



SHIRE OF CARNARVON

SCHEDULES

ORDINARY COUNCIL MEETING

TUESDAY 25 MARCH 2025

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SHIRE OF CARNARVON MINUTES AUDIT AND RISK MANAGEMENT COMMITTEE MEETING TUESDAY 25 FEBRUARY 2025

CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on

as a true and accurate record

Chairman

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

DISCLAIMER

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

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

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

INFORMATION ON PUBLIC QUESTION TIME

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

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

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

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

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

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

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

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

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

SPECIAL MEETINGS OF COUNCIL

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

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Audit and Risk Management Committee Meeting Minutes

25 February 2025

The meeting was opened by the Chair at 10.30a.

1 ATTENDANCES AND APOLOGIES

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

Mrs Amanda Dexter Chief Executive Officer
 Mrs Amanda Leighton Executive Manager, Corporate Strategy & Performance
 Mrs Rebekah Skender Executive Assistant, Finance

Apologies

Nil

Leave of Absence

Nil

Press Nil

Observers Nil

2 PUBLIC QUESTION TIME

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

There were no public in attendance.

3 DECLARATIONS OF INTEREST

(Elected Members and Officers are reminded of the requirements of Section 5.65 of the Local Government Act 1995, to disclose any interest during the meeting or when the matter is to be discussed.)

Nil

4 CONFIRMATION OF MINUTES

4.1 Minutes of the Audit and Risk Management Committee Meeting - 11 December 2024

COMMITTEE RESOLUTION ARMC 01/02/25

Moved: Cr Paul Kelly

Seconded: Cr Burke Maslen

That the minutes of Audit and Risk Management Committee Meeting held on 11 December 2024 be confirmed as a true record of proceedings.

FOR: Crs Eddie Smith, Burke Maslen, Luke Vandeleur and Paul Kelly

AGAINST: Nil

CARRIED BY SIMPLE MAJORITY 4/0

10.34am – CEO Mandy Dexter left the meeting.

5 REPORTS

5.1 COMPLIANCE AUDIT REPORT 2024

File No:	ADM0011
Location/Address:	N/A
Name of Applicant:	Shire of Carnarvon
Name of Owner:	N/A
Author(s):	Caroline Ballard, Governance & Information Coordinator
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	7.1.3 Compliance Audit Return 2023
Schedules:	1. Compliance Audit Return 2024

Authority/Discretion:

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

Summary of Report

The purpose of report is to present to the Audit and Risk Management Committee (ARMC) the 2023 Compliance Audit Return (CAR) for review and to request that the ARMC recommend that Council adopt the 2024 CAR as presented in **Schedule 1** for submission to the Department of Local Government, Sport and Cultural Industries (DLGSC) by 31 March 2025. The 2024 CAR comprises of 94 questions over 11 categories, these questions require a response of YES, NO or N/A.

Yes – indicates compliance

No – indicates non-compliance

N/A – indicates that this function was not required to be performed this year or is not a requirement for this Local Government.

Background

Local Governments are required to complete a Compliance Audit for the previous calendar year by the 31 March. The Compliance Audit is an in-house audit that is undertaken by the appropriate Responsible Officer using questions provided by DLGSC. In accordance with Regulation 14 of the *Local Government (Audit) Regulations 1996* the ARC is to review the CAR and is to report to Council the results of that review.

The CAR is to be:

1. Presented to an Ordinary Meeting of Council
2. Adopted by Council; and

Audit and Risk Management Committee Meeting Minutes

25 February 2025

3. Recorded in the minutes of the meeting at which it is adopted.

Following the adoption of the CAR by Council a certified copy of the return, along with the relevant section of the minutes and any additional information detailing the contents of the return are to be submitted to the DLGSC by 31 March 2025. The return requires the Shire President and the Chief Executive Officer to certify that the statutory obligations of the Shire of Carnarvon are compliant.

Stakeholder and Public Consultation

Nil

Statutory Environment

Local Government (Audit) Regulations 1996, Regulation 14

Relevant Plans and Policy

Nil

Financial Implications

Nil

Risk Assessment

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

Risk Category	Description	Rating	Mitigating Action/s
Financial	N/A		
Health & Safety	N/A		
Reputation	There is a reputational risk should the CAR not be completed on time or if significant non-compliance is reported.	D-2 Low	Pending the ARMC decision, this item can be presented to Council in time to meet the deadline. The compliance % rate and comparison table demonstrate improvements have been made.
Service disruption	N/A		
Compliance	Non-compliance should the CAR not be completed on time.	D-2 Low	Pending the ARMC decision, this item can be presented to Council in time to meet the deadline.
Property	N/A		
Environment	N/A		
Fraud	The CAR responses are fraudulent.	D-3 Moderate	The responses are validated by the Governance & Information Coordinator.

Audit and Risk Management Committee Meeting Minutes

25 February 2025

Community and Strategic Objectives

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

OBJECTIVES

In 2040 Carnarvon is a place where:

- N/A

ADDITIONAL FOCUS AREAS:

- N/A

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- N/A

Comments

The process for completing the 2024 CAR involved Officers from each area being delegated the relevant questions to answer. Their responses were checked and validated by the Governance & Information Coordinator for accuracy and to ensure that a high quality, verified CAR was completed.

