral Bay tip management and maintenance constraints that result from a longer season and remote tourist waste generation.
- + Concerns raised with visual impacts of tip:
  - “The rubbish tip on the way into a World Heritage site is unsightly.”
  - “A higher, solid fence around the entire east and south of the tip and lay down area is needed.”
- + The need for a recycling program.
- + Water use (sprinkler) and aquifer depletion concern.
- + Suggestion for parking at entry for buses and visitors and a turnaround area.
- + Opportunity for parking and vehicle movement improvements on the foreshore.

#### Stakeholders Comments

- + Infrastructure (roads, marine, aviation) is important to support tourism and opportunities.
- + A suggestion to test the community's interest in bituminising the road Quobba—Blow Holes—Red Bluff—Gnaraloo—Coral Bay.





## 4 SUMMARY AND NEXT STEPS

Throughout the engagement there have been several opportunities for community and stakeholders to provide their input into the initial review of the CBSSP for the following:

- + **Bed Number Component** - The review will explore the future use of the 'bed cap' instrument in the future Structure Plan.
- + **Infrastructure Capacity** - To understand the infrastructure provision, capacity, implications across Coral Bay in relation to population, including water, sewerage, electricity, transport (road, maritime & air strips) and stormwater infrastructure.
- + **Planning and Development Framework** - To consider relevant State and local planning and development framework and strategic directions.
- + **Land Use** - To assess the development capacity of zoned land across the Coral Bay Structure Plan area, including all land parcels, roads, reserves and infrastructure.

Table 2 outlines the feedback that was regularly raised that should be considered in the bed component of the CBSSP.

Table 2 Suggested considerations for CBSSP components

Factors	Considerations
<b>Bed Number Component</b>	<ul style="list-style-type: none"> <li>+ Currently hard to track and does not control where people are staying or account for day visitors. <ul style="list-style-type: none"> <li>- Challenges in compliance and policing matters.</li> </ul> </li> <li>+ It effectively limits the demand on services and infrastructure. <ul style="list-style-type: none"> <li>- Extending bed caps has implications on economy during off season.</li> </ul> </li> <li>+ Demand is evidently beyond current bed cap numbers.</li> <li>+ Interested in alternative metrics but none suggested.</li> </ul>
<b>Infrastructure Capacity</b>	<ul style="list-style-type: none"> <li>+ Waste management and utilities are under pressure for growth.</li> <li>+ Marine environment management concerns in Coral Bay.</li> <li>+ Social infrastructure and amenities demand expansion (parking, roads, foreshore, sporting facility, school, medical and emergency services)</li> </ul>





Table 2 Suggested considerations for CBSSP components

Factors	Considerations
<b>Planning and Development Framework</b>	<ul style="list-style-type: none"> <li>+ Bed number was designed to manage number of people based on fragility of the environment.</li> <li>+ Townsite normalisation and permanent housing has implications on planning framework and service provisions.</li> <li>+ Lease holding and zoning changes could enable flexible growth.</li> </ul>
<b>Land use</b>	<ul style="list-style-type: none"> <li>+ Importance of protecting environmental assets, i.e., the Ningaloo Reef.                             <ul style="list-style-type: none"> <li>– Reef health is under pressure.</li> </ul> </li> <li>+ Manage development to avoid coastal hazard risks.</li> <li>+ Additional opportunities for accommodation in Coral Bay.                             <ul style="list-style-type: none"> <li>– Limiting impacts whilst enabling affordable key worker housing.</li> </ul> </li> </ul>

The next steps for the project are to commence the review of the CBSSP regarded the recommendation on the suitability of the bed number cap component from this initial review.







Coral Bay Settlement Structure Plan Initial Review Engagement Outcomes Report - July 2024  
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## APPENDIX 2 – Coral Bay Bed Cap Utilisation

