



SHIRE OF CARNARVON
SCHEDULES
ORDINARY COUNCIL MEETING
TUESDAY 22 November 2022

Council Chambers, Stuart Street
CARNARVON, West Australia
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2022-2023

TRAINING & PROFESSIONAL DEVELOPMENT COURSE DIRECTORY

Your **Essential resource** for Elected Member and Officer Training

Contact WALGA Training on (08) 9213 2088
or email training@walga.asn.au for more
information.

walga.asn.au/training

WALGA Training (RTO 51992)



MESSAGE FROM THE WALGA CEO AND PRESIDENT

Welcome to WALGA's 2022 – 2023 Training and Professional Development Course Directory.

WALGA Training is proud to continue to provide highly specialised, member-centric services to support and build capacity across the Local Government sector.

Our vast range of course offerings provide Elected Members and Local Government Officers with the skills and knowledge required to perform their respective roles with confidence and to meet the ever increasing community expectations.

To ensure we deliver current and contemporary training, WALGA Training continues to meet with Industry reference groups and our Governance Team to ensure all legislative and regulatory changes are captured.

WALGA Training is committed to breaking down any barriers that may restrict access to training and development for regional and remote communities by continuously increasing our flexible delivery options across Western Australia.

Our accredited training program now includes the Diploma of Local Government – Elected Member and the newly developed Certificate III in Local Government, where we are proud to offer two specialised streams, Administration and Waste Management.

We endeavour to continue developing professional career pathway options up to the Diploma of Local

Government level to support the sector in attracting and retaining talent within their organisation.

We encourage you all to undertake regular professional development with WALGA Training to keep-up-to date and meet the demands in an everchanging environment.

Our courses provide a wonderful chance for Elected Members and Local Government Officers to increase their knowledge, take advantage of the networking opportunities that training brings and to share best practice.

Please do not hesitate to contact our friendly and helpful WALGA Training team who are always happy to assist and receive your feedback.




Nick Sloan
Chief Executive Officer




Cr Karen Chappel JP
WALGA President



Acknowledgement of Traditional Owners

WALGA's work regularly takes us across the State and as such we would like to acknowledge the many traditional owners of the land on which we work throughout Western Australia. We pay our respects to their Elders, past, present and emerging.

Pictured: Artwork by Jade Dolman, a young Whadjuk/Ballardong Nyoongar, Eastern Arrernte, Irish woman from Perth.

ABOUT WALGA TRAINING

WALGA Training is a Registered Training Organisation (RTO Code 51992), offering comprehensive training solutions for the Local Government sector. We are committed to providing timely, friendly and efficient customer service to assist our clients on their journey.

Our approachable team is here to help you with your booking requests, In-House or eLearning quotes or trouble shooting any arising technical issues.

Behind the scenes, our product development team is busy at work to ensure that your training is supported by quality resources, which are continuously updated to capture legislative changes and good governance practices.

Our group of carefully selected trainers are subject matter experts in their field of expertise. They are eager to share their extensive knowledge in a safe and engaging environment, encouraging participants to expand their knowledge and practicing skills to further develop their own capacity.



COURSE OFFERINGS

Elected Member Courses

Council Member Essentials

Nationally Recognised Training

Professional Development

Strategic and Statutory Planning

Emergency Management

Officer Courses

Induction Programs

Nationally Recognised Training

Governance

Procurement

Communication Skills

Record Management

Emergency Management

Strategic and Statutory Planning

Employee Relations

Waste Management

Environment and Sustainability

eLearning Courses

Understanding Local Government

Conflicts of Interest

Meeting Procedures

Serving on Council

Understanding Financial Reports and Budgets

Introduction to Local Government

Making Local Laws

Emergency Management Fundamentals

Environment and Sustainability

Procurement in Local Government - The Basics

Introduction to Planning

Induction for LG Workers (OHS)

eLEARNING

eLearning subscriptions

To ensure that our members have access to high quality, tailor-made training at all times and regardless of location, WALGA Training is proud to offer a subscription service which allows your Local Government to enrol an unlimited number of learners to undertake selected course(s) over the subscription period.

WALGA's annual subscription period commences on 1 November through to 31 October.

If you wish to take out a subscription in between, a pro-rata based subscription fee will apply.

IMPORTANT:

After 1 July, a subscription will be calculated up to 31 October the following year i.e your subscription costs will cover a period of 15 months (Annual + Pro-Rata Fee).

How do I purchase an eLearning subscription?

Please complete the eLearning Subscription agreement form on our website www.walga.asn.au/training or email training@walga.asn.au.

IT Capability

Learners should be computer literate and have basic computer skills and knowledge, including the ability to navigate web browsers. Alternatively, speak to WALGA Training to discuss other delivery methods available.

It is the responsibility of the Local Government to ensure that Students who have been provided with IT hardware and software have the necessary basic skills to use the equipment provided to them, prior to enrolling in any WALGA Training online learning. This includes, but is not limited to, eLearning, webinars, virtual classrooms and online assessments.

"I would like to congratulate WALGA on having produced the most recent series of online training modules. I have found them to be extremely relevant and useful in helping me understand my role within Local Government. Each module's content, relevance and production were such that I found it easy to complete my training online, generating significant time and cost savings for the Council and therefore the community."

Cost

No. of Modules	SAT Band 4	SAT Band 3	SAT Band 2	SAT Band 1
1	\$1,050	\$1,840	\$2,100	\$2,625
2	\$1,840	\$2,890	\$3,675	\$4,200
3	\$2,625	\$3,675	\$4,725	\$5,520
4	\$3,420	\$4,465	\$5,520	\$6,825
5	\$4,200	\$5,250	\$6,300	\$7,350
5+	Contact WALGA Training for a customised quote			
All prices outlined above are exclusive of GST				

What SAT Band is my Local Government?

The Salaries and Allowances Tribunal determines the SAT Band level of each Local Government each financial year. For the latest information please visit the website <https://www.wa.gov.au/government/publications/local-government-chief-executive-officers-and-elected-members-determination-no-1-of-2022> or contact us.

DELIVERY METHODOLOGIES

WALGA courses are available in a variety of different delivery methodologies to make training more accessible and flexible.



Face to Face Training at WALGA

9.00am-4.30pm | Registration from 8.45am

Enjoy a day away from your desk and learn in a structured interactive environment, networking with others, all under the guidance of a Local Government subject specialist trainer who will facilitate the training and encourage dialogue and Best Practices for Local Government in Western Australia.



eLearning

WALGA has developed a range of courses available as interactive eLearning courses. Most of these courses are available on our eLearning subscription or as a single course. Elected Members and Officers have the freedom to learn at their own convenience and at a pace that is right for them. This is especially convenient for regional participants who can find it challenging getting to and from classroom training venues.



Face to Face Training at your Local Government (In-House)

9.00am-4.30pm | Registration from 8.45am

Similar to the training delivered at WALGA, a specialist trainer will come to your Local Government. This option is excellent if you want to contextualise* the training to your region, discuss local challenges or simply to cut down travel time. You can also invite neighbouring Councils to share the training cost. Contact WALGA Training for a quotation.

** If the learner resources require contextualising, an additional fee may be incurred.*



Virtual Classroom via ZOOM

This methodology is also an excellent option for regional Councils. This is ideal if you are time poor or you just can't come to Perth to attend Face to Face training.



Where can I find course dates?

Upcoming course dates are listed on our website www.walga.asn.au/training. We also have 2022-2023 Elected Member and Officer Calendars available. You can download a PDF copy via our website or we can email them directly to you. You can download a digital copy via our website, or we can email a PDF version directly to you.

HOW TO REGISTER FOR A COURSE

1. Visit our website <https://walga.asn.au/training>
2. Select the course you would like to book
3. Click 'register now'
4. Fill in the required fields and click submit
5. WALGA Training will then confirm your registration as soon as a purchase order number is supplied. Alternatively, if you wish to pay by credit card, please enter 'Pay by CC' in the purchase order number field and we will arrange for our accounts team to contact you.
6. Start your journey with WALGA Training

Late Registration information:

- In the case of a late registration, it is the responsibility of the participant to confirm course details, dietary requirements and login information.



Denmark Inlet

FIND A COURSE

Elected Member

● Nationally Recognised Training

LGA50220 Diploma of Local Government - Elected Member	14-15
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● Council Member Essentials

Understanding Local Government	11
Conflicts of Interest	11
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● Professional Development

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● Emergency Management

Emergency Management Foundations for Local Government	47
Community Disaster Recovery for Local Government	47
Recovery Coordinators Course for Local Government	48
Emergency Management for Local Government Leaders	48

Symbols to look out for

					
New course	This course has been updated with new content .	This is a popular course. Classes book quickly.	This course forms part of the Diploma course.	This course will be available in 2023	You can express your interest in this course

Officer

● Nationally Recognised Training

LGA30120 Certificate III in Local Government	26-27
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● Induction Programs

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● Communication Skills

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● Emergency Management

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● Strategic and Statutory Land Use Planning

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● Records Management

Introduction to Managing Business Records in Local Government	59
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COUNCIL MEMBER ESSENTIALS

On 27 June 2019, changes to the Local Government Act 1995 were passed by Parliament which require all Council Members to undertake the following five modules within the first 12 months of being elected.

- Understanding Local Government
- Conflicts of Interest
- Serving on Council
- Meeting Procedures
- Understanding Financial Reports and Budgets

Each module focuses on a different topic, building the knowledge and skills required of Councillors to perform their role and responsibility as defined in the *Local Government Act 1995*.

Training is targeted at newly Elected Members, returning Elected Members and/or Elected Members who wish to run for election and are yet to complete the required training.

ASSESSMENTS

Each participant is required to complete a quiz/assessment at the end of each module. Depending on the delivery methodology and the learner preference or need, assessments are completed on WALGA's eLearning hub (MOODLE) or are paper based. When choosing Face-to-face training, assessments are completed at the end of the day or on completion of the module.

Please note: WALGA must report individual training and assessment activities to the State Government. After completing each module and successfully undertaking the assessment, a Certificate of Achievement will be issued.

To gain the most value from the modules it is recommended that the training is undertaken in the following logical sequence:



"Thank you to the wonderfully supportive WALGA staff, who were always on hand to help out whilst I steadily progressed through this mandatory course."

"I have found this training to be extremely relevant and useful in helping new (and not-so-new) Councillors understand their roles, and how to be one of the greatest benefit to the community who have elected them."

Module 1 Understanding Local Government

1/2 Day*

Who should attend?

Suitable for both newly elected and returning Elected Members who would like to refresh their knowledge and understanding of their role within Local Government.

Delivery/Cost/Time

Face-to-face at WALGA
\$240 (plus GST)



In-House at your LG
On Request



Virtual Classroom via Zoom
\$240 (plus GST)



eLearning
Individual \$220 (plus GST)

LG Subscription: refer to
page 5 or the website

[View Dates & Register Online](#)
Course Information

In this important foundation course, we will assist you in your transition from private citizen to Councillor.

You will gain valuable information and a greater understanding of your role and responsibilities, and Local Government protocols and procedures to help you fulfil your duties competently.

Importantly, you will gain an overview of how the *Local Government Act 1995* frames the systems and processes involved in the institution of Local Government.

Learning Outcomes

- Know how Local Government fits into the structure of Government in Australia;
- Distinguish between the strategic role of the Council and the day to day role of the Administration;
- Understand the legislative environment of Local Governments; and
- Raise awareness on how to participate confidently in Council and committee meetings.

** These courses can be combined into a 1 Day Course when delivered at your Local Government*

Module 2 Conflicts of Interest

1/2 Day*

Who should attend?

A crucial course for both newly elected and returning Elected Members who would like to increase their knowledge and understanding of the personal responsibilities associated with the requirement to disclose certain interests.

Delivery/Cost/Time

Face-to-face at WALGA
\$240 (plus GST)



In-House at your LG
On Request



Virtual Classroom via Zoom
\$240 (plus GST)



eLearning
Individual \$220 (plus GST)

LG Subscription: refer to
page 5 or the website

[View Dates & Register Online](#)
Course Information

As a community leader and 'voice of the community' you are expected to make objective, unbiased decisions on matters affecting the whole community.

As an Elected Member you have a statutory obligation to declare any interests you have, or are perceived to have, that may influence those decisions.

This valuable course outlines financial, indirect financial, proximity and impartiality interest; disclosure of interests at meetings; and the association between gifts and conflicts of interest.

It provides an overview of the statutory environment relating to declarations of interest and clarifies, through case studies, the personal responsibilities of Council Members to comply with their obligations

Learning Outcomes

- The types of interest that exist;
- How an Elected Member can have an interest in a Council or committee matter;
- What implications the different interest types have;
- Who the interests relate to; and
- Where to find helpful information.

** These courses can be combined into a 1 Day Course when delivered at your Local Government*



Attendees of "The Role of Mayors and Presidents" course with Hon John Carey MLA, Minister for Local Government

Module 3 Serving on Council

2 Days*

Who should attend?

Aimed at both newly elected and returning Elected Members, this course will refresh and enhance your knowledge and understanding of your leadership role within Local Government.

Delivery/Cost/Time



Face-to-face at WALGA
\$990 (plus GST)



In-House at your LG
On Request



eLearning Individual
\$360 (plus GST)

LG Subscription: refer to
page 5 or the website

[View Dates & Register Online](#)

Course Information

This comprehensive course will help you gain the confidence to perform your role on Council more effectively.

It has been specifically developed to address the unique skills and knowledge requirements of an Elected Member.

Building on the information from the first few modules, this course delves deeper into what is involved in serving your community in a Local Government environment and performing as an effective team member on Council.

It recognises both internal and external influences on Councillors, how to develop and maintain strategic relationships, the necessity to perform your role in a due diligence framework and how to contribute effectively to high level strategic decision making.

Learning Outcomes

- Legislation and regulations within which Councils must operate;
- Role of Elected Members and senior management in leading and supporting their communities;
- Expectations on Councillors to act in a 'Board-like' manner as the governing body;
- Processes involved in contributing successfully to Council and committee meetings; and
- Ethical decision making.

*** The 2 Day Face to Face course at WALGA or at your Local Government provides in-depth content supported with practical and hands-on learning activities*

Module 4 Meeting Procedures**1 Day****Who should attend?**

Suitable for both newly elected and returning Elected Members, you will be able to increase your knowledge and understanding of one of the key aspects underpinning your important role in Local Government.

Delivery/Cost/Time

Face-to-face at WALGA
\$495 (plus GST)



In-House at your LG
On Request



eLearning Individual
\$300 (plus GST)

LG Subscription: refer to
page 5 or the website

[View Dates & Register Online](#)
Course Information

Participating effectively in meetings is a critical aspect of being a Council Member - meetings are said to be the 'bread and butter' of your role.

You will learn to analyse and interpret information, as well as gain valuable insight in how to collaborate with other Council Members to make informed strategic decisions.

This course focuses on providing comprehensive knowledge of how to be fully prepared for a meeting, meeting procedures and high-level debating techniques.

Learning Outcomes

- Critically read agendas and evaluate Local Government officer reports
- Understand and be able to correctly use procedural motions and effectively raise 'points of order'
- Demonstrate skills as a chair within legal and ethical requirements
- Understand the importance of checking and confirming the minutes
- Use knowledge of meeting procedures to move, second or foreshadow motions, use correct amendment rules where appropriate and take the right of reply; and
- Participate confidently in Council and committee meetings.

Module 5 Understanding Financial Reports and Budgets**1 Day****Who should attend?**

Targeted at both newly elected and returning Elected Members. Increase your knowledge of financial reports and budgets and gain a greater appreciation of this important aspect of your governance role.

Delivery/Cost/Time

Face-to-face at WALGA
\$495 (plus GST)



In-House at your LG
On Request



Virtual Classroom via Zoom
\$495 (plus GST)



eLearning
Individual \$300 (plus GST)

LG Subscription: refer to
page 5 or the website

[View Dates & Register Online](#)
Course Information

Elected Members encounter ongoing pressure to be fully across their Council's financial decisions and responsibilities.

More often than not Elected Members will be urged to reduce rates, while keeping services to a high level and at the same time keep the spending down!

This course aims to provide practical understanding on how to review and interpret financial reports and budgets, as well as monitor revenue and expenditure.

Course material will outline the linkage between Strategic Planning, Asset Management Planning and Long Term Financial Planning.

You will be able to understand and discuss the benefits of undertaking financial forecasting and see how the impacts of key decision making may have on the organisation's financial health.

Learning Outcomes

- Understand basic accounting principles and concepts;
- The roles and responsibilities of Council, Councillors, the CEO and Audit Committee;
- Financial management and the strategic linkages;
- The imposition of rates; and
- Annual budgets; and financial management reporting.

LGA50220

DIPLOMA OF LOCAL GOVERNMENT – ELECTED MEMBER



COURSE OVERVIEW

This qualification will give individuals the opportunity to expand their skills and knowledge through developing a deeper understanding of legislative and regulatory requirements and how they apply to the roles and responsibilities of an Elected Member.

The Diploma explores a wide range of topics such as financial reports and budgets, dealing with conflict, community leadership and advocacy, strategic decision making, policy development, asset management and understanding land use and local planning schemes.

The training program will enable Elected Members to increase their competency in order to be a strong leader for their local community and to confidently contribute to informed decision making.

The qualification has been developed according to the requirements of the Local Government Training Package (LGA) and has been approved for delivery by the Training Accreditation Council (TAC).

The Diploma of Local Government – Elected Member is nationally recognised within the Australian Qualification Framework (AQF) and consists of 10 Units of Competency (UoC), six (6) core and four (4) elective units.

The training program is delivered in practical Face to Face workshops at WALGA's premises in West Leederville.

To make training more accessible for regional areas, some workshops are available via ZOOM or in some instances, individual organisations may engage a WALGA Trainer to deliver a workshop at your Local Government.

Each participant will be provided with an individualised Training and Assessment Plan outlining all training and assessments requirements for each Unit of Competency.

Entry Requirement

- Completion of the Council Member Essentials Training
- A current or aspiring Elected Member for a Local Government in WA.

Pre-Requisite

Nil

Course Duration

The recommended time frame to complete the Diploma course is a duration of 12 months. Learners can opt to extend this duration to 18 months or fast track the course to complete earlier.

Training and Assessment Plan

Upon receiving a completed enrolment form, the WALGA Training team will email applicants a Letter of Offer with an individual Training and Assessment Plan. The proposed training schedule will take into consideration your time commitments (work, family



Diploma of Local Government – Elected Member recipients at the WALGA Convention, October 2021

and Council duties), your location, our workshop schedule and your availability to travel and attend training at WALGA.

The training for each Unit of Competency (UoC) includes 7 topic specific intensive workshops followed by virtual training sessions via ZOOM to deepen your understanding and to prepare you for each individual assessment task.

Each UoC has a set of individual assessment tasks, requiring approximately 15 hours of reading, research and completing each task. Assessments must be submitted at the listed due date in the Training and Assessment Plan, generally within four (4) weeks of completing the relevant face to face workshop.

Training and Assessment Methods

Typically, the training methods used will include presentations, discussions, demonstrations, individual and group activities, case studies and simulated scenarios or research activities.

Assessment methods to be used include knowledge assessments, project work, scenarios, case studies, reports and research tasks.

Most assessments tasks relate directly to your Local Government, and you will require access to policies and procedures, meeting minutes and informing strategies. It is recommended to seek support from your CEO.

Training and Assessment Overview for each Unit of Competency

Topic Specific Workshop/s



Mentoring Sessions via ZOOM



Undertake Assessment tasks and submit by due date

Training Program Outline

Unit of Competency (UoC)		
LGAMEM001	Meet elected member responsibilities*	<p><i>Units labelled with * are foundation units and must be completed prior to attempting any other UoC</i></p> <p><i>Individuals who have completed the Council Member Essentials Training must also undertake virtual training and relevant Assessment tasks for each UoC.</i></p>
LGAMEM002	Perform elected member functions*	
LGACOR011	Analyse financial reports and budgets*	
PSPGEN075	Build and maintain community relationships	
LGAMEM003	Contribute to high level strategic decision making	
PSPPCY001	Contribute to policy development	
PSPGEN032	Deal with conflict	
BSBPEF502	Develop and use emotional intelligence	
LGACOR010	Oversee asset management strategy	
LGAPLA003	Assess development applications and implement planning scheme	

Training Program Cost			
LGA50220 Diploma of Local Government - Elected Member Please note that nationally recognised training is GST exempt.	Option 1	Total cost if you have completed the Council Member Essentials Training and would like to complete the Diploma Course.	\$ 10,170.00
	Option 2	Cost per individual Unit of Competency	\$ 1200.00

The cost of the Diploma program includes all face-to-face workshops including refreshments, lunches, printed training resources, virtual training via ZOOM, individual student support and assessment fees.

How to enrol

Complete the WALGA enrolment form and submit to training@walga.asn.au with a Purchase Order from your Local Government or complete payment via a Credit Card.



Certification

On successful completion of this course and if you have been found to be competent in relation to each of the Units of Competency you will be issued with an AQF Qualification LGA50220 Diploma of Local Government – Elected Member.

PROFESSIONAL DEVELOPMENT

The role of the Council Member as the decision-making representative of their local community places an increasing responsibility on democratically elected individuals to be well informed of the statutory framework relevant to the Local Government sector, and to continuously improve skills to meet future challenges.

WALGA has developed a comprehensive suite of professional development training for Council Members after they have completed the minimum statutory training requirements 'Council Members Essentials', with over 20 distinct learning opportunities and continuous professional development including our nationally accredited program, the Diploma of Local Government for Elected Members.

Participation in WALGA's training opportunities will align with your Council's continuous Professional Development Policy and provide reassurance that participants build their capacity to perform to a level that reflects the trust communities place in their elected representatives.

"Thank you all so much for all the Elected Member Training opportunities that WALGA provides. It is not only fantastic training and incredible experiences with better learnings and education for roles with local government but provides experiences, learnings and numerous opportunities with, for and networking of other sectors too. The facilitators you have are the best. Feel absolutely privileged to have these amazing opportunities as an Elected Member. Thank you all."

Councillor Feedback

Effective Community Leadership

1 Day

Who should attend?

Targeting Elected Members who would like to increase their knowledge and understanding of their leadership role in Local Government and the broader community.

Delivery/Cost/Time



Face-to-face at WALGA
\$530 (plus GST)



In-House at your LG
On Request



Virtual Classroom via Zoom
\$530 (plus GST)

[View Dates & Register Online](#)



Course Information

Effective Community Leadership explores community engagement principles that support Council Members to perform their role in Local Government. The course introduces engagement principles and communicating levels of information required of Council Members in their role as community leaders and representatives of the Council.

Topics covered within the course include the context and parameters of partnerships between public sector and outside organisations, how to interact within the community, skills to build community engagement, barriers to community engagement, leadership within community and determining capacity of the community.

Learning Outcomes

- Finesse the differences in understanding the context for the need for community engagement and how that impacts the Council Members as a Leader;
- Distinguish between the strategic role of the Council and the Administration in community engagement;
- Know the outcomes of building community relationships that are beneficial to the work of Local Government.

Dealing with Conflict

2 Days

Who should attend?

Designed for Elected Members who would like to enhance their interpersonal skills, improve relationships with colleagues and get the most out of their role in Local Government.

Delivery/Cost/Time



Face-to-face at WALGA
\$990 (plus GST)



In-House at your LG
On Request

[View Dates & Register Online](#)



Course Information

Dealing with Conflict and Developing our Emotional Intelligence explores definitions and causes of conflict along with the costs of conflict that impact Elected Members performing their role in Local Government. The course introduces Emotional Intelligence key skills and how we implement change to our communication required of Elected Members in their role as leaders of Council.

Learning Outcomes

- Identify situations of potential conflict
- Implement strategies to resolve conflict
- Deal with conflict as required by the Local Government Act 1995 (WA)

- Handle complaints appropriately
- Identify risks associated with conflict
- Communicate effectively
- Identify ways to avoid conflict
- Understand when assistance is required to resolve a conflict
- Prepare to develop their emotional intelligence
- Help others to develop their emotional intelligence
- Evaluate responses and outcomes to conflict

"This course is invaluable for Elected Members (new & experienced). It should be part of the EM training essentials as the first course we do and be conducted at each LG Council shortly after elections."

Strategic Decision Making (IPR)

1 Day

Who should attend?

This course is an absolute must for all Elected Members as it provides an introduction to integrating community priorities into strategic planning and budgeting process.

Delivery/Cost/Time



Face-to-face at WALGA
\$530 (plus GST)



In-House at your LG
On Request



Virtual Classroom via Zoom
\$530 (plus GST)

[View Dates & Register Online](#)



Course Information

This course uses existing legislation as a basis to explore the way in which Local Governments are required to plan for the future.

Links are explored between planning, policy development and major strategy documents such as asset management and infrastructure plans.

This course aims to build capacity to perform your role as Elected Member and ensure you are well placed to contribute to high level strategic decision making.

Topics covered within the course include putting strategic planning in perspective; the integrated Planning and Reporting (IPR) framework; the analysis and consultation process; and formulation and implementation of a strategic plan.

Learning Outcomes

- Know and understand the strategic planning process and how to plan for the future;
- Know and understand the Integrated Planning and Reporting framework;
- Know about analysis and consultation;
- The formulation and implementation of a strategic plan; and
- How to monitor and review high level decision making.

"I enjoyed the open forum with other Elected Members and hearing their views. I enjoyed it all."

Strategic Policy Development

1 Day

Who should attend?

Designed for all Elected Members as it provides critical information about developing policy to support strategic decision making.

Delivery/Cost/Time



Face-to-face at WALGA
\$530 (plus GST)



In-House at your LG
On Request



Virtual Classroom via Zoom
\$530 (plus GST)

[View Dates & Register Online](#)



Course Information

In this course participants will obtain an understanding of the wider issues associated with strategic decision making.

Major issues impacting on policy are analysed, interpreted and integrated through the development phase.

Topics covered within the course include the need for policy and its development to meet Council's statutory responsibility; and how to improve ineffective policy for better governance and outcomes.

Through this process, the course explores the development and ensuing consultative processes that needs to be undertaken with consideration to state and federal legislation.

Learning Outcomes

- Differentiate between Council policies and operational procedures;
- Explain a model of policy development;
- Explain the relationship between policies and procedural justice;
- Understand the links between policy making and strategic planning;
- The desirability of including a consultation component in policy development; and
- Identify how Elected Members can influence strategic direction through policy.

Oversee Asset Management Strategy

1 Day

Who should attend?

Suitable for all Elected Members.

Delivery/Cost/Time



Face-to-face at WALGA
\$530 (plus GST)



In-House at your LG
On Request



Virtual Classroom via Zoom
\$530 (plus GST)

[View Dates & Register Online](#)



Course Information

Infrastructure assets such as roads, drainage and buildings represent a significant capital cost to Local Governments. All assets must be maintained throughout their life cycle and eventually replaced or decommissioned.

The key to your Council's financial wellbeing is to ensure you are managing assets successfully.

For Elected Members, it is important to understand the meaning of sustainable service delivery and the term 'efficient and effective'. Sustainable asset management will address:

- level of service to the community;
- user costs;
- maintenance costs;
- risk exposure and liability claims

Learning Outcomes

- Identify the risks associated with the management of infrastructure assets;
- Understand the life cycle costs of infrastructure assets;
- Identify the revenue gap; and
- Develop a plan for financial sustainability.

Planning Practices - Essentials

1 Day

Who should attend?

A foundation course for Elected Members wishing to understand the basics and current framework of Town Planning practices.

Delivery/Cost/Time



Face-to-face at WALGA
\$580 (plus GST)



In-House at your LG
On Request



Virtual Classroom via Zoom
\$580 (plus GST)

[View Dates & Register Online](#)


Course Information

Decision makers in the planning space are required to not only understand the planning framework in Western Australia, but also the decision making process and implications of decisions.

Planning matters are often complex, generate a great deal of interest in the community and can also be controversial. It is therefore critical that decision makers have a thorough understanding of planning processes to appropriately assess applications.

Topics include types of Land Use Planning, Roles and Responsibilities in Planning, Council and the Administration, Legislative Framework, State Planning Framework, Local Planning Framework; Decision Making Process, State Administrative Tribunal, Development Assessment, Enforcement and Compliance.

Learning Outcomes

- Recognise and interpret legislation relevant to planning decision making;
- Understand the role and responsibilities of Council and the Administration as it relates to planning decisions;
- Recognise, understand and apply State and local planning frameworks;
- Interpret and apply planning frameworks to planning and development applications; and
- Understand the social and financial implications associated with local government planning decision making.

"Discussions involving real life scenarios really helped me understand each policy/overall framework."

Planning Practices - Advanced

1 Day

Who should attend?

After completing Planning Practices - Essentials this Elected Member course develops technical knowledge to allow for better decision-making for the community.

Delivery/Cost/Time



Face-to-face at WALGA
\$580 (plus GST)



In-House at your LG
On Request



Virtual Classroom via Zoom
\$580 (plus GST)

[View Dates & Register Online](#)


Course Information

Whilst practitioners and decision-makers in the planning space may have a broad understanding of planning matters, lack of exposure to certain items or an in-depth understanding of the particular planning topic can lead to poor decisions or inappropriate outcomes. The Planning Practices - Advanced course provides a deeper understanding of a range of common planning topics that arise, to provide a more comprehensive knowledge base for decision-makers.

Topics covered include Structure Planning, Bushfire Prone Areas, Development Contribution Plans, Coastal and Flood Risk, Rights of Way and Pedestrian Access Ways, Tree retention and provision, Heritage, Public Open Space and Encumbrances used in Planning, and Monitoring and Review.

Learning Outcomes

- Understand and implement State and local planning frameworks;
- Evaluate the effectiveness of strategic planning frameworks;
- Identify current issues and trends in the planning system in Western Australia
- Apply and implement planning frameworks to address planning related issues in a Local Government decision making setting; and
- Assess the effectiveness of the local planning framework and develop and integrate methods for Local Government planning reform.

CEO Performance Review

1 Day

Who should attend?

Suitable for Elected Members who are new or who have minimal involvement in the annual appraisal of Local Government Chief Executive Officers and who wish to make a contribution to their Council's process.

Delivery/Cost/Time



Face-to-face at WALGA
\$530 (plus GST)



In-House at your LG
On Request



Virtual Classroom via Zoom
\$530 (plus GST)

[View Dates & Register Online](#)



Course Information

This course addresses the processes, knowledge, skills and attributes required for Elected Members to contribute effectively to their Council's annual appraisal of its Chief Executive Officer.

The course covers the legal responsibility of Elected Members to review the performance of their CEO, the planning and processes involved with the annual appraisal, assessing achievements and setting goals.

"A very valuable course, with lots of good interactive discussion."

Learning Outcomes

- Ability to explain the importance and benefits of the CEO Performance Review;
- Ability to explain the review process;
- Decide who will conduct the review, establish aims for the review and decide what to assess;
- Design documentation tailored to the needs of the Local Government to facilitate the review process;
- Describe techniques associated with appropriate feedback; and
- Explain discussion points for an evaluation of the appraisal process and outcomes.

CEO Recruitment

1 Day

Who should attend?

Elected Members who are preparing to undertake a Chief Executive Officer (CEO) recruitment process on behalf of their Local Government.

Delivery/Cost/Time



Face-to-face at WALGA
\$530 (plus GST)



In-House at your LG
On Request



Virtual Classroom via Zoom
\$530 (plus GST)

[Expression of Interest](#)



Course Information

Recruitment of employees at any level within an organisation is a complex, time consuming and, at times, difficult task even when undertaken by experienced human resource management professionals.

The task can be more challenging for Local Government Elected Members, who most likely would have had little or no experience in the area of general recruitment let alone the critically important function of recruiting a Chief Executive Officer (CEO) for their Local Government.

The recruitment of a CEO will be one of the most important processes that a Council Member will be involved within their term of office, so the aim of the course will be to provide Elected Members with the necessary skills and knowledge to effectively participate in and contribute to the process.

Learning Outcomes

- Understand and acknowledge the challenges and complexity of the process of recruiting a Chief Executive Officer;
- Understand the legislative framework that prescribes the recruitment process and the policies and procedures necessary to afford good governance and proper outcome;
- Understand the importance of designing a position description and selection criteria that clearly outlines the skills required to undertake the position of CEO for your Local Government;
- Confidently and actively contribute to the process in a reasonable, considered, and objective manner;
- Understand the importance of the employment contract as it pertains to the terms of employment, as well how it pertains to performance expectations i.e. KPI's.

Economic Development Essentials for Elected Members**1 Day****Who should attend?**

This one-day course via Zoom is designed for new and experienced Elected Members, and Mayors/Presidents.

Delivery/Cost/Time

Virtual Classroom via Zoom
\$530 (plus GST)

[View Dates & Register Online](#)
**Course Information**

WALGA is proud to offer this virtual training course, delivered by Economic Development Australia (EDA), the national peak body for economic development professionals. The interactive virtual training will empower community leaders to drive and support inclusive, sustainable economic development. The training also supports Local Government leaders to understand the key principles of economic recovery and how to build economic resilience within their communities. This course is contextualised to Western Australia.

Learning Outcomes**Economic Development Leadership Essentials Part 1**

- What is economic development?
- How to measure economic development?
- What are the engines and enablers of local economic development?
- What is the role of Local Government in enabling economic development?
- What is a Triple Bottom Line Approach (inclusivity and community wealth building principles)

Economic Recovery and Resilience Building Essentials Part 2

- Understanding economic risk in your community
- What does resilience mean?
- Understanding COVID impacts and how to respond
- Three stages of recovery

"I would recommend this course to all Councillors. For resilience and sustainable communities, economic development should be considered in all strategic decisions."



Professionally Speaking

1 Day

Who should attend?

Elected Members who wish to extend their public speaking skills.

Delivery/Cost/Time



Face-to-face at WALGA
\$530 (plus GST)



In-house at your LG
On Request



Virtual Classroom via Zoom
\$530 (plus GST)

[View Dates & Register Online](#)



Course Information

Elected Members have a role to facilitate communication between the community and the Council. They also participate in decision making at Council meetings.

This course provides you with the skills and confidence to communicate effectively, respectfully and succinctly to get your point across with the allocated time frame.

You will learn how you can prepare yourself using notes and scripts, making use of eye contact, facial expression and body language staying calm, confident and in control.

Learning Outcomes

- How to prepare for any speaking opportunity including breathing techniques and voice warm up
- Prepare and effectively use your voice
- How to use a microphone and deal with other technical equipment
- Understand how to work the camera
- Understand the importance of body language and facial expressions
- Understand and read your audience to ensure you stay engaged and get your point across
- Undertake critical self-reflection to continuously improve

The Role of Mayors and Presidents

1 Day

Who should attend?

This short course provides current and aspiring Mayors and Presidents' with insight on how to be successful in their role as a community leader.

Delivery/Cost/Time



Face-to-face at WALGA
\$395 (plus GST)

[View Dates & Register Online](#)



Course Information

This workshop is a great opportunity to network with other Mayors and Presidents and exchange ideas and experiences.

Learn more about effective communication styles, speaking on behalf of the Council, presiding at meetings and mentoring Elected Members.

Learning Outcomes

- Learn more about the role and responsibilities of a Mayor/President;
- Develop your leadership and communication skills during emergencies and recovery as the official Local Government spokesperson;
- Learn about the conduct of Elected Members;
- Mediation and potential conflicts;
- Understand communication protocols and how to navigate Social Media;
- Presiding and setting the tone at meetings; and
- How to mentor Elected Members and encourage them to undertake professional development.

** This course is offered annually in mid-November*



Record Keeping Awareness for Local Government Elected Members

1.5 hours

Who should attend?

This short course provides Elected Members with an understanding of their recordkeeping responsibilities.

Delivery/Cost/Time



Virtual Classroom via Zoom
1x1.5hrs
\$240 (plus GST)

[View Dates & Register Online](#)

NEW!

Course Information

Covering a range of topics, this course will provide you with information about how to ensure you are keeping appropriate records, your responsibilities under the *State Records Act 2000* and what types of records you should be keeping.

At the end of this course participants will have:

- A list of records required to be captured;
- Tips for managing social media posts; and
- Links to additional information resources.

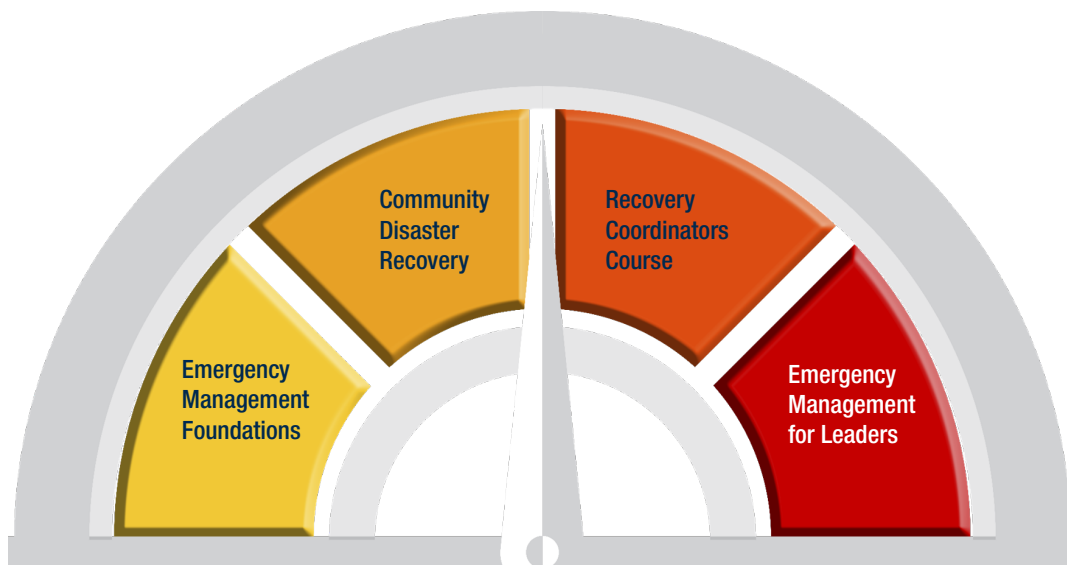
Learning Outcomes

- Understand why recordkeeping is an important function within Local Government;
- Understand your recordkeeping responsibilities under the *State Records Act 2000*;
- Identify when to create and capture a record; and
- Identify when and how to dispose of records.

EMERGENCY MANAGEMENT

Why should Elected Members undertake Emergency Management training?

The changing risk environment means more severe and frequent emergencies will occur in the future. When representing your local community, it is important to develop an understanding of the principles that underpin Emergency Management in WA and be familiar with your Local Governments key roles and responsibilities, particularly as the lead agency for recovery. Gaining this valuable knowledge will assist you to support your community before, during and after a disaster. For more details on the individual courses please refer to pages 47- 49.



Emergency Management Foundations for Local Government

This foundation course explores contemporary emergency management concepts and how these apply to your Local Government, within the Western Australian context.

Community Disaster Recovery for Local Government

Community Disaster Recovery is an extremely sensitive, time critical and complex task. It is important that prior thought and planning is undertaken to prepare your Local Government to guide your community's recovery after an emergency.

Recovery Coordinators Course for Local Government

In this course we explore what it means to be a Local Recovery Coordinator, including pre-event planning critical in the establishment of contemporary and established systems and processes, required for your Local Government to confidently and proficiently manage this critical function.

Emergency Management for Local Government Leaders

Local Governments play a fundamental role in emergency management due to their legislated responsibilities, strong relationship with the local community networks and knowledge of locally available resources.



Discussion document for Shire of Carnarvon

We understand the Shire of Carnarvon is a local government municipality in the Gascoyne region of Western Australia, located about 900 kilometres north of Perth. The Shire covers an area of 46,664 square kilometres and its seat of government is the Town of Carnarvon.