When comparing the 2024 CAR against the 2023 CAR, the Shire of Carnarvon compliance rating has decreased by 4%.

Compliance Audit Return Categories	2023 Audit Questions	Non-Compliance	Compliance Rating	2024 Audit Questions	Non-Compliance	Compliance Rating
Commercial Enterprises by Local Government	5		100%	5		100%
Delegation of Power/Duty	13		100%	13	1	92%
Disclosure of Interest	21		100%	21	1	95%
Disposal of Property	2		100%	2		100%
Elections	3		100%	3		100%
Finance	7		100%	7		100%
Integrated Planning and Reporting	3		100%	3		100%
Local Government Employees	6		100%	5		100%
Official Conduct	3		100%	4		100%
Optional Questions	9		100%	9		100%
Tenders for Providing Goods and Services	22	1	95%	22	3	86%
TOTAL	94.00	1.00	99%	94.00	5.00	95%

Delegation of Power/Duty

Q13. Did all persons exercising a delegated power or duty under the Act keep on all occasions, a written record in accordance with *Local Government (Administration) Regulations 1996*, regulation 19?

Written records were not kept by all persons exercising a delegated power or duty in accordance with *Local Government (Admin) Regulations 1996, Reg19*.

Disclosure of Interest**Q5. Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2024?**

Due date for Annual Return completion missed by one employee – submitted 03.09.2024.

Employees are required to complete an annual return between 1 July and 31 August each year, the staff member in question was active in the workplace and had not completed this task prior to taking leave at the end of August. The Annual Return was completed upon the employee's return from leave.

Tenders**Q2. Subject to *Local Government (Functions and General) Regulations 1996*, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?**

July 2024 - A successful tenderer was found not to be a WALGA preferred supplier, therefore the tender was non-compliant, it was referred to Council who accepted the non-compliance and requested a Purchasing Policy review (undertaken September 2024).

Q13. Were all expressions of interest that were not rejected under the *Local Government (Functions and General) Regulations 1996*, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?

An EOI was handled by a Contractor (that had been awarded the Tender for the Carnarvon Activation Plan Project), the EOI process was not followed according to *F&G Reg 23(3) & (4)*.

Q14. Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with *Local Government (Functions and General) Regulations 1996*, Regulation 24?

EOI was handled by the Contractor that had been awarded the Tender for the Carnarvon Activation Plan Project. EOI process was not followed according to *F&G Reg 24*.

OFFICER'S RECOMMENDATION

That the Audit and Risk Management Committee Meeting, pursuant to Regulation 14 and 15 of the Local Government (Audit) Regulations 1996, resolves to:

- 1. Review the Shire of Carnarvon's Compliance Audit Return for the period 1 January 2024 to 31 December 2024 and report the results to Council via the minutes of the Audit and Risk Committee meeting.**
- 2. Recommends to Council that Council, at its Ordinary Meeting on 25 February 2025:**
 - a. adopts the Shire of Carnarvon's Compliance Audit Return for the period 1 January 2024 to 31 December 2024;**
 - b. authorises the Shire President and Chief Executive Officer to certify the Shire of Carnarvon Compliance Audit Return and submit the certified copy to the Department of Local Government, Sport and Cultural Industries by 31 March 2025.**

COMMITTEE RESOLUTION ARMC 02/02/25

Moved: Cr Paul Kelly

Seconded: Cr Luke Vandeleur

That the Audit and Risk Management Committee Meeting, pursuant to Regulation 14 and 15 of the Local Government (Audit) Regulations 1996, resolves to:

- 1. Review the Shire of Carnarvon's Compliance Audit Return for the period 1 January 2024 to 31 December 2024 and report the results to Council via the minutes of the Audit and Risk Committee meeting.**
- 2. Recommends to Council that Council, at its Ordinary Meeting on 25 February 2025:**

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- a. adopts the Shire of Carnarvon's Compliance Audit Return for the period 1 January 2024 to 31 December 2024;**
- b. authorises the Shire President and Chief Executive Officer to certify the Shire of Carnarvon Compliance Audit Return and submit the certified copy to the Department of Local Government, Sport and Cultural Industries by 31 March 2025.**

FOR: Crs Eddie Smith, Burke Maslen, Luke Vandeleur and Paul Kelly

AGAINST: Nil

CARRIED BY SIMPLE MAJORITY 4/0

10.40am – CEO Mandy Dexter returned to the meeting.

Audit and Risk Management Committee Meeting Minutes

25 February 2025

5.2 AUDIT AND FINANCIAL REVIEW STATUS REPORT

File No:	ADM031
Location/Address:	N/A
Name of Applicant:	Shire of Carnarvon
Name of Owner:	N/A
Author(s):	Sarah Driscoll, Senior Finance - Operations
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Simple
Previous Report:	Nil
Schedules:	1. Audit & Financial Review Status Report - February 2025

Authority/Discretion:

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

Summary of Report

To present to the Audit and Risk Committee the Audit and Financial Review Status Report. The main purpose of the Audit and Financial Review Status Report is to provide Council oversight of the progress of the Shire of Carnarvon in implementing actions to address the audit and financial review findings and recommendations arising from internal audits and external reviews.