Land	Area	Ownership	Zoning/Land Use	Bed Cap	Estimated Bed Numbers		Estimated Capacity
					Tourism	Workforce Accom	
Lot 64, 61 Banksia Drive and the adjoining portion of Lot 501 Coral Bay	14,844 m <sup>2</sup> 13,390 m <sup>2</sup>	Crown Land	Public Purpose Additional Uses: – Caravan park – Camping ground – Workforce accommodation	<b>280</b> (inclusive of workforce accommodation)	<b>0 beds</b>	<b>0 beds</b>	<b>280 bed capacity</b> 0% utilised
Lot 52 / 66 Robinson Street Coral Bay	43,058 m <sup>2</sup>	State of WA (Bayview Lease)	Tourism Restricted Uses: – Camping ground – Caravan park	<b>828</b> (inclusive of workforce accommodation)	285 camping sites- 1,140 beds <sup>2</sup> 54 accommodation units plus 20 under construction – 296 beds <sup>3</sup> <b>Total 1,436 beds</b>	115 rooms/sites <b>Total 115 beds</b>	<b>Exceeds bed cap by 177 beds</b> 105% utilised
Lot 1 / 44 Robinson Street and Lot 2 / 24 French Street, Coral Bay	20,328 m <sup>2</sup> 13,422 m <sup>2</sup>	William Francis Brogan (Bayview)	Tourism Restricted Uses: – Camping ground – Caravan park – Hotel – Motel – Tourist development – Workforce Accommodation	<b>546</b> (inclusive of workforce accommodation)			
Parent Lot 50, Survey Strata 70565, Coral Bay	17,786 m <sup>2</sup>	Strata Lots	Tourism Restricted Uses: – Holiday House	<b>208</b> (No workforce accommodation permitted)	26 strata lots/dwellings 2 lots undeveloped <b>Total 188 beds</b>	<b>0 beds</b>	<b>20 beds capacity</b> 90% utilised
Parent Lot 308 Coral Bay	8,670 m <sup>2</sup>	(Lot 1, 19 Banksia Drive, Coral Bay)	Tourism Restricted Uses:	For all lots, both green title and survey strata or lease areas identified	<b>0 beds</b>	37 staff houses for up to 70 people	<b>808 bed capacity</b> 12 % utilised

		BAC Village	<ul style="list-style-type: none"> <li>– Holiday accommodation</li> <li>– Holiday House</li> <li>– Workforce accommodation</li> </ul>	on a structure plan, the maximum number of beds is restricted to <b>920</b> (inclusive of workforce accommodation)		<b>Total 70 beds</b>	
	5,315 m <sup>2</sup>	Lot 4			<b>0 beds</b>	42 single bedroom units <b>Total 42 beds</b>	
		RAC					
Lot 800 / 79 Banksia Drive Coral Bay	106,090 m <sup>2</sup>	BAC Eco Resort	Tourism Restricted Uses: <ul style="list-style-type: none"> <li>– Camping ground</li> <li>– Caravan park</li> <li>– Hotel</li> <li>– Motel</li> <li>– Tourist Development</li> <li>– Workforce Accommodation</li> </ul>	<b>340</b> (inclusive of workforce accommodation).	<b>0 beds</b>	<b>0 beds</b>	<b>340 bed capacity</b> 0% utilised
Lot 13 / No 20 Robinson Street, Coral Bay	40,293 m <sup>2</sup>	Coral bay Investments (Peoples Park Caravan park)	Tourism Restricted Uses: <ul style="list-style-type: none"> <li>– Camping ground</li> <li>– Tourist Development</li> <li>– Hotel</li> <li>– Motel</li> <li>– Workforce Accommodation</li> </ul>	<b>534</b> (inclusive of workforce accommodation)	108 camping sites- 432 beds <sup>2</sup> <ul style="list-style-type: none"> <li>– 24 cabins/units – 8 x two beds units</li> <li>– 16 one-bed units and studios</li> </ul> 64 beds <sup>4</sup> <b>Total 496 beds</b>	18 staff all on site <ul style="list-style-type: none"> <li>– 3 x duplexes</li> <li>– 3 x two- bedroom houses</li> <li>– Converted motorhome</li> <li>– Backup caravan</li> </ul> <b>Total 18 beds</b>	<b>20 beds capacity</b> 96% utilised
Lot 9500, Coral Bay	44,888 m <sup>2</sup>	Coral Bay Amalgamated Holdings (Bayview Ningaloo Coral Bay)	Tourism Additional Uses: <ul style="list-style-type: none"> <li>– Camping ground</li> <li>– Caravan park</li> <li>– Hotel</li> <li>– Motel</li> <li>– Tourist development</li> <li>– Workforce accommodation</li> </ul>	<b>816</b> (inclusive of workforce accommodation)	24 sites on Sailfish Dr - 96 beds <sup>2</sup> 18 overflow sites on Robinson St - 72 beds <sup>2</sup> 27 rooms sleeping 120 people at the Ningaloo Coral Bay Backpackers – 120 beds <b>Total 288 beds</b>	6 van sites - 12 beds <sup>5</sup> 10 rooms sleeping 26 people <b>Total 24 beds</b>	<b>504 bed capacity</b> 38% utilised