After a conversation with Andrea Selvey, CEO from Shire of Carnarvon, we understand that governance training from the Australian Institute of Company Directors (AICD) is being considered at the Corporate Information Session with Councillors in early April.

As discussed, AICD governance education outlined below at the 'starting' level and the 'strengthening' level, and a Local Government Review to consider and discuss for delivery in FY22 – FY23.

At the 'Starting Level':

- [Foundations of Directorship](#) (3-day program) is suitable for new and aspiring directors and Company Secretaries, CEOs, CFOs and other executives seeking insights into working with directors.
- [Governance Essentials for Local Government](#) (two-day program) is suitable for Councillors, Mayors and executive management.
- [Governance Foundations for Not-for-Profit Directors](#) (1.5-day program) is for not-for-profit and community organisation directors, aspiring directors, executives who report directly to a board and those considering accepting an NFP directorship.

At the 'Strengthening level'

- The [Company Directors course™](#) (19 weeks, 5 days facilitated sessions) is tailored to experienced directors wishing to take their performance to the next level, as well as executives and managers who need to understand governance issues in depth.

A Local Government Review

- The AICD's [Local Government Review Tool](#) focuses on key drivers of council performance. Your council members are presented with a series of good governance statements (approximately 67 statements in online survey form) and asked to assess these in their council's context.

Please view each service outlined below.

I. Course content

Foundations of Directorship – 3 full days

Foundations of Directorship program gives a comprehensive overview of the main components of directorship – governance, strategy, risk and finance – individual participants will begin to establish a new director-oriented outlook that will prepare them for a successful governance career.

Course outline

Day 1: The Governance sessions, comprising *The Role of the Director and the Board* and *Introduction to Board Meetings and Governance*, provide participants an introduction to the functions of the board, the wide range of directors' duties and responsibilities, the internal and external relationships of the board, and reputable practices for conducting effective board meetings. Participants develop a deeper understanding of director performance best practice as well as compliance requirements.

Day 2: The Finance sessions, comprising *Introduction to Financial Statements for Directors* and *Assessing Financial Performance for Directors*, provide a straightforward introduction to financial statements from the director's perspective. Participants will explore the three key financial statements: balance sheet, income (profit and loss) and cash flow; and discover how directors use these statements to monitor financial performance and to assess overall company performance at board level. The course also examines the financial aspects of directors' statutory duties and non-financial indicators of company performance.

Day 3: Developing a strategic plan is a roadmap to sustainable value creation. Through the Strategy session – *Introduction to the Strategic Role of the Director* – participants will learn how to focus on the long-term direction of their organisation, i.e., contribute to discussion about what the organisation is going to do and how it is going to achieve it. The Risk session – *Risk: Issues for Directors* – discusses director knowledge of risk, with the aim of improving participants' understanding of what risk is and of how risks faced by organisations are identified and measured. Participants will also investigate ongoing assessment and treatment of risk.

Assessment process

Assessment is *optional*. Participants must attend all six sessions (over three days) before sitting the online Foundations of Directorship examination. The exam must be attempted within 12 months of the participant's attendance at their first session. On completion, participants may attain the Foundations of Directorship Certificate.

Access

- In-house service – Face to Face – Request a proposal.
- In-house service – Online – Request a proposal.
- Personal development – face to face in Perth – Check [Course Calendar](#) for course fees and availability.
- Personal development – online - Check [Course Calendar](#) for course fees and availability.

Governance Essentials for Local Government – 2 days

Governance Essentials for Local Government is designed for Councillors, Mayors and executive management, and provides a basic overview of their duties and responsibilities. It consists of four sessions delivered over two days—The Role of the Council and Councillor, Leadership: The Councillors Role, Introduction to Financial Statements for Councillors and Strategy and Risk: Issues for Councillors.

Course outline

1: The Role of the Council and Councillor

This session provides an overview of how the Council uses systems and processes to control and monitor—or govern—Council activities. These are distinct from management's role, which is to ensure that the day-to-day operations of the Council are carried out within the framework of policies and strategic guidelines the Councillors have established. Participants also explore the duties and responsibilities of a Councillor; and the Council's key governance relationships, including those with Local, State and Federal levels of Government, Local Government staff, the local community and special interest groups.

2: Leadership: The Councillor's Role

This session assists Councillors to increase their understanding of their own leadership style, others' styles and how leadership is used to build an effective, high-performing Council. It examines the leadership roles of primary Council representatives and illustrates how good leadership contributes to the solving and preventing of problems, the building of trust, and the enrichment of the local community.

3: Introduction to Financial Statements for Councillor

This session introduces Councillors to financial concepts, the key financial statements, the duties imposed on them, and how to establish a basic understanding of assessing financial performance. Participants learn common ratios used by boards to monitor performance; and consider issues to be mindful of when questioning management on the preparation of financial statements and when reviewing financial reports.

4. Strategy and Risk: Issues for Councillors

This session is designed as an introduction to the Councillor's role in relation to strategy and risk, and seeks to provide the basic tools to enable Councillors to take a more confident and active role in their strategic and risk governance roles, for the benefit of both the organisation and themselves.

Assessment process

No assessment available.

Access

- In-house service only – Face to Face – Request a proposal.

Governance Foundations for Not-for-Profit Directors – 1.5 days

Governance Foundations for Not-for-Profit Directors program consists of three courses — *Duties and Responsibilities of the Not-for-Profit Director*, *Strategy and Risk for the Not-for-Profit*, and *Finance for the Not-for-Profit Director*. This program will provide participants with an understanding of fundamental compliance and performance related roles and responsibilities of directors, specifically in the areas of governance, risk, financial performance and strategy.

Course outline

1: Duties and Responsibilities of the Not-for-Profit Director

Duties and Responsibilities of the Not-for-Profit Director introduces the role of the director and the board in establishing the governance of the not-for-profit organisation. It outlines the duties, responsibilities and the rights of directors of not-for-profit organisations (versus those of the commercial sector), before discussing the roles of various regulatory bodies. It then examines the importance of board composition – the right mix of skills, knowledge and experience – to ensure that a board can carry out its activities effectively; and provides an overview of issues that often confront not-for-profit organisations. The course helps directors to improve their undertaking of both internally-focused compliance activities and externally-focused performance activities, contextualised for organisations operating in the NFP sector.

2: Strategy and Risk for Not-for-Profit Directors

Developing a strategic plan is a roadmap to sustainable value creation. Through Strategy and Risk for Not-for-Profit Directors, participants will learn how to focus on the long-term direction of their organisation, i.e. contribute to discussion about what the organisation is going to do and how it is going to achieve it. The course also discusses director knowledge of risk, with the aim of improving participants' awareness of what risk is and of how risks faced by organisations are identified and measured. Issues relating to developing an effective stakeholder management strategy are also investigated. Participants increase knowledge, experience and capability to actively participate in the strategy and risk process; and gain understanding of the value that this adds to their organisation.

3: Finance for Not-for-Profit Directors

Understanding the financial performance of their organisation can be a challenging responsibility for directors, as failure to monitor and assure the organisation's financial viability may lead to a situation that the not-for-profit can no longer deliver the products or services that it was created to provide. Finance for Not-for-Profit Directors overviews the main financial statements; and offers guidance on monitoring financial management, identifying its key drivers and their impact on financial results over time, and addressing the future financial strategy of the organisation. Participants develop sufficient financial literacy and financial analysis skills to balance the (non-financial) aspirational purposes of their organisation with generating and maintaining adequate resource

Access

- In-house service – Face to Face – Request a proposal.
- Personal development – face to face in Perth – Check [Course Calendar](#) for course fees and availability.

Company Directors Course – 19 weeks

Company Directors Course™

The Company Directors Course is designed to ensure that participants not only understand their roles and responsibilities, but also improve their contributions to board performance. Updated biannually, the course provides current and relevant information and case references; and aims to be informative, thought-provoking and practical. After completing the world's most established director program, it is trusted that participants' confidence will be enhanced to face the challenges and to reap the rewards of directorship, both in the short-term and as their director career progresses.

Session Name	Purpose	Topics Covered
1. Governance and the Practice of Directorship	<p>Outlines the functions of boards and directors in contemporary corporate governance</p> <p>Focuses on the functions of directors in contemporary corporate governance</p>	<ul style="list-style-type: none"> • The corporate governance environment—evolution of governance, key elements, governing versus managing and governance principles. • Directors—fiduciary relationship, who can be a director, governance titles and appointment and removal of directors. • Board context and structures—incorporation, types of companies, other business structures and government bodies. • Board roles and responsibilities—essential functions, factors that influence a director's role and the Company Directors Corporate Governance Framework. • Governance structures that impact organisational performance—what an effective board looks like and effective board processes including calendars, meetings, agendas, minutes and board reports. • Directors and organisational culture—standards of conduct, the role of culture in corporate conduct, the increased focus on corporate culture, defining organisational culture and royal commission findings. • Creating an effective organisational culture—risk and compliance culture, quality and safety care culture, culture of integrity and remuneration culture. • The board's monitoring role. • Society's expectations. • Trust and business legitimacy.
2. The Legal Environment	<p>Considers the changing legal environment as directors consider the impacts of the legal environment in making decisions</p>	<ul style="list-style-type: none"> • Directors' duties—fiduciaries, where duties are found, who is a director, who is an officer, duties in the NFP and government sectors and what duties apply. • Loyalty and good faith—good faith, conflict of interest, improper use of position and information. • Care and diligence—standards, analysis of high-profile cases and the Business Judgment Rule. • Other duties under the Corporations Act 2001 (Cth)—insolvent trading, continuous disclosure, related party transactions, director's interests, shareholder and investor information, remuneration. • What can directors do to discharge their duties—keep informed and be inquisitive. • Regulatory environment—both internal and external to the organisation. • Employees—WHS, bullying, stress and healthy workplaces, workplace relations and anti-discrimination. • Plant and equipment—environmental law and climate change. • Consumers—competition law and consumer protection. • Data—privacy laws and cybersecurity. • Intellectual property—types of IP rights and protections and what directors can do.

		<ul style="list-style-type: none"> • International operations—anti-bribery laws and modern slavery laws. • Culture and compliance—compliance program and framework, compliance systems, protections for directors and corporate culture.
3. Risk and Strategy	<p>Outline the board's key role in developing a culture that is appropriate for the risk appetite / tolerance of the organisation</p> <p>Examines the board's role in developing and executing strategy</p>	<ul style="list-style-type: none"> • Introduction to the risk oversight role of the board. • What is risk—defining risk and risk management. • Risk and governance—standards, principles, guidelines, risk as a key role of the board and managed risk taking. • Setting the risk appetite—risk and strategy, defining and determining risk appetite, tolerance and profile, risk appetite statements. • Structures for risk management—structures at board level, coordination and assurance, external reporting and attestation, methods, tools and documents. • Reporting and oversight—board reporting, board decision papers and risk, supervising risk, dealing with risk and monitoring risk. • Risk, strategy and culture—organisational culture and risk maturity. • Crisis management and organisational resilience—the role of the board in a crisis, typical types of crises, crisis management plans and learning from a crisis. • Emerging risks—disruptive risk oversight, disruptive innovations, disruptive technology, global risks, social media and connectedness, interdependency and contagion, cloud computing, cybersecurity and data governance and environment, social and corporate governance. • The directors' personal risk checklist—director protection. • Introduction to the role of the board in strategy. • How to develop a strategic board. • Strategy development—strategic thinking and planning. • Strategy execution—execution elements, ready, willing and able, strategic decision making and monitoring strategy.
4. Financial Literacy and Performance	<p>Focuses on financial literacy for directors</p> <p>Examines the directors' role in driving organisational performance</p>	<ul style="list-style-type: none"> • Introduction to financial literacy for directors. • Internal financial reporting—management accounts, general ledger and internal controls. • External financial reporting—obligation, financial report contents, directors' declaration, the directors' report, statement of corporate governance and meeting financial responsibilities. • Audits—internal audit, external audit, audit report requirements and audit committees. • Financial statements: principles and matters—the key financial statements, balance sheet, income statement, cash flow statement, statement of changes in equity, notes to the accounts, generally accepted accounting principles, consolidation and ASIC financial reporting focus areas. • Ratio analysis—four general ratio categories (liquidity ratios, operating ratios, financing ratios, profitability ratios), benchmarking and industry information. • Financial reporting to the board—three stages of reporting, general principles and framing questions. • Insolvency—prediction models, warning signs, cash flows, consequences of insolvent trading and reducing risk of trading while insolvent.

5. Achieving Board Effectiveness	Reviews good practices for organisational performance by considering good practices of effective boards	<ul style="list-style-type: none"> • Introduction to creating value and improving organisational performance through the board. • Building a constructive board culture—board size, board composition, director competencies, selection processes, social risk and psychological safety, self-awareness, the role of intuition and bias and strengthening individual contribution to decision making. • Building group decision making capabilities—teamwork, diversity, effective conversation, inclusive leadership and traps in decision making. • Frameworks and processes for strengthening decision making—the issue of complexity, advance preparation, ethics and decision making, current and emerging practice. • Development and feedback—director development, board renewal, board evaluation, evaluating board culture. • Review the performance of the board and individual directors • Analyse board composition and relationships
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Access

- In-house service – Face to Face – Request a proposal.
- In-house service – Online – Request a proposal.
- Personal development – face to face in Perth – Check [Course Calendar](#) for course fees and availability.
- Personal development – Online – Check [Course Calendar](#) for course fees and availability.

Local Government Review – 8 weeks

AICD's Local Government Review offering involves four main stages.



The AICD's Local Government Review Tool focuses on key drivers of council performance. Your council members will be presented with a series of good governance statements (approximately 67 statements in online survey form) and asked to assess these in their council's context. In addition, they will typically be asked several supplementary questions. The overall approach can be described as "guided self-assessment".

Areas covered in the Local Government Review include, among other things:

- the role of the council
- the role of the mayor / shire president
- council membership
- the council's approach to strategy, risk, CEO arrangements and stakeholder engagement
- council meetings and papers
- council dynamics
- the council's interaction with management.

The AICD will prepare a report for your council, which will be designed to highlight those areas that are perceived by participants to be areas of governance strength, and those areas that are perceived to represent potential opportunities for improvement.

The benefits of undertaking the AICD's Local Government Review include:

- use of benchmarks (statements) developed by the AICD (a leader in governance thinking) for self-assessment
- a mechanism for the council to surface and engage on issues that impact on its performance (in part due to the AICD's de-identification of responses in its report)
- an opportunity for council members to gain a deeper appreciation of others' views.

Access

- In-house service only – Request a proposal.

In-house course fees, valid to 30 June 2022	Per participant (ex GST)	Minimum course fee based on 12 pax (ex GST) *
Foundations of Directorship	\$3,049.00	\$36,588.00
Governance Essentials for Local Government	\$1,699.00	\$20,388.00
Governance Foundations for Not-for-Profit Directors	\$1,149.00	\$13,788.00
Company Directors Course	\$8,499.00	\$101,988.00

**Maximum number face to face is 25 participants.*

Board Advisory fees, valid to 30 June 2022	
Local Government Review Tool (up to 12 Councillors)	\$15,000.00
- Workshop (optional)	\$7,500.00
- Inclusion of Executives (optional)	\$5,000.00

Please contact your Board and Governance Partner below to progress and ask questions:



Kristen Chiera MAICD

Board and Governance Partner WA

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E: kchiera@aicd.com.au

Australian Institute of Company Directors

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**COUNCILLOR TRAINING
SCHEDULE OF ATTENDANCE 2020/2021**

Course Details			Cr Smith		Cr Maslen		Cr Pinner		Cr Skender		Cr Simpson		Cr Vandeleur		Cr Fullarton		Cr Nelson	
Course	Location	Date Held	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
AICD Training – Governance Advice	Carnarvon	15/16.9.20																
Understanding Local Government (Elected Member Essentials) – S35 Regs	On Line – WALGA	-																
Conflicts of Interest (EME)	On Line - WALGA	-																
Serving on Council (EME)	On Line - WALGA	-																
Meeting Procedures (EME)	On Line - WALGA	-																
Understanding Financial Reports & Budgets (EME)	On Line - WALGA	-																
AICD – Councillors/Executive Training	Carnarvon	15-16/9/20																
Conduct & Integrity (Steven Tweedie)	Carnarvon	02/12/20																
Conduct of Meetings/Decision Making (Steven Tweedie)	Carnarvon	02/12/20																

**COUNCILLOR TRAINING
SCHEDULE OF ATTENDANCE 2021/2022**

(EME – Elected Member Essentials)

Course Details			Cr Smith		Cr Maslen		Cr Langley		Cr Skender		Cr Cottrell		Cr Vandeleur		Cr Fullarton		Cr Ferreirinha	
Course	Location	Date Held	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
Understanding Local Government (EME)	On Line – WALGA	2022		Not Req		Not Req	3.3.22		2.10.22		4.3.22			Not Req		Not Req	14.10.22	
Conflicts of Interest (EME)	On Line – WALGA	2022		Not Req		Not Req	3.3.22		19.9.22		4.3.22			Not Req		Not Req	14.10.22	
Understanding Financial Reports & Budgets (EME)	On Line – WALGA	2022		Not Req		Not Req	3.3.22		9.10.22		4.3.22			Not Req		Not Req	29.10.22	
Meeting Procedures (EME)	On Line – WALGA	2022		Not Req		Not Req	3.3.22		14.10.22		4.3.22			Not Req		Not Req	14.10.22	
Serving on Council (EME)	On Line – WALGA	2022		Not Req		Not Req	3.3.22		16.10.22		4.3.22			Not Req		Not Req	29.10.22	



SHIRE OF CARNARVON

REVIEW OF WARDS AND REPRESENTATION OPTIONS ASSESSMENT PAPER

November 2022

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Summary

This options assessment paper brings together submissions received from the public on the Shire's ward system and Elected Member representation at the Shire of Carnarvon.

At the close of submissions on 7 September 2022, four submissions had been received. Three submissions advocated for the retention of the current ward and representation and one provided options for consideration. All submissions are provided as appendices on pages 15 to 21 of this report and a summary and response to the submissions can be found on page 5 of this report.

Review - Background and Process

In accordance with Schedule 2.2 of the *Local Government Act 1995*, the Shire of Carnarvon has commenced a review of its Wards and Representation. The Shire last conducted a review of Wards and Representation in December 2014.

At the Ordinary Meeting of Council on 26 July 2022, Council resolved to commence a Ward and Representation review and to seek feedback from the community as to whether the current ward system should remain in place, be modified, or be changed to a no ward system. In addition, comments on the current names of wards and the number of Elected Members representing each ward (assuming a ward system is retained) were invited.

The Review has been undertaken in three phases as summarised below:

Phase 1 - Completed

- Development of a Discussion paper;
- The Shire resolves to undertake a review of its ward and representation;
- The Shire advertises that it is conducting a Review and seeks public submissions;
- CEO conducts community engagement sessions in both Coral Bay and Carnarvon, providing information in person, answering questions & requesting submissions; and
- Public Submissions period, minimum of six weeks, during which submissions from the public are invited.

Phase 2 - Subject of this report

- Administration will assess submissions and consider options for change against the relevant factors to be considered and draft the Proposal;
- Report to Council on outcome of submissions and the Proposal;
- Council considers the Proposal and determines preferred option; and
- Preferred option submitted to the Local Government Advisory Board (the Board) via the Board Report.

Phase 3 - To be completed

- The Board reviews the Board Report to ensure that the Review was validly conducted and makes a recommendation to the Minister on changes (if any);
- Minister accepts or rejects the Board's recommendation;
- If the Minister accepts the Board's recommendation, the Minister will request the Governor issue a Governor's order; and
- The Shire will implement any required changes in accordance with the Governor's order ahead of the next Local Government elections.

Current Context

The Shire of Carnarvon currently has 4 Wards from which 7 Elected Members are elected. An eighth Elected Member, being the Shire President is elected independently by all Electors.

The Ward maps can be viewed in Appendix 2 on pages 22 to 24.

Features of the District

Physical and topographic features

The Shire of Carnarvon has several dramatic physical and topographic features that define the district. The Gascoyne River and catchment area, the broad pastoral rangelands, the Shark Bay coastal environs and Ningaloo coastline and marine park as some define features together with man-made structures such as NorthWest Coastal Highway that traverses the Shire from south to north.

Other features include the vast distances with the district, particularly relevant for Coral Bay residents and those living on pastoral stations.

These features could be a consideration in determining Wards and Representation.

Demographic trends

In the Shire of Carnarvon, the resident population (ERP) was 5,251 in August 2021 according to the Australian Bureau of Statistics (ABS). **Table 1** below summarises the inter-census estimated permanent resident population change between 1996 and 2013.

Table 1: Estimated Resident Population 2001-2021

	2001	2006	2013	2016	2021
Shire of Carnarvon (estimated resident population)	6,751	6,051	6,139	5,528	5,251

Source: 2021 Carnarvon, Census All persons QuickStats | Australian Bureau of Statistics (abs.gov.au)

In 2021, 52% of residents in the Shire were male and 48% female compared to the figures for Australia of 49.3% male and 50.7% female. There were 1,151 families in the Shire in 2021 and there was an average of 1.8 children per family, while the average household size was 2.3 persons.

The 2021 Census indicated that 16.3% of Shire residents were indigenous persons, compared with 3.2% in Australia.

The median age in the Shire was 40 in 2021 compared to 38 in Western Australia and 38 in Australia. **Table 2** below indicates a relatively significant increase in the median age from 35 in 2006 to 40 in 2021, indicating an ageing population.

Table 2: Shire of Carnarvon Median Age 2006-2021

2006	2011	2021
35	38	40

Source: ABS Census data

Table 3 indicates the age distribution of the 2021 resident population across six age groups and compares the Shire with Western Australia and Australia. The data demonstrates that the population of the Shire has higher proportions of children aged under 4 in relation to Australia, and a lower proportion of youth aged 5-19. The Shire has a higher proportion of persons aged 50-64 compared to Western Australia and Australia.

Table 3: Age Distribution, 2021

	Medium Age	Age group					
		0-4	5-19	20-29	30-49	50-64	65+
Carnarvon	40	6.7%	16.5%	12.6%	25.1%	22%	16.2%
Western Australia	38	6.1%	18.6%	12.5%	28.2%	18.3%	16.1%
Australia	38	5.8%	18.2%	13.1%	27.4%	18.1%	17.2%

Source: ABS, 2021 Census Data

Economic factors

Broadly, the Shire economy is under pinned by service provision, tourism, mining, fishing, retail, horticulture, and pastoralism. From a regional perspective tourism is a significant contributor with potential for growth, as is mining and the newly emerging green energy sector.

Fishing (predominantly prawns, but also scallops, fin fish, crabs and lobsters) is also another industry of value to the Shire.

The horticultural industry which currently serves the Perth market, carries a crop value in excess \$104m annually and has recently expanded with the Food Bowl Initiative.

The Pastoral industry with improved access to global markets and reduced Australian dollar as well as increased opportunity for diversification to incorporate other uses, such as horticulture and tourism, remains an important part of the local economy.

Source: <https://www.abs.gov.au/census/find-census-data/community-profiles/2016/UCL515006>

Community of interest

The term community of interest has several elements. These include a sense of community, identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities. It can also include dependence on the shared facilities in an area as reflected in catchment areas of local schools and sporting teams, or the circulation areas of local newspapers.

Neighbourhoods, suburbs and towns are important units in the physical, historical and social infrastructure and often generate a feeling of community and belonging.

The electoral roll provided for in the October 2021 ordinary election shows the ward representation and electors as follows. The officer's recommendation is that this current ward system and representation levels are retained. The basis for this recommendation is explained further in this report.

Ward	Suburbs	No. of Electors	No. of Elected Members	Ratio - Elected Member: Elector	% Ratio deviation from average*
Town Ward	8 Babbage Island Brockman Brown Range Carnarvon East Carnarvon	2534	4.25	1: 596	-48%

	Greys Plain Morgantown South Carnarvon				
Plantation Ward	4 Brown Range Kingsford North Plantations South Plantations	519	1.25	1:415	-3.25%
Coral Bay Ward	1 Coral Bay	77	1.25	1:62	84%
Gascoyne/Minilya Ward	7 Inggarda Lyndon Macleod Minilya North Plantations Wooramel Yandoo Creek	78	1.25	1:62	84%
Shire President	1		Included as a percentage across all four wards		
TOTAL	20	3208	8	1:401	

Source: "Enrolment by district, region, LG, locality, postcode SA1.xlsx (live.com)"

*NB: The percentage ratio deviation shown in the table provides an indication of the percentage difference between the average Elected Member/elector ratio for the whole of the Shire (one Elected Member to 401 electors) and the Elected Member/elector ratio for each Ward.

The data shown demonstrates that there is a significant imbalance in representation across the Shire with the Gascoyne/Minilya and Coral Bay Wards over-represented, and the Town and Plantation Wards under-represented. However, despite the ratio deviation, this report recommends the retention of the current status quo as a result of the exceptional circumstances in the Shire of Carnarvon in relation to the physical characteristics and distances in the Shire, and due to the very distinctive communities of interest.

Submissions - Summary and Responses

Summary table and responses below. For copies of all submissions, please see Appendix One.

	Submission	Response
	Respondent # 1	
1a	Move the Eastern boundary of the Plantation Ward so that all plantations are in the one ward, namely Plantation Ward. As the levee runs down Boundary Road suggest extending the boundary to Carnarvon Road All this area to be included into the Plantation Ward.	This submission was informed by an outdated map of the ward, which excluded the McGlades Road properties. The map has been updated and the respondent advised. Further changes to the boundary as suggested in the submission (i.e., boundary extension to Carnarvon Road) would not include any additional plantations. This boundary change would also bring Mungallah Village (a solely residential development) into the Plantation Ward.
1b	With seven elected members representing their elected ward and the President elected by all electors in the Shire there is a perception as to fairness. First Option reduce the number of elected members to seven. Town ward reduced to three elected members; Plantation* ward remains with one elected member; Coral Bay ward remains with one elected member; Gascoyne/Minilya ward remains with one elected member; President as elected by all eligible electors.	Assume this is in reference to the use of the casting vote. The Shire President is rarely required to use casting vote. A reduction in the number of elected members in Town Ward would result in a greater disparity in the elected member/elector ratio.
1c	With seven elected members representing their elected ward and the President elected by all electors in the Shire there is a perception as to fairness. Second Option increase the number of elected members to nine. Town ward remains at four elected members; Plantation* ward increases to two elected members; Coral Bay ward remains with one elected member; Gascoyne/Minilya ward remains with one elected member; President as elected by all eligible electors.	Assume this is in reference to the use of the casting vote. The Shire President is rarely required to use casting vote. An increase in the number of elected members in Plantation Ward would result in a greater disparity in the elected member/elector ratio.
	Respondent # 2	
2a	The only equitable way would be to maintain the current balance. Coral Bay could lose any representation at all as it is unlikely to gain enough votes through other ward arrangements	Noted.

2b	A greater voice for the larger town ward with 4 voices/votes to 1 over any other ward, not to mention the Shire President.	Noted as a comment. However, for clarity, Councillors are required to consider matters and make decision based on the good of the whole community, not at a ward level.
2c	Maybe Coral Bay would have a bigger presence on the voting register if people were allowed to actually own and live properly in the town.	Noted and beyond the scope of this Ward Review.
2d	Unique situation in terms of having a number of remote outposts in its area extending out to 250kms away from the Shire hub of operations. As such I don't think it can be set up against a normal set up rules.	Noted as a comment. Considered in relation to the "Physical features" criteria.
Respondent # 3		
3a	The current Ward structure should be retained with the current number of elected members. Coral Bay is unique in many ways	Noted.
3b	Coral Bay consists of casual hospitality workers who are very transient and not registered to vote. Residents of Coral Bay whether they be long term residents or casual employees should still be entitled to full representation.	Noted.
3c	Unable to buy land/dwellings which restricts the number of permanent residents. Along with the transient workers and huge number of tourists the number of electors listed within the Coral Bay Ward is no way near a true reflection of the number of eligible electors. The population in Coral Bay swells to exceed the population of Carnarvon which has more than 8 councillors representing the Town Ward whilst Coral Bay has one.	Restrictions from land availability noted as a comment. Ratios are calculated via the number of registered voters for the district.
3d	The unique challenges living in Coral Bay can only be fully appreciated if live in the town. Given the large distance (2 ½ hours by vehicle) between Carnarvon and Coral Bay it is too far for a Carnarvon based Councillor to spend adequate amounts of time to grasp, appreciate and understand community issues.	Noted.
Respondent # 4		
4a	We remain in favour of the ward system with the current number of elected representatives.	Noted.

4b	In the discussion paper published for comment, the number of electors in each ward was used as a premise for consideration of scrapping the ward system.	No recommendation was made in the discussion paper. Various options, including one option to dissolve Ward system was listed for consideration.
4c	The electors in other wards have different rights to residents of Coral Bay. Councillors living outside the community will never experience the transient nature that has been created. A Local Councillor understands the issues of living in this community and is easily contactable.	Noted.
4d	Residents/ratepayers in Coral Bay must leave the community if they retire or do not have a job. You are only permitted to live in the ward if you have a job by State Government regulation.	Noted.
4e	Residents/ratepayers in Coral Bay must pay a higher rate than all other electors for Coral Bay tip, separate charge was created by shire many years ago to ensure that the electors in the ward contributed to their own district and all other electors were not subsidising our community. The tip is not for the exclusive use of Coral Bay Ratepayers and it is understood that the Department of Main Roads also uses it for disposal of rubbish.	Noted but outside the scope for the Ward Review.
4f	It is important that electors have ready access to facilities. Residents in the ward do not have easy access to local council facilities as it is over 240 kilometres to Carnarvon office, library, aquatic centre. Only the services of a part time ranger available locally.	Noted and one of the factors considered under the criteria of physical features.

4g	Census information would show that generally the number of Residents/workers in Coral Bay is in the region of 250 but they do not register for voting purposes due transient nature.	Noted.
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In summary, all four respondents supported retaining the ward system. Three of the four respondents were Coral Bay residents who strongly voiced their support for having a Coral Bay Ward and Elected Member for the Ward. The officer's recommendation is consistent with the view of the residents who lodged public submissions for consideration in this review.

Options Considered

Option One / Preferred Option - Retain Ward System and current number of Elected Members (4 Wards / 7 Elected Members, plus Shire President)

No change. This option would retain the current Ward structure and representation levels; noting that the Elected Member/Elector ratio exceeds the 10% variance with the Gascoyne/Minilya Ward and the Coral Bay Ward over-represented and the Town Ward and Plantation Ward under-represented. (See table below.) The rationale for recommending this option is detailed in this report.

Option	Ward	No. of Elected Members	No. of Electors	Ratio EM/E	% Ratio Deviation
One	Town	4.25	2534	1:596	-48%
	Plantation	1.25	519	1:415	-3%
	Coral Bay	1.25	77	1:62	84%
	Gascoyne-Minilya	1.25	78	1:62	84%

Option Two - No Ward System / 8 Elected Members

All Elected Members able to be elected by the whole community, regardless of where the elector lives. It is possible the Shire could operate without Wards with the 7 Elected Members, plus the Shire President, elected at large. This option is consistent with the role of Councillors, which is to "represent the interests of electors, ratepayers and residents of the district." (s2.10 *Local Government Act 1995*)

By way of comparison there a number of Local Governments represented without a Ward system. However, while this option may prove the easiest to administer there is a possibility the first past the post voting system could result in elected members not being spread across the district and being concentrated in one area.

Option	Ward	No. of Elected Members	No. of Electors	Ratio EM/E	% Ratio Deviation
Two	N/A	8	3208	1:401	N/A

Option Three - 3 Wards / 7 Elected Members, plus Shire President

Merge the Gascoyne/Minilya Ward and Coral Bay Ward into one ward based on their common interest of being remote from the main administrative centre of Carnarvon. Retain the existing Town Ward and Plantation Wards and retain the number of Elected Members.

The Shire President is allocated at 0.33 to all three Wards. The Elected Member: Elector ratio for this option is 1: 401)

This option would result in more than the 10% variance in representation as preferred by the Local Government Advisory Board as both the Town Ward would be underrepresented and the Gascoyne / Minilya / Coral Bay Ward overrepresented. (See table below.)

Option	Ward	No. of Elected Members	No. of Electors	Ratio EM/E	% Ratio Deviation
Three	Town	4.33	2534	1:585	-45%
	Plantation	1.33	519	1:390	-3%
	Coral Bay/Gascoyne-Minilya	2.33	155	1:66	84%

Option Four - 3 Wards / 6 Elected Members, plus Shire President

Merge the Gascoyne/Minilya Ward and Coral Bay Ward into one ward based on their common interest of being remote from the main administrative centre of Carnarvon. Retain the existing Town Ward and Plantation Wards and reduce the number of Elected Members by one. The Shire President is allocated at 0.33 to all three Wards.

This option would result in more than the 10% variance in representation as preferred by the Local Government Advisory Board, and would in fact, increase the deviation for the Town Ward.

(See table below.)

Option	Ward	No. of Elected Members	No. of Electors	Ratio EM/E	% Ratio Deviation
Four	Town	3.33	2534	1:760	-89%
	Plantation	2.33	519	1:259	35%
	Coral Bay/Gascoyne-Minilya	2.33	155	1:66	84%

Option Five - 2 Wards / 8 Elected Members, plus Shire President

Merge the Plantation and Gascoyne / Minilya Wards into one Ward given their economic focus of primary production; and merge the Coral Bay and Town Wards into one Ward as the urban areas, to bring about a 2 ward/9 Elected Member representation.

The Shire President is allocated at 0.5 to both Wards.

While the deviation both wards is still greater than the recommended deviation, the deviation is closer to the recommended plus or minus 10%. (See table below).

Option	Ward	No. of Elected Members	No. of Electors	Ratio EM/E	% Ratio Deviation
Five	Town/Coral Bay	8.5	2611	1:307	23%
	Plantation/Gascoyne-Minilya	1.5	699	1:446	-11%

Option Six - Adjustments to Plantation and Town Ward Boundary

A submission received from a member of the public suggested moving the eastern boundary of the Plantation Ward so that all plantations are in the one ward, namely Plantation Ward. Extract from submission below.

As the levee runs down Boundary Road, the suggestion is to extend the boundary to Carnarvon Road (HMAS Sydney Memorial Road). All this area to be included into the Plantation Ward. With these changes Plantation Ward name may not fully represent all these properties and electors, as such may I suggest a ward name change to something like Outer Carnarvon Plantation Ward. Ideally, I would rather see the residents, Shire staff and councillors choose the name as, one the residents live there, two the Shire staff as with the entire Shire do the work and finally the Councillors are our elected voice.

Based on calculated estimates, this would increase the Plantation Ward by 100 electors and reduce the Town Ward by the corresponding number. (See table below)

Option	Ward	No. of Elected Members	No. of Electors	Ratio EM/E	% Ratio Deviation
Six	Town	4.25	2434 (estimated)	1:572	-42%
	Plantation Revised Boundary	1.25	619 (estimated)	1:495	-23%
	Coral Bay	1.25	77	1:62	84%
	Gascoyne-Minilya	1.25	78	1:62	84%

Community of interest

The entire Shire has a shared community of interest for many things, such as location in the Gascoyne Region and remote from the State's Capital, an interest in a sustainable and profitable tourism industry.

However, some variations as follows have been considered as important in the matter of representation and support the retention of the current ward system and representation level.

A difference between two population centres in the Shire. Carnarvon is the principal townsite for the Shire, and the Regional Centre for the Gascoyne, that accommodates a range of commercial, social and community services in support of a range of industries including agriculture, pastoral, mining fishing and tourism.

Conversely, Coral Bay being some 230kms north of Carnarvon is a town founded on tourism and underpinned by the values of the Ningaloo Reef.

Pastoralists have a unique lifestyle and belong to a defined community of interest given their remote location, massive landholdings, type of work, exposure to risks such as bushfires, which gives rise to very specific needs in relation to services (the priority being the unsealed road network).

While the Plantation Ward is in much closer proximity to the Carnarvon townsite, growers, who are the majority of residents in this Ward, enjoy a unique lifestyle and sense of community as a result of, in some cases, generations of intensive horticulture and facing adversity from floods and other factors impacting their industry and therefore their lifestyle.

The current Ward system recognises these communities of interest within the broader Shire community.

Physical and topographic features

Coral Bay is 235 kms north of Carnarvon, a distance that is considered an inhibiting factor and pertinent to providing adequate representation with the elected member residing in Coral Bay. The uniqueness of this locality orientated around significant and sensitive environmental factors, such as the Ningaloo Reef World Heritage Area and Marine Park.

Distance from the townsite is also arguably a factor for the pastoralist community, particularly as the road network is largely unsealed which adds another element to their travel and the accessibility of town.

The existing ward boundary does not capture all of the horticulture properties with some plantations located in the Pastoral Ward. One submission received suggested a realignment of the Plantation Ward boundary (See Option Six above). However, the submission suggests a realignment that would bring a large Aboriginal Community, Mungallah, into the Plantation Ward despite that community having no connection to intensive horticulture.

Economic factors

Considering the economic factors as distinct and separate does not fully recognise the inter-dependencies of the economy. A strong pastoralist and plantation sector supports the town economy. Purchases of materials in the town, whether for the tourism, pastoral, horticultural or mining sectors, grows the whole economy.

The opportunity for diversification into other complimentary business streams on pastoral leases, has seen an increase in other activities such as tourism and horticulture for example.

Ratio of Elected Members to Electors

(NB: Where an option with Wards is suggested, the Shire President position is divided equally amongst all Wards.)

In trying to achieve a ratio deviation within the acceptable range of +10% to -10% with the current Ward system, a seventh option was modelled – see table below. As demonstrated this option would require an increase in the number of Elected Members for the Town Ward from 4.25 to 7.25, giving a total of 10 Elected Members plus the Shire President. This would result in an overall increase from 8 Elected Members to 11 Elected Members.

The Local Government Reform proposal for tiered limits on the number of Elected Members, stipulates that a local government with a population of between 5,000 and 75,000 will be required to have no more than 9 Elected Members. While the Bill has not yet been introduced, it is likely this provision will be included. Therefore, Option Seven is not supported by officers.

Option	Ward	No. of Elected Members	No. of Electors	Ratio – EM/E	% Ratio Deviation
One	Town	4.25	2534	1:596	-48%
	Plantation	1.25	519	1:415	-3%
	Coral Bay	1.25	77	1:62	84%
	Gascoyne-Minilya	1.25	78	1:62	84%
Two	N/A	8	3208	1:401	N/A
Three	Town	4.33	2534	1:585	-45%
	Plantation	1.33	519	1:390	-3%
	Coral Bay/Gascoyne-Minilya	2.33	155	1:66	84%
Four	Town	3.33	2534	1:760	-75%
	Plantation	2.33	519	1:259	41%
	Coral Bay/Gascoyne-Minilya	2.33	155	1:66	83%
Five	Town/Coral Bay	8.5	2611	1:307	13%
	Plantation/Gascoyne-Minilya	1.5	699	1:446	25%
Six	Town	4.25	2434 (estimated)	1:572	-42%
	Plantation Revised Boundary	1.25	619(estimated)	1:495	-23%
	Coral Bay	1.25	77	1:62	84%
	Gascoyne-Minilya	1.25	78	1:62	84%
Seven	Town	7.25	2534	1:350	12%

	Plantation Revised Boundary	1.25	519	1:415	-3%
	Coral Bay	1.25	77	1:62	84%
	Gascoyne-Minilya	1.25	78	1:62	84%

Recommended Option/s

Option One - retain current Ward System and representation levels.

Option	Ward	No. of Elected Members	No. of Electors	Ratio – EM/E	% Ratio Deviation
One	Town	4.25	2534	1:596	-48%
	Plantation	1.25	519	1:415	-3%
	Coral Bay	1.25	77	1:62	84%
	Gascoyne-Minilya	1.25	78	1:62	84%

The current system of four wards and representation levels has served the needs of the community when considering the physical features of the district, particularly the distances that need to be travelled in the district.