Background

The primary objective of the Audit and Risk Committee is to accept responsibility for the annual external audit and consult with the Shire's auditor and CEO so that Council can be satisfied with the performance of the Shire of Carnarvon with managing its financial affairs and risk matters. As part of the Council's committee structure, the Audit and Risk Committee was established to review areas of an audit.

The main purpose of the annual financial audit and financial reviews is to examine the appropriateness and effectiveness of the financial management systems and procedures, risk management, internal control and legislative compliance of the Shire. Following the finalisation of an internal audit and/or external review, recommendations and findings are included in the Audit and Financial Review Status Report to ensure progress is monitored and recorded.

Stakeholder and Public Consultation

Nil

Audit and Risk Management Committee Meeting Minutes

25 February 2025

Statutory Environment

Local Government (Financial Management) Regulations 1996 5(2)(c)

(2) The CEO is to –

c) undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 3 financial years) and report to the local government the results of those reviews.

Local Government Act 1995 – Section 7.9

(1) An auditor is required to examine the accounts and annual financial report submitted for audit and, by the 31 December next following the financial year to which the accounts and report relate or such later date as may be prescribed, to prepare a report thereon and forward a copy of that report to –

...

(2) Without limiting the generality of subsection (1), where the auditor considers that –

a) there is any error or deficiency in an account or financial report submitted for audit;

(b) any money paid from, or due to, any fund or account of a local government has been or may have been misapplied to purposes not authorised by law; or

(c) there is a matter arising from the examination of the accounts and annual financial report that needs to be addressed by the local government,

details of that error, deficiency, misapplication or matter, are to be included in the report by the auditor.

Local Government (Audit) Regulations 1996.

Relevant Plans and Policy

Nil

Financial Implications

There are no financial implications from this report.

Risk Assessment

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

Risk Category	Description	Rating	Mitigating Action/s
Financial	N/A	N/A	N/A
Health & Safety	N/A	N/A	N/A
Reputation	Reputational risks if it is found that any findings brought about in internal audits and external reviews are not addressed.	High	Monitoring Audit and Financial Review Status Reports will assist in maintaining accountability and managing any reputational risk regarding the Shire's financial position and management.
Service disruption	N/A	N/A	N/A
Compliance	Compliance failures if areas identified for		Review any possible non-compliance brought to attention by external audits

Audit and Risk Management Committee Meeting Minutes

25 February 2025

	improvement are not addressed.		and internal reviews. Determine if matters raised in the reports require further action and ensure that appropriate action is implemented.
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A
Fraud	N/A	N/A	N/A

Community and Strategic Objectives

The tabling of the Audit and Financial Review Status Report aligns itself with no specific objective as expressed in the Community Strategic Plan 2022-2032. It does however help in improving the trust between citizens and the Shire of Carnarvon.

OBJECTIVES

In 2040 Carnarvon is a place where:

- N/A

ADDITIONAL FOCUS AREAS:

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

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- N/A

Comments

The Audit and Financial Review Status Report, attached at *schedule 1*, provides the Committee with the status and progress of findings and recommendations from the following audits and reviews:

- Internal Finance Department Review – March 2023
- Regulation 5 Review – 2023
- Regulation 17 Review – 2024
- Annual Finance Audit Findings - 2024

A current Audit and Financial Review Status Report will be presented to the Committee at each Audit and Risk Committee meeting. Items that were marked as complete in the previous report presented on December 11, 2024 have not been represented in the current report.

Officers acknowledge that all items marked as ongoing in the previous Audit and Financial Review Status Report, besides two items, are still ongoing. The timing of staff annual leave during the December 2024 – January 2025 period as well as Officer's focus on the 24/25 Budget Review, has hindered findings from progressing further. Officer's will ensure that required findings will be addressed prior to the next Audit & Risk Committee meeting.

OFFICER'S RECOMMENDATION

That the Audit and Risk Management Committee Meeting receive the Review Status Report – February 2025 as per Schedule 1.

COMMITTEE RESOLUTION ARMC 03/02/25

Moved: Cr Paul Kelly

Seconded: Cr Luke Vandeleur

That the Audit and Risk Management Committee Meeting receive the Review Status Report – February 2025 as per Schedule 1.

Audit and Risk Management Committee Meeting Minutes

25 February 2025

FOR: Crs Eddie Smith, Burke Maslen, Luke Vandeleur and Paul Kelly
AGAINST: Nil

CARRIED BY SIMPLE MAJORITY 4/0

6 DATE OF NEXT MEETING

The next meeting will be held on Tuesday 22 April 2025 at Shire Council Chambers, Stuart Street Carnarvon commencing at 10.30am

7 CLOSE

The Presiding Member declared the meeting closed at 10.35am.