Lot 1 / 14 Robinson Street, Coral Bay	18,407 m <sup>2</sup> 3,023 m <sup>2</sup> 2,530 m <sup>2</sup>	RAC	Tourism Additional Uses: – Camping ground – Caravan park – Hotel – Motel – Tourist development – Workforce accommodation	<b>270</b> (inclusive of workforce accommodation)	Developed – None Approved: 90 units <b>Total 307 beds</b>	Developed – None Approved: – 2 x two-bedroom units – 4 beds <sup>6</sup> – 1x three-bedroom unit – 3 beds <sup>6</sup> <b>Total 7 beds</b>	<b>Exceeds bed cap by 44 beds</b> 116% utilised
Lot 10 / 16 Robinson Street, Coral Bay	27,901 m <sup>2</sup>	Batavia Holdings	Tourism Additional Uses: – Camping ground – Caravan park – Hotel – Motel – Workforce accommodation	<b>265</b> (inclusive of workforce accommodation)	Developed – None Approved: – 5 x 2 bed chalets <sup>4</sup> – 12 caravan sites <sup>2</sup> <b>Total 68 beds</b>	Developed – None Approved: – 1 caretakers dwelling (2 beds) <b>Total 2 beds</b>	<b>195 bed capacity</b> 26% utilised
<b>TOTALS</b>				<b>TOTAL BED CAP</b>	<b>TOTAL TOURISM BEDS</b>	<b>TOTAL WORKERS ACCOM BEDS</b>	<b>TOTAL BED CAPACITY</b>
				<b>5,007 beds</b>	<b>2,783 beds</b>	<b>278 beds</b>	<b>1,946 beds</b> 61% utilised

All information has been gathered from stakeholder engagement and recent development applications and provides an estimate only.

The following assumptions have been made for the purpose of calculating the number of beds:

<sup>1</sup>Assumed 6 beds per holiday house

<sup>2</sup>Assume 4 beds per caravan site (on average)

<sup>3</sup>Assume 4 beds per unit/villa where number of bedrooms is not known.

<sup>4</sup>Assume 2 beds for one-bedroom units, 4 beds for two-bedroom units, and 6 beds for three-bedroom units.

<sup>5</sup>Assume 2 people per van site for workers accommodation

<sup>6</sup>Assume 1 bed per bedroom for workers accommodation





SHIRE OF CARNARVON  
**MINUTES**  
COMMUNITY GROWTH FUND COMMITTEE  
MEETING  
MONDAY 2 DECEMBER 2024

**CONFIRMATION OF MINUTES**

These minutes were confirmed by the Council on

as a true and accurate record

\_\_\_\_\_  
Chairman

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)



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### DISCLAIMER

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

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

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

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### **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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Community Growth Fund Committee Meeting Minutes

2 December 2024

## 1 ATTENDANCES AND APOLOGIES

Cr Luke Vandeleur .....Councillor, Town Ward  
 Cr Burke Maslen ..... Councillor, Gascoyne/Minilya Ward  
 Cr Luke Skender ..... Councillor, Plantation Ward  
 Cr Paul Kelly .....Councillor, Town Ward  
 Miss Stephanie Leca ..... Manager, Community & Cultural Development

### Apologies

Cr Marco Ferreira ..... Councillor, Plantation Ward

**Leave of Absence** ..... Nil

**Press** ..... Nil

**Observers** ..... President Smith

## 2 PUBLIC QUESTION TIME

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

There was no public in attendance.

## 3 DECLARATIONS OF INTEREST

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

## 4 CONFIRMATION OF MINUTES

4.1 Minutes of the Community Growth Fund Committee Meeting - 10 September 2024

### COMMITTEE RESOLUTION CGFC 05/12/24

**Moved:** Cr Luke Skender

**Seconded:** Cr Burke Maslen

That the minutes of Community Growth Fund Committee Meeting held on 10 September 2024 be confirmed as a true record of proceedings.

FOR: Crs Luke Skender, Luke Vandeleur, Burke Maslen and Paul Kelly

AGAINST: Nil

**CARRIED BY SIMPLE MAJORITY 4/0**

## Community Growth Fund Committee Meeting Minutes

2 December 2024

**SUSPENSION OF STANDING ORDERS****COMMITTEE RESOLUTION CGFC 06/12/24****Moved:** Cr Luke Skender**Seconded:** Cr Burke Maslen

A motion was moved that Council suspend standing orders.