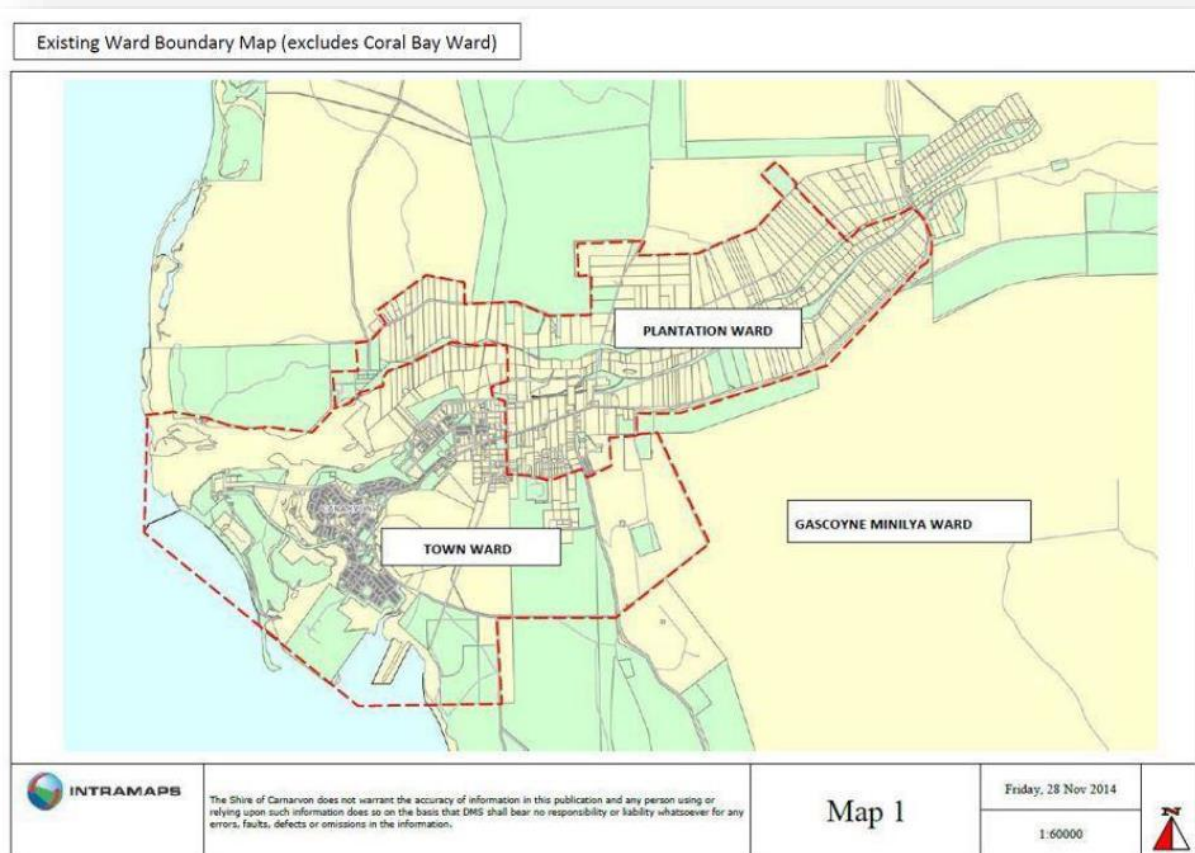
The current system also recognises, to as great an extent as possible, the communities of interest and diverse industries in the different wards.

While the deviation in Elected Member/elector ratios is well outside the recommended levels, the unique physical features and economic factors justify retaining the current system. It would also appear from the submissions received, that this option is the one most favoured by people in the Coral Bay Ward.

It has been noted by the officer, that retention of the ward system prevents electors from choosing their representatives outside their immediate Ward Elected Member; however, this seems not to have concerned residents as evidenced by the submissions received.

Appendix One – Copies of submissions received.

Submission 1.



Review of Wards and Representations – Submission

When viewing the current boundaries of wards in the Shire of Carnarvon (SHIRE OF CARNARVON REVIEW OF WARDS AND REPRESENTATION OPTIONS DISCUSSIONS PAPER July 2022) below, it appears that there may need to some adjustments to better represent the location of the properties and hence the electors.

May I suggest moving the eastern boundary of the plantation Ward so that all plantations are in the one ward, namely Plantation Ward.

As the levee runs down Boundary road may I suggest extending the boundary to Carnarvon Road or HMAS Sydney Memorial Road (whichever is the proper road name). All this area to be included into the Plantation Ward.

With these changes Plantation Ward name may not fully represent all these properties and electors, as such may I suggest a ward name change to something like Outer Carnarvon Plantation Ward. Ideally, I would rather see the residents, Shire staff and councillors choose the name as, one the residents live there, two the Shire staff as with the entire Shire do the work and finally the councillors are our elected voice.



SHIRE OF CARNARVON WARD BOUNDARIES

RESOURCE: <https://catalogue.data.wa.gov.au/dataset/ward-boundaries/resource/4dd9d515-106d-4fb57-89a5-41a09021bba>

Regarding the elected members at present when referring to SHIRE OF CARNARVON REVIEW OF WARDS AND REPRESENTATION OPTIONS DISCUSSIONS PAPER July 2022 document repeated below:

CURRENT CONTEXT

The Shire of Carnarvon currently has 4 Wards from which 7 Elected Members are elected. An eighth Elected Member, being the Shire President is elected independently by all Electors.

The electoral roll provided for in the October 2021 ordinary election shows the ward representation and electors as follows:

Ward	Suburbs	No. of Electors	No. of Elected Members	Ratio - Elected Member: Elector	% Ratio deviation from average*
Town Ward	8 Babbage Island Brockman Brown Range Carnarvon East Carnarvon Greys Plain Morgantown South Carnarvon	2534	4.25	1: 596	-48%
Plantation Ward	4 Brown Range Kingsford North Plantations South Plantations	519	1.25	1:415	-3.25%
Coral Bay Ward	1 Coral Bay	77	1.25	1:62	84%
Gascoyne/Minilya Ward	7 Inggarda Lyndon Macleod Minilya North Plantations Wooramel Yandoo Creek	78	1.25	1:62	84%
Shire President	1		Included as a percentage across all four wards		
TOTAL	20	3208	8	1:401	

Source: "Enrolment by district, region, LG, locality, postcode SA1.xlsx (live.com)"

*NB: The percentage ratio deviation shown in the table provides an indication of the percentage difference between the average Elected Member/elector ratio for the whole of the Shire (one Elected Member to 401 electors) and the Elected Member/elector ratio for each Ward.

It is expected that a local government will have similar ratios of Elected Members to electors across the wards of its district, generally falling within a deviation of plus or minus 10%. The percentage ratio deviation is calculated by subtracting the Elected Member/elector ratio for a ward from the average Elected Member/elector ratio for the whole district. The result is then divided by the average Elected Member/elector ratio for the whole district and multiplied by 100 to give a percentage. A negative result indicates that the ward is under-represented, and a positive result indicates the ward is overrepresented.

The data shown demonstrates that there is a significant imbalance in representation across the Shire with the Gascoyne/Minilya and Coral Bay Wards over-represented, and the Town and Plantation Wards under-represented.

This shows the diversity of the shire that has natural ward boundaries for land use and the electors in those areas. While this isn't conducive to the desirable plus or minus 10 per cent deviation of elected members to elector ratio, it is more importantly more desirable to the inclusiveness of the entire shire and its electors at council meetings.

The number of elected members needs now to be considered. A look at the minutes indicate that for the most part councillors vote one way or the other, for an even number of elected members this is highly commendable. However, with seven elected members representing their elected ward and the president elected by all electors in the shire there is a perception as to fairness of say in council decisions.

While it is possible to leave as is there are two other options that may be considered

First Option reduce the number elected members to seven to achieve this,

Town ward reduced to three elected members

Plantation* ward remains with one elected member

Coral Bay ward remains with one elected member

Gascoyne/Minilya ward remains with one elected member

President as elected by all eligible electors

Second Option increase the number elected members to nine to achieve this,

Town ward remains at four elected members

Plantation* ward increases to two elected members

Coral Bay ward remains with one elected member

Gascoyne/Minilya ward remains with one elected member

President as elected by all eligible electors

*Depending on the outcome of boundary and now change above

As the President elected by all elected members of the shire it is appropriate where any hung council vote the president holds the casting vote for the council decision. In doing so reduce the utterances of any perceived unfairness in decision making by council.

Submission 2:

From: [REDACTED]
Sent: Tuesday, 2 August 2022 1:58 PM
To: Shire of Carnarvon
Subject: ICOR2243658 - ADM1834 - Review of Wards

Having read your discussion paper on the review of wards and representation I would like to contribute that I feel like the only equitable way would be to **maintain the current balance.**

Issues I am concerned with regarding any potential changes are as follows;

- Coral Bay could lose any representation at all as it is unlikely to gain enough votes through other ward arrangements
- As it stands despite there being an imbalance according to a 'board' perspective there is still plenty of opportunity and a greater voice for the larger town ward with 4 voices/votes to 1 over any other ward, not to mention the Shire President.
- Maybe Coral Bay would have a bigger presence on the voting register if people were allowed to actually own and live properly in the town. As a business owner with a family I am not on the register anymore because I found I had little option to live and raise my family in any adequate living space by having to move to Exmouth.
- I'm sure the Carnarvon Shire is in a pretty unique situation in terms of having a number of remote outposts in its area extending out to 250kms away from the shire hub of operations. As such I don't think it can be set up against a normal set up rules.

[REDACTED]

Submission 3:

From: [REDACTED]
Sent: Wednesday, 17 August 2022 8:24 AM
To: Shire of Carnarvon <shire@carnarvon.wa.gov.au>
Subject: Review of Wards and Representation - Submission

Good morning,

I would like to submit my recommendation for consideration to the Shire of Carnarvon upcoming Ward Review. I believe that the current Ward structure should be retained with the current number of elected members.

I understand that Coral Bay has the least number of registered electors within the Ward, but believe Coral Bay is unique in many ways (as I am sure you agree) and have listed a few points below for your consideration when making your recommendation:

- Coral Bay consists of casual hospitality workers who are very transient in nature, therefore are not registered to vote within the Shire. This should not disadvantage the residents of Coral Bay whether they be long term residents or casual employees who are only here for the season. They should still be entitled to full representation regarding issues that are unique to Coral Bay and its residents.
- As you are unable to buy land/dwellings in Coral Bay to live/retire in this restricts the number of permanent residents. I understand the holiday home owners are eligible to enrol to vote in Council elections even though their primary address would not be Coral Bay as they are unable to permanently reside in their homes here. Along with the transient workers and huge number of tourists the number of electors listed within the Coral Bay Ward is no way near a true reflection of the number of eligible electors.
- I believe at times the population in Coral Bay swells to exceed the population of Carnarvon which has more than 8 councillors representing the Town Ward whilst Coral Bay has one.
- The unique challenges faced living in Coral Bay can only be fully appreciated if you actually live in the town making it extremely important to retain a Coral Bay based councillor who is able to fully understand these challenges.
- Given the large distance (2 ½ hours by vehicle) between Carnarvon and Coral Bay it presents challenges to a non-resident councillor to spend enough time in Coral Bay to grasp these challenges as well as being fully invested in the area such as our current and past councillors whom have been active members of the Coral Bay Progress Association and many other volunteer positions in town. The distance is too far for a

1

Carnarvon based Councillor to spend adequate amounts of time to grasp, appreciate and understand community issues.

Thank you for your time and consideration.

[REDACTED]

Submission 4:

From: [REDACTED]
Sent: Monday, 5 September 2022 4:29 PM
To: Shire of Carnarvon
Subject: ICOR2243982 - ADM1834 - Review of Wards and Representation - Submission

Submission to Shire of Carnarvon Ward Review

We remain in favour of the ward system with the current number of elected representatives.

In the discussion paper published for comment, the number of electors in each ward was used as a premise for consideration of scrapping the ward system. However, it should be noted that the electors in the town of Carnarvon Town wards, plantation ward and the Gascoyne Minilya ward have different rights to those who reside in the community of Coral Bay. Because of these differences Councillors living outside the community will never experience the transient nature that has been created.

Our Local Councillor understands the issues of living in this community and is easily contactable as he also has a business and residence in the community.

Government, both State and Local have created this difference through regulation.

Residents/ratepayers in Coral Bay must leave the community if they retire or do not have a job. You are only permitted to live in the ward if you have a job by State Government regulation. No elector, outside this ward is subject to this restriction.

Residents/ratepayers in Coral Bay must pay a higher rate than all other electors for Coral Bay Tip Maintenance. This separate charge was created by Local Government many years ago to ensure that the electors in the ward contributed to their own district and all other electors were not subsidising our community. The tip is not for the exclusive use of Coral Bay Ratepayers and it is understood that the Department of Main Roads also uses it for disposal of rubbish.

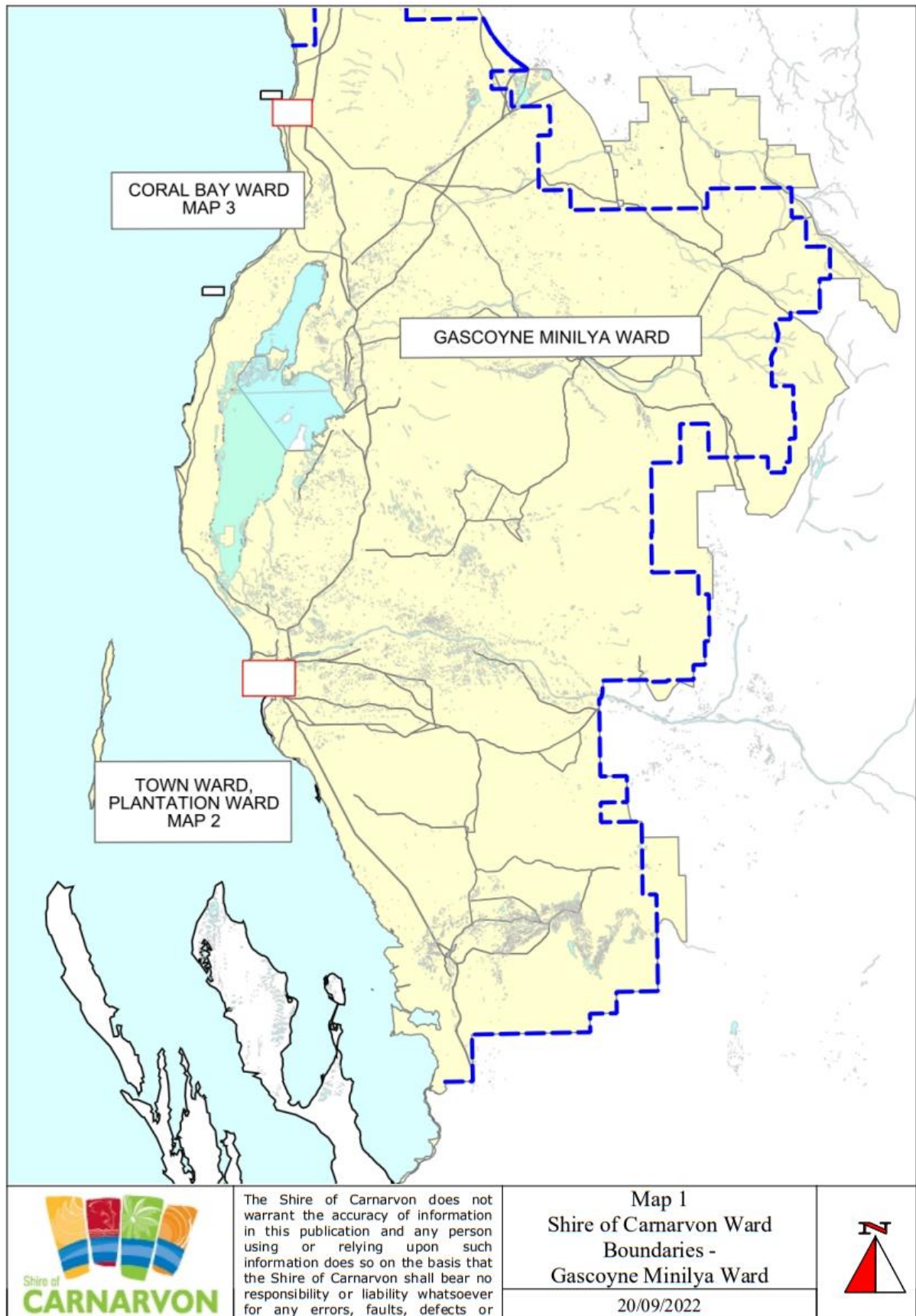
It is important that electors have ready access to facilities. Residents in the ward do not have easy access to local council facilities as it is over 240 kilometres to Carnarvon where shire offices, library, aquatic centre, civic centre are located. The only local representation is through the services of a part time ranger.

The transient nature of the workforce does not encourage potential electors to register to vote in our region. The registered electors and actual residents vary. Census information would show that generally the number of Residents/workers in Coral Bay is in the region of 250 but they do not register for voting purposes.

[REDACTED]

Appendix Two – Ward Maps:

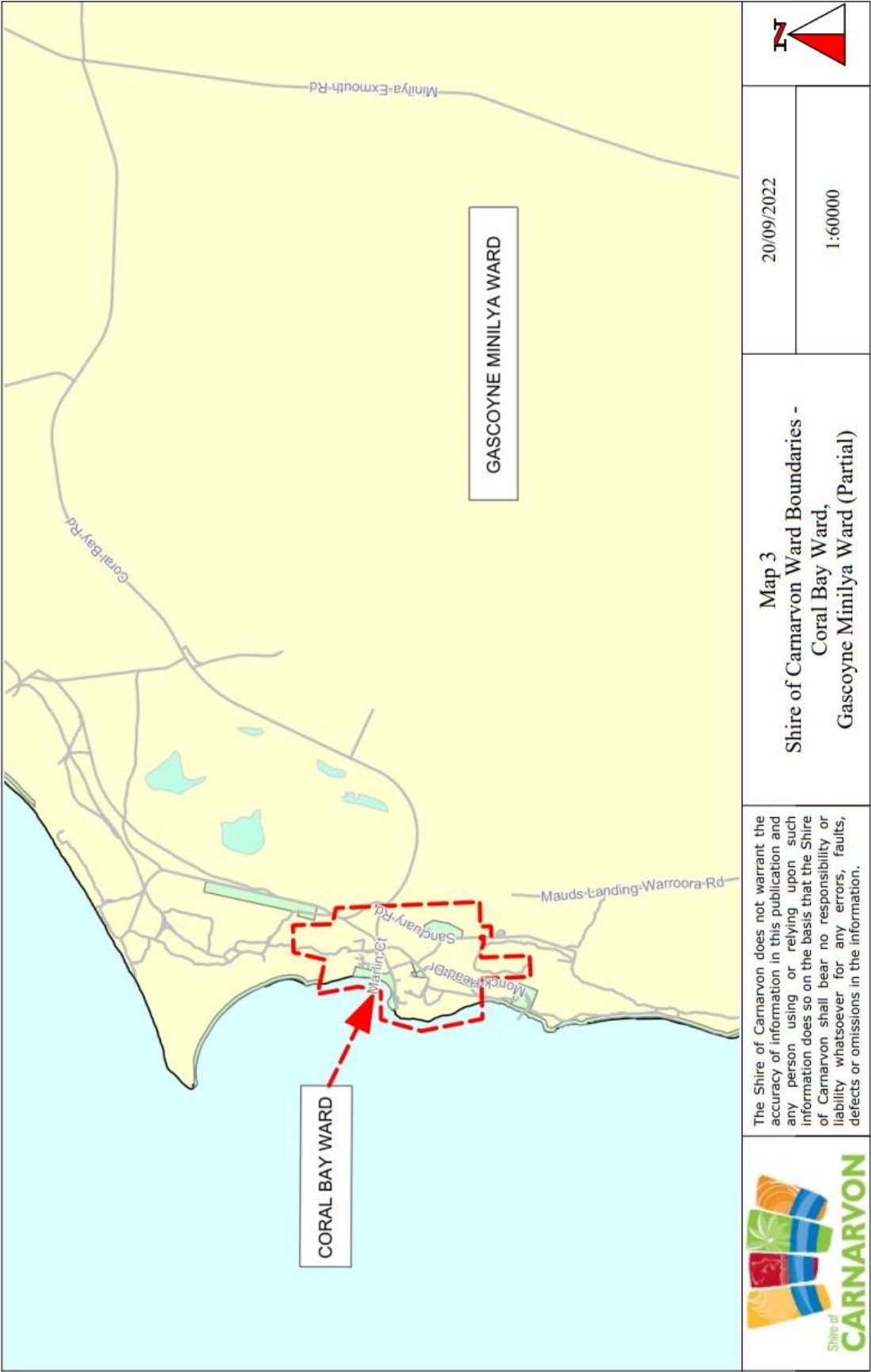
Map 1 : Gascoyne – Minilya Ward



Map 2: Town Ward and Plantation Ward



Map 3: Coral Bay Ward





SHIRE OF CARNARVON

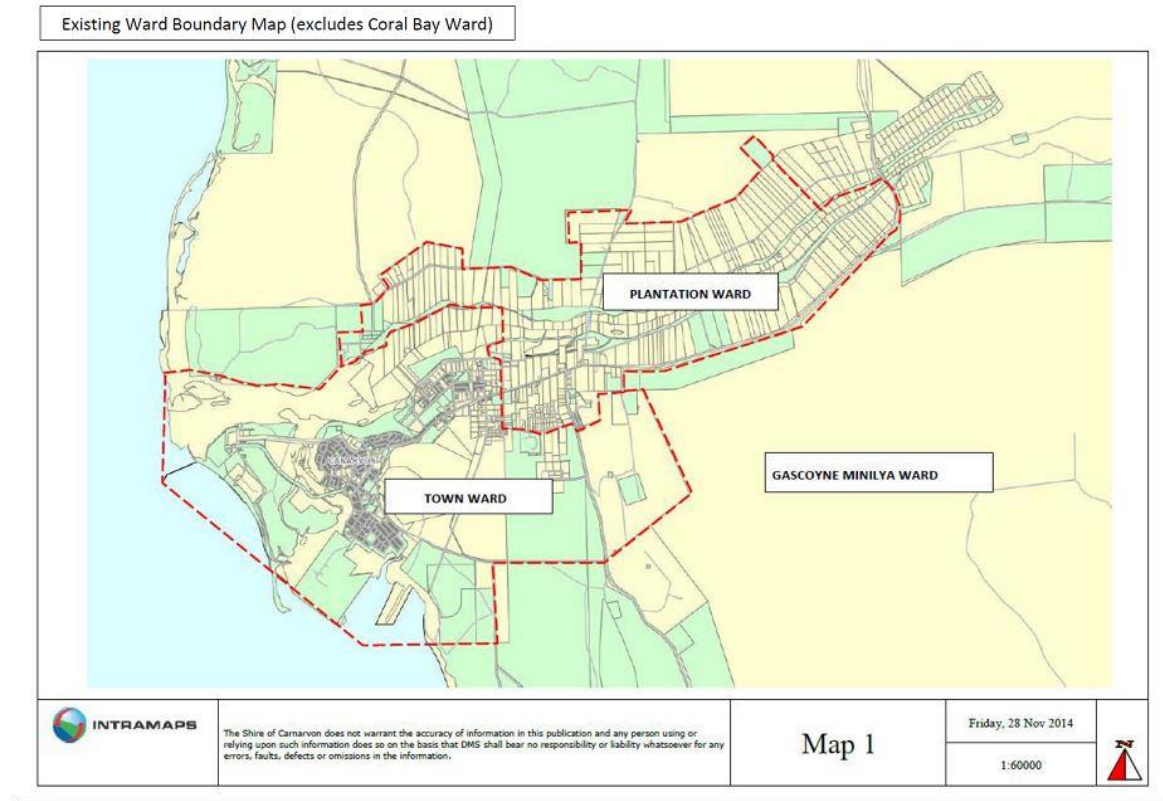
REVIEW OF WARDS AND REPRESENTATION OPTIONS DISCUSSIONS PAPER

July 2022

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In accordance with Schedule 2.2 of the *Local Government Act 1995*, the Shire of Carnarvon is reviewing its Wards and Representations. The Shire last conducted a review of Wards and Representation in December 2014.



SHIRE OF CARNARVON WARD BOUNDARIES

RESOURCE: <https://catalogue.data.wa.gov.au/dataset/ward-boundaries/resource/4d1b9d515-106d-4b57-89a1-41ad09021bba>

BACKGROUND

Local governments in Western Australia have either a ward system in place or no ward system for the representation of electors and the election of Elected Members throughout a district. A ward system (such as in place in the Shire of Carnarvon) provides for the division of the local government district into “wards” (usually a collection of suburbs) with one or more Elected Members elected from each ward.

A no ward system provides for all Elected Members to be elected by all electors throughout its district. Whether a local government has a ward system or not, the role of Elected Members is to represent all the electors and residents across the entire local government district, not just those electors within their respective ward.

REVIEW PROCESS

This review seeks feedback from the community as to whether the current ward system should remain in place, be modified, or be changed to a no ward system. In addition, the Shire is seeking comments on the current names of wards and the number of Elected Members representing each ward (assuming a ward system is retained).

The steps in the Review will be undertaken in three phases as summarised below:

Phase 1

- Development of a Discussion paper;
- The Shire resolves to undertake a review of its ward and representation;
- The Shire advertises that it is conducting a Review and seeks public submissions; and
- Public Submissions period, minimum of six weeks, during which submissions from the public are invited.

Phase 2

- Administration will assess submissions and consider options for change against the relevant factors to be considered and draft the Proposal;
- Report to Council on outcome of submissions and the Proposal;
- Council considers the Proposal and determines preferred option; and
- Preferred option submitted to the Local Government Advisory Board (the Board) via the Board Report.

Phase 3

- The Board reviews the Board Report to ensure that the Review was validly conducted and makes a recommendation to the Minister on changes (if any);
- Minister accepts or rejects the Board's recommendation;
- If the Minister accepts the Board's recommendation, the Minister will request the Governor issue a Governor's order; and
- The Shire will implement the changes in accordance with the Governor's order ahead of the next Local Government elections.

CURRENT CONTEXT

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The data shown demonstrates that there is a significant imbalance in representation across the Shire with the Gascoyne/Minilya and Coral Bay Wards over-represented, and the Town and Plantation Wards under-represented.

COMPARISONS WITH OTHER LOCAL GOVERNMENTS

Local Government	No of Wards	No of Elected Members	No of Electors	Ratio – Elected Member: Elector
East Pilbara	4	10	2,887	1:288
Broome	2	9	7,415	1:823
Ashburton	6	9	2,919	1:324
Shark Bay	2	7	493	1:70

Source: Enrolment by district, region, LG, locality, postcode SA1.xlsx (live.com)

THE WARD SYSTEM

Many local governments have a Ward system.

The advantages of a Ward system **may** include:

- Different sectors of the community can be represented ensuring a good spread of representation and interest amongst Elected Members;
- There is more opportunity for Elected Members to have a greater knowledge and interest in the issue of the Ward; and
- It may be easier for a candidate to be elected if they only need to canvass one Ward.

The disadvantages of a Ward system **may** include:

- Elected Members can become too focused on their Wards and less focused on the affairs of her Wards and the whole local government;
- An unhealthy competition for resources can develop when electors in each Ward come to expect the service and facilities provided in other Wards, whether they are appropriate or not;
- The community and Elected Members can tend to regard the local government in terms of Wards rather than as a whole community;
- Ward boundaries may appear to be placed arbitrarily and may not reflect the social interaction and communities of interest of the community; and
- Balanced representation across the local government may be difficult to achieve, particularly if a local government has highly populated urban areas and sparsely populated rural areas.

No Ward System

The advantages of a No Ward system **may** include:

- Elected Members are elected by the whole community not just a section of it. Knowledge and interest in all areas of the Council's affairs would result in broadening the views beyond the immediate concerns of those in a Ward;
- The smaller town sites and rural areas have the whole Council working for them;
- Members of the community who want to approach an Elected Member can speak to any Elected Member;

- Social networks and community of interest are often spread across a local government and Elected Members can have an overview of these;
- Elected Members can use their specialty skills and knowledge for the benefits of the whole local government;
- There is balanced representation with each Elected Member representing the whole community; and
- The election process is much simpler for the community to understand and for the Council to administer.

The disadvantages of a No Ward System *may* include:

- Electors may feel that they are not adequately represented if they do not have an affinity with any of the Elected Members;
- Elected Members living in a certain area may have a greater affinity and understanding of the issues specific to that area;
- There is potential for an interest group to dominate the Council;
- Elected members may feel overwhelmed by having to represent all electors and may not have the time or opportunity to understand and represent all the issues; and
- It may be more difficult and costly for candidates to be elected if they need to canvass the whole local government area.

When considering the Ward system, including boundaries and representation levels, the *Local Government Act 1995* specifies that the following factors must be taken into account.

- Physical and topographic features
- Demographic trends
- Economic factors
- Community of interest
- Ratio of Elected Members to electors in the various wards.

PHYSICAL AND TOPOGRAPHIC FEATURES

These may be natural or manufactured features that will vary from area to area. Water features such as rivers and catchment boundaries may be relevant considerations. Coastal plain and foothills regions, parks and reserves may also be relevant as may other man-made features such as railway lines and highways.

The Shire of Carnarvon has several dramatic physical and topographic features that define the district. The Gascoyne River and catchment area, the broad pastoral rangelands, the Shark Bay coastal environs and Ningaloo coastline and marine park as some define features together with man-made structures such as North West Coastal Highway that traverses the Shire from south to north.

Other features include the vast distances within the district, particularly relevant for Coral Bay residents and residents on pastoral stations.

These features could be a consideration in determining Wards and Representation.



Rocky Pool, Gascoyne River, Carnarvon

DEMOGRAPHIC TRENDS

There are several measurements of the characteristics of human populations, such as population size, and its distribution by age, sex, occupation and location that provide important demographic information. Current and projected population characteristics will be relevant as well as similarities and differences between areas within the local government area.

In the Shire of Carnarvon, the resident population (ERP) was 5,251 in August 2021 according to the Australian Bureau of Statistics (ABS). **Table 1** below summarises the inter-census estimated permanent resident population change between 1996 and 2013.

Table 1: Estimated Resident Population 2001-2021

	2001	2006	2013	2016	2021
Shire of Carnarvon (estimated resident population)	6,751	6,051	6,139	5,528	5,251

Source: 2021 Carnarvon, Census All persons QuickStats | Australian Bureau of Statistics (abs.gov.au)

In 2021, 52% of residents in the Shire were male and 48% female compared to the figures for Australia of 49.3% male and 50.7% female. There were 1,151 families in the Shire in 2021 and there was an average of 1.8 children per family, while the average household size was 2.3 persons.

The 2021 Census indicated that 16.3% of Shire residents were indigenous persons, compared with 3.2% in Australia.



The median age in the Shire was 40 in 2021 compared to 38 in Western Australia and 38 in Australia. **Table 2** below indicates a relatively significant increase in the median age from 35 in 2006 to 40 in 2021, indicating an ageing population.

Table 2: Shire of Carnarvon Median Age 2006-2011

2006	2011	2021
35	38	40

Source: ABS Census data

Table 3 indicates the age distribution of the 2021 resident population across six age groups and compares the town and the Shire with Western Australia and Australia. The data demonstrates that the population of the Shire has higher proportions of children aged under 4 in relation to Australia, and a much lower proportion of youth aged 5-19. The Shire has a higher proportion of persons aged 50-64 compared to Western Australia and Australia.

Table 3: Age Distribution, 2021

	Medium Age	Age group					
		0-4	5-19	20-29	30-49	50-64	65+
Carnarvon	40	6.7%	16.5%	12.6%	25.1%	22%	16.2%
Western Australia	38	6.1%	18.6%	12.5%	28.2%	18.3%	16.1%
Australia	38	5.8%	18.2%	13.1%	27.4%	18.1%	17.2%

Source: ABS, 2021 Census Data

ECONOMIC FACTORS

Economic factors can be broadly interpreted to include any factor that reflects the character of economic activities and resources in the District. This may include the industries that occur in a local government area (or the release of land for these) and the distribution of community assets and infrastructure such as road networks.

Broadly, the Shire economy is under pinned by service provision, tourism, mining, fishing, retail, horticulture, and pastoralism.

From a regional perspective tourism is a significant contributor with potential for growth, as is mining and the newly emerging green energy sector.

Fishing (predominantly prawns, but also scallops, fin fish, crabs and lobsters) is also another industry of value to the Shire.

The horticultural industry which currently serves the Perth market, carries a crop value in excess \$104m annually. This industry has recently expanded with the Food Bowl Initiative.

The Pastoral industry with improved access to global markets and reduced Australian dollar as well as increased opportunity for diversification to incorporate other uses, such as horticulture and tourism, remains an important part of the local economy.



Gascoyne Food Festival, Carnarvon

Table 4 below indicates that the largest industry in the Shire is health care and social assistance, followed by retail trade, then public administration and safety.

AUSTRALIAN BUREAU OF STATISTICS 2016 Census of Population and Housing
G53 INDUSTRY OF EMPLOYMENT BY OCCUPATION
Count of employed persons aged 15 years and over

	<i>Total</i>
Agriculture, Forestry and Fishing	148
Mining	94
Manufacturing	36
Electricity, Gas, Water and Waste Services	33
Construction	130
Wholesale Trade	21
Retail Trade	192
Accommodation and Food Services	130
Transport, Postal and Warehousing	100
Information Media and Telecommunications	4
Financial and Insurance Services	13
Rental, Hiring and Real Estate Services	25
Professional, Scientific and Technical Services	32
Administrative and Support Services	70
Public Administration and Safety	186
Education and Training	170
Health Care and Social Assistance	197
Arts and Recreation Services	19
Other Services	49
Inadequately described/Not stated	61
Total	1,724

This table is based on place of usual residence.

Please note that there are small random adjustments made to all cell values to protect the confidentiality of data. These adjustments may cause the sum of rows or columns to differ by small amounts from table totals.

Table Four: Industry Of Employment By Occupation 2016; Source:

<https://www.abs.gov.au/census/find-census-data/community-profiles/2016/UCL515006>

COMMUNITY OF INTEREST

The term community of interest has several elements. These include a sense of community, identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities. It can also include dependence on the shared facilities in an area as reflected in catchment areas of local schools and sporting teams, or the circulation areas of local newspapers.

Neighbourhoods, suburbs and towns are important units in the physical, historical and social infrastructure and often generate a feeling of community and belonging.

Considering these elements, it is clear the entire Shire has a shared community of interest for many things, but there are some variations.

In this context there is some distinct difference between two population centres in the Shire as Carnarvon is the principal townsite for the Shire, and the Regional Centre for the Gascoyne, that accommodates a range of commercial, social and community services in support of a range of industries including agriculture, pastoral, mining fishing and tourism.

Conversely, Coral Bay being some 230kms north of Carnarvon is a Settlement founded on tourism and underpinned by the values of the Ningaloo Reef.



Five Fingers, Coral Bay

RATIO OF ELECTED MEMBERS TO ELECTORS

The ideal number of Elected Members for a local government is determined independently by each local government. There is a diverse range of Elected Member / elector ratios across Western Australia, reflecting the sparsely populated remote areas and the highly populated urban areas. The structure of the Council's operations will provide some input into the number of Elected Members needed to service the local government.

It is expected that each local government will have similar ratios of Elected Members to electors across the Wards of its district. The Local Government Advisory Board considers this to be one of the most relevant determining factors.

The Board expects a balanced representation ration per Ward of plus or minus 10% of the Elected Member/elector ratio across the whole of the Shire. However, an Elected Member to elector deviation of greater than plus or minus 10% will be considered by the Board if the local government can provide adequate and appropriate justification for such circumstances.

The advantages of reducing the number of Elected Members *may* include the following:

- The decision-making process may be more effective and efficient if the number of Elected Members is reduced. It is timelier to ascertain the views of a fewer number of people and decision-making may be easier. There is also more scope for team spirit and cooperation amongst a smaller number of people.
- The cost of maintaining Elected Members is likely to be reduced.
- The increase in the ratio of Elected Members to electors is unlikely to be significant.
- Consultation with the community can be achieved through a variety of means in addition to individuals and groups contacting their local Elected Member.

- A reduction in the number of Elected Members may result in an increased commitment from those elected reflected in greater interest and participation in Council's affairs.
- Fewer Elected Members are more readily identifiable to the community.
- Fewer positions on Council may lead to greater interest in elections with contested elections and those elected obtaining a greater level of support from the community.
- There is a state-wide trend for reductions in the number of Elected Members and many local governments have found that fewer Elected Members works well.
The disadvantages of reducing the number of Elected Members **may** include the following:
- A smaller number of Elected Members may result in an increased workload and may lessen effectiveness.
- A demanding role may discourage others from nominating for Council.
- There is the potential for dominance in Council by a particular interest group.
- A reduction in the number of Elected Members may limit the diversity of interests around the Council table.
- Opportunities for community participation in Council's affairs may be reduced if there are fewer Elected Members for the community to contact.
- An increase in the ratio of Elected Members to electors may place too many demands on Elected Members.
- A change (increase or decrease) in Elected Member numbers may be options that are put forward by members of the public as part of the public feedback period and will therefore be considered as part of the review process.

OPTIONS FOR DISCUSSION

As part of this Discussion Paper, the Shire has developed the following options only to aid in discussion and for consideration. At this stage, **the Shire is not promoting any particular option, and the community may suggest alternative options for consideration.**

No.	Option	Detail
One	Retain Ward System and number of Elected Members	No change. This option would retain the current Ward structure, which is non-compliant with the 10% variance in representation as preferred by the Local Government Advisory Board:
Two	No Ward System / 8 Elected Members	All Elected Members able to be elected by the whole community, regardless of where the elector lives. It is possible the Shire could operate without Wards with the 7 Elected Members, plus the Shire President, elected at large. By way of comparison there a number of Local Governments represented without a Ward system. However, while this option may prove the easiest to administer there is a possibility the first past the post voting system could result in elected members not being spread across the district and being concentrated in one area.
Three	3 Wards / 7 Elected Members, plus Shire President. The Shire President is allocated at 0.33 to all three Wards. (The Elected Member: Elector ratio for this option is 1: 401)	Merge the Gascoyne/Minilya Ward and Coral Bay Ward into one ward based on their common interest of being remote from the main administrative centre of Carnarvon. Retain the existing Town Ward and Plantation

	<p>Town Ward: No. Elected Members: 4.33 No. Electors: 2534 Ratio - Elected Member: Elector: 1:585 % Ratio Deviation: -45%</p> <p>Plantation Ward: No. Elected Members: 1.33 No. Electors: 519 Ratio - Elected Member: Elector: 1:390 % Ratio Deviation: - 3%</p> <p>Coral Bay / Gascoyne Minilya Ward: No. Elected Members: 2.33 No. Electors: 155 Ratio - Elected Member: Elector: 1:66 % Ratio Deviation: 83%</p>	<p>Wards and retain the number of Elected Members.</p> <p>This option is non-compliant with the 10% variance in representation as preferred by the Local Government Advisory Board as both the Town Ward would be underrepresented and the Gascoyne / Minilya / Coral Bay Ward overrepresented.</p>
Four	<p>3 Wards / 6 Elected Members, plus Shire President. The Shire President is allocated at 0.33 to all three Wards. (The Elected Member: Elector ratio for this option is 1:458)</p> <p>Town Ward: No. Elected Members: 3.33 No. Electors: 2534 Ratio - Elected Member: Elector: 1:760 % Ratio Deviation: - 66%</p> <p>Plantation Ward: No. Elected Members: 2.33 No. Electors: 519 Ratio - Elected Member: Elector: 1:259 % Ratio Deviation: 48%</p> <p>Coral Bay / Gascoyne Minilya Ward: No. Elected Members: 2.33 No. Electors: 155 Ratio - Elected Member: Elector: 66 % Ratio Deviation: 85%</p>	<p>Merge the Gascoyne/Minilya Ward and Coral Bay Ward into one ward based on their common interest of being remote from the main administrative centre of Carnarvon. Retain the existing Town Ward and Plantation Wards and reduce the number of Elected Members by one. This option is non-compliant with the 10% variance in representation as preferred by the Local Government Advisory Board, and in fact increases the deviation for the Town Ward.</p> <p>See above for potential advantages and disadvantages of increasing the numbers of Elected Members.</p>
Five	<p>2 Wards / 8 Elected Members, plus Shire President. The Shire President is allocated at 0.5 to both Wards. (The Elected Member: Elector ratio for this option is 1:356)</p> <p>Town / Coral Bay Ward:</p>	<p>Merge the Plantation and Gascoyne / Minilya Wards into one Ward given their economic focus of primary production; and merge the Coral Bay and Town Wards into one Ward as the urban areas, to bring about a 2 ward/9 Elected Member representation.</p>

	No. Elected Members: 8.5 No. Electors: 2611 Ratio - Elected Member: Elector: 1:307 % Ratio Deviation: - 13% Plantation / Gascoyne Minilya Ward: No. Elected Members : 1.5 No. Electors: 699 Ratio - Elected Member: Elector: 1: 446 % Ratio Deviation: -25%	While the deviation both wards is still greater than the recommended deviation, the deviation is closer to the recommended plus or minus 10%. See above for potential advantages and disadvantages of increasing the numbers of Elected Members.
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Any number of other options could be explored and this paper invites members of the public to consider options, how the option would reflect in terms of Elected Member: Elector ratios and the standard deviation. Written submissions are strongly encouraged to ensure that Council is provided with robust information on the views of the Community when considering this important matter and making their recommendation to the Department and to the Minister.