SHIRE OF CARNARVON ORDINARY COUNCIL MEETING 25 MARCH 2025 Completed Action Sheets Report February 2025		Printed: 13 March 2025 11:49 AM
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Meeting	Officer/Director	Section	Subject
Council 25/02/2025	Louw, Stefan Louw, Stefan	Development and Community Services	Northwater Structure Plan - Stages 4 and 5
<p>COUNCIL RESOLUTION OCM 11/02/25</p> <p>Moved: Cr Dudley Maslen Seconded: Cr Paul Kelly</p> <p><i>That Council, by Simple Majority,</i></p> <ol style="list-style-type: none"> <i>Pursuant to Section 3.18 of the Local Government Act, 1995 endorses the Northwater Structure Plan (stages 4 and 5); and</i> <i>Pursuant to Clause 20(2)(e) of the Planning and Development (Local Planning Schemes) Regulations 2015 resolves to submit the Northwater Structure Plan (stages 4 and 5) to the Western Australian Planning Commission (WAPC) for approval.</i> <p>FOR: Crs Eddie Smith, Marco Ferreirinha, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell AGAINST: Nil ABSENT: Crs B Maslen and L Skender</p> <p style="text-align: right;">CARRIED BY SIMPLE MAJORITY 6/0</p> <p>27 Feb 2025 8:16am Louw, Stefan - Completion Completed by Louw, Stefan (action officer) on 27 February 2025 at 8:16:49 AM - Structure plan documents have been sent to WAPC for approval.</p>			

Meeting	Officer/Director	Section	Subject
Council 25/02/2025	Nafetalai, Vika	Corporate Services	Accounts Paid Under Delegation January 2025
<p>COUNCIL RESOLUTION OCM 10/02/25</p> <p>Moved: Cr Paul Kelly Seconded: Cr Dudley Maslen</p> <p><i>That Council by simple majority in accordance with S.5.42 of the Local Government Act – 1995, resolves to:</i></p> <ol style="list-style-type: none"> <i>Receive the list of payments made under delegation, as per Schedule 1 at a total value of \$2,231,662.71 as presented for the month of January 2025, incorporating the following: and</i> 			

<p>SHIRE OF CARNARVON ORDINARY COUNCIL MEETING 25 MARCH 2025 Completed Action Sheets Report February 2025</p>		<p>Printed: 13 March 2025 11:49 AM</p>
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Payment Reference from:	Payment Reference to:	Payment Type	Payment Amount
EFT43180	EFT43189	Cancelled Batch	0
EFT43190	EFT43383	Muni EFT	\$1,305,598.51
-	-	Trust EFT	\$0.00
-	-	Cheque	\$0.00
DD41310.1- DD41310.7, DD41312.1, DD41316.1, DD41331.1, DD41333.1- DD41333.2, DD41337.1, DD41340.1, DD41344.1, DD41346.1, DD41349.1- DD41349.5, DD41351.1- DD41351.3, DD41352.1, DD41353.1-DD41353.2, DD41355.1- DD41355.6, DD41357.1- DD41357.2, DD41358.1- DD41358.2	DD41362.1	Bank Directs	\$926,064.20
		TOTAL	\$2,231,662.71
<p>Receive the copies of credit card statements for all Shire Facilities for the period 23.11.2024 – 22.12.2024 & credit card statements for the period 23.12.2024-22.01.2025.</p> <p>FOR: Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell</p> <p>AGAINST: Nil</p> <p>ABSENT: Cr L Skender</p> <p style="text-align: right;">CARRIED BY SIMPLE MAJORITY 7/0</p> <p>25 Feb 2025 4:19pm Nafetalai, Vika - Completion Completed by Nafetalai, Vika (action officer) on 25 February 2025 at 4:19:26 PM - Information Only- no further action needed</p>			

Meeting	Officer/Director	Section	Subject
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<p style="text-align: center;">SHIRE OF CARNARVON ORDINARY COUNCIL MEETING 25 MARCH 2025 Completed Action Sheets Report February 2025</p>			
			Printed: 13 March 2025 11:49 AM

Council 25/02/2025	Louw, Stefan Louw, Stefan	Development and Community Services	Local Planning Policies
<p>COUNCIL RESOLUTION OCM 12/02/25</p> <p>Moved: Cr Burke Maslen Seconded: Cr Paul Kelly</p> <p><i>That Council by Simple Majority:</i></p> <ol style="list-style-type: none"> <i>Pursuant to Clause 4(3)(b) of Schedule 2, Part 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 resolves to proceed with the policies without modification; and</i> <i>Pursuant to Clause 4(4) of Schedule 2, Part 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 request the CEO to publish the local planning policies in accordance with clause 87, of the Planning and Development (Local Planning Schemes) Regulations 2015.</i> <p>FOR: Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell AGAINST: Nil ABSENT: Cr L Skender</p> <p style="text-align: right;">CARRIED BY SIMPLE MAJORITY 7/0</p> <p>27 Feb 2025 8:17am Louw, Stefan - Completion Completed by Louw, Stefan (action officer) on 27 February 2025 at 8:17:39 AM - Arrangements have been made for the Local Policies to be published on the Shire webpage.</p>			

Meeting	Officer/Director	Section	Subject
Council 25/02/2025	Quinn, Gloria Nielsen, David	Infrastructure Services	RFQ 13/2024 - Plant and Operators for Flood Damage Repairs - AGRN 1118 - Acceptance of Quote
<p>COUNCIL RESOLUTION OCM 16/02/25</p> <p>Moved: Cr Burke Maslen Seconded: Cr Marco Ferreira</p> <p><i>That Council by Simple Majority:</i></p>			