FOR: Crs Luke Skender, Luke Vandeleur, Burke Maslen and Paul KellyAGAINST: Nil**CARRIED BY SIMPLE MAJORITY 4/0****RESUMPTION OF STANDING ORDERS****COMMITTEE RESOLUTION CGFC 07/12/24****Moved:** Cr Luke Skender**Seconded:** Cr Burke Maslen

A motion was moved that Council resume standing orders.

FOR: Crs Luke Skender, Luke Vandeleur, Burke Maslen and Paul KellyAGAINST: Nil**CARRIED BY SIMPLE MAJORITY 4/0**

## 5 REPORTS

### 5.1 COMMUNITY GROWTH FUND - ROUND 3, 2024

File No:	ADM0080
Location/Address:	Shire of Carnarvon
Name of Applicant:	Shire of Carnarvon
Name of Owner:	Shire of Carnarvon
Author(s):	Stephanie Leca, Community and Cultural Development Manager
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	
Previous Report:	Nil
Schedules:	<ol style="list-style-type: none"><li>1. Carnarvon Amateur Swimming Club Application</li><li>2. Carnarvon Art and Crafts Workshop Application</li><li>3. Carnarvon Horse and Pony Club Application</li><li>4. Carnarvon Horse and Pony Club Application</li><li>5. Carnarvon Rifle Club Application</li><li>6. Carnarvon Underwater Hockey Club Application</li></ol>

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#### Authority/Discretion:

Nil

#### Summary of Report

This report presents the applications from Round three of the Community Growth Fund and seeks the Community Growth Fund committee to assess applications.

#### Background

The Shire of Carnarvon's Community Growth Fund Round three opened for applications on 1 October and closed on 12 November 2024, allowing six weeks for community groups and organisations to submit funding applications. Round three received a total of six applications as listed below:

1. Carnarvon Amateur Swimming Club
2. Carnarvon Art and Crafts Workshop Incorporated
3. Carnarvon Horse and Pony Club
4. Western Australian Police and Community Youth Centres Inc (PCYC)
5. Carnarvon Rifle Club
6. Carnarvon Underwater Hockey Club

It is recommended that the committee reviews the submitted applications and makes recommendations using the provided Grant Assessment Matrix for the Community Growth Fund.

As the Community Growth Fund does not have delegated authority, the Committee's Assessment Report and recommendations will be presented to Council for formal consideration on Tuesday, 17 December 2024.

#### Stakeholder and Public Consultation

The Shire was proactive in promoting the Community Growth Fund application process through social media, email outreach, and updates on the Shire's website. The Shire invited community groups to meet with Shire officers to discuss applications before submissions as per the guidelines.

Community Growth Fund Committee Meeting Minutes

2 December 2024

Shire officers offer support, advice and guidance to applicants, ensuring they have the necessary information to navigate the process; noting that officers do not complete applications for applicants.

**Statutory Environment**

Nil. The Community Growth Fund committee has no delegated authority.

**Relevant Plans and Policy**

Shire of Carnarvon's Strategic Community Plan  
CD004 - Carnarvon Growth Fund Policy

**Financial Implications**

The Council allocates funding for the Community Growth Fund as part of its annual budget process. The current balance of the fund is \$57,831.37. In this round, a total of \$17,170.04 has been requested through Community Growth Fund applications. There are one more round of funding scheduled to open in January 2025.

**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	Funding commitments cannot be met within budget.	Moderate	Ensure allocations are within budget provisions.
Health & Safety	N/A		
Reputation	Decision-making on approvals and rejections is subject to community criticism.	Moderate	Provision of clear policy and guidelines and timely communication will assist in mitigating this risk.
Service disruption	N/A		
Compliance	Applications funded are non-compliant with the Community Growth Fund policy.	High	Community Growth Fund committee reviews all applications to ensure they meet the requirements set out in the Community Growth Fund policy.
Property	N/A		
Environment	N/A		
Fraud	Allocated grants may need to be used appropriately as indicated in the application.	Moderate	Appropriate and substantial acquittal processes are in place that makes each organisation accountable for funds according to their funding application.