Details on how to make a submission are as follows.

Submissions can be made via:

- Post: PO Box 459, Carnarvon WA 6701
- Email: shire@carnarvon.wa.gov.au
- In person: 3 Francis Street, Carnarvon WA 6701

Submissions must be received no later than 12noon (WST) on Wednesday, 31 August 2022 and must be clearly marked ***Review of Wards and Representation – Submission***.

Public information sessions will be held in Carnarvon and Coral Bay as follows:

- Carnarvon, Council Chambers, Stuart Street on Thursday 11 August 2022, at 5.00pm
- Coral Bay, Venue TBC, Monday 1 August 2022, at 5.00pm

Both sessions will be live streamed via the Shire of Carnarvon Facebook page to allow for virtual participation. Please contact the Shire via shire@carnarvon.wa.gov.au for more information about accessing the live stream.

For more information, please contact the Shire Chief Executive Officer, Andrea Selvey via email (selvey.a@carnarvon.wa.gov.au) or phone 08 9941 0050.

ITEM	OUTCOMES AND STRATEGIES
5.1	A well engaged and informed community and a high standard of customer service
5.1.1	Community members have access to information on their community through a range of different media
5.2	The Shire has a high standard of governance and accountability

Comment:

As mentioned, a copy of the previous Freedom of Information Statement is attached to this report for the Council's information and consideration. In reviewing the document at an officer level there are no apparent changes required to the existing statement.

OFFICER'S RECOMMENDATION

That Council, by Simple Majority, pursuant to S.3.18 of the Local Government Act 1995 and in accordance with Section 96 of the Freedom of Information Act, 1992 endorse the Shire of Carnarvon Freedom of Information Statement of as presented in Schedule 7.1.3.

FC 5/7/22

COUNCIL RESOLUTION & OFFICER'S RECOMMENDATION

Cr Fullarton/Cr Vandeleur

That Council, by Simple Majority, pursuant to S.3.18 of the Local Government Act 1995 and in accordance with Section 96 of the Freedom of Information Act, 1992 endorse the Shire of Carnarvon Freedom of Information Statement of as presented in Schedule 7.1.3.

CARRIED
F7/A0

7.1.4 SHIRE OF CARNARVON REVIEW OF WARDS AND REPRESENTATION JULY 2022

File No:	ADM0186
Date of Meeting:	26 July 2022
Location/Address:	N/A
Name of Applicant:	The Shire of Carnarvon
Name of Owner:	N/A
Author/s:	A. Selvey, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Schedules:	Shire of Carnarvon Review of Wards and Representation Options Discussion Paper, July 2022

Authority / Discretion

	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
X	Executive	The substantial direction setting and oversight role of the Council. E.g., adopting plans and reports, accepting tenders, directing operations, setting, and amending budgets.
	Legislative	Includes adopting local laws, town planning schemes and policies.

	Quasi-Judicial	When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.
	Information	Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).

Summary of Item:

The purpose of this agenda item is to formally present information for Council to consider commencing a review of wards and representation, as required by the *Local Government Act 1995*.

Background:

Local governments that have a ward system, such as the Shire of Carnarvon, are required to review their ward boundaries and representation every so often to ensure that not more than eight years elapse between successive reviews. The last such review at the Shire of Carnarvon was conducted in 2014; therefore, a review is now required.

For Council's information and interest, in 2015, Council resolved (through failure to achieve an absolute majority vote) to not support the officer recommendation for an amendment to the ward system and default to retaining the existing wards and representation structure (of four wards and seven councillors).

The purpose of a review is to assess the current structure and arrangements and to evaluate a range of options to find a system of wards and representation that best suits the characteristics of the district and its people. Any of the following may be considered:

- Creating new wards in a district already divided into wards
- Changing the boundaries of a ward
- Abolishing any or all of the wards into which a district is divided
- Changing the name of a district or a ward
- Changing the number of offices of councillor on a council
- Specifying or changing the number of offices of councillor for a ward.

The steps in the review process are summarised below:

- Council resolves to undertake the review
- Public submission period opens (minimum 6 weeks) and information provided to the community for discussion
- Public submission period closes
- Council considers all submissions, relevant assessment factors and makes a decision
- Council submits a report (including Proposal) to the Local Government Advisory Board (the board) for its consideration
- If the proposal is for a change, the board submits a recommendation to the Minister for Local Government, who will either accept or reject the recommendation.

The Review will be undertaken in three phases:

Phase 1

- The Shire resolves to undertake a review of its ward and representation.
- Development of a discussion paper.
- The Shire advertises that it is conducting a review and seeks public submissions.

Phase 2

- Administration will assess the submissions and consider options for change against the relevant factors to be considered and draft the proposal.
- Report to council on outcome of submissions and the proposal.
- Council adopts the proposal.

- Preferred option submitted to the board via the board report.

Phase 3

- The board reviews the board report to ensure that the review was validly conducted and makes a recommendation to the Minister on changes (if any).
- Minister accepts or rejects the board's recommendation.
- If the Minister accepts the board's recommendation, the Minister will request the Governor issue a Governor's order.
- The Shire will implement the changes in accordance with the Governor's order.

Reviews usually happen prior to the bi-annual local government elections, so that any approved changes can be implemented in time for the elections. It is important to therefore submit our completed ward and representation review to the Board by no later than 31 January in a local government election year to allow all administrative and legislative requirements to occur before the proposed changes can be finalised and implemented.

It should be noted that Local governments may undertake reviews on a more frequent basis if they are experiencing significant changes to their population.

Stakeholder and Public Consultation:

The local government must give public notice advising that a review is to be carried out and that submissions may be made to the local government. The purpose of the public notice is to inform the community that the council intends to conduct a review – it should not try to advocate a particular option.

The submission period is to be not less than six weeks.

The local government is to invite submissions from the public.

In addition to giving public notice, the Shire may undertake other initiatives to promote community discussion including public and/or ward meetings, website and media articles and interviews, and distributing information to all households. It is proposed to hold public information sessions in Carnarvon and in Coral Bay and to live stream both sessions to allow digital participation.

A discussion or information paper should be developed to explain some of the various options and the factors that need to be considered, i.e.,

- Community of interest
- Physical and topographical features
- Demographic trends
- Economic factors
- The ratio of councillors to electors in the various wards.

Statutory Environment:

Schedule 2.2 of the *Local Government Act 1995*.

Relevant Plans and Policy:

N/A

Financial Implications:

There will be minor administrative costs involved in advertising which can be met from existing budget. Should the review result in changes to elected member numbers, there will be a corresponding impact on the budget for elected members.

Risk Assessment:

STEP 3 – Risk Tolerance Chart Used to Determine Risk

Consequence		Significant 1	Minor 2	Major 3	Critical 4	Extreme 5
Likelihood						
Almost certain	A	High	High	Extreme	Extreme	Extreme
Likely	B	Moderate	High	High	Extreme	Extreme
Possible	C	Low	Moderate	High	Extreme	Extreme
Unlikely	D	Low	Low	Moderate	High	Extreme
Rare	E	Low	Low	Moderate	High	High

Risk Category	Description	Rating (Consequence x likelihood)	Mitigating Action/s
Financial	N/A		
Health & Safety	N/A		
Reputation	Community members feel that they do not have a voice in this important matter.	Moderate	Ensure public notices, media releases and the public information sessions communicate clearly that community submissions are welcomed and will be considered by Council and the Local Government Advisory Board.
Service disruption	N/A		
Compliance	The review is not completed in time or to the required standard.	Low	This item mitigates the risk by commencing the review within a reasonable timeframe for completion and in strict accordance with the legislation.
Property	N/A		
Environment	N/A		
Fraud	N/A		

Community & Strategic Objectives:

The proposal accords with the following Shire desired outcomes as expressed in the *Community Strategic Plan 2018-2028*:

Goal 5: Civic

Strong and listening Council.

ITEM	OUTCOMES AND STRATEGIES
5.2	The Shire has a high standard of governance and accountability
5.2.6	Compliance with the Local Government Act 1995 and all other relevant legislation and regulations

Comment:

In considering Wards and Elected Member representation, options must be assessed against the following five factors in terms of the whole district (rather than just individual wards):

- Community of interest
- Physical and topographical features
- Demographic trends
- Economic factors

- The ratio of councillors to electors in the various wards.

The ratio of elected members to electors is considered particularly important to the Board, with an expectation that local governments should have similar ratios of elected members to electors in all wards, within a ratio deviation of plus or minus 10%. Therefore, the Board may be reluctant to recommend (to the Minister) changes to ward boundaries and representation that result in ward councillor/elector ratios that are greater than plus or minus 10% unless exceptional circumstances apply.

However, during the review, it may emerge that our community believes that representation that results in a ratio deviation greater than plus or minus 10% is important to achieve good representation, for example due to physical features or communities of interest.

The current context shows that the ratio deviation for the Shire of Carnarvon elected member : elector ratio is in excess of the Board's expectation.

Ward	Suburbs	No. of Electors	No. of Elected Members (NB: The Shire President is equally split across all four wards.)	Ratio - Elected Member: Elector	% Ratio deviation from average*
Town Ward	8	2534	4.25	1: 596	-48%
Plantation Ward	4	519	1.25	1:415	-3.25%
Coral Bay Ward	1	77	1.25	1:62	84%
Gascoyne/Minilya Ward	7	78	1.25	1:62	84%
Shire President	1		Included as a percentage (.25) across all four wards		
TOTAL	20	3208	8	1:401	

The draft Options Discussion Paper, see attached, considers five options for community interest and to encourage further ideas and options.

OFFICER'S RECOMMENDATION

That Council, by Simple Majority, pursuant to Schedule 2.2 Local Government Act 1995, resolves to:

- a. Commence the process for the Shire of Carnarvon Review of Wards and Representation;*
- b. Give public notice of its intention to carry out a Review of Wards and Representation via:*
 - i. The Midwest Times throughout the month of August;*
 - ii. The Shire of Carnarvon social media platforms;*
 - iii. The Shire Newsletter; and*
 - iv. Media Releases to relevant Media outlets (e.g., the ABC, Midwest Times); and*
- c. Invite public submissions prior to 12noon Wednesday 31 August 2022 on the "Shire of Carnarvon Review of Wards and Representation Options Discussion Paper, July 2022" as presented at Schedule*

7.1.4.

FC 6/7/22

COUNCIL RESOLUTION & OFFICER'S RECOMMENDATION

Cr Fullarton/Cr Vandeleur

That Council, by Simple Majority, pursuant to Schedule 2.2 Local Government Act 1995, resolves to:

- a. Commence the process for the Shire of Carnarvon Review of Wards and Representation;*
- b. Give public notice of its intention to carry out a Review of Wards and Representation via:*
 - i. The Midwest Times throughout the month of August;*
 - ii. The Shire of Carnarvon social media platforms;*
 - iii. The Shire Newsletter; and*
 - iv. Media Releases to relevant Media outlets (e.g., the ABC, Midwest Times); and*
- c. Invite public submissions prior to 12noon Wednesday 31 August 2022 on the "Shire of Carnarvon Review of Wards and Representation Options Discussion Paper, July 2022" as presented at Schedule 7.1.4.*

CARRIED

F7/A0

7.1.5

STRATEGIC COMMUNITY PLAN

File No:	ADM0158
Date of Meeting:	26 July 2022
Location/Address:	N/A
Name of Applicant:	Shire of Carnarvon
Name of Owner:	Shire of Carnarvon
Author/s:	Amanda Leighton, Manager People, Culture & Systems
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Schedules:	Draft Strategic Community Plan Community Jury Strategic Community Plan Recommendations and Report.

****The Chief Executive Officer advised that this item has been withdrawn and will be resubmitted to Council at the August Council Meeting. Council received a submission on the Plan which requires further evaluation.**

7.1.6

ORGANISATIONAL RESTRUCTURE 6 MONTH REVIEW

File No:	ADM0172
Date of Meeting:	26/07/2022
Location/Address:	N/A
Name of Applicant:	Shire of Carnarvon

Review of Wards and Representations – Submission

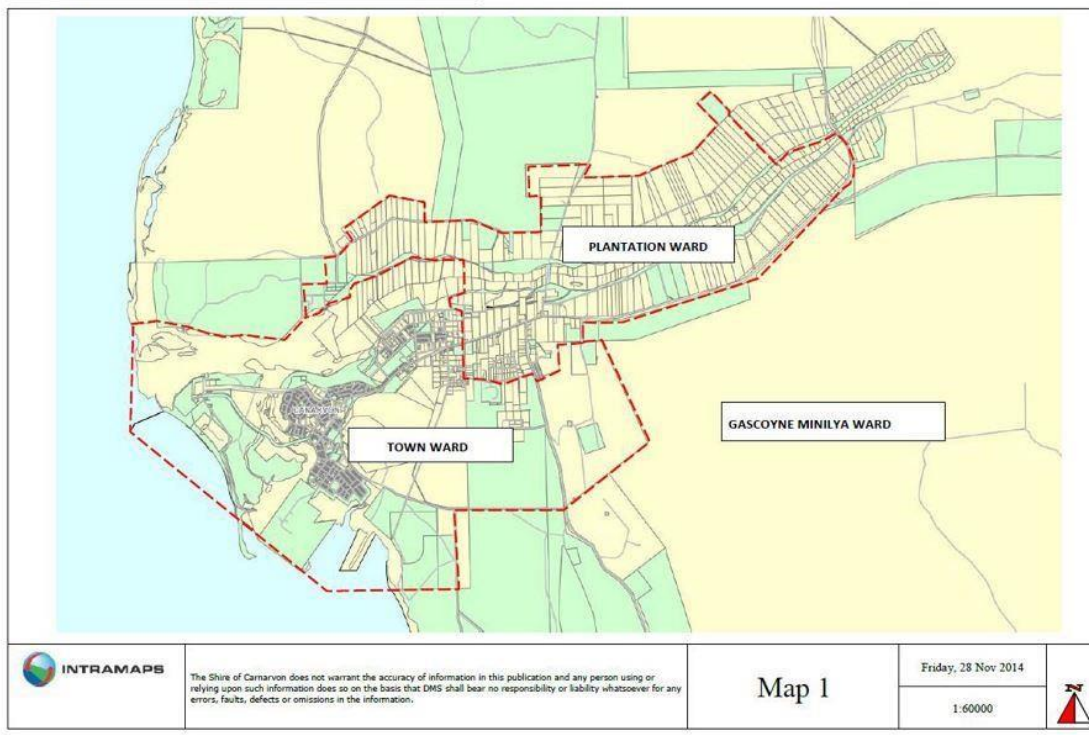
When viewing the current boundaries of wards in the Shire of Carnarvon (SHIRE OF CARNARVON REVIEW OF WARDS AND REPRESENTATION OPTIONS DISCUSSIONS PAPER July 2022) below, it appears that there may need to some adjustments to better represent the location of the properties and hence the electors.

May I suggest moving the eastern boundary of the plantation Ward so that all plantations are in the one ward, namely Plantation Ward.

As the levee runs down Boundary road may I suggest extending the boundary to Carnarvon Road or HMAS Sydney Memorial Road (whichever is the proper road name). All this area to be included into the Plantation Ward.

With these changes Plantation Ward name may not fully represent all these properties and electors, as such may I suggest a ward name change to something like Outer Carnarvon Plantation Ward. Ideally, I would rather see the residents, Shire staff and councillors choose the name as, one the residents live there, two the Shire staff as with the entire Shire do the work and finally the councillors are our elected voice.

Existing Ward Boundary Map (excludes Coral Bay Ward)



SHIRE OF CARNARVON WARD BOUNDARIES

RESOURCE: <https://catalogue.data.wa.gov.au/dataset/ward-boundaries/resource/4db9d515-106d-4b57-89a1-41ad09021bba>

Regarding the elected members at present when referring to SHIRE OF CARNARVON REVIEW OF WARDS AND REPRESENTATION OPTIONS DISCUSSIONS PAPER July 2022 document repeated below:

CURRENT CONTEXT

The Shire of Carnarvon currently has 4 Wards from which 7 Elected Members are elected. An eighth Elected Member, being the Shire President is elected independently by all Electors.

The electoral roll provided for in the October 2021 ordinary election shows the ward representation and electors as follows:

Ward	Suburbs	No. of Electors	No. of Elected Members	Ratio Elected Member: Elector	% Ratio deviation from average*
Town Ward	8 Babbage Island Brockman Brown Range Carnarvon East Carnarvon Greys Plain Morgantown South Carnarvon	2534	4.25	1: 596	-48%
Plantation Ward	4 Brown Range Kingsford North Plantations South Plantations	519	1.25	1:415	-3.25%
Coral Bay Ward	1 Coral Bay	77	1.25	1:62	84%
Gascoyne/Minilya Ward	7 Inggarda Lyndon Macleod Minilya North Plantations Wooramel Yandoo Creek	78	1.25	1:62	84%
Shire President	1		Included as a percentage across all four wards		
TOTAL	20	3208	8	1:401	

Source: "Enrolment by district, region, LG, locality, postcode SA1.xlsx (live.com)"

*NB: The percentage ratio deviation shown in the table provides an indication of the percentage difference between the average Elected Member/elector ratio for the whole of the Shire (one Elected Member to 401 electors) and the Elected Member/elector ratio for each Ward.

It is expected that a local government will have similar ratios of Elected Members to electors across the wards of its district, generally falling within a deviation of plus or minus 10%. The percentage ratio deviation is calculated by subtracting the Elected Member/elector ratio for a ward from the average Elected Member/elector ratio for the whole district. The result is then divided by the average Elected Member/elector ratio for the whole district and multiplied by 100 to give a percentage. A negative result indicates that the ward is under-represented, and a positive result indicates the ward is overrepresented.

The data shown demonstrates that there is a significant imbalance in representation across the Shire with the Gascoyne/Minilya and Coral Bay Wards over-represented, and the Town and Plantation Wards under-represented.

This shows the diversity of the shire that has natural ward boundaries for land use and the electors in those areas. While this isn't conducive to the desirable plus or minus 10 per cent deviation of elected members to elector ratio, it is more importantly more desirable to the inclusiveness of the entire shire and its electors at council meetings.

The number of elected members needs now to be considered. A look at the minutes indicate that for the most part councillors vote one way or the other, for an even number of elected members this is highly commendable. However, with seven elected members representing their elected ward and the president elected by all electors in the shire there is a perception as to fairness of say in council decisions.

While it is possible to leave as is there are two other options that may be considered

First Option reduce the number elected members to seven to achieve this,

Town ward reduced to three elected members

Plantation* ward remains with one elected member

Coral Bay ward remains with one elected member

Gascoyne/Minilya ward remains with one elected member

President as elected by all eligible electors

Second Option increase the number elected members to nine to achieve this,

Town ward remains at four elected members

Plantation* ward increases to two elected members

Coral Bay ward remains with one elected member

Gascoyne/Minilya ward remains with one elected member

President as elected by all eligible electors

*Depending on the outcome of boundary and now change above

As the President elected by all elected members of the shire it is appropriate where any hung council vote the president holds the casting vote for the council decision. In doing so reduce the utterances of any perceived unfairness in decision making by council.

From: [REDACTED]
Sent: Tuesday, 2 August 2022 1:58 PM
To: Shire of Carnarvon
Subject: ICOR2243658 - ADM1834 - Review of Wards

Having read your discussion paper on the review of wards and representation I would like to contribute that I feel like the only equitable way would be to **maintain the current balance**.

Issues I am concerned with regarding any potential changes are as follows;

- Coral Bay could lose any representation at all as it is unlikely to gain enough votes through other ward arrangements
- As it stands despite there being an imbalance according to a 'board' perspective there is still plenty of opportunity and a greater voice for the larger town ward with 4 voices/votes to 1 over any other ward, not to mention the Shire President.
- Maybe Coral Bay would have a bigger presence on the voting register if people were allowed to actually own and live properly in the town. As a business owner with a family I am not on the register anymore because I found I had little option to live and raise my family in any adequate living space by having to move to Exmouth.
- I'm sure the Carnarvon Shire is in a pretty unique situation in terms of having a number of remote outposts in its area extending out to 250kms away from the shire hub of operations. As such I don't think it can be set up against a normal set up rules.

Renee Williamson

From: Andrea Selvey
Sent: Wednesday, 17 August 2022 11:36 AM
To: [REDACTED]
Cc: Dannielle Hill; Caroline Ballard
Subject: OSUB2225793 - ADM1834 - FW: Review of Wards and Representation - Submission

Dear [REDACTED]

Thank you for your submission to the Shire of Carnarvon Ward and Representation Review.

I will review all submissions and provide a report and recommendation to Council at the September Ordinary Meeting of Council.

Thank you again for your interest and for taking the time to make a submission.

Kind regards, Andrea

From: Caroline Ballard <ballard.c@carnarvon.wa.gov.au>
Sent: Wednesday, 17 August 2022 9:00 AM
To: Andrea Selvey <selvey.a@carnarvon.wa.gov.au>
Subject: FW: Review of Wards and Representation - Submission

From: [REDACTED]
Sent: Wednesday, 17 August 2022 8:24 AM
To: Shire of Carnarvon <shire@carnarvon.wa.gov.au>
Subject: Review of Wards and Representation - Submission

Good morning,

I would like to submit my recommendation for consideration to the Shire of Carnarvon upcoming Ward Review.

I believe that the current Ward structure should be retained with the current number of elected members.

I understand that Coral Bay has the least number of registered electors within the Ward, but believe Coral Bay is unique in many ways (as I am sure you agree) and have listed a few points below for your consideration when making your recommendation:

- Coral Bay consists of casual hospitality workers who are very transient in nature, therefore are not registered to vote within the Shire. This should not disadvantage the residents of Coral Bay whether they be long term residents or casual employees who are only here for the season. They should still be entitled to full representation regarding issues that are unique to Coral Bay and its residents.
- As you are unable to buy land/dwellings in Coral Bay to live/retire in this restricts the number of permanent residents. I understand the holiday home owners are eligible to enrol to vote in Council elections even though their primary address would not be Coral Bay as they are unable to permanently reside in their homes here. Along with the transient workers and huge number of tourists the number of electors listed within the Coral Bay Ward is no way near a true reflection of the number of eligible electors.
- I believe at times the population in Coral Bay swells to exceed the population of Carnarvon which has more than 8 councillors representing the Town Ward whilst Coral Bay has one.
- The unique challenges faced living in Coral Bay can only be fully appreciated if you actually live in the town making it extremely important to retain a Coral Bay based councillor who is able to fully understand these challenges.
- Given the large distance (2 ½ hours by vehicle) between Carnarvon and Coral Bay it presents challenges to a non-resident councillor to spend enough time in Coral Bay to grasp these challenges as well as being fully invested in the area such as our current and past councillors whom have been active members of the Coral Bay Progress Association and many other volunteer positions in town. The distance is too far for a

Carnarvon based Councillor to spend adequate amounts of time to grasp, appreciate and understand community issues.

Thank you for your time and consideration.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Monday, 5 September 2022 4:29 PM
To: Shire of Carnarvon
Subject: ICOR2243982 - ADM1834 - Review of Wards and Representation - Submission

Submission to Shire of Carnarvon Ward Review

We remain in favour of the ward system with the current number of elected representatives.

In the discussion paper published for comment, the number of electors in each ward was used as a premise for consideration of scrapping the ward system. However, it should be noted that the electors in the town of Carnarvon Town wards, plantation ward and the Gascoyne Minilya ward have different rights to those who reside in the community of Coral Bay. Because of these differences Councillors living outside the community will never experience the transient nature that has been created.

Our Local Councillor understands the issues of living in this community and is easily contactable as he also has a business and residence in the community.

Government, both State and Local have created this difference through regulation.

Residents/ratepayers in Coral Bay must leave the community if they retire or do not have a job. You are only permitted to live in the ward if you have a job by State Government regulation. No elector, outside this ward is subject to this restriction.

Residents/ratepayers in Coral Bay must pay a higher rate than all other electors for Coral Bay Tip Maintenance. This separate charge was created by Local Government many years ago to ensure that the electors in the ward contributed to their own district and all other electors were not subsidising our community. The tip is not for the exclusive use of Coral Bay Ratepayers and it is understood that the Department of Main Roads also uses it for disposal of rubbish.

It is important that electors have ready access to facilities. Residents in the ward do not have easy access to local council facilities as it is over 240 kilometres to Carnarvon where shire offices, library, aquatic centre, civic centre are located. The only local representation is through the services of a part time ranger.

The transient nature of the workforce does not encourage potential electors to register to vote in our region. The registered electors and actual residents vary. Census information would show that generally the number of Residents/workers in Coral Bay is in the region of 250 but they do not register for voting purposes.

[REDACTED]

[REDACTED]

Schedule 7.2.1 (a)

List of Accounts submitted to the ordinary Council Meeting to be held on 22nd November 2022 for information in respect to accounts already paid in October 2022 (Local Government Financial Management Regulations 1996)

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	VISITOR CENTRE	TRUST	MUNI CHEQUE
EFT36606	10/10/2022	AMPOL AUSTRALIA PETROLEUM PTY LTD	AMPOL FUEL FOR WORK VEHICLES FOR THE MONTH OF SEPTEMBER 2022	\$2,125.30				
EFT36607	10/10/2022	PAYMENT TO STAFF	STAFF ANNUAL LEAVE TRAVEL ASSISTANCE CLAIM AS PER POLICY CPM-001	\$440.00				
EFT36608	10/10/2022	ASM ECLIPSE PTY LTD	SOUVENIER ORDER FOR RETAIL AT THE VISITOR CENTRE	\$1,591.80				
EFT36609	10/10/2022	AQUA TERRA OIL AND MINERAL SERVICE AND SUPPLY COMPANY PTY LTD T/S ATOM SUPPLY	REPELLENT INSECT RID MEDICATED AEROSOL 100G FOR THE DEPOT & FREIGHT	\$100.58				
EFT36610	10/10/2022	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY	LICENCE NO. 11790446/1: AERONAUTICAL / AERONAUTICAL ASSIGNED SYSTEM FOR CARNARVON AIRPORT	\$284.00				
EFT36611	10/10/2022	AUSTRALIA POST	AUSTRALIA POST FEES FOR THE MONTH OF SEPTEMBER 2022	\$118.58				
EFT36612	10/10/2022	BILL'S BAY PTY LTD	HIRE OF BILL'S TAVERN FUNCTION ROOM TUESDAY 25 OCTOBER 2022 - COUNCIL MEETING AT 9:30AM - 2:00PM - ROOM SET UP AND CATERING FOR 12 PEOPLE	\$1,410.00				
EFT36613	10/10/2022	BLACKBOX CONTROL PTY LTD	MONTHLY SUBSCRIPTION FEE FOR GPS TRACKING ON 23 FLEET VEHICLES FOR THE MONTH OF SEPTEMBER 2022	\$759.00				
EFT36614	10/10/2022	BTX CONTRACTING	PROVISION OF MANAGEMENT SERVICES FOR THE CARNARVON AQUATIC CENTRE AS PER CONTRACT RFT 02/2022 FOR THE MONTH OF OCTOBER 2022	\$34,578.00				
EFT36615	10/10/2022	CANINE CONTROL	VISIT TO CARNARVON/CORAL BAY TO ASSIST WITH DOG & CAT CONTROL	\$6,500.00				
EFT36616	10/10/2022	CARNARVON CLEANERS PTY LTD	AS PER CONTRACT RFT 03/2022 - PROVISION OF CLEANING SERVICES FOR CARNARVON AIRPORT AND CIVIC CENTRE FOR THE MONTH OF SEPTEMBER	\$9,916.46				
EFT36617	10/10/2022	BARRY EVANS FURNITURE & FLOOR COVERINGS	2X INDUSTRIAL ENTRANCE MATS FOR OUTSIDE TEAROOM DOORS AT DEPOT	\$258.00				
EFT36618	10/10/2022	CARNARVON MENSWEAR	SUPPLY 1X PAIR SAFETY BOOTS FOR DEPOT STAFF	\$225.00				
EFT36619	10/10/2022	PETER BARRETT CORPORATION PTY LTD T/A CARNARVON MOTEL WA	ACCOMMODATION FOR TRAINER DELIVERING LEADERSHIP TRAINING - 02 OCTOBER 2022 - 03 OCTOBER 2022	\$139.00				
EFT36620	10/10/2022	CARROLL & RICHARDSON FLAGS	1X AUSTRALIAN FLAG; 2X WA STATE FLAG; 2X ABORIGINAL FLAG	\$701.37				
EFT36621	10/10/2022	PAYMENT TO STAFF	REIMBURSEMENT FOR FOOD PURCHASE FOR YOUTH DURING NIGHT PATROL ON 18.09.2022	\$49.00				
EFT36622	10/10/2022	CORAL COAST PLUMBING	3 X PUMP OUTS OF TOILETS AND DUMPS POINTS AT BLOWHOLES ON 09.09.2022 / INVESTIGATE AND REPAIR CAUSE OF UNUSUAL SMELL FROM TOILETS AT WOOLSHED	\$1,544.30				
EFT36623	10/10/2022	CORAL COAST WATER PTY LTD	COMMERCIAL WATER SALES FOR THE MONTH OF SEPTEMBER 2022	\$1.87				
EFT36624	10/10/2022	CONTROLLED IRRIGATION SUPPLIES	SUPPLY ITEMS TO THE SHIRE DEPOT FOR TOWN BEACH PARK RETICULATION	\$4,890.00				
EFT36625	10/10/2022	RK & LI SMITH CORPORATION PTY LTD T/A CARNARVON AUTO ELECTRICS	2X BATTERIES FOR STREET SWEEPER - P347 / BATTERY FOR PUMP TRAILER P62 / CHECK TRAILER LIGHTS ON MITSUBISHI TRUCK - P7RUS - C12573	\$916.90				
EFT36626	10/10/2022	CARNARVON GROWERS ASSOCIATION INC	SUPPLY 1 X 20LTR SLASHER; 6X 20LT ORGANIC N (5FS) FOR NON CBD VERGE MAINTENANCE / SUPPLY 4X 10LT ARSENAL SUPER HERBICIDE FOR VERGE MAINTENANCE (NON CBD) / HOSE JOINER FOR CBD PARKS MAINTENANCE & RETIC / GREY SUCTION HOSE 100MM FOR TOWN STREETS	\$4,180.70				
EFT36627	10/10/2022	CARNARVON FRESH IGA	YOUTH HUB & NIGHT PATROL CATERING SUPPLIES ON 07/10/2022	\$257.69				
EFT36628	10/10/2022	THE TRUSTEE FOR CHAPMAN TRUST T/A CARNARVON MITRE 10	SUPPLY 2X FERTILIZER POWERFEED CONCENTRATE 8LT; 2X BUY RIGHT PRESSURE SPRAYER 8LT FOR CBD PARKS MAINTENANCE & RETIC	\$350.28				
EFT36629	10/10/2022	DIRECT SMS PTY T/A DIRECT SMS PTY LTD	ONLINE SMS COMMUNICATION SERVICE USED TO MARKET AND PROMOTE EVENTS AND FOLLOW UP ON BOOKINGS WITH BOOEASY FOR THE MONTH OF OCTOBER 2022	\$53.90				
EFT36630	10/10/2022	DONALD, KATHLEEN	STAFF ANNUAL LEAVE TRAVEL ASSISTANCE CLAIM AS PER POLICY CPM-001 FOR PLANNING OFFICER / REIMBURSEMENT FOR PURCHASE OF LUNCH (DAY 1 & DAY 2) FOR 08 STAFF AND INSTRUCTOR FOR TRAFFIC MANAGEMENT TRAINING HELD AT DEPOT ON 28, 29 & 30 SEPTEMBER 2022	\$680.00				
EFT36631	10/10/2022	DUN DIRECT PTY LTD	DUNNING'S FUEL FOR WORK VEHICLES FOR THE PERIOD: 19/09/2022 - 25/09/2022	\$2,367.68				
EFT36632	10/10/2022	ECOSCAPE AUSTRALIA PTY LTD	TRAILS DESIGN CONTRACTOR FOR CARNARVON COASTAL TRAIL PROJECT - FUNDED THROUGH THE DLGSC TRAILS GRANT. STAGE 3B: IMPACT EVALUATION CHECKLIST.	\$3,322.00				
EFT36633	10/10/2022	EMPLOYMENT TRAINING SOLUTIONS	CONDUCT TRAFFIC MANAGEMENT TRAINING COURSE FOR UP TO 8 PARTICIPANTS	\$8,500.00				
EFT36634	10/10/2022	GOODFORM HOLDINGS T/A EVERYWHERE TRAVEL	AMENDMENT TO AIRFARES - LG CONVENTION 2022	\$882.00				
EFT36635	10/10/2022	JM AND VL FARNE T/A CORAL BAY CONTRACTING	CORAL BAY ROADSIDE BINS EMPTIED, FISH OFFAL BINS EMPTIED AND LANDFILL SITE MAINTENANCE FOR THE MONTH OF SEPTEMBER 2022 / CLEANING OF CORAL BAY ABLUTION BLOCK & FISH CLEANING FACILITY FOR THE MONTH OF SEPTEMBER 2022 / REPLACE BATTERIES AND REPLACE BROKEN RUNWAY LIGHT ON AIRSTRIP - CORAL BAY / SUPPLY ROAD BASE - LAY AND COMPACT TO ENTRANCE TO THE LANDFILL SITE, SANCTUARY ROAD (M245) AND BUILD UP" DROP OFF ON BANKSIA DRIVE (M246)	\$26,296.40				
EFT36636	10/10/2022	ROY GALVIN & CO PTY LTD T/A GALVINS PLUMBING SUPPLIES	SUPPLY OF EZIPEX MATERIAL/ADAPTERS/TOOLS FOR BLOWHOLES CAMPING AREA	\$5,753.17				
EFT36637	10/10/2022	GASCOYNE FUNERAL DIRECTORS & MONUMENTALS	GRAVE DIGGINGS FOR GRAVE NO. 1515, 1545 AND GARDEN MAINTENANCE & AMENITY CLEANING AT BROWNS RANGE CEMETERY IN ACCORDANCE WITH RFT 02/2018 FOR THE MONTH OF SEPTEMBER 2022	\$2,089.00				
EFT36638	10/10/2022	GASCOYNE OFFICE EQUIPMENT	MOBILE PHONES AND PROTECTIVE ACCESSORIES FOR RANGER SERVICES	\$3,339.70				
EFT36639	10/10/2022	ROADSTONE WEST PTY LTD T/AS GREENFIELD TECHNICAL SERVICES	AGRN951 SCA FLOOD DAMAGE CONSTRUCTION PACKAGE 1 NORTH; PACKAGE 2 & 3 / PROVIDE SITE INSPECTION AND FINAL CONTRACT COMPLETION ASSESSMENT REPORT FOR RFT 09/2020 - CORAL BAY AIRSTRIP RESHETING WORKS	\$70,850.12				
EFT36640	10/10/2022	HORIZON POWER (BENTLEY OFFICE)	ELECTRICITY ACCOUNT FOR THE MONTH OF SEPTEMBER 2022	\$53,346.87				
EFT36641	10/10/2022	HTD SURVEYS	CARRY OUT FEATURE SURVEY ON HUTCHINSON PARK	\$3,384.70				
EFT36642	10/10/2022	ICONIQ T/A AROCADE	PROVISION OF SECONDARY ARO SERVICE OFFICER UNDER THE MANAGEMENT OF AROCADE FOR THE WEEK ENDINGS 02 OCTOBER 2022 AND 09 OCTOBER 2022	\$5,365.00				
EFT36643	10/10/2022	INFOCOUNCIL PTY LTD	ANNUAL LICENCE FEE FOR 01/09/2022 - 31/08/2023 AND ANNUAL HELPDESK FEE FOR 01/10/2022 - 30/06/2023	\$17,017.36				
EFT36644	10/10/2022	INDEPENDENT FUEL SOLUTIONS PTY LTD	INDEPENDENT FUEL FOR WORK VEHICLES AT TIP SITE ON 12TH, 16TH, 21ST & 28TH/09/2022	\$3,805.80				
EFT36645	10/10/2022	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	TYRES AND ALIGNMENT PUTE36	\$3,167.00				
EFT36646	10/10/2022	KATE TUTAVAHA	PAYMENT FOR ACCIDENTAL DAMAGE TO WINDOW OF A PARKED VEHICLE WHEN WHIPPER SNIPPING	\$100.00				
EFT36647	10/10/2022	KLEENIT PTY LTD	AS PER CONTRACT RFT 03/2022 - PROVISION OF CLEANING SERVICES FOR PUBLIC TOILET BLOCKS, ADMIN OFFICE, COUNCIL CHAMBER, NETBALL COURTS, CIVIC CENTRE, AIRPORT, SHIRE DEPOT, LIBRARY ... FOR THE MONTH OF SEPTEMBER 2022	\$18,196.75				
EFT36648	10/10/2022	LG BEST PRACTICES	CONSULTANCY/CONTRACT WORK FOR RATES BILLING PREPARATION	\$2,613.60				
EFT36649	10/10/2022	LYDIA HIGHFIELD	RECRUITMENT SERVICES FOR THE POSITION OF DEPUTY CHIEF EXECUTIVE OFFICER AT SHIRE OF CARNARVON	\$5,500.00				
EFT36650	10/10/2022	MARKET CREATIONS AGENCY PTY LTD	COUNCILCONNECT WEBSITE SOLUTION - ADDITIONAL GIFT REGISTER AS PER CHANGES TO LEGISLATION	\$825.00				
EFT36651	10/10/2022	BURKE MASLEN	REIMBURSEMENT OF DINNER COST FOR LG CONVENTION 2022 (03 MEALS)	\$234.00				
EFT36652	10/10/2022	MCLEODS BARRISTERS AND SOLICITORS	ENGAGE MCLEODS BARRISTERS TO REPRESENT THE SHIRE OF CARNARVON AT THE STATE ADMINISTRATIVE TRIBUNAL IN RELATION TO THE BLOWHOLES SHACKS AND BUILDING ORDERS ISSUED.	\$1,619.90				
EFT36653	10/10/2022	PAYMENT TO STAFF MEMBER	STAFF ANNUAL LEAVE TRAVEL ASSISTANCE CLAIM AS PER POLICY CPM-001 FOR ART GALLERY OFFICER	\$440.00				
EFT36654	10/10/2022	THE TRUSTEE FOR KIMAL TRUST T/A MKB SKIP BINS	WEEKLY EMPTY OF 9 CUM BINS AT BLOWHOLE'S CAMPING AREA (WEEKLY SERVICE ON 28/09/2022)	\$589.60				
EFT36655	10/10/2022	NORWEST PROJECT SOLUTIONS	INSTALLATION OF EXPOSED AGG AT FASCINE IN VACANT GARDEN BED AREA	\$6,526.29				
EFT36656	10/10/2022	OUTBACK COAST PROPERTY PTY LTD	1 MONTH RENT IN ADVANCE FOR 961 NWCH FOR THE PERIOD: 15/10/2022 - 14/11/2022	\$2,172.61				
EFT36657	10/10/2022	PAYMENT TO STAFF MEMBER	STAFF ANNUAL LEAVE TRAVEL ASSISTANCE CLAIM AS PER POLICY CPM-001 FOR SENIOR CUSTOMER SERVICE OFFICER	\$440.00				
EFT36658	10/10/2022	PATHWEST LABORATORY MEDICINE WA	ALCOHOL AND OTHER DRUG TEST FOR SHIRE STAFF ON 06, 08 & 14/09/2022	\$140.00				
EFT36659	10/10/2022	PARKWOOD UPHOLSTERY	SUPPLY POOL CLEANING COVERS	\$260.00				
EFT36660	10/10/2022	FULTON HOGAN INDUSTRIES PTY LTD	9 X 15LTS BUCKETS OF EMULSEAL CRACK PATCHING EMULSION. FREIGHT ON BISHOPS TRANSPORT	\$1,485.00				
EFT36661	10/10/2022	PERTH OBSERVATORY VOLUNTEER GROUP INC	PRE-SOLAR ECLIPSE 2023 STAR GAZING EVENT CORAL BAY - 18 SEPTEMBER 2022 - PERTH OBSERVATORY - CORAL BAY PROGRESS ASSOCIATION	\$1,440.00				
EFT36662	10/10/2022	QEM GROUP AUSTRALIA PTY LTD	ESSENTIAL PUBLIC ASSET RECONSTRUCTION WORKS (EPAR) - PROVISION OF PLANT AND OPERATORS FOR FLOOD DAMAGE REPAIR AS PER CONTRACT RFT 09/2021PACKAGE 2 SOUTH AND PACKAGE 3 CENTRAL FOR THE PERIOD: 14/09/2022 - 27/09/2022	\$114,888.40				
EFT36663	10/10/2022	PAYMENT TO STAFF MEMBER	REIMBURSEMENT FOR FOOD PURCHASE FOR YOUTH DURING NIGHT PATROL ON 11/09/2022	\$79.00				
EFT36664	10/10/2022	SEA CONTRACTING PTY LTD	SUPPLY SECURITY WORKS AT THE AQUATIC CENTRE AND INSTALL WEIGHBRIDGE DISPLAY AT CARNARVON WASTE FACILITY	\$1,848.02				