<p style="text-align: center;">SHIRE OF CARNARVON ORDINARY COUNCIL MEETING 25 MARCH 2025 Completed Action Sheets Report February 2025</p>		<p>Printed: 13 March 2025 11:49 AM</p>
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<p>1. Pursuant to Section 3.57 of the Local Government Act, 1995 and Division 2 of the Local Government (Functions and General) Regulations, 1996 resolves to accept the submission and schedule of rates recommended in Confidential Schedule 1 from THEM Earthmoving Pty Ltd for RFQ 13/2024 Plant and Operators for Flood Damage Repairs – AGRN 1118.</p>	
<p>2. Pursuant to Section 3.18 of the Local Government Act 1995, authorises for CEO to make any necessary non-material amendments and finalise the execution of a contract between the Shire of Carnarvon and THEM Earthmoving Pty Ltd for RFQ 13/2024 Plant and Operators for Flood Damage Repairs – AGRN 1118.</p>	
FOR:	Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell
AGAINST:	Nil
ABSENT:	Cr L Skender
<p>CARRIED BY SIMPLE MAJORITY 7/0</p>	
<p>12 Mar 2025 4:59pm Quinn, Gloria - Completion Completed by Quinn, Gloria (action officer) on 12 March 2025 at 4:59:24 PM - Contractor appointed by Council. Successful and unsuccessful contractors notified.</p>	

Meeting	Officer/Director	Section	Subject
Council 25/02/2025	Mallon, Michael Nielsen, David	Infrastructure Services	RFT 10-24 Civic Centre Upgrades
<p>COUNCIL RESOLUTION OCM 13/02/25</p> <p>Moved: Cr Burke Maslen Seconded: Cr Luke Vandeleur</p> <p><i>That Council by Simple Majority pursuant to Section 3.57 of the Local Government Act, 1995 and Part 4 of the Local Government (Functions and General) Regulations 1996, resolves to not accept any submission received for Tender – RFT 10/2024 Civic Centre Upgrades</i></p> <p>FOR: Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell AGAINST: Nil ABSENT: Cr L Skender</p> <p style="text-align: right;">CARRIED BY SIMPLE MAJORITY 7/0</p>			
<p>COUNCIL RESOLUTION OCM 14/02/25</p>			

<p style="text-align: center;">SHIRE OF CARNARVON ORDINARY COUNCIL MEETING 25 MARCH 2025 Completed Action Sheets Report February 2025</p>		<p>Printed: 13 March 2025 11:49 AM</p>
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Moved: Cr Luke Vandeleur

Seconded: Cr Burke Maslen

That Council by Absolute Majority pursuant to Section 5.42 of the Local Government Act, 1995, resolves to authorise the CEO to seek quotes for the Civic Centre Upgrades project.

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

AGAINST: Nil

ABSENT: Cr L Skender

CARRIED BY ABSOLUTE MAJORITY 7/0

26 Feb 2025 9:17am Mallon, Michael

Letters of unsuccessful submission complete 26/02/25., RFQ 05/25 Civic Centre Upgrades - Advertised 26/02/25.

26 Feb 2025 9:20am Mallon, Michael - Completion

Completed by Mallon, Michael (action officer) on 26 February 2025 at 9:20:27 AM - Letters of unsuccessful submission complete 26/02/25., RFQ 05/25 Civic Centre Upgrades - Advertised 26/02/25.

Meeting	Officer/Director	Section	Subject
Council 25/02/2025	Hill, Danielle Dexter, Amanda	Governance	Actions Performed Under Delegated Authority for the Months January and February 2025
COUNCIL RESOLUTION OCM 03/02/25			
Moved: Cr Marco Ferreira			
Seconded: Cr Paul Kelly			
<i>That Council, by Simple Majority, in accordance with Section 5.46 of the Local Government Act, resolves to accept the reports outlining the actions performed under delegated authority for the months of January and February 2025.</i>			
<u>FOR:</u> Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell			
<u>AGAINST:</u> Nil			
<u>ABSENT:</u> Cr L Skender			
CARRIED BY SIMPLE MAJORITY 7/0			

<p style="text-align: center;">SHIRE OF CARNARVON ORDINARY COUNCIL MEETING 25 MARCH 2025 Completed Action Sheets Report February 2025</p>		<p>Printed: 13 March 2025 11:49 AM</p>
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25 Feb 2025 4:13pm Hill, Dannielle - Completion

Completed by Hill, Dannielle (action officer) on 25 February 2025 at 4:13:24 PM - This is an information report only - no further action is required.