Community Growth Fund Committee Meeting Minutes

2 December 2024

**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*
- *Our community acknowledges our history and celebrates our diverse cultures*
- *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**

Each application has undergone a comprehensive evaluation by the Shire and has been entered into a matrix. This matrix provides a summary for the Community Growth Fund committee, for review at the meeting on 2 December 2024.

**OFFICER'S RECOMMENDATION**

*That the Community Growth Fund Committee Meeting, considers the applications received and recommends the following recipients and amounts to Council:*

*(List to be completed in the minutes)*

**COMMITTEE RESOLUTION CGFC 08/12/24**

Moved: Cr Luke Skender

Seconded: Cr Burke Maslen

*That the Community Growth Fund Committee Meeting, considers the applications received and recommends the following recipients and amounts to Council:*

- a. Carnarvon Amateur Swimming Club for \$3,605.00*
- b. Carnarvon Art and Crafts Workshop Incorporated for \$1,166.00*
- c. Carnarvon Horse & Pony Club for \$1,450.00*
- d. Carnarvon Rifle Club for \$977.04*

**FOR:** Crs Luke Skender, Luke Vandeleur, Burke Maslen and Paul Kelly

**AGAINST:** Nil

**CARRIED BY SIMPLE MAJORITY 4/0**



## Community Growth Fund Committee Meeting Minutes

2 December 2024

**5.2 COMMUNITY GROWTH FUND AND OUTGOING POLICY REVIEW**

File No:	ADM0080
Location/Address:	Shire of Carnarvon
Name of Applicant:	Shire of Carnarvon
Name of Owner:	Shire of Carnarvon
Author(s):	Stephanie Leca, Community and Cultural Development Manager
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	
Previous Report:	Nil
Schedules:	<ol style="list-style-type: none"><li>1. CD0004 - Community Growth Fund Policy</li><li>2. CD0014 - Outgoing Sponsorship Policy</li></ol>

**Authority/Discretion:**

Nil

**Summary of Report**

This report presents the Community Growth Fund and Outgoing Sponsorship Policy for the Community Growth Fund Committee's review.

**Background**

The Community Growth Fund Committee role is to ensure that the Community Growth Fund and Outgoing Sponsorship Policy align with the strategic direction and objectives of the Council. As part of its responsibilities, the Committee is tasked with reviewing these policies to confirm their relevance, effectiveness, and alignment with Council priorities.

Once the Committee's review is complete, any recommended changes will be presented to the Council for formal consideration as part of the quarterly policy review process.

**Stakeholder and Public Consultation**

Nil.

**Statutory Environment**

Terms of Reference – Community Growth Fund

**Relevant Plans and Policy**

Shire of Carnarvon Policy Manual  
CD004 - Carnarvon Growth Fund Policy  
CD0014 - Outgoing Sponsorship Policy

**Financial Implications**

Nil.

Community Growth Fund Committee Meeting Minutes

2 December 2024

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	A lack of clear policy direction may lead to less transparent decision-making, potentially impacting the Shire's reputation.	Medium	
Service disruption	N/A		
Compliance	The Council may not agree with the proposed policy changes, leading to delays or the need for further revisions.	Medium	The Committee thoroughly reviews policies to ensure they align with Council's strategic direction and priorities, reducing the likelihood of disagreement.
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*
- *Our sustainable livelihoods create a community that can flourish into the future*
- *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*

## Community Growth Fund Committee Meeting Minutes

2 December 2024

**Comments**

The Community Growth Fund and Outgoing Sponsorship Policy must be reviewed in accordance with the timeline established by the Shire. Furthermore, during the Council meeting on 24 September 2024, it was resolved that the Community Growth Fund Committee will review the guidelines at their next meeting.

**OFFICER'S RECOMMENDATION**

***That the Community Growth Fund Committee Meeting reviews the Community Growth Fund and Outgoing Sponsorship Policy and make recommendations for Council's formal consideration and approval.***

**COMMITTEE RESOLUTION CGFC 09/12/24****Moved:** Cr Luke Skender**Seconded:** Cr Burke Maslen

***That the Community Growth Fund Committee Meeting reviews the Community Growth Fund and Outgoing Sponsorship Policy and recommends that no further amendments are required.***

**FOR:** Crs Luke Skender, Luke Vandeleur, Burke Maslen and Paul Kelly**AGAINST:** Nil**CARRIED BY ABSOLUTE MAJORITY 4/0**

**6      DATE OF NEXT MEETING**

The next meeting will be held on   at   commencing at

**7      CLOSE**

The Presiding Member declared the meeting closed at [Type time here](#).