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	VISITOR CENTRE	TRUST	MUNI CHEQUE
EFT36665	10/10/2022	SHENTON ENTERPRISES PTY LTD	SUPPLY AND FIT NEW POWER PACK TO SHIRE OF CARNARVON POOL CLEANER	\$836.00				
EFT36666	10/10/2022	PAYMENT TO STAFF MEMBER	STAFF ANNUAL LEAVE TRAVEL ASSISTANCE CLAIM AS PER POLICY CPM-001 FOR SENIOR FINANCE OFFICER	\$440.00				
EFT36667	10/10/2022	SMITH, EDWARD	REIMBURSEMENT OF TAXI FARE - LG CONVENTION 2022	\$38.59				
EFT36668	10/10/2022	SOUTHERN CROSS AUSTEREO PTY LTD	RADIO ADVERTISING FOR COURTYARD CRAFT MARKETS 2022 SEASON FOR THE MONTH OF AUGUST & SEPTEMBER 2022. RADIO ADVERTISING FOR CAMEL LANE THEATRE - THOR: LOVE & THUNDER AND TOP GUN MAVERICK FOR THE MONTH OF SEPTEMBER 2022. RADIO AD - ADVERTISE EMPLOYMENT AT THE SHIRE OF CARNARVON CASUAL YOUTH WORKERS, RADIO AD - ADVERTISE EMPLOYMENT AT THE SHIRE OF CARNARVON CASUAL YOUTH WORKERS	\$1,914.00				
EFT36669	10/10/2022	THEM EARTHMOVING PTY LTD	ESSENTIAL PUBLIC ASSET RECONSTRUCTION WORKS (EPAR) - PROVISION OF PLANT AND OPERATORS FOR FLOOD DAMAGE REPAIR AS PER CONTRACT RFT 09/2021 PACKAGE ONE NORTH. SERVICE PROVIDED FOR THE PERIOD OF 02/09/2022 - 15/09/2022	\$257,111.25				
EFT36670	10/10/2022	TOLL EXPRESS	FREIGHT FROM CARNARVON TO DELUXE AUSTRALIA ON 08/09/2022 AND FROM CARNARVON TO PATHWEST ON 14/09/2022	\$73.82				
EFT36671	10/10/2022	NEW IMAGE HOLDINGS PTY LTD T/A TRAC BUILDING SERVICES	INVEST AND RECTIFY WATER LEAKS ON CIVIC CENTRE ROOF	\$3,960.00				
EFT36672	10/10/2022	TROPICS HARDWARE	PAYMENT FOR ITEMS PURCHASED FOR WORKSHOP, PARKS & GARDENS WORK, BUILDING MAINTENANCE ... FROM TROPICS HARDWARE FOR THE MONTH OF SEPTEMBER 2022	\$1,990.65				
EFT36673	10/10/2022	U2 BOBCAT HIRE	WET HIRE OF TRUCK AND LOADER TO CART SAND FROM SHIRE DEPOT TO CAVENDISH ROAD	\$1,782.00				
EFT36674	10/10/2022	VALERIA LUCCHITTO	CATERING - ITALIAN CONSUL LUNCHEON AT COUNCIL CHAMBERS - 30 SEPTEMBER 2022 FOR 20 PEOPLE	\$400.00				
EFT36675	10/10/2022	THE TRUSTEE FOR THE ABBOTT TRUST T/A VANESSA AUSTRALIA	REORDER OF SOUVENIERS FOR RETAIL, INCLUDING FREIGHT AT THE VISITOR CENTRE	\$2,216.06				
EFT36676	10/10/2022	VANGUARD PRESS	DISTRIBUTION, STORAGE AND BROCHURE RACKING FOR THE MONTH OF SEPTEMBER 2022	\$1,193.91				
EFT36677	10/10/2022	VEE JAYS (WA) PTY LTD	GRADING FOR MARDATHUNA ROAD FROM HIGHWAY TO STATION GATE / GRADING OF HILL SPRINGS RD FROM MARDATHUNA INTERSECTION TO STATION GATE / 10 HOURS EMERGENCY MAINTENANCE GRADING OF MIABOOLYA RD AND BIBBAWARRA RD	\$31,130.00				
EFT36678	10/10/2022	WENDY BINKS	REORDER OF WA MADE PRODUCTS FOR RETAIL AT THE VISITOR CENTRE	\$1,516.70				
EFT36679	10/10/2022	WESTRAC PTY LTD	SUPPLY 2 X VALVE-DRAIN INCLUDING FREIGHT FOR GRADER PGRA1	\$145.02				
EFT36680	10/10/2022	PACIFIC BRANDS WORKWEAR GROUP PTY LTD	PPE ANNUAL ORDER FOR INFRASTRUCTURE MANAGER & STAFF	\$523.80				
EFT36681	13/10/2022	BUILDING & CONSTRUCTION INDUSTRY TRAINING	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND LEVY FOR THE MONTH OF SEPTEMBER 2022				\$2,686.66	
EFT36682	13/10/2022	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BUILDING SERVICES LEVY FOR THE PERIOD: 01/09/2022 - 30/09/2022				\$3,031.07	
EFT36683	13/10/2022	SHIRE OF CARNARVON MUNICIPAL FUND	COMMISSION ON BUILDING SERVICES LEVY FOR THE PERIOD: 01/09/2022 - 30/09/2022				\$131.25	
EFT36684	13/10/2022	YAMATJI MARLPA ABORIGINAL CORPORATION (PERTH)	REFUND OF BOND FOR WOOLSHED HIRE ON 27TH MARCH 2021	\$660.00				
EFT36685	21/10/2022	ABLE SALES	BUNDED FUEL TANK 2000LTS AND FUEL REEL AND 12V PUMP	\$9,800.00				
EFT36686	21/10/2022	AMANDA JANE KING (LEIGHTON)	REIMBURSEMENT OF PURCHASING WORK HEALTH AND SAFETY (GENERAL) REGULATIONS / WORK HEALTH AND SAFETY ACT	\$100.56				
EFT36687	21/10/2022	BAYVIEW CORAL BAY	OPERATOR PAYMENT FOR THE PERIOD: 21/09/2022 - 07/10/2022			\$1,235.25		
EFT36688	21/10/2022	BLACKTOP ENGINEERING PTY LTD T/A BLACKTOP MATERIALS ENGINEERING	MATERIALS TESTING SERVICES ON SAMPLES FOR CORAL BAY RUNWAY	\$1,848.00				
EFT36689	21/10/2022	BOC LIMITED (AUST)	HIRE OF GAS CYLINDERS FOR WORKSHOP AND HEALTH DEPARTMENT FOR THE MONTH OF SEPTEMBER 2022	\$92.64				
EFT36690	21/10/2022	BOOEASY TOURISM SOLUTIONS	CONFIGURATION FEE FOR IMPLEMENTATION OF AUTOMATED REFUNDS FUNCTIONALITY	\$875.25				
EFT36691	21/10/2022	BEING IN THE SHADOW PTY LTD	4,000 X SAFETY GLASSES FOR SOLAR ECLIPSE 2023 AND FREIGHT	\$4,628.80				
EFT36692	21/10/2022	BTX CONTRACTING	REINSTALL ALL SHADE SAILS, TERM BUCKLES AND CHAINS AT AQUATIC CENTRE	\$2,553.65				
EFT36693	21/10/2022	CARNARVON AUTO SERVICE PTY LTD	TOWING CHARGES FOR VEHICLES REMOVALS FROM BABBAGE ISLAND ROAD, MARGARET ROW AND 102 KMS EAST OF CARNARVON TO THE TIP	\$1,281.40				
EFT36694	21/10/2022	CARNARVON CARAVAN PARK	OPERATOR PAYMENT FOR THE PERIOD: 21/09/2022 - 07/10/2022			\$643.12		
EFT36695	21/10/2022	SUMMERSTAR PTY LTD T/A CAPRICORN HOLIDAY PARK	OPERATOR PAYMENT FOR THE PERIOD: 21/09/2022 - 07/10/2022			\$870.62		
EFT36696	21/10/2022	CARNARVON MOTOR GROUP PTY LTD	THREE HINGERS FOR AIRPORT VEHICLE P343; CHECK DOOR ASSY FOR TOYOTA P331& FREIGHT	\$623.40				
EFT36697	21/10/2022	CARNARVON PRECISION MACHINING	2X SLASHER HOSE FOR KUBOTA ROTARY CUTTER - P374 AND 2X PRESSURE WASHER HOSES FOR GRAFFITI TRAILER - PTL5	\$678.08				
EFT36698	21/10/2022	CARNARVON CENTRAL APARTMENTS 2	OPERATOR PAYMENT FOR THE PERIOD: 21/09/2022 - 07/10/2022			\$1,577.18		
EFT36699	21/10/2022	KEMPTON FAMILY TRUST T/A CARNARVON GLASS & WINDOW TINT	SUPPLY AND INSTALL PLASTIC WIPE SEAL ON ENTRY DOOR TO VISITOR CENTRE	\$606.40				
EFT36700	21/10/2022	BARRY EVANS FURNITURE & FLOOR COVERINGS	SUPPLY AND INSTALL NEW BLIND TO VISITOR CENTRE	\$449.00				
EFT36701	21/10/2022	CARNARVON'S CELEBRATION OF ITALIAN HERITAGE & CULTURE THE ITALIAN CLUB FREMANTLE INCORPORATED	SPONSORSHIP FOR CARNARVON'S CELEBRATION OF ITALIAN HERITAGE AND CULTURE	\$5,000.00				
EFT36702	21/10/2022	CARNARVON MENSWEAR	SUPPLY 1X PAIR SAFETY BOOTS FOR PARKS & GARDENS STAFF	\$225.00				
EFT36703	21/10/2022	KEMPTON FAMILY TRUST T/A NOVUS GLASS CARNARVON	SUPPLY AND FIT RDR GLASS DOOR ON ISUZU C1741 - PTRU2	\$597.20				
EFT36704	21/10/2022	THE TRUSTEE FOR DN KEARNEY FAMILY TRUST T/A CARNARVON ELECTRICS	ELECTRICAL RCD TEST AND TAG. CHECK ELECTRIC FANS, EXIT SIGNS, LIGHTS ETC IN THE WOOLSHED (EVACUATION CENTRE) / INSPECT AND REPAIR FAULTY POWER ON LIGHT POLE AT AQUATIC CENTRE / SUPPLY AND FIT NEW LIGHT BALLAST TO LIGHTING TOWERS AT PREMIER OVAL / INSPECT AND RECTIFY HOT WATER TAP/SYSTEM AT 3 FRANCIS STREET / CALL OUT TO WASTE FACILITY - NO POWER SUPPLY, CALL OUT TO WASTE FACILITY - NO POWER SUPPLY/ DISCONNECT AND RECONNECT BAXTER PARK BBQS AND BBQ LIGHTING / REPLACE DAMAGED FLURO LIGHT FIXING WITH NEW LED LIGHT AT THE FRONT ENTRY OF ADMIN BUILDING / TEST AND TAG ALL ELECTRICAL EQUIPMENT AT CAMEL LANE THEATRE INCLUDING RCD'S, EMERGENCY LIGHTING ...	\$12,781.22				
EFT36705	21/10/2022	CITY OF GOSNELLS	BUSHFIRE RISK MANAGEMENT PLAN DEVELOPMENT - SHIRE OF CARNARVON AND SHIRE OF SHARK BAY - SEPTEMBER 2022	\$3,696.00				
EFT36706	21/10/2022	JRM OPERATIONS PTY LTD T/A CORAL COAST TOURIST PARK	OPERATOR PAYMENT FOR THE PERIOD: 21/09/2022 - 07/10/2022			\$286.12		
EFT36707	21/10/2022	CORAL COAST PLUMBING	SUPPLY AND INSTALL 2X AIR RELEASE VALVES FOR SAND FILTER PRESSURE VESSELS; 1X INFILL FLOAT VALVE FOR CHLORINE DOSING UNIT AT AQUATIC CENTRE / PUMP OUTS OF TOILETS AND DUMP POINTS AT BUSH BAY CAMPING AREA ON 21/09/2022 / INSPECT COLLAPSED SEPTIC AT NETBALL COURTS ON 24/09/2022 / SUPPLY AND INSTALL 2X AIR RELEASE VALVES FOR SAND FILTER PRESSURE VESSELS; 1X INFILL FLOAT VALVE FOR CHLORINE DOSING UNIT AT AQUATIC CENTRE / PUMP PUT SEPTIC TANKS AT BROWNS RANGE CEMETERY, CARNARVON AIRPORT, NETBALL COURTS AND SHIRE DISPOSAL FEE PER TONNE	\$5,107.87				
EFT36708	21/10/2022	V.A HOFF & J.D HUNTER & H.L MUIR-LITTLE T/A CORAL BAY DIVE VENTURES	OPERATOR PAYMENT FOR THE PERIOD: 21/09/2022 - 07/10/2022			\$331.50		
EFT36709	21/10/2022	FRESLEVER PTY LTD T/A CORAL BAY ECO TOURS	OPERATOR PAYMENT FOR THE PERIOD: 21/09/2022 - 07/10/2022			\$157.50		
EFT36710	21/10/2022	CORAL COAST HELICOPTER SERVICES PTY LTD	HIRE OF CORAL COAST HELICOPTER SERVICES - FIRE #591089 MEEDO STATION - FIRE STATUS REPORTING	\$2,640.00				
EFT36711	21/10/2022	RK & LI SMITH CORPORATION PTY LTD T/A CARNARVON AUTO ELECTRICS	REPLACE AUXILIARY BATTERY AND REPAIR EMERGENCY BEACONS ON CESM VEHICLE - C28452 - P342 / BATTERY FOR PUMP TRAILER P62	\$1,112.55				
EFT36712	21/10/2022	CARNARVON COMMUNITY COLLEGE	END OF YEAR BOOK AWARD 2022 - YEAR 12 ACADEMIC DUX AWARD	\$120.00				
EFT36713	21/10/2022	CARNARVON MEDICAL CENTRE	PRE-EMPLOYMENT MEDICAL FOR HR STAFF, MINUS THE AOD SCREEN TEST. VISIT DATE: 06/10/2022	\$175.00				
EFT36714	21/10/2022	CARNARVON FRESH IGA	MILK & COFFEE, DELIVERY TO ADMIN OFFICE / YOUTH HUB & NIGHT PATROL CATERING SUPPLIES / TEA ROOM SUPPLY FOR DEPOT	\$355.68				
EFT36715	21/10/2022	CARNARVON STATE EMERGENCY SERVICE	REIMBURSEMENT OF EXPENDITURE - IN ACCORDANCE WITH LGGS GRANT 2022/23 - QUARTER 2 (OCT-DEC)	\$6,910.75				
EFT36716	21/10/2022	AUSTRALIAN GOVERNMENT - DEPARTMENT OF INDUSTRY, SCIENCE AND RESOURCES	RECOVERY OF UNDERSPEND FOR PROJECT INITIAL PAYMENT FOR PAUP000039. PO: H001599 (PD - 19/08/2022) 21/22 FY	\$65,943.00				
EFT36717	21/10/2022	DEPARTMENT OF TRANSPORT	JETY TIMBER BUNDLE AS ACQUIRED THROUGH DOT BALLOT FOR NEW CAPITAL WORKS PROJECTS (FORESHORE PLAYGROUND UPGRADES AND NWCH RE-ESTABLISHMENT)	\$9,657.05				
EFT36718	21/10/2022	DUN DIRECT PTY LTD	DUNNING'S FUEL FOR WORK VEHICLES FOR THE PERIOD: 10.10.2022-16.10.2022 / 01.10.2022 - 09.10.2022 / 26.09.2022 - 30.09.2022	\$11,310.49				
EFT36719	21/10/2022	EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	NATIONAL POLICE CLEARANCE SEARCH AS PER INVOICE 15215262	\$247.50				
EFT36720	21/10/2022	CARNARVON HOTEL	OPERATOR PAYMENT FOR THE PERIOD: 21/09/2022 - 07/10/2022			\$328.11		

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	VISITOR CENTRE	TRUST	MUNI CHEQUE
EFT36721	21/10/2022	EMPLOYMENT TRAINING SOLUTIONS	DAY RATE TO CONDUCT EXCAVATOR TRAINING AND ASSESSMENT / RTO ASSESSMENT FEES AT BROWNS RANGE WASTE FACILITY	\$2,065.00				
EFT36722	21/10/2022	ENVISIONWARE PTY LTD	ANNUAL RENEWAL MAINTENANCE LICENSES (PR-RES & LPT ONE) AND MOBILE PRINT SUBSCRIPTION FOR THE PERIOD: 01/09/2022 - 31/08/2023	\$1,635.46				
EFT36723	21/10/2022	GOODFORM HOLDINGS PTY LTD T/A EVERYWHERE TRAVEL	FLIGHTS FOR LO-GO APPOINTED WORK HEALTH SAFETY COORDINATOR - PERTH>CARNARVON>PERTH	\$931.28				
EFT36724	21/10/2022	FITZYS MINI LOADS & EXCAVATIONS	REFUND OF OVERCHARGE AT THE TIPSITE. DOCKET NO.32004	\$380.16				
EFT36725	21/10/2022	GASCOYNE FOOD COUNCIL	2022 COMMUNITY GRANT FUND - GASCOYNE FOOD FESTIVAL 2022	\$11,000.00				
EFT36726	21/10/2022	GASCOYNE IN MAY INC	50% COSTS FOR THE CREALITY CIRCUS SCHOOL HOLIDAY PROGRAM. 26 SEPTEMBER - 08 OCTOBER 2022	\$6,786.00				
EFT36727	21/10/2022	GASCOYNE OFFICE EQUIPMENT	1x CHECKED / VERIFIED / AUTHORISED STAMP	\$76.00				
EFT36728	21/10/2022	GATEWAY MOTEL	OPERATOR PAYMENT FOR THE PERIOD: 21/09/2022 - 07/10/2022			\$322.87		
EFT36729	21/10/2022	GOODWORK HOLDINGS PTY LTD	MAINTENANCE GRADING WITH GR6 (LYNDON-TOWERA RD / LYNDON-WILLIAMBURY-MT SANDIMAN RD / WILLIAMBURY DRIVEWAY)	\$53,496.30				
EFT36730	21/10/2022	GREENVALLEY ASSET PTY LTD T/A THE RANGES KARRATHA	OPERATOR PAYMENT FOR THE PERIOD: 21/09/2022 - 07/10/2022			\$533.75		
EFT36731	21/10/2022	ROADSTONE WEST PTY LTD T/AS GREENFIELD TECHNICAL SERVICES	AGRN951 SCA FLOOD DAMAGE CONSTRUCTION PACKAGE 1 FOR THE PERIOD: 16.09.2022 - 29.09.2022 / AGRN951 SCA FLOOD DAMAGE CONSTRUCTION PACKAGE 2&3 FOR THE PERIOD: 12.09.2022 - 25.09.2022 / PROVISION OF PROJECT MANAGEMENT SERVICES FOR THE CORAL BAY AIRSTRIP WORKS INCL PREPARATION OF SPECIFICATION OF WORKS, TENDER ASSISTANCE, ONSITE SUPERINTENDENCE.	\$47,271.40				
EFT36732	21/10/2022	MOORE AUSTRALIA AUDIT (WA)	PROVISION OF END OF LIFE AUDIT FOR THE RAD5 2019/21 CARNARVON AIRPORT PROJECT RE-CABLING RUNWAY 04/22 LIGHTING	\$1,650.00				
EFT36733	21/10/2022	HENRY & MOUAT PTY LTD	LEGAL SERVICES - PRIVATE & CONFIDENTIAL MATTER.	\$11,511.50				
EFT36734	21/10/2022	WA HOLIDAY GUIDE PTY LTD	COMMISSION ON BOOKINGS/MARKETING FEES - WA HOLIDAY GUIDE - FOR THE MONTH OF SEPTEMBER 2022	\$445.37				
EFT36735	21/10/2022	HORIZON POWER (BENTLEY OFFICE)	ELECTRICITY ACCOUNT \$46875 (UNIT 20/19 MARMION STREET) FOR THE PERIOD: 09/08/22-10/10/22	\$166.79				
EFT36736	21/10/2022	INTEGRATED ICT	MANAGED SERVICE AGREEMENT PER USER FOR THE MONTH OF SEPTEMBER 2022 / HARDWARE, LABOUR SERVICES, TRAVEL CHARGES: PHYSICAL MFA TOKENS AND BACKUP SERVICES / YEAM CLOUD CONNECT - BACKUP; CLOUD STORAGE ARCHIVE (TIER 4) FOR THE MONTH OF SEPTEMBER 2022	\$9,030.19				
EFT36737	21/10/2022	ISUBSCRIBE! PTY LTD	ANNUAL RENEWAL OF THREE MAGAZINE TITLES	\$212.99				
EFT36738	21/10/2022	THE TRUSTEE FOR I T VISION UNIT TRUST	ON DEMAND RECORDING ACCESS - ANNUAL SUBSCRIPTION	\$1,925.00				
EFT36739	21/10/2022	JO CAMPBELL	ANNUAL LEAVE TRAVEL ASSISTANCE FOR ROAD CREW STAFF AS PER POLICY CPM-001 (LEAVE TAKEN: 03/10/2022-07/10/2022)	\$440.00				
EFT36740	21/10/2022	JODI LEE MANNA	STAFF ANNUAL LEAVE TRAVEL ASSISTANCE CLAIM FOR TOURISM OFFICER AS PER POLICY CPM-001	\$440.00				
EFT36741	21/10/2022	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	PUNCTURE REPAIRS, WHEEL ALIGNMENTS, WHEEL BALANCES AND OTHER MINOR TYRE REPAIRS FOR COMPACTOR TRUCK P293	\$72.00				
EFT36742	21/10/2022	KLEENIT PTY LTD	PROVISION OF PUBLIC SPACE & FOOTPATH CLEANING AS PER CONTRACT RFT 06/2017 FOR THE FORTNIGHT ENDING 2ND OCTOBER 2022 / SUPPLY 6X SANITARY BINS FOR THE AQUATIC CENTRE / 9-11 RUSHTON STREET - END OF LEASE CLEANING OF OFFICE	\$7,088.66				
EFT36743	21/10/2022	LANDMARK ENGINEERING & DESIGN PTY LTD	SUPPLY AND FREIGHT OF DRIFTWOOD PICNIC SHELTER DDA - REGION D FOR TOWN AMENITY IMPROVEMENTS	\$10,984.60				
EFT36744	21/10/2022	LG BEST PRACTICES	PAYROLL SERVICES FOR THE MONTH OF SEPTEMBER 2022	\$8,415.00				
EFT36745	21/10/2022	MCLEODS BARRISTERS AND SOLICITORS	LEGAL ADVICE RE. 107 DAVID BRAND DRIVE - HOUSE UNFIT	\$1,139.05				
EFT36746	21/10/2022	MICROCOM PTY LTD T/A METROCOUNT	PARTS FOR METRO COUNTERS FOR TOWN STREETS	\$507.10				
EFT36747	21/10/2022	MILLENNIUM KIDS INC	MILLENNIUM KIDS YOUTH LED FACILITATION AND TRAINING IN SHIRE OF CARNARVON ALONGSIDE PROF JANETTE HARTZ-KARP FEB-MAR 2022	\$5,000.00				
EFT36748	21/10/2022	THE TRUSTEE FOR KIMAL TRUST T/A MKB SKIP BINS	WEEKLY HIRE AND SERVICE OF 2X 4.5M3 SKIP BINS WITH LIDS FOR BLOWHOLES CAMPING AREA / FORTNIGHTLY HIRE AND SERVICE OF 2X 4.5M3 SKIP BINS WITH LIDS FOR BUSHBAY CAMPING AREA	\$1,718.20				
EFT36749	21/10/2022	THE TRUSTEE FOR KIMAL TRUST T/A MKB INDUSTRIES	REIMBURSEMENT FOR OVERCHARGE ACCOUNT AT THE TIP ON 2ND MAY 2022. TIP DOCKET #26231	\$663.66				
EFT36750	21/10/2022	NINGALOO CLUB PTY LTD	OPERATOR PAYMENT FOR THE PERIOD: 21/09/2022 - 07/10/2022			\$5,822.25		
EFT36751	21/10/2022	NORWEST PROJECT SOLUTIONS	REMOVAL OF FOOTPATH AND PAVERS REAR OF ADMIN. INSTALLATION OF NEW EXPOSED AGG FOOTPATH	\$5,981.80				
EFT36752	21/10/2022	SIMON HOWES T/AS NORTHERN TERRITORY STOP ITCH	ORDER OF STOCK FOR THE VISITOR CENTRE	\$180.00				
EFT36753	21/10/2022	OFFICEWORKS LTD	STATIONERY ORDER - SEPTEMBER 2022 #2	\$494.25				
EFT36754	21/10/2022	PETER CHARLES CAMPBELL	ANNUAL LEAVE TRAVEL ASSISTANCE FOR PARKS & GARDENS STAFF AS PER POLICY CPM-001 (LEAVE TAKEN: 03/10/2022-07/10/2022)	\$440.00				
EFT36755	21/10/2022	KIMMARC PTY LTD T/A PORTSIDE ENGINEERING AND CRANE SERVICES	SUPPLY IVECO BRAKES AND DRUMS FOR RUBBISH COMPACTOR TRUCK (P293) AND FREIGHT	\$1,946.12				
EFT36756	21/10/2022	RADFORD FAMILY TRUST T/A ONWARD DRILLING	ESSENTIAL PUBLIC ASSET RECONSTRUCTION WORKS (EPAR) - PROVISION OF WATER BORE CONSTRUCTION - AS PER CONTRACT RFQ 25/2021.	\$23,034.00				
EFT36757	21/10/2022	REPCO PTY LTD	REPCO SMARTQUOTE SUBSCRIPTION - 12 MONTHS TO SEPTEMBER 2023 / PAYMENT FOR ITEMS PURCHASED FROM REPCO FOR WORKSHOP FOR THE MONTH OF SEPTEMBER 2022	\$1,975.05				
EFT36758	21/10/2022	R & L COURIERS	FREIGHT OF 1X PALLET (1800X1100) FROM GERALDTON TO CARNARVON SHIRE DEPOT FOR BLOWHOLES CAMPING AREA IMPROVEMENTS / FREIGHT TO CORAL BAY - SHIRE NEWSLETTER SEPTEMBER 2022 / FREIGHT FROM CARNARVON TO MIDWEST LOCK & SAFE: KEYS FOR PREMIER OVAL PAVILLION	\$351.12				
EFT36759	21/10/2022	SANDHURST SECURITY SERVICES PTY LTD	PATROLS & CALL OUT FEE FOR THE MONTH OF SEPTEMBER 2022	\$3,450.70				
EFT36760	21/10/2022	SHIRE OF CARNARVON MUNICIPAL FUND	BOOEASY OPERATOR COMMISSION RETURN FOR THE PERIOD: 21/09/2022 - 07/10/2022			\$1,763.49		
EFT36761	21/10/2022	SKRIBB MINING TRADING AS CARNARVON SMASH	EXCESS ON INSURANCE CLAIM MO0058727 - TOYOTA HILUX - C28452 - P342	\$300.00				
EFT36762	21/10/2022	ST JOHN AMBULANCE ASSOCIATION IN WA INC	SUPPLY FIRST AID ITEMS FOR AQUATIC CENTRE	\$499.32				
EFT36763	21/10/2022	ST MARY STAR OF THE SEA CATHOLIC SCHOOL	END OF YEAR BOOK AWARDS 2022 - PRIMARY SCHOOL	\$50.00				
EFT36764	21/10/2022	THE WARD FAMILY TRUST T/A SUNCITY PRINT	5 X 50 - TAKE 5 BOOKS - WORKSITE 5 X 50 - TAKE 5 BOOKS - BROWNS RANGE WASTE FACILITY INCLUDING FREIGHT TO CARNARVON	\$360.00				
EFT36765	21/10/2022	SUNSETS CAFE AT ONE MILE JETTY	CATERING FOR 24 JUNE 2022 - 15X BREAKFAST PACKS FOR ECONOMIC & TOURISM ACTION PLAN	\$300.00				
EFT36766	21/10/2022	SUNDOWNER SOUVENIRS AND PROMOTIONS PTY LTD	REORDER OF SOUVINERS FOR RETAIL AT THE VISITOR CENTRE, INCLUDING FREIGHT	\$4,113.19				
EFT36767	21/10/2022	THE TRUSTEE FOR THE SWEETMAN NO 2 TRUST T/A SWEET AS CONCRETE	ROAD BASE FOR TOWN STREETS DELIVERED TO SHIRE YARD / SUPPLY 2.8 CUBE GREY CONCRETE N20 TO ANGELO STREET PUMP STATION / 2.5M3 OF EXPOSED AGGREGATE CONCRETE - MUSHROOM - FOR SHIRE ADMIN CENTRE GARDENS	\$5,568.44				
EFT36768	21/10/2022	TECHNOLOGY ONE	INTRAMAPS GIS SUBSCRIPTION - AS PER AGREEMENT FOR THE PERIOD: 01 OCTOBER 2022 - 30 SEPTEMBER 2023	\$6,286.50				
EFT36769	21/10/2022	TELSTRA AUSTRALIA	TELEPHONE ACCOUNT 7803346000 FOR THE PERIOD: 20.08.2022-19.09.2022 / TELEPHONE ACCOUNT 4244120244 FOR THE PERIOD: 22.09.2022-21.10.2022	\$10,067.28				
EFT36770	21/10/2022	THEM EARTHMOVING PTY LTD	ESSENTIAL PUBLIC ASSET RECONSTRUCTION WORKS (EPAR) - PROVISION OF PLANT AND OPERATORS FOR FLOOD DAMAGE REPAIR AS PER CONTRACT RFT 09/2021 PACKAGE ONE NORTH FOR THE PERIOD: 16/09/2022 - 29/09/2022	\$262,000.75				
EFT36771	21/10/2022	TILLEY LANE GIFT & HOME	WREATH FOR POLICE REMEMBRANCE DAY - THURSDAY 29 SEPTEMBER 2022	\$100.00				
EFT36772	21/10/2022	TOLL EXPRESS	FREIGHT FROM JOONDALUP TO CARNARVON (ITEMS FOR TOWN BEACH PARK MAINTENANCE) ON 30.09.2022 / FREIGHT FOR LIBRARY ON 27.09.2002	\$208.40				
EFT36773	21/10/2022	TRISET BOSS BUSINESS FORMS	1,000 X A4 PERFORATED DOG REGISTRATION FORMS PRINTED 1 COLOR - PMS 354 GREEN	\$564.30				
EFT36774	21/10/2022	TROPICS HARDWARE	ITEMS FOR WICKING PLANTER BEDS - MAIN STREET AND ITEMS FOR KEYS WORK IN CIVIC CENTRE	\$72.25				
EFT36775	21/10/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	REGISTRATION FOR COUNCILLOR, SHIRE PRESIDENT & CEO - LOCAL GOVERNMENT CONVENTION 2022 / REGISTRATION - WALGA - BREAKFAST WITH HEADS OF AGENCIES 03 OCTOBER 2022 FOR SHIRE PRESIDENT, CEO	\$5,195.00				
EFT36776	21/10/2022	WEST AUSTRALIAN NEWSPAPER LTD	PUBLIC NOTICE - DIFFERENTIAL RATES - WEDNESDAY 07/09/22 - 14/09/22	\$1,355.18				
EFT36777	21/10/2022	WESTRAC PTY LTD	SUPPLY 1X SWITCH; 1X FILTER FOR GRADER PGRA1 AND FREIGHT	\$543.60				
EFT36778	21/10/2022	WINTERSUN CARAVAN PARK	OPERATOR PAYMENT FOR THE PERIOD: 21/09/2022 - 07/10/2022			\$540.74		
EFT36779	21/10/2022	YAMATJI MARLPA ABORIGINAL CORPORATION (PERTH)	REFUND OF BOND FOR WOOLSHED HIRE - 28TH OCTOBER 2020	\$660.00				
47241	06/10/2022	PIVOTEL SATELLITE PTY LTD	SATELLITE PHONE ACCOUNT 07547111 FOR CESM SERVICE FOR THE PERIOD FROM 15/08/2022 TO 14/10/2022					\$120.00
47242	06/10/2022	SUNDRY SUPPLIERS	PETTY CASH REIMBURSEMENT FOR EXPENSES FROM 07/07/2022 TO 29/09/2022					\$181.25
DD39718.1	28/10/2022	SHIRE OF CARNARVON (CHQ 47243 - 47247)	PAYROLL VIA CHEQUE - PAYROLL PROCESSING					\$4,157.87
			TOTAL	\$1,417,453.95	\$0.00	\$14,412.50	\$5,848.98	\$4,459.12
			TOTAL MUNI EFT	\$1,417,453.95				
			TOTAL MUNI CHEQUES	\$4,459.12				
			TOTAL BANK DIRECTS	\$0.00				

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	VISITOR CENTRE	TRUST	MUNI CHEQUE
			TOTAL TRUST EFT	\$5,848.98				
			TOTAL VISITOR CENTER EFT	\$14,412.50				
			TOTAL	\$1,442,174.55				

Shire of Carnarvon

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) FOR THE PERIOD ENDED 31 OCTOBER 2022

**LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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* Required by Legislation

NOTE:

As of July 2022 Regulation 34 changed. Local Governments are required to Report the Statement of Financial Activity and Variances by Nature or Type.

The Shire adopted the annual budget for 2022-2023 on 30th September 2022 . 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.