Meeting	Officer/Director	Section	Subject
Council 25/02/2025	Dexter, Amanda Dexter, Amanda	Governance	Status of Council Decisions - January 2025
<p>COUNCIL RESOLUTION OCM 02/02/25</p> <p>Moved: Cr Burke Maslen Seconded: Cr Marco Ferreira</p> <p><i>That Council notes the Status of Completed Council Decisions Report (Schedule 1) for the month of December 2024 to this report.</i></p> <p><u>FOR:</u> Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell <u>AGAINST:</u> Nil <u>ABSENT:</u> Cr L Skender</p> <p style="text-align: right;">CARRIED BY SIMPLE MAJORITY 7/0</p>			
<p>10 Mar 2025 3:33pm Hill, Dannielle - Completion Completed by Hill, Dannielle on behalf of Dexter, Amanda (action officer) on 10 March 2025 at 3:33:53 PM - Information Report only - presented to Council on a monthly basis. Next report March Council 2025</p>			

Meeting	Officer/Director	Section	Subject
Council 25/02/2025	Hill, Dannielle Dexter, Amanda	Governance	FOI Statement 2025
<p>COUNCIL RESOLUTION OCM 04/02/25</p> <p>Moved: Cr Marco Ferreira Seconded: Cr Paul Kelly</p> <p><i>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 resolves to endorse the Shire of Carnarvon Freedom of Information Statement of February 2025 as presented in Schedule 1.</i></p> <p><u>FOR:</u> Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell</p>			

<p style="text-align: center;">SHIRE OF CARNARVON ORDINARY COUNCIL MEETING 25 MARCH 2025 Completed Action Sheets Report February 2025</p>		<p>Printed: 13 March 2025 11:49 AM</p>
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<p><u>AGAINST:</u> Nil <u>ABSENT:</u> Cr L Skender</p>	<p style="text-align: right;">CARRIED BY SIMPLE MAJORITY 7/0</p>
<p>25 Feb 2025 4:12pm Hill, Dannielle - Completion Completed by Hill, Dannielle (action officer) on 25 February 2025 at 4:12:59 PM - FOI Statement endorsed by Council at February 2025 Council Meeting. Uploaded onto website. No further action required.</p>	

Meeting	Officer/Director	Section	Subject
Council 25/02/2025	Driscoll, Sarah	Corporate Services	Proposed Budget Review 2024/2025
<p>COUNCIL RESOLUTION OCM 09/02/25</p> <p>Moved: Cr Luke Vandeleur Seconded: Cr Paul Kelly</p> <p><i>That Council, by Absolute Majority in accordance with Section 6.8 (1) (b) of the Local Government Act 1995, resolves to:</i></p> <ol style="list-style-type: none"> <i>1. Adopt the 2024/2025 Mid-Year Budget Review, as per Schedule 1, in accordance with regulation 33A of the Local Government (Financial Management) Regulations 1996; and</i> <i>2. Forward a copy of the Council resolution and the statutory budget review to the Department of Local Government, Sport and Cultural Industries within 14 days after adoption.</i> <p><u>FOR:</u> Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell <u>AGAINST:</u> Nil <u>ABSENT:</u> Cr L Skender</p> <p style="text-align: right;">CARRIED BY ABSOLUTE MAJORITY 7/0</p> <p>04 Mar 2025 10:46am Driscoll, Sarah - Completion Completed by Driscoll, Sarah (action officer) on 04 March 2025 at 10:46:04 AM - A copy of the Statutory Budget Review report & unconfirmed council meeting minutes were forwarded to Department of Local Government, Sport and Culture on 04/03/25.</p>			

Meeting	Officer/Director	Section	Subject
Council 25/02/2025	Driscoll, Sarah	Corporate Services	Monthly Financial Report January 2025

<p>SHIRE OF CARNARVON ORDINARY COUNCIL MEETING 25 MARCH 2025 Completed Action Sheets Report February 2025</p>		<p>Printed: 13 March 2025 11:49 AM</p>
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<p>COUNCIL RESOLUTION OCM 08/02/25</p> <p>Moved: Cr Luke Vandeleur Seconded: Cr Marco Ferreira</p> <p><i>That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations, resolves to receive the Draft Statement of Financial Activity for January 2025 as per attached Schedule 1.</i></p> <p><u>FOR:</u> Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell <u>AGAINST:</u> Nil <u>ABSENT:</u> Cr L Skender</p> <p>CARRIED BY SIMPLE MAJORITY 7/0</p> <p>04 Mar 2025 10:36am Driscoll, Sarah - Completion Completed by Driscoll, Sarah (action officer) on 04 March 2025 at 10:36:24 AM - Council received report - no further action required.</p>	
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<p align="center">ORDINARY COUNCIL MEETING TUESDAY 25 MARCH 2025 Outstanding Action Sheets Report</p>	<p>Printed: 19 March 2025 1:45 PM</p>
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Meeting	Officer/Director	Section	Subject
User Defined	Louw, Renee Nielsen, David		RFG 16/22023 - CHRMAP
<p>21 Nov 2024 1:38pm Hill, Dannielle FC 14/3/23, COUNCIL RESOLUTION & OFFICER'S RECOMMENDATION, Cr Vandeleur/Cr Maslen, That Council, by Simple Majority,, a. pursuant to Section 3.57 of the Local Government Act, 1995 and Division 2 of the Local Government (Functions and General) Regulations, 1996, resolves to accept the submission from Land Insights based on the schedule of rates as detailed in the Confidential Tender Evaluation Report for RFT 16/2022 – Provision of Town Planning Services., b. pursuant to Section 3.18 of the Local Government Act, 1995 resolves to authorise the CEO to make any necessary non-material amendments and finalise execution of a contract between the Shire of Carnarvon and Land Insights for RFT 16/2022 – Provision of Town Planning Services., CARRIED, F6/A0</p> <p>21 Nov 2024 1:40pm Hill, Dannielle Delayed due to complexities of the project. Estimated completion date second quarter of 2025.</p>			