STATEMENT OF FINANCIAL ACTIVITY

BY NATURE OR TYPE

FOR THE PERIOD ENDED 31 OCTOBER 2022

		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)	
	Note							
Opening funding surplus / (deficit)	1	\$ 6,993,926	\$ 6,993,926	\$ 6,993,926	\$ 6,541,507	\$ (452,419)	% (6.47%)	
Revenue from operating activities								
Rates		6,312,079	6,312,079	6,312,079	6,323,214	11,135	0.18%	
Specified area rates		276,773	276,773	276,773	271,018	(5,755)	(2.08%)	
Operating grants, subsidies and contributions		13,750,929	13,766,642	4,688,459	2,718,387	(1,970,072)	(42.02%)	▼
Fees and charges		3,246,980	3,246,980	2,053,084	2,270,860	217,776	10.61%	▲
Interest earnings		82,500	82,500	28,106	23,614	(4,492)	(15.98%)	
Other revenue		271,750	271,750	115,684	115,344	(340)	(0.29%)	
		23,941,011	23,956,724	13,474,185	11,722,437	(1,751,748)		
Expenditure from operating activities								
Employee costs		(7,694,543)	(7,694,543)	(2,232,546)	(2,205,691)	26,855	1.20%	▼
Materials and contracts		(17,548,507)	(17,564,220)	(5,875,586)	(5,343,917)	531,669	9.05%	
Utility charges		(834,200)	(834,200)	(297,510)	(250,077)	47,433	15.94%	▼
Depreciation on non-current assets		(8,099,260)	(8,099,260)	(2,699,708)	0	2,699,708	100.00%	▼
Interest expenses		(25,986)	(25,986)	(3,548)	(3,131)	417	11.75%	
Insurance expenses		(557,451)	(557,451)	(527,416)	(247,413)	280,003	53.09%	▼
Other expenditure		(423,500)	(423,500)	(92,112)	(92,539)	(427)	(0.46%)	
		(35,183,447)	(35,199,160)	(11,728,426)	(8,142,768)	3,585,658		
Non-cash amounts excluded from operating activities								
Add: Depreciation on assets		8,099,260	8,099,260	2,699,708	0	(2,699,708)	(100.00%)	▼
		8,099,260	8,099,260	2,699,708	0	(2,699,708)	(100.00%)	
Amount attributable to operating activities		(3,143,176)	(3,143,176)	4,445,467	3,579,669	(865,798)		
Investing activities								
Non-operating grants, subsidies and contributions		7,005,789	7,063,504	1,109,426	1,121,878	12,452	1.12%	
Net Non-Operating Grants		7,005,789	7,063,504	1,109,426	1,121,878	12,452		
Proceeds from disposal of assets		0	0	0	20,388	20,388	0.00%	
Payments for property, plant and equipment and infrastructure	7	(11,965,083)	(12,022,798)	(3,853,566)	(2,523,309)	1,330,257	34.52%	▼
Net Non-Operating Expenditure		(11,965,083)	(12,022,798)	(3,853,566)	(2,502,921)	1,350,645		
Amount attributable to investing activities		(4,959,294)	(4,959,294)	(2,744,140)	(1,381,043)	1,363,097		
Financing Activities								
Proceeds from new debentures	13	1,821,053	1,821,053	0	0	0	0.00%	
Transfer from reserves	6	2,259,970	2,259,970	0	0	0	0.00%	
Payments for principal portion of lease liabilities		(310,181)	(310,181)	(56,176)	(56,176)	0	0.00%	
Repayment of debentures	13	(157,575)	(157,575)	0	0	0	0.00%	
Transfer to reserves	6	(2,504,723)	(2,504,723)	0	0	0	0.00%	
Amount attributable to financing activities		1,108,544	1,108,544	(56,176)	(56,176)	0		
Closing funding surplus /(deficit) REG 34(1)(e)	1	0	0	8,639,077	8,683,958	44,881		

KEY INFORMATION

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 2022

REVENUE

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.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

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 31 OCTOBER 2022

Note 1

Explanation of the composition of net current assets

	Notes	Opening Position			Closing Position		YTD Actual (b)
		Adopted Budget	Last Years Expected Closing	This time 2 months ago	This time last month		
		Closing Surplus Calculation as at 30th June 2022	Unaudited Closing Surplus 21/22, Unaudited Bfwd Actual	30/08/2022	30/09/2022	31/10/2022	
		\$	\$	\$	\$		\$
Net current assets used in the Statement of Financial Activity							
Current assets							
Cash and cash equivalents	5	11,829,664	11,741,372	5,959,600	4,293,012		7,583,111
Cash backed Reserves		2,812,049	2,883,909	2,883,909	2,883,909		2,883,909
Rates receivables		821,455	821,455	732,808	735,247		5,743,399
Receivables	8	574,398	560,595	893,009	1,463,392		934,689
Inventories		104,895	27,397	32,404	32,404		32,404
Total Current assets		16,142,461	16,034,728	10,501,729	9,407,963		17,177,512
Less: Current liabilities							
Payables		(2,694,860)	(3,039,546)	(2,040,399)	(972,138)		(2,039,879)
Contract liabilities		(3,569,766)	(3,569,766)	(3,569,766)	(3,569,766)		(3,569,766)
Borrowings	13	(7,720)	(46,913)	(46,913)	(46,913)		(46,913)
Lease liabilities	14	(311,409)	(299,769)	(245,549)	(243,593)		(243,593)
Employee Provisions		(579,587)	(778,494)	(778,494)	(778,494)		(778,494)
Total Current liabilities		(7,163,342)	(7,734,488)	(6,681,121)	(5,610,904)		(6,678,645)
Net Currents Assets		8,979,119	8,300,240	3,820,608	3,797,059		10,498,867
Less: Adjustments to net current assets							
Less: Reserves - restricted cash	6	(2,883,909)	(2,883,909)	(2,883,909)	(2,883,909)		(2,883,909)
Add: Borrowings included in Budget	13	7,720	46,913	46,913	46,913		46,913
Add: Lease liabilities included in Budget	14	311,409	299,769	245,549	243,593		243,593
Add: Provisions - employee		579,587	778,494	778,494	778,494		778,494
Total adjustments to net current assets		(1,985,193)	(1,758,733)	(1,812,953)	(1,814,909)		(1,814,909)
Funding surplus/(deficit) (NET CURRENT ASSETS)		6,993,926	6,541,507	2,007,655	1,982,150		8,683,958

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.

STATUTORY STATEMENT Local Government (Financial Management) Regulations 34(2)(b)
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022
Note 2
Explanation of material variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.

The material variance adopted by Council in accordance with REG 34(5) for the 2022-23 year for Operating is (+) plus or (-) minus \$10,000 and for Capital (+) plus or (-) minus \$20,000 or 10.00% whichever is the higher.

Reporting Program	Var. \$	Var. %	Variance	Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Rates	11,135	0.18%			Within Variance
Specified area rates	(5,755)	(2.08%)			Within Variance
Operating grants, subsidies and contributions	(1,970,072)	(42.02%)	Lower	Timing	Flood damage Income is \$1.9M lower than YTD Budget. \$1.23M is currently recorded as a Contract Liability (Grant in advance from FY22), and \$600K has been invoiced in early November.
Fees and charges	217,776	10.61%	Higher	Permanent	Tip fee and refuse collection \$ 21K, Development Application Fees \$31K, Lease fees \$36K, Airport Landing and lease Fees \$80K, Camping Fees \$12K and Visitor Centre revenue \$34K higher than YTD budget. Staff will assess these charges over future months and adjust where required with the budget review.
Service charges	0	0.00%			Within Variance
Interest earnings	(4,492)	(15.98%)			Within Variance
Other revenue	(340)	(0.29%)			Within Variance
Expenditure from operating activities					
Employee costs	26,855	1.20%			Within Variance
Materials and contracts	531,669	9.05%			Within Variance
Utility charges	47,433	15.94%	Lower	Timing	Street Lighting charges for October of \$20K have been costed into November and Civic Centre Utilities are \$9K lower than YTD Budget. These are both expected to be timing variances where expenditure will even out over future months.
Depreciation on non-current assets	2,699,708	100.00%	Lower	Timing	Actual depreciation for FY23 has not been processed via the Asset register, pending finalisation of FY22 processes. Staff will process indicative expense in future reports.
Interest expenses	417	11.75%			Within Variance
Insurance expenses	280,003	53.09%	Lower	Timing	The 2nd instalment of Insurance payment to LGIS was anticipated to be paid in October
Other expenditure	(427)	(0.46%)			Within Variance
Non-cash amounts excluded from operating activities					
Add: Depreciation on assets	(2,699,708)	(100.00%)	Lower	Timing	As noted above depreciation for FY23 has not yet been processed. This variance item refers to the write back of depreciation from the Statement of Financial activity as it is not a cash expense.
Investing activities					
Proceeds from non-operating grants, subsidies and contributions	12,452	1.12%			Within Variance
Payments for property, plant and equipment and infrastructure	1,330,257	34.52%	Lower	Timing	Refer to Note 7 for projects details. Finance staff will work with Project Managers to correct the Timing of Capital works budgets.
Financing activities					
Proceeds from new debentures	0	0.00%			Within Variance
Transfer from reserves	0	0.00%			Within Variance
Payments for principal portion of lease liabilities	0	0.00%			Within Variance
Repayment of debentures	0	0.00%			Within Variance
Transfer to reserves	0	0.00%			Within Variance
Opening funding surplus / (deficit)	(452,419)	(6.47%)			Within Variance - The Brought forward funding position has decreased since budget adoption. This position is indicative until all end of year transactions and audit for FY22 have been finalised. Staff are continuing to finalise bank transactions, financial reconciliations and accruals which will impact this amount.

Shire of Carnarvon

SUPPORTING INFORMATION THE MONTHLY STATEMENTS PROVIDED FOR COUNCILLORS INFORMATION REG 34(2)(c) FOR THE PERIOD ENDED 31 OCTOBER 2022

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.

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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 16.10.22

SIGNIFICANT 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.

Optional Statement
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

Note 4
BY PROGRAM

					0		
	Ref	Adopted Budget	Current Budget	YTD Budget	YTD Actual	Var. \$	Var. %
	Note			(a)	(b)	(b)-(a)	(b)-(a)/(a)
		\$	\$	\$	\$	\$	%
Opening funding surplus / (deficit)	1	6,993,926	6,993,926	6,993,926	6,541,507	(452,419)	(6.47%)
Revenue from operating activities							
Governance		22,600	22,600	8,700	12,298	3,598	41.35%
General purpose funding (Rates)		6,312,079	6,312,079	6,312,079	6,323,214	11,135	0.18%
General purpose funding		1,854,686	1,854,686	498,572	494,132	(4,440)	(0.89%)
Law, order and public safety		353,793	353,793	23,659	68,967	45,308	191.51%
Health		73,816	73,816	2,160	5,163	3,003	139.03%
Education and welfare		433,333	433,333	173,166	89,720	(83,446)	(48.19%)
Housing		0	0	0	836	836	0.00%
Community amenities		2,673,811	2,673,811	1,851,585	1,929,155	77,570	4.19%
Recreation and culture		72,700	88,413	37,046	115,675	78,629	212.25%
Transport		11,729,993	11,729,993	4,385,663	2,544,087	(1,841,576)	(41.99%)
Economic services		353,700	353,700	163,887	157,315	(6,572)	(4.01%)
Other property and services		60,500	60,500	17,668	2,265	(15,403)	(87.18%)
		23,941,011	23,956,724	13,474,185	11,742,825	(1,731,360)	
Expenditure from operating activities							
Governance		(768,588)	(768,588)	(404,775)	(220,807)	183,968	45.45%
General purpose funding		(144,426)	(144,426)	(38,140)	(31,712)	6,428	16.85%
Law, order and public safety		(1,485,851)	(1,485,851)	(522,868)	(369,814)	153,054	29.27%
Health		(500,290)	(500,290)	(154,575)	(73,744)	80,831	52.29%
Education and welfare		(1,007,992)	(1,007,992)	(339,978)	(152,876)	187,102	55.03%
Housing		(188,223)	(188,223)	(71,612)	(57,105)	14,507	20.26%
Community amenities		(3,102,178)	(3,102,178)	(1,046,557)	(597,505)	449,052	42.91%
Recreation and culture		(4,806,158)	(4,821,871)	(1,575,544)	(1,137,743)	437,801	27.79%
Transport		(21,351,573)	(21,351,573)	(6,898,974)	(4,704,378)	2,194,596	31.81%
Economic services		(1,760,981)	(1,760,981)	(641,943)	(437,431)	204,512	31.86%
Other property and services		(67,187)	(67,187)	(33,460)	(380,039)	(346,579)	(1035.80%)
		(35,183,447)	(35,199,160)	(11,728,426)	(8,163,155)	3,565,271	
Non-cash amounts excluded from operating activities							
Add: Depreciation on assets		8,099,260	8,099,260	2,699,708	0	(2,699,708)	(100.00%)
Amount attributable to operating activities		(3,143,176)	(3,143,176)	4,445,467	3,579,670	(865,797)	
Investing Activities							
Non-operating grants, subsidies and contributions		7,005,789	7,063,504	1,109,426	1,121,878	12,452	1.12%
Net Non-Operating Grants		7,005,789	7,063,504	1,109,426	1,121,878	12,452	1.12%
Proceeds from disposal of assets		0	0	0	20,388	20,388	0.00%
Payments for property, plant and equipment and infrastructure		(11,965,083)	(12,022,798)	(3,853,566)	(2,523,309)	1,330,257	34.52%
Amount attributable to investing activities		(4,959,294)	(4,959,294)	(2,744,140)	(1,381,043)	1,363,097	
Financing Activities							
Proceeds from new debentures	13	1,821,053	1,821,053	0	0	0	0.00%
Transfer from reserves	6	2,259,970	2,259,970	0	0	0	0.00%
Payments for principal portion of lease liabilities	14	(310,181)	(310,181)	(56,176)	(56,176)	0	0.00%
Repayment of debentures	13	(157,575)	(157,575)	0	0	0	0.00%
Transfer to reserves	6	(2,504,723)	(2,504,723)	0	0	0	0.00%
Amount attributable to financing activities		1,108,544	1,108,544	(56,176)	(56,176)	0	
Closing funding surplus / (deficit)	1	0	0	8,639,077	8,683,958	44,881	

KEY INFORMATION

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 2022

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

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
GOVERNANCE To provide a decision making process for the efficient allocation of scarce resources.	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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

Note 5

CASH AND FINANCIAL ASSETS

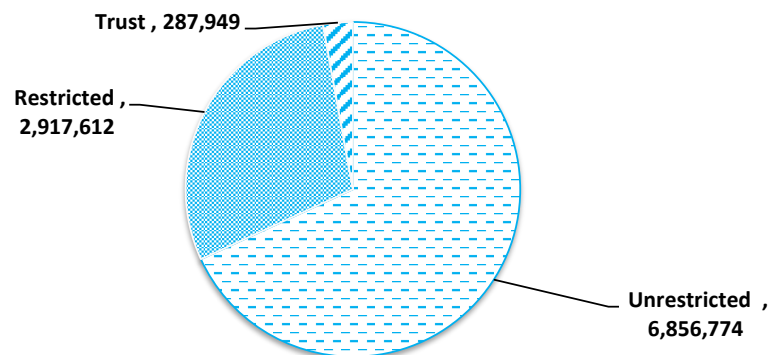
Description	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on hand							
Municipal Bank Account - 4334-09426	4,742,497	0	4,742,497	0	ANZ Bank	0.00%	On Call
Municipal Online Account - 4510-69349	1,370,223	0	1,370,223	0	ANZ Bank	0.35%	On Call
Municipal Bank Account - 3781-67777 - Visitor Centre	620,112	0	620,112	0	ANZ Bank	0.00%	On Call
Trust Bank Account - 4334-09434	0	0	0	287,949	ANZ Bank	0.00%	On Call
Reserve Bank Account-4334-75677	0	0	271	0	ANZ Bank	0.00%	On Call
Reserve Online Account - 4516-72666	123,941	2,883,909	3,007,850	0	ANZ Bank	0.35%	On Call
Investments							
Term Deposit - No.2 Blowholes	0	33,703	33,703	0	WATC	0.05%	OCDF*
Total	6,856,774	2,917,612	9,774,657	287,949			
Comprising							
Cash and cash equivalents	6,856,774	2,917,612	9,774,657	287,949			
	6,856,774	2,917,612	9,774,657	287,949			

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.

Restricted cash includes outstanding reserve transfers.

* OCDF - Overnight Cash Deposit Facility



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

FINANCING ACTIVITIES
Note 6
CASH RESERVES

Reserves

Reserve name	Original Budget Opening Balance	Actual Opening Balance	Budget Interest Earned	Actual Interest Earned	Original Budget Transfers In (+)	Actual Transfers In (+)	Original Budget Transfers Out (-)	Actual Transfers Out (-)	Original Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
LEAVE RESERVE										
Leave Reserve	330,125	330,125		0	22,791	0	0	0	352,916	330,125
Plant Reserve	192,457	192,457		0	22,791	0	0	0	215,248	192,457
Waste Disposal Reserve	153,324	153,324		0	0	0	0	0	153,324	153,324
Public Ablutions Reserve	1,764	1,764		0	0	0	(1,764)	0	0	1,764
Staff Housing Reserve	700,540	700,540		0	0	0	(700,540)	0	0	700,540
Civic Centre Reserve	60,515	60,515		0	0	0	(60,515)	0	0	60,515
It Replacement Reserve	107,065	107,065		0	0	0	(107,065)	0	0	107,065
Airport Reserve	59,302	59,302		0	0	0	(59,302)	0	0	59,302
Coral Bay Tip Reserve	71,860	71,860		0	0	0	0	0	71,860	71,860
Surge/Fascine Wall Reserve	414,442	414,442		0	0	0	(414,442)	0	0	414,442
Town Planning Reserve	1,451	1,451		0	0	0	(1,451)	0	0	1,451
Fascine Dredging Reserve	84,693	84,693		0	0	0	(84,693)	0	0	84,693
Flood Mitigation Reserve	11,886	11,886		0	0	0	(11,886)	0	0	11,886
Otc/Nasa Reserve	21,368	21,368		0	0	0	(21,368)	0	0	21,368
Blowholes Reserve	2,750	2,750		0	130,000	0	(132,750)	0	0	2,750
Land & Infrastructure Development Reserve	224,864	224,864		0	0	0	(224,864)	0	0	224,864
Asset Management Reserve	38,896	38,896		0	0	0	(38,896)	0	0	38,896
Emergency Response Reserve	265,402	265,402		0	0	0	(265,402)	0	0	265,402
Mosquito Management Reserve	6,173	6,173		0	800	0	0	0	6,973	6,173
Country Roads Grading	135,032	135,032		0	0	0	(135,032)	0	0	135,032
Airport Renewal And Upgrade Reserve	0	0		0	59,302	0	0		59,302	0
Asset Upgrades And Renewal Reserve	0	0		0	527,623	0	0		527,623	0
Emergency Management Reserve	0	0		0	288,683	0	0		288,683	0
Fascine Upgrade And Renewal Reserve	0	0		0	394,579	0	0		394,579	0
Strategic Projects Reserve	0	0		0	925,404	0	0		925,404	0
Blowholes Reserve Management Funds	0	0		0	132,750	0	0		132,750	0
Reserve Funds	2,883,909	2,883,909	0	0	2,504,723	0	(2,259,970)	0	3,128,662	2,883,909

KEY INFORMATION

During budget deliberations the Council reviewed and restructured Reserve funds to meet the future funding needs of the Shire.
The highlighted reserves are to be closed during the financial year.
Refer to Reserve Purposes on the following page.

Reserve Purpose

Reserve name	Timing if Intended use	Purpose
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.
Public Ablutions Reserve	Close & Transfer	To be used to contribute to replacement of major upgrades on Shire of Carnarvon, to be closed and transferred to new Asset Upgrades and Renewal Reserve.
Staff Housing Reserve	Close & Transfer	To be used for major maintenance and capital purchases with respect to staff housing., to be closed and transferred to Strategic Projects Reserve.
Civic Centre Reserve	Close & Transfer	To be used for major building and equipment upgrades to Carnarvon Civic Centre, to be closed and transferred to new Asset Upgrades and Renewal Reserve.
It Replacement Reserve	Close & Transfer	To be used to fund the Shire of Carnarvon Information Technology Strategy, to be closed and transferred to new Asset Upgrades and Renewal Reserve.
Airport Reserve	Close & Transfer	To be used to contribute to capital costs in relation to the Carnarvon Airport.
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).
Surge/Fascine Wall Reserve	Close & Transfer	To be used for capital upgrade costs associated with the Fascine Wall.
Town Planning Reserve	Close & Transfer	To be used to contribute to funding town planning scheme reviews, new scheme & relevant town planning purposes, to be closed and transferred to new Asset Upgrades and Renewal Reserve.
Fascine Dredging Reserve	Close & Transfer	To be used for capital upgrade costs associated with the Fascine Wall.
Flood Mitigation Reserve	Close & Transfer	To be used to finance Council's obligations with respect to the Flood Mitigation Strategy, to be closed and transferred to Emergency Management Reserve.
Otc/Nasa Reserve	Close & Transfer	To be used for the development & conservation of the OTC site, to be closed and transferred to new Asset Upgrades and Renewal Reserve.
Blowholes Reserve	Close & Repurpose	To be used to assist with the removal of shack debris and post demolition rehabilitation of shack area, to be closed and transferred to Strategic Projects Reserve.
Land & Infrastructure Development Reserve	Close & Transfer	To be used for the purchase of land and development of infrastructure within the Shire of Carnarvon, to be closed and transferred to Strategic Projects Reserve.
Asset Management Reserve	Close & Transfer	To be used for the replacement and improvement of specified assets within the Shire of Carnarvon in accordance with the Shire's Asset Management Plan, to be closed and transferred to new Asset Upgrades and Renewal Reserve.
Emergency Response Reserve	Close & Transfer	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, to be closed and transferred to Emergency Management Reserve.
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.
Country Roads Grading	Close & Transfer	To be used for the country roads grading program in seasons when the climatic conditions are suitable, to be closed and transferred to new Asset Upgrades and Renewal Reserve.
Airport Renewal And Upgrade Reserve	New 2022-23	To fund upgrades and renewal at the Carnarvon Airport.
Asset Upgrades And Renewal Reserve	New 2022-23	To fund the upgrade and renewal of existing assets.
Emergency Management Reserve	New 2022-23	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	New 2022-23	To fund the upgrades and renewal of Fascine Infrastructure.
Strategic Projects Reserve	New 2022-23	To fund development of strategic projects and new infrastructure.
Blowholes Reserve Management Funds	New 2022-23	To fund the implementation of the Blowholes Reserve management plan.

KEY INFORMATION

During budget deliberations the Council reviewed and restructured Reserve funds to meet the future funding needs of the Shire.

The highlighted reserves are to be closed during the financial year.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

INVESTING ACTIVITIES

Note 7

CAPITAL ACQUISITIONS SUMMARY

Capital acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual
	\$		\$	\$
Land & Buildings	1,320,772	1,366,572	345,026	80,421
Furniture & Equipment	125,000	125,000	37,500	0
Plant & Equipment	1,542,000	1,542,000	22,000	370,032
Roads	4,088,436	4,088,436	2,711,770	1,754,030
Footpaths	447,500	447,500	113,332	18,955
Drainage	40,000	40,000	13,332	9,648
Parks & Ovals	1,041,815	1,041,815	85,723	3,077
Airport	620,496	620,496	179,996	148,246
Other Infrastructure	2,419,064	2,430,979	344,887	132,933
Landfill	320,000	320,000	0	5,968
Payments for Capital Acquisitions	11,965,083	12,022,798	3,853,566	2,523,309
Right of use assets	0	0	0	0
Total Capital Acquisitions	11,965,083	12,022,798	3,853,566	2,523,309

CAPITAL ACQUISITIONS SUMMARY

5. CAPITAL ACQUISITIONS DETAILED

Adopted								
Account	Job	Account Description	Original Budget	Revised Budget	YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Land & Buildings								
584	LRC023	Admin Building Roof Replacement	300,000	300,000	100,000	0	(100,000)	
1224		Land & Buildings - Dfes	0	45,800	0	0	0	
2974	0511	4 Yardi Quays - Capital	40,000	40,000	20,000	11,110	(8,890)	
2974	0512	21 Richards Street	12,000	12,000	0	0	0	
2974	0519	10 Foss Crescent	40,000	40,000	13,333	0	(13,333)	
3064	LRC022	Baxter Park Ablution Block Refurbishment	100,000	100,000	16,667	0	(16,667)	
3154	3156	Ceiling Replacement Ladies Toilet - Civic Centre Building	50,000	50,000	0	0	0	
3680	1501	Depot Improvements	25,000	25,000	25,000	19,853	(5,147)	
3680	G008	Bulk Fuel Tank	30,000	30,000	0	0	0	
3764	G005	Pelican Point Erosion Project (Grant Funded)	67,690	67,690	0	0	0	
3764	LRC015	Baston Oval Ablutions Upgrade	170,000	170,000	0	0	0	
3764	LRC021	Foreshore Playground Upgrades	434,082	434,082	144,694	39,372	(105,322)	
4154	0415	Main Airport Terminal	40,000	40,000	13,332	9,472	(3,860)	
4154	0419	Old Terminal Building	12,000	12,000	12,000	613	(11,387)	
			1,320,772	1,366,572	345,026	80,421	(264,605)	
Furniture & Equipment								
594		Furn & Equip (Admin)	15,000	15,000	5,000	0	(5,000)	
0598		Equipment (New And Renewal) For I.T.	60,000	60,000	20,000	0	(20,000)	
3554		Furn & Equip (Lib)	50,000	50,000	12,500	0	(12,500)	
			125,000	125,000	37,500	0	(37,500)	
Plant & Equipment								
2514		Plant And Equipment	725,000	725,000	0	353,000	353,000	
3274	1564	Other Plant And Equipment - Aquatic Centre	12,000	12,000	12,000	1,294	(10,706)	
4114		Plant & Equip. - Airport	15,000	15,000	10,000	0	(10,000)	
4284		Plant & Equipment - Sp-43	790,000	790,000	0	15,738	15,738	
			1,542,000	1,542,000	22,000	370,032	348,032	
Roads								
3740	R2R010	West Street - Roads To Recovery	12,542	12,542	12,542	12,809	267	
3740	R2R011	George Street - Roads To Recovery	8,618	8,618	8,618	8,599	(20)	
3740	R2R029	Hill Street - Roads To Recovery	7,552	7,552	7,552	7,199	(353)	
3740	R2R047	Shallcross Street - Roads To Recovery	16,783	16,783	16,783	18,146	1,363	
3740	R2R125	Wooramel Street - Roads To Recovery	9,725	9,725	9,725	13,473	3,748	
3740	R2R151	Tuckey Court - Roads To Recovery	8,664	8,664	8,664	8,788	124	
3740	R2R166	Hope Street - Roads To Recovery	9,435	9,435	9,435	8,527	(908)	
3740	R2R167	Smart Street - Roads To Recovery	8,777	8,777	8,777	9,553	776	
3740	R2R235	Rushton Street (B) - Roads To Recovery	4,615	4,615	4,615	0	(4,615)	
3740	R2R236	Rushton Street (C) - Roads To Recovery	5,035	5,035	5,035	5,017	(18)	
3740	R2R241	Main Street - Roads To Recovery	850,605	850,605	30,000	9,435	(20,565)	
3747	RRG121	Quobba Gnaraloo	395,817	395,817	114,923	0	(114,923)	
3747	RRG174	Minilya/Lyndon Road	697,414	697,414	697,413	304,106	(393,308)	
3747	RRG209	Harbour Road	744,935	744,935	744,936	455,274	(289,662)	
3747	RRG242	Carnarvon Mullewa Road (Rrg)	594,537	594,537	594,537	594,537	0	
3760	C101	Olivia Terrace	14,500	14,500	14,500	15,205	705	
3760	C203	Festival Road	21,975	21,975	21,975	22,979	1,004	
3760	C702	Grid Construction & Approches	150,000	150,000	0	905	905	
3760	C737	Water Bore Installation	125,000	125,000	83,332	51,480	(31,852)	
3760	LRC001	Dog Fence Project Support	9,852	9,852	9,852	407	(9,445)	
3760	LRC018	Culverts And Flood Wall Rock Minilya Lyndon & Wahroonga Pimbee Rds	308,555	308,555	308,556	207,592	(100,964)	
3864	BLS204	Speedway Road A - Black Spot	83,500	83,500	0	0	0	
			4,088,436	4,088,436	2,711,770	1,754,030	(957,740)	
Footpaths								
3848		Bicycle Network Coral By Design And Construct	250,000	250,000	83,332	18,955	(64,377)	
3850	9004	Temporary Budget Job No - Footpaths Asset Renewals (Coa 3850)	90,000	90,000	0	0	0	
3858		Wa Bicycle Network Community College Shared Path	107,500	107,500	30,000	0	(30,000)	
			447,500	447,500	113,332	18,955	(94,377)	

CAPITAL ACQUISITIONS SUMMARY

5. CAPITAL ACQUISITIONS DETAILED

Account	Job	Account Description	Original Budget	YTD Actual	YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Drainage								
3770	D002	Storm Water Pumps	40,000	40,000	13,332	9,648	(3,684)	
			40,000	40,000	13,332	9,648	(3,684)	
Parks & Ovals								
3474	0615	Playground Equipment	10,000	10,000	6,000	0	(6,000)	
3690	1154	Blowholes Development Project (Capital Works)	148,340	148,340	24,723	0	(24,723)	
3690	9011	Blowholes Interpretive Shelter - Gdc	118,475	118,475	0	0	0	
3690	9012	Blowholes Erosion Control Work (Acquarium)	75,000	75,000	25,000	0	(25,000)	
3690	9013	Blowholes Shelter Upgrade	25,000	25,000	8,333	0	(8,333)	
3690	9014	Blowholes Stairs Upgrade	65,000	65,000	21,667	0	(21,667)	
3690	R013	Skate Park Upgrade	80,000	80,000	0	0	0	
3690	R046	Youth Precinct Development	520,000	520,000	0	3,077	3,077	
			1,041,815	1,041,815	85,723	3,077	(82,646)	
Airport								
4124	A012	Coral Bay Airstrip Upgrade	440,500	440,500	0	8,481	8,481	
4124	A015	Carnarvon Airport Airside Fencing , Boundary Fencing, Apron Lighting	179,996	179,996	179,996	139,765	(40,231)	
			620,496	620,496	179,996	148,246	(31,750)	
Other Infrastructure								
809		Bushfire Brigade Water Tank	119,350	119,350	0	0	0	
1264		Infrastructure - Dfes	0	11,915	0	0	0	
3124	0495	Brown'S Range Cemetery - Niche Wall (Columbarium)	20,000	20,000	0	0	0	
3604	3617	Perimeter Fencing - Waste Water Ponds	25,000	25,000	8,332	0	0	
3604	3620	Iws - Infrastructure (Bbrf)	238,000	238,000	158,668	0	0	
3604	3622	Main Street Reticulation	200,000	200,000	0	0	0	
3604	LRC005	Fascine Shelter & Bbq Project	64,150	64,150	47,300	46,350	0	
3604	LRC007	Town Amenity Improvements	22,350	22,350	22,350	22,038	0	
3604	LRC017	Brockman Park Retic And Landscape	168,670	168,670	28,112	489	0	
3604	LRC019	Facine Wall Capping Beam Replacement	439,450	439,450	0	2,140	0	
3604	LRC020	Facine Wall Cathodic Protection	413,000	413,000	0	0	0	
3974	0404	Replacement Of Triple J Transmitter	15,000	15,000	0	0	0	
4214	4211	Entry Statement (Other Infrastructure Capital)	20,000	20,000	20,000	0	0	
4214	LRC003	Coral Bay Visitor Signage Project	15,189	15,189	15,189	4,895	0	
4214	LRC009	Blowholes Camping Area Improvements	67,405	67,405	44,936	52,048	0	
4214	SE001	'Solar Eclipse -Coral Bay Existing Ablution Upgrades	50,000	50,000	0	0	0	
4214	SE002	'Solar Eclipse - Coral Bay Temporary Ablution Facilities	16,500	16,500	0	0	0	
4214	SE003	'Solar Eclipse -Water Fill And Sewerage Disposal Points	35,000	35,000	0	0	0	
4214	SE004	'Solar Eclipse -Coral Bay Entrance Parking Facilities	206,000	206,000	0	0	0	
4214	SE005	'Solar Elclipse -Coral Bay Pedestrian Zone	30,000	30,000	0	0	0	
4214	SE006	'Solar Eclipse -Waste Management Plan	9,000	9,000	0	0	0	
4214	SE007	'Solar Eclipse -Carnarvon Visitor Centre Cosmetic Upgrades And Ablutions	95,000	95,000	0	0	0	
4289		Entry Statement Nwch Re-Establishment	150,000	150,000	0	4,973	4,973	
			2,419,064	2,430,979	344,887	132,933	4,973	
Landfill								
2414	0385	New Refuse Site Development At Coral Bay	320,000	320,000	0	5,968	0	
			320,000	320,000	0	5,968	0	
TOTALS			11,965,083	12,022,798	3,853,566	2,523,309	(1,119,298)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

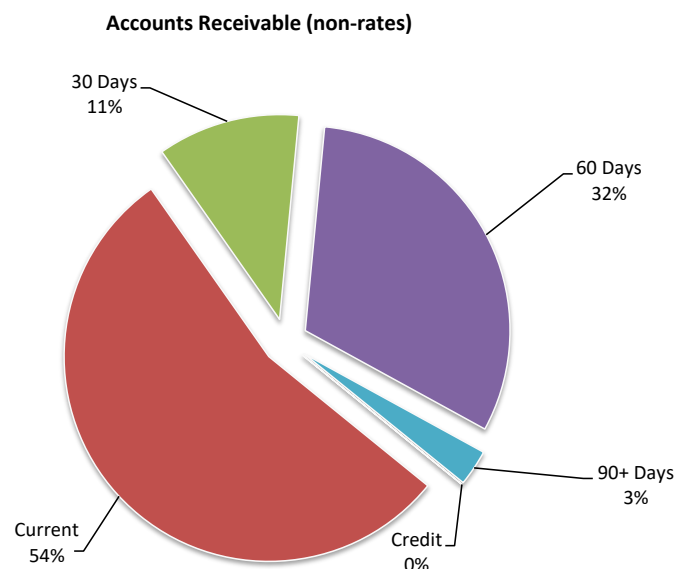
**Note 8
RECEIVABLES**

Rates receivable	30 Jun 2022	31 Oct 2022
	\$	\$
Opening arrears previous years	834,286	821,455
Levied this year	6,107,514	6,594,232
Less - collections to date	(6,120,344)	(1,672,288)
Equals current outstanding	821,455	5,743,399
Net rates collectable	821,455	5,743,399
% Collected	88.2%	22.6%

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.

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(108)	286,239	59,239	165,554	15,025	525,949
Percentage	0.0%	54.4%	11.3%	31.5%	2.9%	
Balance per trial balance						
Sundry receivable	(108)	286,239	59,239	165,554	15,025	525,949
Due (to)/from ATO - GST and PAYG Net	0	388,911	0	0	0	388,911
Provision for Doubtful Debts	0	0	0	0	(6,868)	(6,868)
FESA Control	0	0	0	0	0	(16,328)
Accrued Income	0	0	0	0	0	31,648
LSL owed by Other Councils	0	11,377	0	0	0	11,377
Total receivables general outstanding	(108)	686,527	59,239	165,554	8,157	934,689
Amounts shown above include GST (where applicable)						

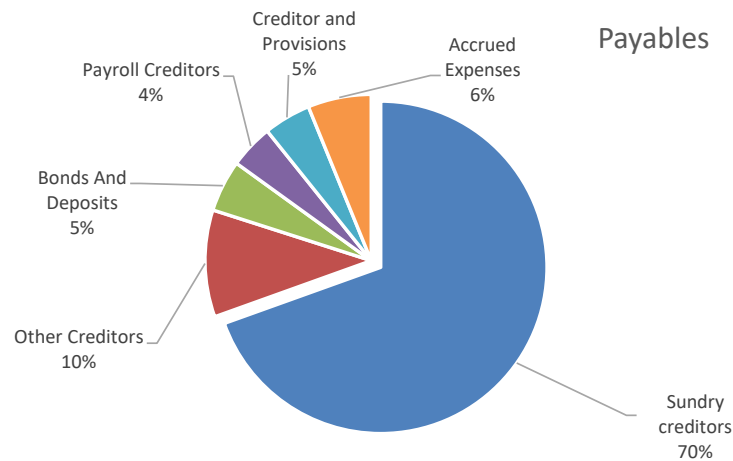


Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	995,840	20,426	9,927	391,911	1,418,104
Percentage	0%	70.2%	1.4%	0.7%	27.6%	
Balance per trial balance						
Sundry creditors	0	995,840	20,426	9,927	391,911	1,418,104
Other Creditors	0	212,357	0	0	0	212,357
Bonds And Deposits	0	102,667	0	0	0	102,667
Payroll Creditors	0	87,319	0	0	0	87,319
Creditor and Provisions	0	93,657	0	0	0	93,657
Accrued Expenses	0	125,775	0	0	0	125,775
Total payables general outstanding						2,039,879

Amounts shown above include GST (where applicable)

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.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

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				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
Residential	11.78720	1,284	22,281,709	2,626,390	25,000	(35,000)	2,616,390	2,626,296	0	0	2,626,296
Commercial/Industrial	10.91810	265	15,578,600	1,700,887			1,700,887	1,700,887	0	0	1,700,887
Special Use/Rural	11.78720	55	1,757,732	207,187			207,187	207,187	1,228	0	208,415
Unimproved value											
Mining	25.9827	47	833,994	216,694			216,694	216,694	0	0	216,694
Pastoral	11.83120	31	3,131,820	370,532			370,532	370,532	0	0	370,532
Intensive Horticultural	2.71260	170	20,882,500	566,459			566,459	566,459	0	0	566,459
Sub-Total		1,852	64,466,355	5,688,149	25,000	(35,000)	5,678,149	5,688,055	1,228	0	5,689,283
Minimum payment	Minimum \$										
Gross rental value											
Residential	1,228	395	3,236,508	485,060	0	0	485,060	485,060	0	0	485,060
Commercial/Industrial	1,228	59	453,208	72,452	0	0	72,452	72,452	0	0	72,452
Special Use/Rural	1,228	47	373,933	57,716	0	0	57,716	57,716	0	0	57,716
Unimproved value								0			
Mining	450	17	14,161	7,650	0	0	7,650	7,650	0	0	7,650
Pastoral	1,228	9	30,700	11,052	0	0	11,052	11,052		0	11,052
Intensive Horticultural	1,228	0	0	0	0	0	0	0	0	0	0
Sub-total		527	4,108,510	633,930	0	0	633,930	633,930	0	0	633,930
Total general rates		2,379	68,574,865	6,322,079	25,000	(35,000)	6,312,079	6,321,985	1,228	0	6,323,213
Other Rates	Rate in \$ (cents)										
SAR - GRV Coral Bay				264,001		0	264,001	264,006	0	0	264,006
Ex-gratia rates				14,000			14,000	0	0	0	7,012
Waivers (OTC Dish)				(1,228)			(1,228)	0	0	0	0
Total specified area rates				276,773		0	276,773	264,006	0	0	271,018
Total Rates							6,588,852	6,585,991	1,228	0	6,594,232

KEY INFORMATION

* Rates were levied in October 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

NON-OPERATING GRANTS AND CONTRIBUTIONS

	Type	Adopted Budget Revenue	Current Budget	YTD Budget	YTD Revenue Actual	Comment
		\$	\$	\$	\$	
Governance						
Lrci Grant Phase 3	Tied	300,000	300,000	0	0	
Law, order, public safety						
Bushfire Brigade Water Tank Grant	Tied	119,350	119,350	0	0	
Dfes Grant - Infrastructure		0	57,715	57,715	0	
Health						
Community amenities						
LRCI Grant - SP-25	Tied	25,000	25,000	25,000	22,727	
L.R.C.I GRANT - SP-31	Tied	125,000	125,000	0	0	
Recreation and culture						
Grants - Blowholes Dev.	Tied	145,039	145,039	0	0	
L.R.C.I. Grant - Sp-34	Tied	84,400	84,400	84,400	0	
Grant - Pelican Point Sand Drift And Erosion Project -						
Dplh Coastwest Program	Tied	33,845	33,845	0	0	
Grants - Integrated Water Project	Tied	173,135	173,135	0	17,898	
Lrci Grant - Sp-34	Tied	255,290	255,290	0	4,244	
Bbrf & Dpird Grants (Skate Park & Youth Precinct)						
	Tied	583,000	583,000	50,000	0	
Lrci Grants Phase 3	Tied	1,286,532	1,286,532	0	0	
Grant - Blowholes Interpretive Shelter - Gdc	Tied	85,000	85,000	0	0	
Transport						
Local Roads & Community Infrastructure Grant	Tied	19,852	19,852	10,000	10,000	
Regional Road Group	Tied	1,243,691	1,243,691	506,536	719,334	
Wa Bicycle Network Coral Bay Design And Construct						
	Tied	125,000	125,000	0	35,000	
Roads To Recovery. - Sp-37	Tied	942,351	942,351	105,502	13,756	
Wa Bicycle Network Carnarvon Community College						
Shared Path	Tied	53,750	53,750	17,916	21,500	
R.A.D.S Grant	Tied	344,612	344,612	0	0	
R.A.U.P. Grant	Tied	128,293	128,293	(18,393)	24,464	
Lrci Grant - Sp-37	Tied	308,555	308,555	0	0	
Economic services						
Grant - Entry Statement Nwch - Gdc	Tied	150,000	150,000	75,000	75,000	
Grant	Tied	391,500	391,500	195,750	177,955	Solar eclipse Funding
Lrci Grant - Infr.	Tied	82,594	82,594	0	0	
		7,005,789	7,063,504	1,109,426	1,121,878	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

OPERATING ACTIVITIES

Note 12

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Type	Adopted Budget Revenue	Revised Budget	YTD Budget	YTD Revenue Actual	Comment
		\$	\$	\$	\$	
Operating grants and subsidies						
General purpose funding						
F.A.G.- General Purpose	Untied	1,368,283	1,368,283	342,071	342,071	
F.A.G. - Roads	Untied	347,131	347,131	86,783	86,783	
E.S.L. - Commission	Untied	0	0	0	4,000	
Law, order, public safety						
Bushfire Grant		19,793	19,793	9,896	9,897	
Emergency Svces Grant	Untied	36,000	36,000	4,431	11,418	
Grant-Emergency Risk Management (Aware)	Untied	0		0	0	
Grants And Contributions	Untied	130,000	130,000	0	0	
Dfes Grant Risk Officer	Untied	140,000	140,000	0	0	
Health						
Grants (Mosquito Funding)	Untied	36,136	36,136	0	0	
Education and welfare						
Grants Others	Untied	73,000	73,000	0	0	
Grants- Service Agreement - Youth Hub	Untied	304,333	304,333	152,166	88,720	
Community amenities						
Grants - Protection Of The Environment	Untied	337,060	337,060	0	0	
L.R.C.I Grant - Sp-31	Untied	0	0	0	22,727	
Grant For Charmap Development	Untied	100,000	100,000	0	0	
Recreation and culture						
Grants - Civic Centre		0	0	0	0	
Lib. And Gallery Grants		3,000	18,713	18,713	19,336	
Seniors Grant (Income)		0	0	0	1,000	
Grant Income - Sp-36		0	0	0	0	
Transport						
Grant - Flood Mitigation Works	Untied	9,206,494	9,206,494	3,706,411	1,764,447	
Grant - Improving Flood Preparedness Project	Untied	1,170,011	1,170,011	0	0	
Mrwa Direct Grant	Untied	367,988	367,988	367,988	367,989	
Mrwa Streetlighting Contribution	Untied	21,700	21,700	0	0	
Mrwa Robinson Street Sweeping Contribution	Untied	15,000	15,000	0	0	
Mrwa Verge Mtnce Contribution	Untied	15,000	15,000	0	0	
Economic services						
Total Solar Eclipse Project 2023 - Income	Untied	60,000	60,000	0	0	
		13,750,929	13,766,642	4,688,459	2,718,387	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

FINANCING ACTIVITIES

Note 13

BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2022	YTD Actual	Full Year Budget	YTD Actual	Full Year Budget	YTD Actual	Full Year Budget	YTD Actual	Full Year Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Transport										
Airport Corrective works	216	174,578	0	0	0	47,110	174,578	127,468	824	6,343
Plant and Equipment	TBC	0	0	1,821,053	0	110,465	0	1,710,588	0	9,000
Total		174,578	0	1,821,053	0	157,575	174,578	1,838,056	824	15,343
Current borrowings		46,913					46,913			
Non-current borrowings		172,496					172,496			
		219,409					219,409			

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

New borrowings 2022-23

The Shire has approved borrowing in the 2022/23 Budget of \$1,821,053 which is yet to be financed.

Unspent borrowings

The Shire had no unspent debenture funds as at 30th June 2022, nor is it expected to have unspent funds as at 30th June 2023.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

**FINANCING ACTIVITIES
NOTE 14
LEASE LIABILITIES**

Movement in carrying amounts

Information on leases		New Leases			Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Lease No.	1 July 2022	YTD Actual	Full Year Budget	YTD Actual	Full Year Budget	YTD Actual	Full Year Budget	YTD Actual	Full Year Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Other property and services										
Various Plant & Equipment		583,101	0	0	56,176	310,181	526,925	258,887	0	16,962
Total		583,101	0	0	56,176	310,181	526,925	258,887	0	16,962
Current lease liabilities		299,769					243,593			
Non-current lease liabilities		283,332					283,332			
		583,101					526,925			

All lease repayments were financed by general purpose revenue.

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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

FINANCING ACTIVITIES
NOTE 15

BUDGET AMENDMENTS

The following Budget Amendments have been approved by Council, since the adoption of the 2022-23 Budget.

Account No.	Job No.	Description	Council Resolution	Classification	Original Budget	Current Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
							\$	\$	\$
		Budget adoption		Budgeted Closing surplus/(deficit)					0
	745	SES Capital Grants	7.2.4 - Oct OCM	CAPREV	0	57,715	57,715	0	57,715
	1264	SES Infrastructure Renewal	7.2.4 - Oct OCM	CAPEX	0	(11,915)	0	(11,915)	45,800
	1224	SES Building Renewal	7.2.4 - Oct OCM	CAPEX	0	(45,800)	0	(45,800)	0
	3505	Library & Gallery Grants	7.2.4 - Oct OCM	OPREV	3,000	18,713	15,713		15,713
	5612	Art Gallery Equipment - Various	7.2.4 - Oct OCM	OPEX	0	(15,713)	0	(15,713)	0

SHIRE OF CARNARVON									
Budget Adjustments for Council Approval - November 2022									
Funds allocated to							Comments		
Item #	Account/Job	Description	Classification	Original Budget	Amended Budget	Impact on Budget	Running total Impact on Budget Surplus/(Deficit)	Reason	Authorising Officer
4/23	4284	Purchase Road Plant	CAPEX	790,000	158,000	(632,000)	(632,000)	To correctly assign budgets to Programs/Sub Programmes	K White
4/23	2574	Purchase Refuse Plant	CAPEX	725,000	1,080,400	355,400	(276,600)	To correctly assign budgets to Programs/Sub Programmes	K White
4/23	0564	Purchase Admin Vehicle	CAPEX	0	22,000	22,000	(254,600)	To correctly assign budgets to Programs/Sub Programmes	K White
4/23	3344	Purchase P & G Plant	CAPEX	0	175,000	175,000	(79,600)	To correctly assign budgets to Programs/Sub Programmes	K White
4/23	0974	Purchase of Ranger Vehicles	CAPEX	0	79,600	79,600	0	To correctly assign budgets to Programs/Sub Programmes	K White
5/23	3673	Seniors Grant Income	OPREV	0	(1,000)	(1,000)	(1,000)	Additional Grant - Funding For Seniors Week	K Adcock
5/23	2202	Seniors Week Function	OPEX	2,000	3,000	1,000	0	Additional Grant - Funding For Seniors Week	K Adcock
6/23	1822 Job 0228	Mosquito- Vermin Control	OPEX	61,134	47,488	(13,646)	(13,646)	Approved Funding Reduction	D Wallace
6/23	1822 Job 0228	Mosquito- Vermin Control	OPEX	47,488	44,255	(3,233)	(16,879)	Moving Costs - Procuring Microscope Parts & Added Helicopter Time	D Wallace
6/23	1822 Job 0228	Mosquito- Vermin Control	OPEX	44,255	40,997	(3,258)	(20,137)	Expenditure Not Immediately Required	D Wallace
6/23	1823	Grants - Mosquito Funding	OPEX	(36,136)	(22,490)	13,646	(6,491)	Approved Funding Reduction	D Wallace
6/23	1822 Job 0226	Pest Management SOC Costs	OPEX	12,802	16,035	3,233	(3,258)	Add Microscope Parts & Helicopter Time Here	D Wallace
6/23	7801	Transfer To Mosquito Reserve	TTRE	800	4058	3,258	0	Transfer Surplus SOC Expenditure Not Immediately Required	D Wallace
7/23	4297	T.S.E. Lottery West Grant	OPEX	(60,000)	(215,152)	(155,152)	(155,152)	To Bring To Book Approved Grant Funding	H Murphy
7/23	4297	T.S.E. JTSI Funding	OPEX	(215,152)	(385,152)	(170,000)	(325,152)	To Bring To Book Approved Grant Funding	H Murphy
7/23	4296 Job 1964	Total Solar Eclipse Event	OPEX	64,000	389,152	325,152	0	To Bring To Book Approved Grant Funding	H Murphy

LEGEND

Key to Classification

Revenue from Operating Activities
Expenditure from Operating Activities
Revenue from Investing Activities
Non- Operating Expenditure
Transfer from reserves (Revenue)
Transfer to reserves (Expenditure)
Other Financing Revenue
Other Financing Expenditure

OPREV
OPEX
CAPEX
TFRR
TTRE
OFR
OFF

Impact on Budget

(\$100) = reduced income or increased expenditure
\$100 = Increased revenue or increased expenditure



Legend

- Cadastre (View 1)
- Easements and Other Interests
- Lodged Layer
- Roads**
 - Main
 - Minor
- Land Tenure Large Scale ALL**
 - Crown Allotment (Type 2)
- Land Tenure Small Scale 64K**
 - Water Isolation
 - Public Road
- Land Tenure Small Scale 16K**
 - Crown Allotment (Type 2)
 - Lot on Survey (Type 1)
 - Building Strata
 - Public Road
 - Reserve
- Land Tenure Small Scale 4K**
 - Crown Allotment (Type 2)
 - Lot on Survey (Type 1)
 - Public Road
 - Reserve

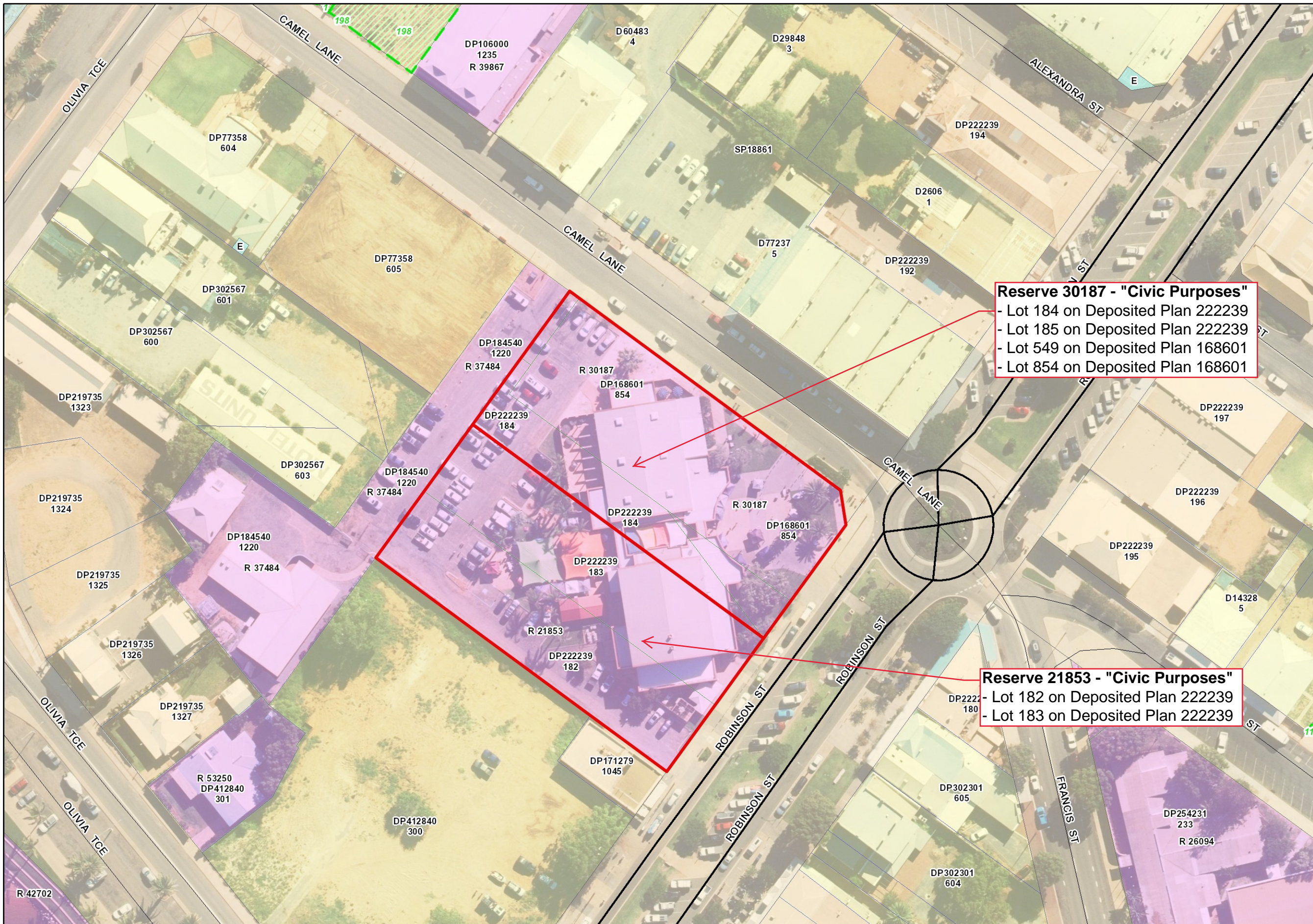
Notes:

* The data that appears on the map may be out of date, not intended to be used at the scale displayed, or subject to license agreements. The map should only be used in matters related to Department of Planning, Lands and Heritage business.

* This map is not intended to be used for measurement purposes.

Date produced:

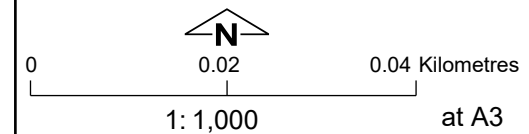
108-Nov-2022



Reserves 21853 and 30187

DPLH BUSINESS USE ONLY

Internal Spatial Viewer



Projection: WGS 1984 Web Mercator Auxiliary Sphere
Graticules (if visible): GDA 1994 Latitude/Longitude

RECEIVED

12 MAY 2022

HORIZON
POWER

NOTICE OF ENTRY

**ENERGY OPERATORS (POWERS) ACT 1979 (WA)
SECTION 46 AND 49**

Bentley Office

18 Brodie Hall Drive
Technology Park
Bentley WA 6102

PO Box 1066
Bentley DC WA 6983

Telephone (08) 6310 1000
Facsimile (08) 6310 1010
www.horizonpower.com.au

Shire of Carnarvon
3 Francis Street
Carnarvon, WA 6701

REGIONAL POWER CORPORATION trading as **HORIZON POWER** of Stovehill Road, Karratha, gives you notice that, on or about 19 May 2022, **HORIZON POWER** intends to enter onto the land described in Part 1 of the Schedule for the purpose of carrying out the works described in Part 2 of the Schedule in the exercise of powers conferred by sections 46 and 49 of the *Energy Operators (Powers) Act 1979*.

THE SCHEDULE

- Part 1 Reserve 30187 being Lot 854 on Deposited Plan 168601 (Camel Lane, Carnarvon) on Certificate of Title Volume LR3005 and Folio 219 being the Lot shown on Figure 1, attached.
- Part 2 Access to the land in Part 1 for all activities associated with the installation and ongoing maintenance of a new electric vehicle charging station Reserve 30187 being Lot 854 on Deposited Plan 168601 (Camel Lane, Carnarvon). The work is scheduled to commence on 19 May 2022.

Dated: 6 May 2022



Signed by the authorised representative of
REGIONAL POWER CORPORATION
Trading as **HORIZON POWER**.

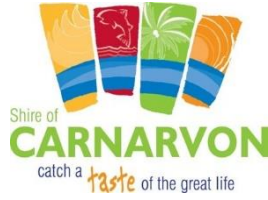
Enquiries: Antonio Colic
Telephone: 0488 002 199
Email: antonio.colic@horizonpower.com.au

Figure 1: Work will be undertaken at Reserve 30187 being Lot 854 on Deposited Plan 168601 depicted by the red outlines shown below.



123





Shire of Carnarvon

Local Planning Scheme No. 13

Amendment No. 5

Summary of Amendment Details

Amending Schedule 2 Specified Additional Uses for Zoned Land in Scheme Area by adding No. 7 to the list of properties and amending the scheme map accordingly.

Planning and Development Act 2005
RESOLUTION TO PREPARE AN AMENDMENT
TO LOCAL PLANNING SCHEME

SHIRE OF CARNARVON LOCAL PLANNING SCHEME NO. 13
AMENDMENT No. 5

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 No. 7 to the list of properties with additional uses. The subject land being Lot 195 (No 231) Robinson Street Morgantown. The additional use being a Veterinary centre. The conditions being that:

1. All development relating to the additional use shall be at the local government's discretion.
2. All other provisions of the zone and any general provisions of the scheme shall apply.

2. Amending LPS Map 24

On Map 24 apply additional use designation A7 to Lot 195 (No 231) Robinson Street Morgantown. The existing light industry 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 reasons:

- a) It is consistent with the Shire of Carnarvon Local Planning Strategy;
- b) It will have minimal impact on land in the scheme area that is not subject to the amendment; and
- c) It will not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

Dated this 22nd day of November 2022

Chief Executive Officer

AMENDMENT REPORT

1.0 INTRODUCTION

On 3 November 2020 the Shire of Carnarvon Local Planning Scheme No. 13 (LPS 13) was published in the Government Gazette and came into operation. LPS 13 incorporates the Scheme text and Scheme maps. It controls and guides development and growth within the Shire of Carnarvon.

The proposed amendment has come about following a request from a veterinary surgeon to establish a veterinary centre at the subject land. Under LPS 13 the subject land is zoned Light Industry and a veterinary centre is listed as a 'X' use within Table 3 – Zoning Table.

2.0 BACKGROUND

The intent and scope of the proposed changes are as follows:

- Updating Schedule 2 with regard to an additional use permitted on the subject land.
- Updating the Scheme Maps to reflect the additional use applying to the subject land.

This report has been structured to reflect these changes and provides the rationale for the amendment.

At the time LPS 13 was being prepared there were concerns about noise associated with land uses involving the keeping of dogs, and the impact on residential properties. Carnarvon has a significant number of residential properties located within or close to land zoned for industrial and commercial purposes. As such an approach was established which enables a high level of control over land uses which involve the keeping of dogs.

In this case it is considered that the subject land is suitable for consideration of a veterinary centre on the basis that:

- The subject land is zoned for industrial purposes and is abutted by and adjacent to commercial properties.
- The site is relatively isolated from residential properties. The closest residential land being located 50 metres east of Lot 195.
- Indicative plans submitted by the proponent indicate that animals kept overnight will be accommodated inside the centre.
- The proponent is a registered veterinary surgeon.

As such is considered that the subject land is suitable for consideration of this land use.

3.0 PLANNING CONTEXT

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

The Planning and Development Act 2005 ('P&D Act'), and the Regulations set the procedure to amend a local planning scheme.

3.2 Shire of Carnarvon Local Planning Scheme No. 13

The Shire of Carnarvon Local Planning Scheme No. 13 (LPS 13) was gazetted on 3 November 2020. Under LPS 13 Lot 195 is zoned Light Industry. Table 3. – Zoning Table identifies a veterinary centre as an 'X' use, meaning that the use is not permitted within the zone.

The zone objectives are as follows:

- *To provide for a range of industrial uses and service industries generally compatible with urban areas, that cannot be located in commercial zones.*
- *To ensure that where any development adjoins zoned or developed residential properties, the development is suitable set back, screened or otherwise treated so as not to detract from the residential amenity.*

It is considered that the proposed use is compatible with the objectives of the zone. It is considered that a light industry zone is an appropriate location for an activity that has some potential to have an adverse impact on the amenity of a commercial area.

The subject land is adjacent to land zoned Residential R30 however the land is occupied by commercial premises that have non-conforming use rights and as such it is considered unlikely that they would be adversely impacted. Furthermore, a future development application could be conditioned to ensure that animals are not permitted to be kept outside the premises overnight.

3.3 Shire of Carnarvon Local Planning Strategy

The Local Planning Strategy sets out specific objectives for business and employment which relate to the growth and prosperity of a community. The Strategy recognizes that the performance of the local economy directly affects several key areas relating to the growth and prosperity of a community including:

- Attracting and retaining new residents;
- Attracting new investment and sustaining existing businesses; and
- Providing access to important services for the local community.

Having veterinary services is consistent with the aim of the Strategy to have a diverse and dynamic local economy that meets the needs of the local population and provides for local investment and increased employment.

4.0 PROPOSED AMENDMENTS

4.1 Changes to the Scheme Text:

The amendment proposed to LPS 13 will apply to Schedule 2 – Specified additional uses for zoned land in the Scheme area, as follows:

No.	Description of Land	Additional Use	Conditions
7.	Lot 195 (No 231) Robinson Street Morgantown	Veterinary centre	<ol style="list-style-type: none">1. All development relating to the additional use shall be at the local government's discretion.2. All other provisions of the scheme, shall apply.

4.2 Changes to the Scheme Maps:

Address	Proposed Modification	Rationale
Lot 195 (No 231) Robinson Street Morgantown. Map 24.	Apply Additional Use designation A7 to the light industry lot.	The mapping update will provide consistency with the proposed amendment to Schedule 2.

In accordance with the amendment to Schedule 2, it is proposed that Map 24 would be amended to show the designation A7 on Lot 195 (No 231) Robinson Street Morgantown.

5.0 JUSTIFICATION

The amendment proposed to LPS 13 will apply to Schedule 2 – Specified additional uses for zoned land in the Scheme area and Map 24, as follows:

5.1 Schedule 2 – Specified additional uses for zoned land in the Scheme area

Modification	Justification
Amend Schedule 2 to provide for a veterinary centre as an additional use for Lot 195 (No 231) Robinson Street Morgantown.	Lot 195 is considered to be an appropriate location for a veterinary centre subject to the detailed planning consideration of a development application.

5.2 Scheme Map 24

Modification	Justification
Lot 195 (No 231) Robinson Street Morgantown. Map 24.	The mapping update will provide consistency with the proposed amendment to Schedule 2.

6.0 CONCLUSION

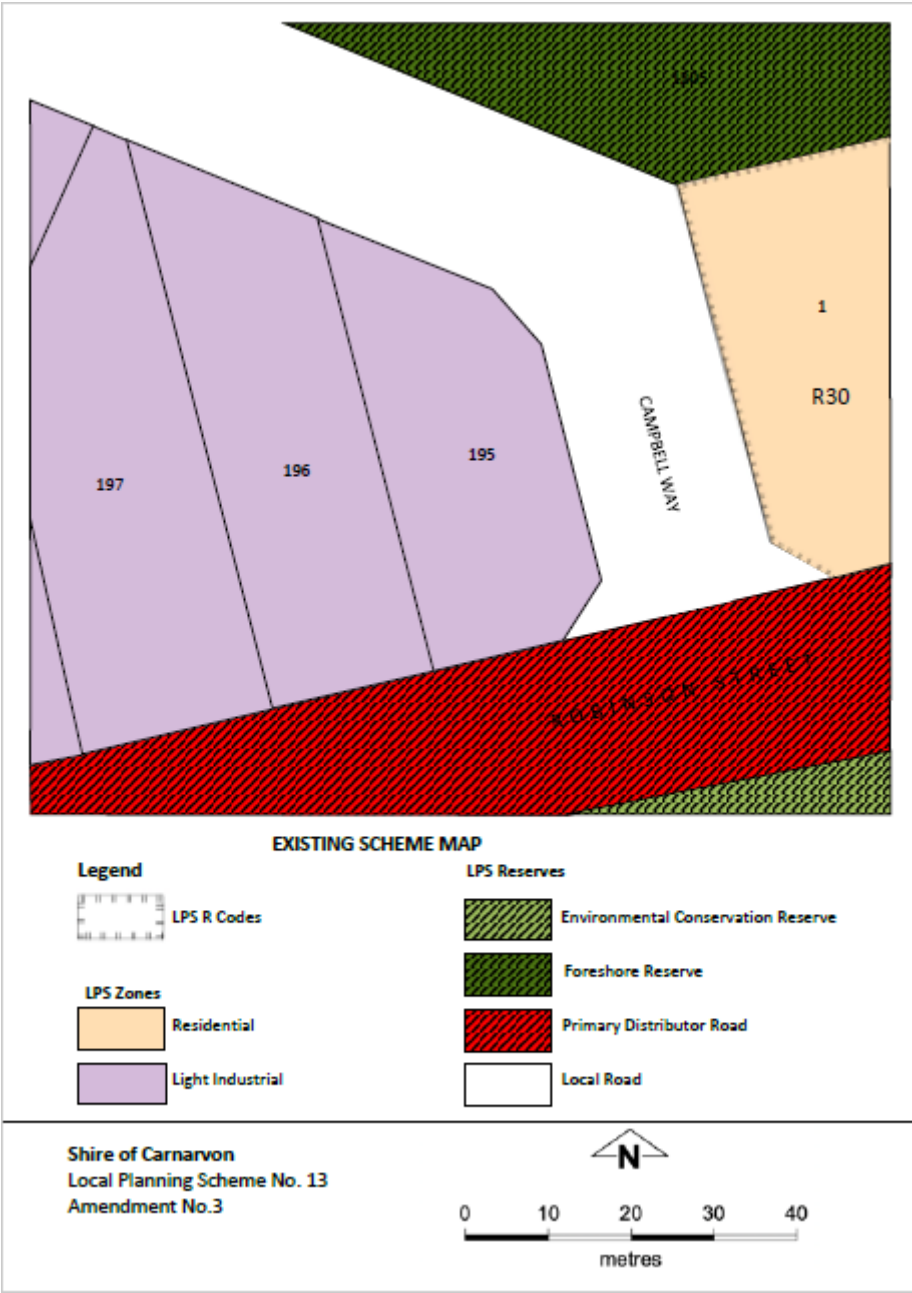
This amendment is a Standard amendment under the provisions of *the Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

- a) It is consistent with the Shire's Local Planning Strategy;
- b) It will have minimal impacts on land in the Scheme area that is not subject to the amendment; and
- c) It will not result in any significant environmental, social, economic or governance impacts on land in the Scheme area.

The proposed amendment is considered to be consistent with all relevant elements of the State and local planning frameworks.

On the basis of the information contained in this report, it is recommended that the amendment be supported.

AMENDMENT MAP



Existing



PROPOSED SCHEME AMENDMENT MAP

Legend

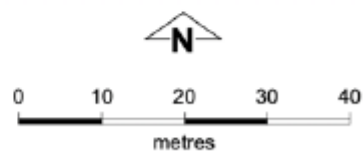


Light Industrial



Additional Use

Shire of Carnarvon
Local Planning Scheme No. 13
Amendment No.3



Proposed

COUNCIL ADOPTION

This Standard Amendment was adopted by resolution of the Council of the Shire of Carnarvon at the Council Meeting of the Council held on the 22nd day of November, 2022.

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

COUNCIL RESOLUTION TO ADVERTISE

by resolution of the Council of the Shire of Carnarvon at the Council Meeting of the Council held on the 22nd day of November, 2022, proceed to advertise this Amendment.

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

COUNCIL RECOMMENDATION

This Amendment is recommended for support by resolution of the Shire of Carnarvon 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:

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

WAPC ENDORSEMENT (r.63)

.....

**DELEGATED UNDER S.16 OF
THE P&D ACT 2005**

DATE.....

APPROVAL GRANTED

.....

MINISTER FOR PLANNING

DATE.....

Shire of Carnarvon
MOBILE TRADERS LICENCE
LOCAL GOVERNMENT ACT LOCAL LAWS



File #: ADM2051

Licence number: **P29/22**

Mrs Lisa Michelle Eveson

Coral Bay News & Gifts
U31/308 Banksia Drive
CORAL BAY 6701

1. Full Name of Licensee: **Lisa Michelle Eveson / Mandu Holdings Pty Ltd**
2. Date of issue of licence: **21 July 2022**
3. Period of licence: **21 July 2022 to 24 August 2023**
4. Description of vehicle to be used by the licensee—
White expandable trailer van. Vehicle registration: 1TVH458
5. Particulars of the goods, wares, merchandise or service in respect of which trading may be carried on—
Australia Post products – stamps, envelopes & packaging for National and International purposes.
6. Requirements, Terms and Conditions—
Pursuant to Shire of Carnarvon Local Government Act Local Laws, s.29 - Hawkers, Traders & Stall Holder approve the application from Lisa Michelle Eveson / Mandu Holdings Pty Ltd to hold a twelve (12) month Traders Licence, as an Australia Post agent at the following location:

a) Northern end of Banksia Drive road reserve.

Subject to the following conditions:

- 1) This licence is valid for a period of 12 months from the date of approval.*
- 2) Trading is limited to the period Monday to Friday between the hours of 1:00PM and 5:00PM.*
- 3) No access to the site by the mobile trading vehicle being permitted over the adjoining footpath.*
- 4) The adjacent footpath shall be kept clear of migrated gravel at all times to ensure ongoing pedestrian safety.*
- 5) The licensee must remove his/her vehicle and all of his/her goods, wares, merchandise and signs from the place to which the licence applies and leave that place clean and vacant in all respects whenever not trading at the place.*
- 6) Only Australia Post services, sales of exclusive Australia Post postal merchandise are allowed to be offered under this licence.*
- 7) The licensee must comply with the Shire of Carnarvon Local Government Act Local Laws and all other laws, including traffic, parking and planning laws and laws relating to advertising signs and obstruction of thoroughfares.*
- 8) External advertising on the trading van is to be limited to products and services provided by the trader.*
- 9) The licensee must legibly and conspicuously display the licence on the vehicle used for trading.*
- 10) The licensee must on demand produce this licence to any authorised person of the Shire or any police officer or the person in charge of the place where the licensed activity is carried out.*
- 11) The licensee must maintain a minimum of \$20 million public liability insurance covering the licensed activity for the full period of the licence.*
- 12) The licensee must not trade at any given place and time unless it is safe to do so and must consider the safety of other vehicles and pedestrians.*

- 13) *The trading activity must not cause unreasonable nuisance considering the trading environment.*
- 14) *No other signage apart from the direction signage as per Council's Policy Statement No. 18, Clause 7.4 is permitted. Vehicle(s) must not be used to display any signage.*
- 15) *A bin charge of \$10 per day associated with the adopted fees and charges will be invoiced on a monthly basis.*
- 16) *If the applicant breaches any conditions of the licence, the licence will be revoked.*



Stefan Louw

Senior Manager of Development and Regulatory Services

21/07/2022

Date

NOTES –

- a. *Trading licences are issued subject to the Local Laws of the Shire of Carnarvon and applies only within the Shire of Carnarvon district.*
- b. *Trading licences are not transferable without the written consent of the Council.*
- c. *Trading licensees must comply with all the requirements of s. 29 of the Shire of Carnarvon Local Government Act Local Laws. A copy of this may be obtained from the Council office at 3 Francis St, Carnarvon WA.*
- d. *This licence does not grant exclusive rights to the approved trading area.*
- e. *Landscaping of any type in the area is not permitted*

General terms and conditions

If this licence gives approval to hawk, trade or hold a stall at any market, fair, outdoor public event or on any land not managed by the Shire, that approval is subject to the approval of the relevant market or event coordinator, land owner or land manager respectively and the licensee must comply with all reasonable conditions and directions and pay any required fee to such coordinator or manager;

The licensee must legibly and conspicuously display his/her name on the stall or vehicle used for trading.

The licensee must keep the place and any stand, table, structure or vehicle used for the licensed activity in a clean and safe condition and in good repair;

The licensee must on demand produce this licence to any authorised person of the Council or any police officer or the person in charge of the place where the licensed activity is carried on;

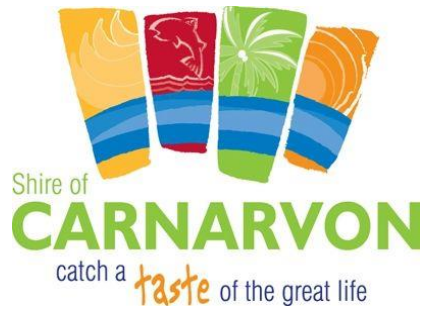
The licensee must remove his/her stand, table, structure or vehicle and all of his/her goods, wares, merchandise and signs from the place to which the licence applies and leave that place clean and vacant in all respects whenever not trading/hawking at the place, unless with the written approval of the Council or the person in charge of the place to the contrary;

The licensee must comply with the Shire of Carnarvon Local Government Act Local Laws and all other laws, including traffic, parking and planning laws and laws relating to advertising signs, obstruction of thoroughfares and food safety; this licence does not authorise the sale of food under the *Food Act 2008*.

Additional general terms and conditions (mobile traders)

The licensee must maintain a minimum of \$20 million public liability insurance covering the licensed activity

The trading activity must not cause unreasonable nuisance considering the trading environment.



MINUTES

COMMUNITY GROWTH FUND COMMITTEE HELD IN COUNCIL CHAMBERS, STUART STREET CARNARVON ON
TUESDAY 12 NOVEMBER 2022 COMMENCING AT 9:30AM

1.0 ATTENDANCES AND APOLOGIES:

Cr MaslenCouncillor
Cr FerreirinhaCouncillor
Cr Skender.....Councillor
Stephanie LecaCommunity and Cultural Development Manager
Jennifer CullenCommunity & Cultural Development Officer

Apologies:

Cr VandeleurCouncillor

2.0 CONFIRMATION OF PREVIOUS MINUTES:

2.1 Confirmation of Minutes of Meeting held on 9 September 2022.

CGFC 1/9/22

COMMITTEE RESOLUTION

Cr Ferreirinha /Cr Skender

That the minutes of the Community Growth Fund Meeting's held on 9 September 2022 be confirmed as a true record of proceedings.

CARRIED

F2/AO

Summary of Item:

The item seeks the Committee's formal consideration of the applications received for Round 3, closing on 12 November 2022 of the Community Growth Fund.

Six applications were received in this round:

The Community Growth Funds Committee is requested to assess each application against the criteria outlined in the Community Growth Fund policy on an assessment matrix provided. Applications are to be assessed and scored on a 1-3 scoring basis, 1 being insufficient information provided, 2 being moderate information provided, and 3 being sufficient information provided. Comments and justification of the recommendations can be found in the final column of the matrix

document.

The recommendations of the Community Growth Fund Committee, as determined by the grant assessment matrix will be *presented for Council consideration at the November Council Meeting*.

Consultation:

The Community Growth Fund Committee consists of Elected Members. Shire staff provide administrative support to the Committee by receiving applications, preparing reports for the Committee meeting, obtaining any further information required from applicants and preparing the reports with the Committee's recommendations for endorsement by Council. Shire staff also provide advice and guidance to applicants to assist the applicants to complete their applications.

Statutory Environment:

Local Government Act 1995 Section 3.18

Relevant Plans and Policy:

CD004 – Community Growth Fund Policy

Financial Implications:

There is a total of \$53,326.96 remaining in the budget for the Community Growth Fund for 2022/23. The Committee's recommendation is that \$25,302.27 is provided in grants to applicants. Should Council support the Committee's recommendation, a balance of \$28,024.99 will be available for Round 1, opening on 1 January 2022 for the Community Growth Fund rounds for 2022/2023.

Risk Assessment:

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

Risk Category	Description	Rating (Consequence x likelihood)	Mitigating Action/s
Financial	Funding commitments cannot be met within budget.	Moderate	Ensure allocations are within budget provision.
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	Noncompliance with	High	Community Growth Funds

	the Community Growth Fund policy.		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.	High	Appropriate and substantial acquittal processes are in place that makes each organisation accountable for funds according to their funding application.

Community & Strategic Objectives:

This item contributes to overall achievement of multiple the Objectives in the Community Strategic Plan 2022-2032 through the building of trust by effective and competent Shire operations in the community's interest.

Comment:

Each application was assessed by the Community Growth Fund Committee against the criteria outlined in the Community Growth Fund policy before being recommended to Council. They were assessed and scored against the detailed objectives provided, being that activities target all of the community, provision of a detailed budget, demonstrate a significant benefit to the Carnarvon community and acknowledgement of the Shire of Carnarvon.

COMMITTEE RECOMMENDATION:

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

- 1. Accept the meeting minutes of the Community Growth Fund Committee Meeting held on Tuesday, 15 November 2022.*
- 2. Approve the recommendations for funding made by the Community Growth Fund Committee as listed below and make the payments as per the recommendations:*
 - a. Carnarvon Heritage Precinct Inc. for \$1374.80 towards rates assistance.*
 - b. Carnarvon Horse and Pony Club Inc. for \$1000 towards rates assistance.*
 - c. Carnarvon Rifle Club Inc. for \$927.47 towards rates assistance.*
 - d. Gascoyne Memorial Foundation Inc. for \$10,000 towards rates assistance.*
 - e. Carnarvon Art and Craft Workshop Inc. For \$2000 towards rates assistance.*
- 3. Provide in-principle approval of a \$10,000 grant for Gascoyne Growers Markets Inc. towards Total Solar Eclipse Markets. The in-principle approval is provided on the basis that the Solar Eclipse is a rare event for the region and is subject to further details about the event being provided to Council.*

5.0 CLOSURE

The committee chair declared the meeting closed at 10:45am.

Community Growth Fund Grant Assessment Matrix

Interest Declared	Organisation Name	Project Title	Brief Project Description	Total Project Value	Requested Amount	Other Funding Sources
Cr Burke Maslen	Carnarvon Heritage Inc	Rates Assistance	The Carnarvon Heritage Group Inc, is the custodian of the Light House keepers cottage and surrounds. It provides locals and tourists with information relating to the history of the Light house keepers and their families. The assistance provided by the Shire by way of the reduction of rates will enable the committee to ensure the preservation of the building and surrounds.	\$ 5,620.73	\$ 1,374.80	
Cr Burke Maslen	Carnarvon Horse and Pony Club Inc	Rates Assistance	Assistance towards the payment of 2022/23 rates	\$ 1,228.00	\$ 1,000.00	CHPC \$322.41
	Carnarvon Rifle Club	Rates Assistance	Requesting a grant to assist in payment for rates	\$ 1,228.00	\$ 927.47	
Cr Burke Maslen	Gascoyne Growers Market Inc	Gascoyne Growers Eclipse Market	Hold markets during Solar Eclipse on the 29th April 2022	\$ 31,000.00	\$ 10,000.00	
	Gascoyne Memorial Foundation Inc	Rates Assistance	Seeking support in payment of the 22/23 Shire rates to directly support aged tenants	\$ 71,719.45	\$ 10,000.00	
Cr Luke Skender	Carnarvon Art and Craft Workshop Inc	Rates Assistance	Funding to assist in the reduction of Shire rates will enable us to keep delivering our services at an affordable cost to participants, especially as mostly are retired and receive limited incomes.	\$ 2,283.77	\$ 2,000.00	
				TOTAL REQUESTED	\$ 25,302.27	

Criteria 1: Detailed Project Description 1-3	Criteria 2: Targets All Of Community 1-3	Criteria 3: Detailed Project Budget 1-3	Criteria 4: Significant Benefit to the Carnarvon Community 1-3	Criteria 4: Addresses Acknowledgement of Shire of Carnarvon 1-3	Criteria 5: Alignment with Shire's Strategic Community Plan 1-3	Criteria 6: All relevant documents attached 1-3	Overall Score XX/21	Officers Recommendation (Recommended, Not Recommended)	<u>Comments</u>
3	2	3	3	3	3	3	20	Recommended Full Amount	
3	2	3	2	3	3	3	19	Recommended Full Amount	
3	2	3	2	3	3	3	19	Recommended Full Amount	
3	3	3	3	3	3	3	21	Recommended Full Amount	Application only received Saturday 12th of November 2022. In-principle approval, pending more info. Work with GGM Inc to reformat the idea.
3	2	3	3	2	3	3	19	Recommended Full Amount	Given the recent policy changes to the Community Growth Fund policy, the Committee recommended the funding for 22/2023
3	2	3	2	3	3	3	19	Recommended Full Amount	

ID003	STOCK GRIDS POLICY		
POLICY OWNER:	Council		
DEPARTMENT:	Infrastructure Services		
CREATION DATE:		REVIEW SCHEDULE:	Annually
RELATED PROCEDURES:			
RELATED FORMS:			
RELATED DELEGATIONS:			
RELATED POLICIES:			
LEGISLATION:	Section 3.57 of LGA, Regulation 11A of Functions & General Regulations Local Government (Functions and General) Regulations 1996 Regulation 11 and Regulation 18(4) Local Government Act 1995 (“the Act”) and the Local Government Act (Functions and General) Regulations 1996 (“the Regulations”). State Records Act 2000 (WA) and associated records management practices and procedures of the Shire of Carnarvon. Relevant legislation, regulations, and requirements consistent with the Shire of Carnarvon’s policies and Code of Conduct State Government’s Buy Local Policy		
DOCUMENT CONTROL			
DATE REVIEWED:	REVIEWED BY:	CHANGES (IF ANY):	ENDORSED BY COUNCIL

ID003 Maintenance of Shire Roads, Station Access Roads, and Station Airstrips

OBJECTIVE

To provide guidelines to ensure uniform standards are applied for the installation, maintenance, replacement and removal of stock grids on public roads managed by the Shire and to reduce the risk presented by stock grids to road users, the Shire and landowners.