Meeting	Officer/Director	Section	Subject
Council 24/10/2023	Ballard, Caroline Dexter, Amanda	Governance	Disposal of portion of Lot 421, Robinson Street, Carnarvon
<p>COUNCIL RESOLUTION OCM 05/10/23</p> <p>Moved: Cr Luke Vandeleur Seconded: Cr Paul Kelly</p> <p>1. <i>That Council, by Simple Majority, pursuant to Section 3.58 of the Local Government Act 1995, resolves to accept the request from Gascoyne Auto Service to dispose of a portion of Lot 421 Robinson Street, Carnarvon under the following conditions:</i></p> <p><i>a) Purchase price of \$120,000.00 as per market valuation report completed by Opteon Solutions on 10/05/2023</i></p> <p><i>b) Conformity with the statutory provisions for 'Disposal of Property' under Section 3.58 of the Local Government Act, 1995 and any other relevant legislative requirements.</i></p> <p><i>c) Give local public notice of the proposed disposal by way of sale by Private Treaty of a Portion of Lot 421, Robinson Street, Carnarvon based upon market value of \$120,000.00</i></p> <p><i>d) Should no objections be received, authorise the CEO to make any necessary non-material amendments and finalise execution of the sale (subject to WAPC sub-division and rezoning approval).</i></p> <p><i>e) Should objections be received, bring the matter before Council.</i></p> <p><i>f) Gascoyne Auto Service to commence their subdivision application to WAPC within 3 months from Council approval and meet all sub-division costs.</i></p> <p>FOR: Crs Eddie Smith, Burke Maslen, Adam Cottrell, Marco Ferreirinha, Luke Skender, Luke Vandeleur, Paul Kelly and Dudley Maslen</p> <p>AGAINST: Nil</p>			

<p align="center">ORDINARY COUNCIL MEETING TUESDAY 25 MARCH 2025 Outstanding Action Sheets Report</p>	<p align="right">Printed: 19 March 2025 1:45 PM</p>
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<p>31 Oct 2024 4:37pm Ballard, Caroline Sub-division of Lot is required before we can proceed with disposal, this was to be done by applicant at their expense, will need to check with Stefan Louw for Planning action</p> <p>19 Nov 2024 9:06am Ballard, Caroline SL advised No subdivision actions have been undertaken, emailed applicant today to request progress on subdivision.</p> <p>03 Dec 2024 7:24am Ballard, Caroline The applicant has confirmed he still wishes to proceed, emailed to advise again if process he now needs to follow to start the sub-division process</p> <p>06 Feb 2025 10:09am Ballard, Caroline Appllicant has started sub-division process, has accepted request from us to enter into a lease in the interim period (item to OCM Feb 2025)</p> <p>04 Mar 2025 11:48am Ballard, Caroline Applicant has contacted surveying team in Geraaldton to action sub-division process</p>	<p>CARRIED BY SIMPLE MAJORITY 8/0</p>
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Meeting	Officer/Director	Section	Subject
Council 27/02/2024	Dexter, Amanda Dexter, Amanda	Governance	Bibbawarra Bore Partnership Group - Memorandum of Understanding
<p>COUNCIL RESOLUTION OCM 05/02/24</p> <p>Moved: Cr Dudley Maslen Seconded: Cr Burke Maslen</p> <p><i>That Council, by Simple Majority pursuant to Section 3.18 of the Local Government Act 1995, resolves to authorise the Chief Executive Officer to execute the Memorandum of Understanding between the Shire of Carnarvon, Friends of Bibbawarra Bore, Gascoyne Development Commission and Yinggarda Aboriginal Corporation.</i></p> <p><u>FOR:</u> Crs Burke Maslen, Adam Cottrell, Marco Ferreirinha, Luke Vandeleur and Dudley Maslen <u>AGAINST:</u> Crs Eddie Smith, Luke Skender and Paul Kelly</p> <p align="right">CARRIED BY SIMPLE MAJORITY 5/3</p>			
<p>17 Feb 2025 10:06am Hill, Dannielle - Reallocation Action reassigned to Dexter, Amanda by Hill, Dannielle - Andrea Selvey no longer employed by the Shire</p> <p>04 Mar 2025 10:48am Dexter, Amanda CEO to Review and update Councillors at earliest possible convenience</p>			

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Meeting	Officer/Director	Section	Subject
Council 26/03/2024	Dexter, Amanda Dexter, Amanda	Governance	Submission to Carnarvon Floodplain Management Working Group on Boundary Road.
OFFICER'S RECOMMENDATION			
<i>That Council, by Simple Majority pursuant to Section 3.18 of the Local Government Act 1995, resolves to adopt the following position in relation to flood mitigation actions and responses, including adding soil to the Boundary Road levee:</i>			
<p><i>a. The Shire of Carnarvon will support decisions made by the Department of Fire and Emergency Services (DFES) as the controlling agency in an emergency under the Fire and Emergency Services Act 1998, based on triggers within the DFES tactical risk assessment; and</i></p> <p><i>b. The Shire of Carnarvon, in partnership with other agencies, will continue to progress the Flood Modelling as a tool to inform potential future decisions and actions that aim to minimise the impacts of floods on all members of our community, to the greatest extent possible.</i></p>			
17 Feb 2025 10:05am Hill, Dannielle - Reallocation			
Action reassigned to Dexter, Amanda by Hill, Dannielle - Andrea Selvey no longer employed by the Shire			