SCOPE

This Policy applies to stock grids on public roads managed by the Shire.

DEFINITIONS

The following definitions apply to this policy –

CEO means the Chief Executive Officer of the Shire.

Council means the Council of the Shire.

Existing stock grid means a stock grid installed on a public road prior to the commencement of this policy.

Stock grid means a structure designed to enable motor traffic to pass across a public road and prevent the passage (or straying) of all types of livestock.

Public road means a road for which the Shire is responsible.

Shire means Shire of Carnarvon.

POLICY STATEMENTS

Principles

The Shire is the responsible authority vested with the care, control and management of roads in its district (except main roads or highways) (under section 55(2) of the *Land Administration Act 1997* and section 15 and 26(5) of the *Main Roads Act 1930*).

Under regulation 9 of the *Local Government (Uniform Local Provisions) Regulations 1996*, the Shire may authorise a person who applies to the Shire for permission to have across a public thoroughfare under the control or management of the Shire, a gate or other device (such as a stock grid) that enables motor traffic to pass across the public thoroughfare and prevents livestock from straying. Under regulation 9(4) of the *Local Government (Uniform Local Provisions) Regulations*, the Shire can impose any conditions it thinks fit on the grant of its permission under regulation 9 (including, but not limited to, conditions on the construction, placement and maintenance of a stock grid across a public thoroughfare).

This policy outlines the criteria for assessing a landowner's application and the appropriateness of granting approval for the installation of a new or replacement stock grid, to ensure that a stock grid does not interfere with the safe movement of motor traffic and the proper maintenance of the public road.

In each case it will be necessary to determine whether approval for the installation of a new or replacement stock grid should be granted and the conditions that will apply for the grant of approval.

Application of a new stock grid

A landowner(s) who seeks the installation of a new stock grid on a public road is to make an application in writing, to the CEO.

A written application for the installation of a new stock grid on a public road is to-

- a) Give details of the adjoining land and the landowners;
- b) Confirm whether the stock grid is a boundary or an internal stock grid; and
- c) Include a plan showing the proposed location of the stock grid.

Stock grid criteria

The Shire will consider the following criteria for determining whether to approve an application for the installation of a new stock grid –

- A functioning stock-proof fence must be in place on both sides of the proposed location for the stock grid;
- The proposed location for the stock grid must be suitable for the installation of a stock grid;
- The proposed stock grid must be capable of handling all stock types and suitable vehicle capacity rating;
- The proposed stock grid must be at least 8 metres wide; and
- The proposed stock grid must be a boundary stock grid unless the request demonstrates a clear need for an internal stock grid is suitable.

The Shire may refuse, grant or grant subject to conditions, an application for the installation of a new replacement stock grid.

- 1) The agreement between the Shire and the relevant landowner(s) (those with property abutting the grid) will include that:
- 2) The installation and entering into a cost share arrangement on new grids cost on a equal 50% basis where the Shire and one landowner(s) are party to the agreement or on 33.3% cost share from each party where the Shire and two landowners are party to the agreement.

- 3) A contribution deed with the Shire for the advance payment of the costs (or contribution towards the installation, maintenance, replacement, and removal of the stock grid, in a form and on terms satisfactory to the Shire.
- 4) The landowner, will, at their own cost, maintain a functioning stock proof-fence on both sides of the stock grid.
- 5) The landowner will indemnify the Shire against any loss or damage arising from the stock grid being installed on a public road (except to the extent that the loss or damage arises from the failure of the Shire to carry out any statutory duty in relation to the stock grid).
- 6) All property rights in the stock grid must remain with the Shire.
- 7) The Shire reserves its right to revoke the approval and remove a stock grid, where a stock grid does not comply with any condition of approval granted under this policy, or the landowner fails to make any payment required under a cost contribution deed for the stock grid, or the Shire considers the stock grid to be dangerous or redundant.

Construction Standard

The Shire will construct all stock grid(s) approved under clause 2.3.1 in accordance with the Main Roads WA standards.

The installation of any stock grid(s) approved under clause 2.3.1 must include the provision of safety signation (width markers and warning signs).

Maintenance of stock grids

Stock grids on public roads managed by the Shire will be maintained by the Shire to the Shire's standards and requirements.

Maintenance will be carried out as a shared cost with cost met equally by each party (Shire and landowner(s)).

The costs of maintaining a stock grid on a public road must be paid by the landowner(s) to the Shire in advance (prior to the commencement of any works).

Removal of existing stock grids

Except in the case of an emergency (where the CEO is of the opinion that providing notice would be impractical or unreasonable because of the imminent risk of injury to any road user), the CEO will provide the landowners with property abutting the stock grid, with at least 60 days' written notice of the Shire's intention to remove an existing stock grid and invite the landowners to make an application for the installation of a replacement stock grid as per the conditions of this policy.

If a landowner does not make an application to replace a stock grid within 60 days of receiving notice, the Shire will remove the stock grid and reinstate the public road at its cost.

Removal of stock grids install after commencement of adopted policy

The Shire may remove any stock grids installed without approval after commencement of adopted policy.

Where a landowner fails to comply with any condition of approval granted under this policy or fails to make any payment required under a cost contribution deed, the Shire may after providing 30 days' written notice to the landowner, revoke any approval granted under this policy and remove the stock grid.

Where the Shire considers a stock grid to be redundant, the CEO will provide the landowners with at least 60 days' written notice of the Shire's intention to remove a stock grid and invite the landowners to make a submission for the retention of the stock grid.

If no submission is made by the landowner within 60 days of notice being provided, the Shire may revoke any approval granted under this policy and remove the stock grid.

If a landowner makes a submission for the retention of a stock grid considered to be redundant by the Shire, a report is to be prepared by the CEO containing details of the request, an assessment of the request, an estimate of the costs to maintain the stock grid and a recommendation for consideration of the Council.

In considering a landowner's submission, Council will consider the following, when deciding whether to retain or remove a stock grid:

- a) whether the stock grid satisfy the construction standards outlined in this policy;
- b) whether a functioning stock-proof fence is in place on both sides of the stock grid;
- c) whether the stock grid is at least 8 metres wide;
- d) whether the stock grid(s) is a boundary stock grid or internal stock grid (the retention of boundary grids will be given priority over internal and intermittent grids); and
- e) the cost of maintaining the stock grid(s) and whether an application for the installation of a new or replacement stock grid(s) will be required under the conditions of this policy.

EXPLANATORY NOTES

N/A

SCHEDULE 7.4.1(b) - ID003 STOCK GRID POLICY STAKEHOLDER FEEDBACK SUMMARY

STAKEHOLDER	STAKEHOLDER FEEDBACK	OFFICER COMMENT	CHANGE TO DRAFT POLICY
Gnaraloo Station	<p>Where a proposed new stock grid affects two different pastoralists how will the Shire accommodate the positions and rights of both pastoralists and determine and divide the associated costs where one of the pastoralists does not want a new grid?</p> <p>This has been partly addressed in Section 1, but suggest to add “...or 33% each for neighbouring affected properties should these properties agree to the installation of a new grid(s)”</p>	<p>Failure to reach agreement will always present challenges. The case described would apply in relation to a Boundary Grid. Grids will only be replaced when they are no longer safe, fit for purpose or economically viable to repair.</p>	<p>No specific change included for the case of disagreement. Guidance regarding when a grid requires replacement included in policy.</p>
Gnaraloo Station	<p>Right of Appeal from External Body. The pastoralist does not appear to have any rights of appeal if not in agreement with the Shire’s assessment to remove an existing stock grid.</p> <p>Pastoralists should have a right of appeal both internally to the Shire and externally to an appropriate body.</p> <p>The criteria on which the Shire bases its proposal to remove a grid should be included in the policy.</p>	<p>Typically an appeal process for a Shire related decision would be handled as per our Customer Service Charter and Complaint Process.</p>	<p>No specific change to policy required. Appeal is addressed under existing processes.</p>
Gnaraloo Station	<p>“Removal of stock grids installed after commencement of adopted policy” – It is unclear whether the removal of a redundant grid applies to existing grids? The section needs to include the criteria on why a grid is considered redundant.</p>	<p>Noted. Essentially a redundant grid is a grid that does not have viable fencing either side. Agree that should be clearly defined.</p> <p>“Right of appeal” of the redundancy assessment is included in the form that if a landowner seeks to retain a redundant grid, Council are to consider the reasons for</p>	<p>Definition of a Viable Grid and a Redundant Grid been added to the policy definitions to improve clarity.</p> <p>Landowners are provided the opportunity to retain a Redundant Grid. Such requests are referred to Council for decision. Refer Section 5.</p>

STAKEHOLDER	STAKEHOLDER FEEDBACK	OFFICER COMMENT	CHANGE TO DRAFT POLICY
	<p>Defining “redundant grid” in the “Definitions” section would be helpful.</p> <p>Adjoining pastoralists should have a right of appeal against the Shire’s assessment of a grid’s redundancy.</p>	retention and agree/disagree with the request.	
Wahroonga Station	<p>Shire to only charge once contract is confirmed and works are scheduled.</p> <p>If paying 50%, query why all property rights stay with Shire. Don’t consider that is necessary.</p>	Comments noted and incorporated into policy.	Reference to property rights has been deleted. Payment of contributions is only due upon completion and commissioning of a new or replacement grid.
Wahroonga Station	<p>Grids have been left to deteriorate. There should be a better standard as the baseline before pastoralists are asked to contribute.</p> <p>Going forward we have that baseline.</p>	Comments noted. Agreed that many grids are in poor condition. However, it must also be noted that most if not all existing grids have more than exceeded their estimated useful life of 25 years and remain in service. Grid maintenance is generally associated with the clearing of dirt or signage replacements. Structurally, grids typically require minimal maintenance.	The policy deals predominately with circumstances associated with the installation, replacement, and removal of grids. A clause has been included in the policy for an annual Stock Grid inspection and maintenance of a Stock Grid register.
Wahroonga Station	<p>Requirement for confirmation of receipt of correspondence (e.g. follow up phone call).</p> <p>Insert criteria for assessing that a grid is redundant. (e.g. Non-viable stock fencing).</p> <p>If Shire requires 8m then the Shire should meet the cost difference, not 50/50 split. Boundary is OK to be 8m.</p>	<p>Noted.</p> <p>Noted.</p> <p>Noted but not agreed in part. The Shire will consider reduced width grids only in some limited circumstances. If a reduced width grid is appropriate <u>and</u> the Shire chooses to install full width grid, Shire would be responsible for any additional cost to meet the higher than required standard.</p>	<p>Clause included to confirm contact has been established.</p> <p>Definition of Redundant Stock grid gives clarity.</p> <p>Grid widths of 8m are considered the standard width to maximise road user safety. Consideration of reduced width grid circumstances now included in policy.</p>

STAKEHOLDER	STAKEHOLDER FEEDBACK	OFFICER COMMENT	CHANGE TO DRAFT POLICY
	<p>Repairs to damage caused by Shire or Shire contractors should not be funding by pastoralists.</p> <p>Annual inspection and maintenance carried out by Shire. Road repair leading to and abutting grids is Shire responsibility.</p> <p>Add definition of joint cost responsibility.</p>	<p>Noted.</p> <p>Noted.</p> <p>Noted and agreed.</p> <p>Noted.</p>	<p>Grid maintenance other than caused by negligence of any other party will be met by Shire.</p> <p>Clause added for annual inspection and maintenance. Nil change required.</p> <p>Joint cost responsibilities are only applicable for the installation of a new Stock Grid or replacement of an existing Viable Stock Grid.</p>
Hill Springs Station	<p>Would agree to pay half the cost of installing any new grids on Hill Springs if requested by ourselves.</p> <p>We do not consider it to be an option for us to pay half the cost of the maintenance/replacement of existing grids. Since it is a public road we feel this is a Shire responsibility to maintain and when necessary, replace existing grids.</p>	<p>Noted.</p> <p>Noted. A fundamental aim of the policy is to reduce the number of stock grids and to secure a mechanism to fairly fund the cost of grids. In some circumstances a Stock Gate or a reduced width (and lower cost) Stock Grid) may be approved.</p>	<p>Remains in recommended policy.</p> <p>Maintenance costs for existing grids remain with the Shire for all Viable Stock Grids (unless damage is due to negligence of another party.) No change regarding fundamental Stock Grid replacement costs remaining shared equally between the Shire and affected landowners.</p>
Hill Springs Station	Narrow road – should not have new 8m grid installed. As for 8 metre grids, our road is not even 8 metres wide.	Noted and a reasonable consideration in some circumstances.	An allowance for reduced width grids is included in the policy.
Manberry Station	Where a pastoral fence has remained down 12 months or more, the lessee or resident manager should be given notice of the intent to remove the grid from the road reserve. The lessee should be given at least 30 days to object and any objection should be referred to Council at the next meeting.	Noted and generally agreed. Length of time for no fencing at grid has been deleted. If owner seeks to retain a redundant grid, consideration by Council is required.	Notice period of 60 days included. Provision for Council to approve retention of redundant grids included.

STAKEHOLDER	STAKEHOLDER FEEDBACK	OFFICER COMMENT	CHANGE TO DRAFT POLICY
Manberry Station	If a grid has been removed and the lessee later wishes to have a new grid installed, then the new grid should be 8m grid and only installed once the fence has been suitably rebuilt or a new fence constructed, at Shire's cost.	Comments noted. The policy does not draw a distinction between locations where a grid may previously have been installed. A new grid is considered as a site where no grid currently exists regardless of whether a grid was at that site some time in the past.	Provision for fencing to be in place prior to any new grid being installed included in proposed policy.
Manberry Station	<p>The Shire will reinstate the grid within three months, however this will depend on the state of the budget and availability of materials and services.</p> <p>This Policy does not prevent agreement with any lessee to remove any grid at any time where advice has been received that the grid is no longer required.</p> <p>Grids can be removed by suitable contractors or by the Shire crew when working nearby.</p> <p>Grids that require replacement due to safety, will be replaced at the Shire's cost and replaced with a 8m grid and will take priority to grid upgrades.</p> <p>The cost of purchasing a new grid and installing the same, where there was NO grid previously, will be apportioned at 50% to the Shire and 50% to the pastoralists for Tier 4 roads.</p> <p>The cost of cleaning out grids or repairing grids / grid wings on Tier 4 road will be apportioned at 50% to the shire and 50% for the affected pastoralists.</p>	<p>Noted and agreed.</p> <p>Agreed. Generally it is favourable to program works in conjunction with other works in the area to minimise costs.</p> <p>Funds will generally allow grids to be replaced only when they are no longer safe or able to be made safe.</p> <p>Road tiers are not specifically included in the policy. May be considered with future refinement. Regardless of road type, new internal grids are cost shared on a 50/50 basis between Shire and landowner.</p> <p>Maintenance of grids will remain with Shire regardless of road.</p>	<p>Policy allows for this circumstance.</p> <p>Nil.</p> <p>The policy considers all grid replacements to be funded on a shared cost basis.</p> <p>Policy allows for reduced width grids or gates being applicable to lower service level/lower traffic volume roads.</p> <p>Grid maintenance costs to be fully met by Shire on all Shire maintained roads included in policy.</p>
Manberry Station	Grids required on roads to a DBCA location will be apportioned by the total cost of	Unclear what is meant by this statement. DBCA would be treated as another	Nil.

STAKEHOLDER	STAKEHOLDER FEEDBACK	OFFICER COMMENT	CHANGE TO DRAFT POLICY
	purchasing, installing, replacing, cleaning and repairing.	landowner in relation to internal or boundary stock grids.	
Manberry Station	Grids will be installed / replaced on a first in basis after safety. The Shire will create a list and will work down the list when the budget allows given the cost of purchasing and installing a grid.	Noted.	An annual inspection and condition assessment is included in the proposed policy and installation and replacement are assessed on a risk basis of priority.
Manberry Station	<p>Suggest a list of all country roads and then rate each road per traffic usage and input from the affected pastoral lessees:</p> <ul style="list-style-type: none"> • Tier 1 very busy public road (example Minilya-Lyndon Road) • Tier 2 busy public road • Tier 3 public road • Tier 4 station access road <ol style="list-style-type: none"> 1. Require plan for the maintenance of each tier of road i.e how many grades per year, is a water cart and roller required? 2. Can a smaller grid be used on a tier 4 road? 	<p>Noted. Comments relate both to stock grids and unsealed road maintenance.</p> <p>The concept proposed by Manberry Station is sound. As the Shires rural road maintenance strategies, practices and policies mature, it is likely that the elements of a tiered system as proposed will be included.</p>	Nil change to draft policy at this stage other than giving some less defined guidance on when reduced width grids or gates may be installed.
Marron Station	Marron Station provided a revised policy in full.	The revised policy from Marron did not include any landowner contribution for replacement grids. Other general simplifications proposed by Marron Station have been incorporated into the proposed policy.	N/A

ID003	STOCK GRIDS POLICY		
POLICY OWNER:	Council		
DEPARTMENT:	Infrastructure Services		
CREATION DATE:		REVIEW SCHEDULE:	Annually
RELATED PROCEDURES:			
RELATED FORMS:			
RELATED DELEGATIONS:	1.2.10 Gates Across Public Thoroughfares		
RELATED POLICIES:	ID002 <i>Rural Roads Maintenance Policy</i>		
LEGISLATION:	Local Government Act 1995 Local Government Act (Functions and General) Regulations 1996 Local Government (Uniform Local Provisions) Regulations 1996 Section 55(2) of the Land Administration Act 1997 15 and 26(5) of the Main Roads Act 1930		
DOCUMENT CONTROL			
DATE REVIEWED:	REVIEWED BY:	CHANGES (IF ANY):	ENDORSED BY COUNCIL

OBJECTIVE

To provide guidelines ensuring uniform standards are applied to installation, replacement, maintenance, and removal of stock grids on Shire Maintained Roads.

To reduce risks associated with stock grids to road users, the Shire, and landowners.

SCOPE

This Policy applies to Stock Grids on Shire Maintained Roads listed in *ID002 Rural Roads Maintenance Policy*.

DEFINITIONS

The following definitions apply to this policy –

Boundary Grid means a Stock Grid located on a Shire Maintained Road at the common boundary of two adjoining pastoral properties.

CEO means the Shire of Carnarvon Chief Executive Officer.

Commencement Date means the original commencement date of this policy being 1 January 2023.

Council means the collective Council members and President for the Shire of Carnarvon.

Existing stock grid means a stock grid in place on a Shire Maintained Road at the Commencement Date.

Internal Grid means a stock grid located on a Shire Maintained Road that is not a Boundary Grid.

Redundant Stock Grid means a stock grid installed on a Shire Maintained Road at the Commencement Date which does not provide stock proof fencing to both sides of the stock grid to form a viable stock proof paddock.

Replacement Stock Grid means a stock grid installed on a Shire road after the Commencement Date which replaces an Existing Stock Grid.

Stock Grid means a structure designed to enable motor traffic to pass along a road and prevent the straying of all types of livestock.

Stock Gate means a gate structure designed to be always unlocked to enable motor traffic to pass along a road and prevent the straying of all types of livestock.

Shire Maintained Road means a road listed in Shire Policy *ID002 Rural Roads Maintenance Policy*.

Shire means Shire of Carnarvon.

Viable Stock Grid means a stock grid installed on a Shire Maintained Road with stock proof fencing to both sides of the stock grid to form a viable stock proof paddock associated with the Stock Grid.

POLICY STATEMENTS

Principles

The Shire is the responsible authority vested with the care, control, and management of roads (except State Roads) in its district under the *Land Administration Act 1997* and the *Main Roads Act 1930*.

Under the *Local Government (Uniform Local Provisions) Regulations 1996*, the Shire may grant permission to a person to install a gate or other device (such as a stock grid) that enables motor traffic to pass across the public thoroughfare and prevents livestock from straying.

The Shire can impose any conditions it thinks fit on the grant of its permission.

To minimise potential hazards to motorists, Council's preference is for no grids or gates to be installed on Shire Maintained Roads.

Council acknowledges however that the fencing of roads adjoining rural properties to control stock is not always practical.

Installation of grids and gates in appropriate locations may be considered and permitted by Council.

Council will only support maintenance and replacement of Viable Stock Grids.

Council will actively seek removal of Redundant Stock Grids from all Shire Maintained Roads.

This policy outlines criteria and processes associated with:

1. Stock grid Standards;
2. Assessing and granting approval for installation of new stock grids;
3. Replacement of Viable Stock Grids;
4. Maintenance of Viable Stock Grids;
5. Removal of Redundant Stock Grids; and
6. Installation of a gate in lieu of a stock grids.

1. Stock Grid Construction Standards

All stock grids constructed on Shire Maintained Roads after the Commencement Date shall:

- be installed in accordance with or equivalent to the Main Roads WA standards including provision of hazard and warning signage.
- be a minimum of 8 metres in width unless specifically approved otherwise in writing due to:
 - Very low traffic volumes and applicable on the Shire Maintained Road where the proposed Stock Grid is located – if necessary, traffic counts shall be conducted;
 - If the Stock Grid location is on a Shire maintained Road that terminates at a Station Homestead;

- be capable of handling all stock types;
- have a vehicle capacity rating of not less than 25 Tonnes per axle;
- be Viable Stock Grids.
- Work to install, remove or maintain Stock Grids shall only be carried out by the Shire or its delegated Contractors.

2. Installation of a New Stock Grid

Where a new Stock Grid is requested, the cost of supply, delivery and installation of the Stock Grid shall be shared between the Shire and all affected Landowners in accordance with Table 1.

Stock Grid Location	Shire Contribution	Landowner 1 Contribution	Landowner 2 Contribution
Internal Grid	50%	50%	
Boundary Grid	33.3%	33.3%	33.3%

Table 1: Stock Grid Cost Contribution

Landowners seeking installation of a new Stock Grid on a Shire Maintained Road shall make application to the CEO. Applications shall:

- Be in writing;
- Identify the adjoining land and the landowners;
- Identify if the stock grid is a Boundary Grid;
- Include a plan showing the proposed Stock Grid location;
- Include any request for Stock Grid width reduction
- Detail consultation with affected neighbours
- Confirm acknowledgement of the required cost contribution
- Confirm if a Stock Gate would be accepted by the Landowner(s) as an alternative to a Stock Grid;
- Confirm acknowledgement that the landowners shall at their own cost, always maintain a functioning stock proof-fence on both sides of the stock grid.

The CEO shall consider the following criteria when determining whether to refuse, approve, or approve subject to conditions, an application for the installation of a new stock grid:

- A functioning stock-proof fence must be in place on both sides of the proposed Stock Grid location prior to any approval being issued;
- The proposed location must be suitable for installation of a Stock Grid in relation to road geometry and geographic features.

The CEO shall approve applications for the installation of a new Stock Grid where applications meet (or may be conditioned to meet) the application and assessment criteria.

New Stock Grid applications which are determined by the CEO that do not meet (or may not be conditioned to meet) the application and assessment criteria shall be referred to Council for decision. The CEO shall prepare a report for council detailing the application and the reasons why the application does not meet the application and assessment criteria under this policy.

3. Replacement of Viable Stock Grids

A Viable Stock Grid that is:

- no longer fit for purpose; or
- beyond reasonable economic repair; or
- in a condition that may be a hazard

may be replaced or removed by the Shire.

The CEO will provide landowners with property abutting the Stock Grid with written notice of the Shire's intention to replace an existing Viable Stock Grid.

Such notice shall:

- invite landowners to make an application for retention and replacement of the Stock Grid with a new grid constructed to the standards under this policy; and
- invite landowners to approve removal of the Stock Grid if it is no longer required for stock control.

In all cases, written notices shall be followed up with alternate contact methods such as phone, text etc. to ensure landowners are aware of the written notice.

Where landowners request retention of the stock grid, cost contributions in accordance with Table 1 shall apply.

Where landowners approve the removal of the Stock Grid, removal costs shall be met by the Shire.

4. Maintenance of Viable Stock Grids

Viable Stock grids will be maintained by the Shire to the Shire's standards and requirements. The cost of maintenance of Viable Stock Grids shall be borne by the Shire.

As a minimum, the Shire shall carry out an annual inspection by a competent person of all Stock Grids on Shire Maintained Roads. A visual and written condition assessment of each Stock Grid shall be made at each inspection and recorded in a register of Stock Grids.

Where maintenance works is required, work orders shall be issued on a risk based priority.

Where maintenance is required because of negligence of any other party, the Shire may seek recovery of those maintenance costs from the negligent party.

5. Removal of Redundant Stock Grids

Redundant Stock Grids may be identified by the Shire for removal at any time.

The CEO will provide landowners with property abutting the grid with written notice of the Shire's intention to remove a Redundant Stock Grid. Such notice shall invite landowners to make an application for retention of the Stock Grid. In all cases, written notices shall be followed up with alternate contact methods such as phone, text etc. to ensure landowners are aware of the written notice.

If a landowner does not make application to replace or retain a Redundant Stock Grid within 60 days of receiving notice, the Shire may remove the stock grid and reinstate the Shire Maintained Road at its cost.

If a landowner makes a written application for retention of a Redundant Stock Grid within 60 days of receiving notice, that application shall detail their reasons for retention of the Redundant Stock Grid.

A report shall be prepared by the CEO containing details of any matter relevant to the request and shall be provided to Council for consideration of the request to retain the Redundant Stock Grid. In considering a landowner's submission, Council shall consider as a minimum the following, when determining whether to retain or remove a Redundant Stock Grid:

- a) whether the Stock Grid satisfies the construction standards outlined in this policy;
- b) the estimated period of time before a functioning stock-proof fence is in place on both sides of the stock grid;
- c) whether the Stock Grid is a Boundary Grid or internal stock grid;
- d) the current condition of the Redundant Stock Grid and cost of any repairs required; and
- e) the estimated removal and reinstatement cost.

In order to ensure applications to retain redundant grids are well-considered and justified, applications that are not approved by Council will require that the cost of Redundant Stock Grid removal be met by the landowner.

6. Installation of Stock Proof Gates in Lieu of Stock Grids.

In some circumstances, installation of a Stock Proof Gate in lieu of a new Stock Grid or Replacement Stock Grid may be considered.

In considering such requests the CEO shall consider the following:

- a) Traffic volumes applicable on the Shire Maintained Road where the proposed Stock Gate is located – if necessary, traffic counts shall be conducted;
- b) If the gate location is on a "through" Shire Maintained Road or a Shire maintained Road that terminates at a Station Homestead;
- c) Comments from adjoining or neighbouring landowners.

Landowners shall be responsible for full cost of installation and maintenance of any approved Stock Gate.

The Shire will accept no responsibility for straying stock associated with Stock Gates being left open other than where that is due to the actions or inactions of its employees or contractors.

7. Emergency Arrangements

In the event of a Stock Grid being an immediate safety hazard, the CEO or their delegate may undertake any action necessary to ensure the safety of road users and stock.

Where such emergency action is likely to result in the straying of livestock the action shall be communicated to the affected Landowner as soon as practical.

8. Stock Grid Contributions

Stock Grid contributions shall become due and payable from the date of commissioning/recommissioning of the stock grid.

The CEO may enter negotiated terms with the Landowner for payment of Stock Grid contributions.

EXPLANATORY NOTES

Requests for replacement or installation of Stock Grids will not exceed budgetary limits determined by Council each financial year in the roads maintenance and construction budgets and all Stock Grid installation, replacement and removal works will be prioritised by risk.

DRAFT

SCHEDULE 7.4.4(a)




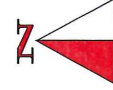
<p>The Shire of Carnarvon does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that the Shire of Carnarvon shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.</p>	<p>Overview Banksia Drive</p>		
	<p>30/03/2020</p>	<p>1:2500</p>	



SCHEDULE 7.4.4(b)



	<p>The Shire of Carnarvon does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that the Shire of Carnarvon shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.</p>	
	<p>Banksia Detail</p>	<p>30/03/2020</p> <p>1:600</p>

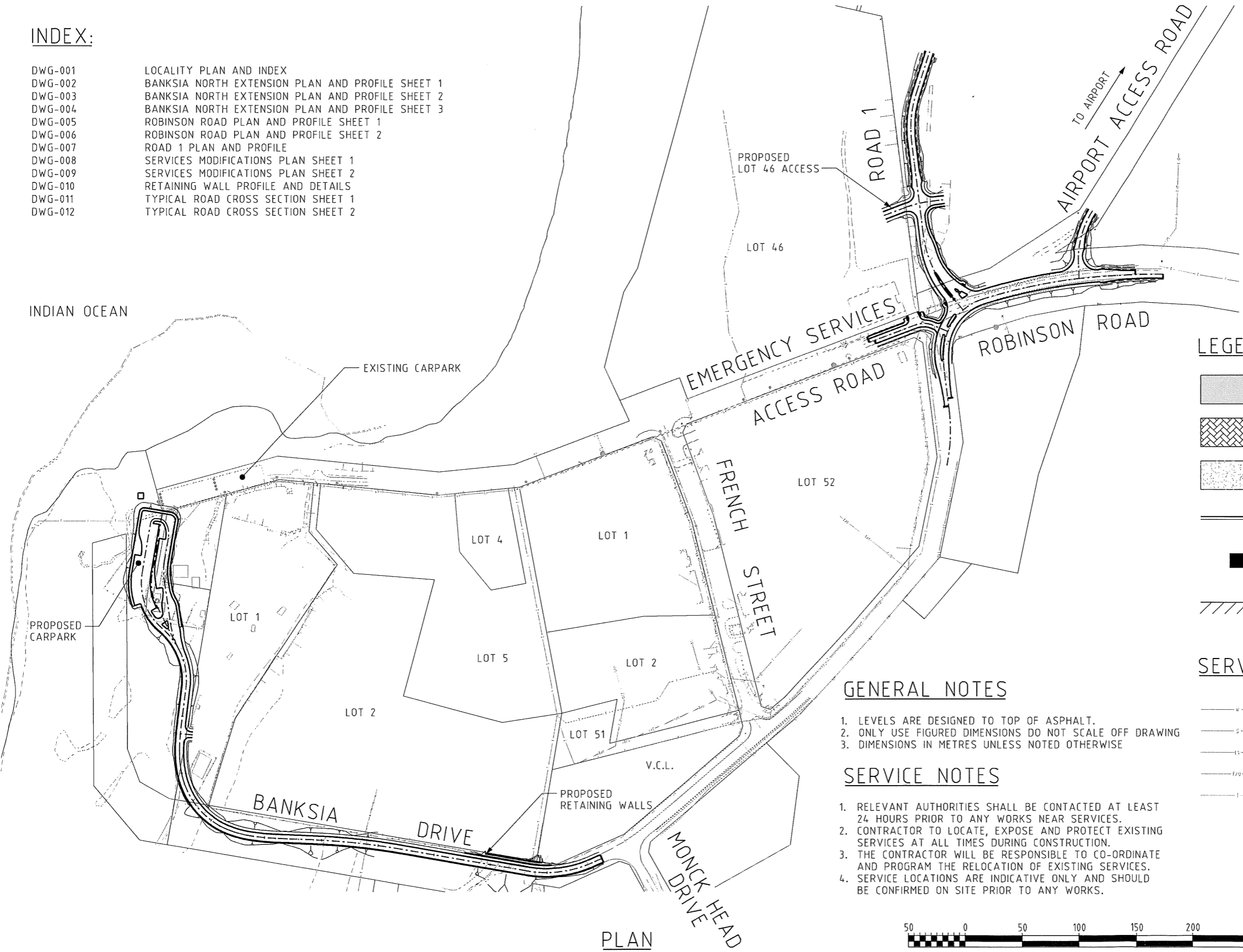




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INDIAN OCEAN



LEGEND

- PROPOSED PAVEMENT
- PROPOSED BRICK PAVING
- PROPOSED CONCRETE FOOTPATH
- PROPOSED SEMI-MOUNTABLE KERB UNLESS NOTED OTHERWISE.
- PROPOSED DRAINAGE PIT
- BLEND INTO EXISTING

SERVICES LEGEND

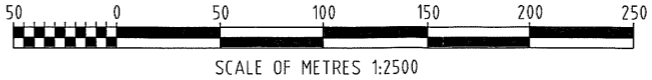
- EXISTING WATER MAIN
- EXISTING SEWER MAIN
- EXISTING POWER
- EXISTING FIBRE OPTIC
- EXISTING TELSTRA

GENERAL NOTES

- LEVELS ARE DESIGNED TO TOP OF ASPHALT.
- ONLY USE FIGURED DIMENSIONS DO NOT SCALE OFF DRAWING
- DIMENSIONS IN METRES UNLESS NOTED OTHERWISE

SERVICE NOTES

- RELEVANT AUTHORITIES SHALL BE CONTACTED AT LEAST 24 HOURS PRIOR TO ANY WORKS NEAR SERVICES.
- CONTRACTOR TO LOCATE, EXPOSE AND PROTECT EXISTING SERVICES AT ALL TIMES DURING CONSTRUCTION.
- THE CONTRACTOR WILL BE RESPONSIBLE TO CO-ORDINATE AND PROGRAM THE RELOCATION OF EXISTING SERVICES.
- SERVICE LOCATIONS ARE INDICATIVE ONLY AND SHOULD BE CONFIRMED ON SITE PRIOR TO ANY WORKS.



INFORMATION ONLY
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Government of Western Australia
Department for Planning and Infrastructure

AMENDMENTS

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THIS DRAWING SHALL BE TREATED AS PRELIMINARY

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FILE REF	

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LOCALITY PLAN AND INDEX

SHIRE OF CARNARVAN

URBAN TRANSPORT
SYSTEMS DIRECTORATE

PLAN No.

001

SCHEDULE 7.4.5(a)



Cr Eddie Smith
President
Shire of Carnarvon
3 Francois St, Carnarvon, WA, 6701

Dear Eddie,

The Carnarvon Yacht Club (CYC) is seeking your support for our foreshore revitalisation project to provide upgraded facilities along the Fascine.

The CYC Committee have resolved to rejuvenate the current flagpole area to improve visual amenity and increase community use of the Club. The project includes:

- Removal of the current dilapidated green shed
- Construction of a retainer wall
- Installation of a stage, rotunda and viewing platforms
- Restoration of the concrete boat ramp
- Landscaping and amenity plantings

More details are provided at **Attachment 1**.

Once complete, the project will provide greater ceremonial significance for the flags for events such as Australia Day, weddings and naturalisation ceremonies. It will help the CYC host events, such as the Windrush 14 State Titles, Carnarvon Windfest, and Carnarfin Fishing Competition, which increase visitation to Carnarvon and provide an economic benefit to the town. Tourism research has shown that international visitors visit more often and spend more money at foreshore areas with coastal attractions. The CYC project will beautify the foreshore and contribute to the appeal of the town to tourists.

The CYC provides a valuable service to the community through its free Sunday sailing and the project will allow us to expand our range of youth activities.

We are currently seeking both federal and state government funding to finance the project. We request that the Shire support the project with a donation of materials. We understand that the Shire has a supply of flat reconstituted limestone blocks (500mm x 350mm x 240mm) that were excess to the needs of the Fascine wall project. The

CYC project needs a minimum of 210 of these blocks to construct the retainer wall as the first stage of the project. Additional stages will be completed as funding is identified.

Thank you for your consideration of our request. The CYC will acknowledge the Shire's support on our website, social media and via a plaque once the project is complete.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Rob Meyer', with a stylized flourish at the end.

**ROB MEYER
COMMODORE
CARNARVON YACHT CLUB**

Attachments:

1. Concept plans

The image contains two perspective drawings of a roof structure, likely a traditional East Asian architectural style. The top drawing shows a roof with a green field and a wooden staircase. The bottom drawing shows a similar roof structure with a wooden staircase and a green field.

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SCALE	PROJECT	DRAWING NO.
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ENG	
ORN	A. TAPPER 27.11.07
CHK	J. RODIER
APP	
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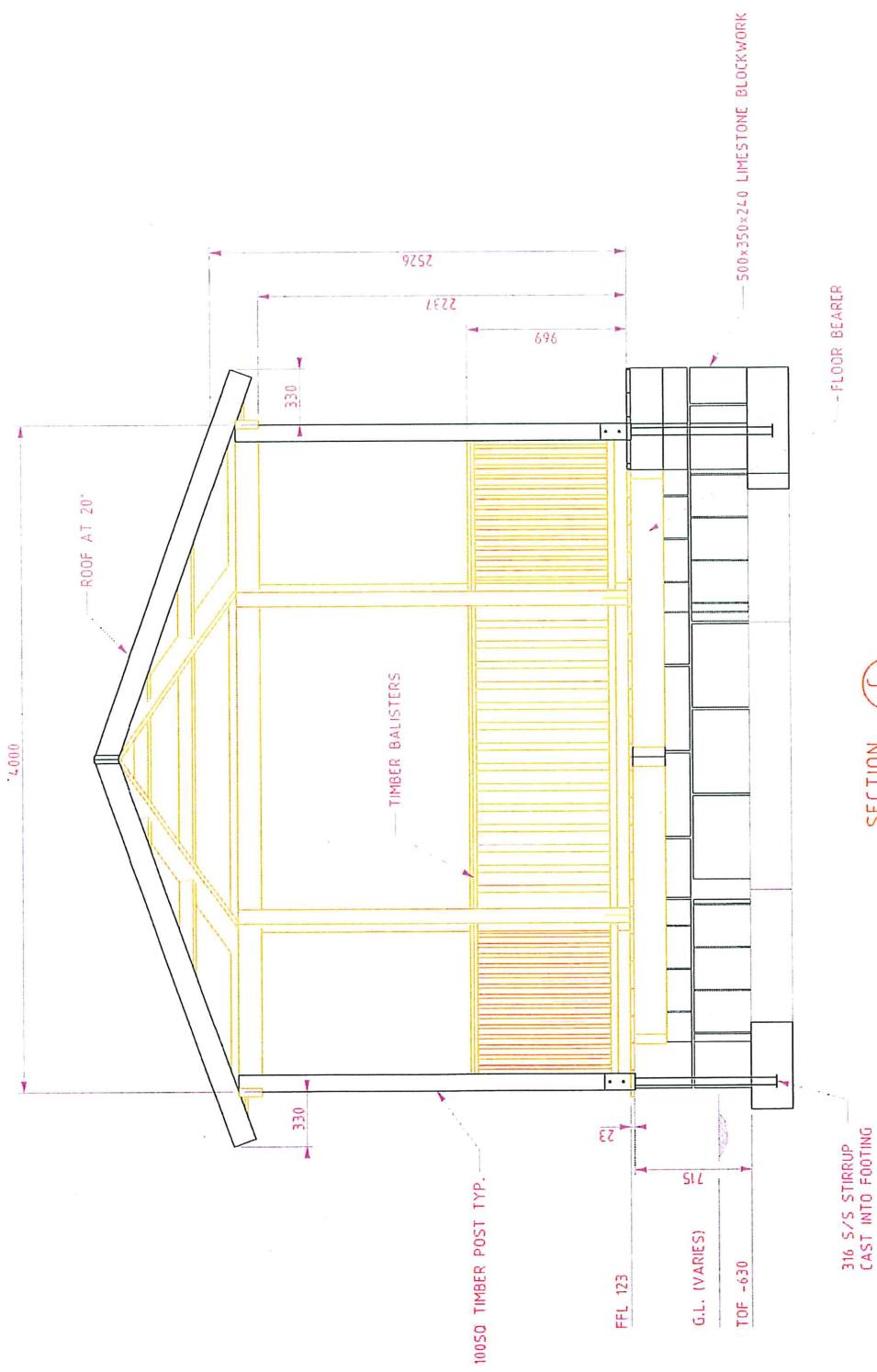
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SECTION C

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APP	APP		
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J. RODER			
27.11.07			