Meeting	Officer/Director	Section	Subject
Council 23/04/2024	Dexter, Amanda Dexter, Amanda	Governance	Concept Report - Relocation of Existing Airport to Northern Site
COUNCIL RESOLUTION OCM 07/04/24			
Moved: Cr Luke Vandeleur			
Seconded: Cr Burke Maslen			
<i>That Council by Simple Majority pursuant to Section 3.18 of the Local Government Act 1995 resolves to:</i>			
<p><i>a) receive and note the concept report for relocation of the existing Carnarvon airport as provided in Schedule 1; and</i></p> <p><i>b) authorise the CEO to continue working with the GDC to support its endeavours to secure funding for the additional work necessary to develop an investable proposition and comprehensive development plan in order to secure funding for the construction of a new airport on the site identified as the northern site.</i></p>			
FOR: Crs Eddie Smith, Burke Maslen, Adam Cottrell, Marco Ferreirinha, Luke Vandeleur, Paul Kelly and Dudley Maslen			
AGAINST: Nil			
ABSENT: Cr L Skender			

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<p>CARRIED BY SIMPLE MAJORITY 7/0</p> <p>17 Feb 2025 10:05am Hill, Dannielle - Reallocation Action reassigned to Dexter, Amanda by Hill, Dannielle - Andrea Selvey no longer employed by the Shire</p>

Meeting	Officer/Director	Section	Subject
Council 23/04/2024	Ballard, Caroline Dexter, Amanda	Governance	Request to terminate lease & write-off rates and interest charges - Carnarvon Tennis Club
<p>COUNCIL RESOLUTION OCM 04/04/24</p> <p>Moved: Cr Burke Maslen Seconded: Cr Luke Vandeleur</p> <p><i>That Council;</i></p> <p><i>1. by simple majority resolves to accept the request from Carnarvon Tennis Club to waive the six months' notice period required under Section 16.1 of the lease agreement to terminate the lease , subject to the area being fully remediated as per their lease conditions;</i></p> <p><i>2. by simple majority, pursuant to s6.12 (1)(C) of the Local Government Act 1995 resolves to write off \$4,290.69 of the outstanding rates and Interest owed by the Carnarvon Tennis Club Inc, Assessment No. A678, for the 2023/2024 financial year, noting that the ESL Levy of \$158.09 for the 2023/2024 financial year is not included in the write off and will have to be paid in full before the lease termination will take effect; and</i></p> <p><i>3. investigate options for rationalisation of this asset and repurposing of all, or a portion, of the land.</i></p> <p>FOR: Crs Eddie Smith, Burke Maslen, Adam Cottrell, Marco Ferreirinha, Luke Vandeleur, Paul Kelly and Dudley Maslen AGAINST: Nil ABSENT: Cr L Skender</p> <p>CARRIED BY SIMPLE MAJORITY 7/0</p> <p>31 Oct 2024 4:30pm Ballard, Caroline Lease Surrender documentation sent to Landgate September 2024, Awaiting confirmation from Landgate that the lease termination is complete, I will advise Tennis Club President accordingly</p> <p>19 Nov 2024 9:08am Ballard, Caroline Chased Landgate regarding Lease surrender request, they emailed back 18.11.2024, could be up to 130 days from receipt of request, calendar review set to check again 19.12.24</p> <p>03 Dec 2024 7:24am Ballard, Caroline</p>			

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Still awaiting actions from Landgate

10 Jan 2025 8:46am Ballard, Caroline

Awaiting confirmation from Landgate

06 Feb 2025 10:09am Ballard, Caroline

awaiting confirmation Landgate

04 Mar 2025 11:36am Ballard, Caroline

Awaiting confirmation from Landgate, last contact from them stated it could be up to 163 working days in total to process our application (email 14.02.2025)

Meeting	Officer/Director	Section	Subject
Council 25/06/2024	Dexter, Amanda Dexter, Amanda	Matters for which Meeting to be Closed to Members	Blowholes Reserve Management and Building Orders Update
<p>COUNCIL RESOLUTION OCM 23/06/24</p> <p>Moved: Cr Dudley Maslen Seconded: Cr Luke Vandeleur</p> <p><i>That Council by Simple Majority resolves -</i></p> <ol style="list-style-type: none"> <i>1. To advise the Minister for Lands that the Shire has exhausted all options and resources in trying to implement the Blowholes Reserve Management Plan(BRMP);</i> <i>2. Urgently request that the Minister for Lands provides financial, technical and practical assistance to provide a solution; and</i> <i>3. Should the Minister not be able to provide that support, that the Shire will divest itself of the Blowholes Reserve as the Shire is unable to fulfill the obligations under the BRMP.</i> <p><u>FOR:</u> Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly and Dudley Maslen <u>AGAINST:</u> Nil <u>ABSENT:</u> Cr A Cottrell</p> <p style="text-align: right;">CARRIED BY SIMPLE MAJORITY 7/0</p> <p>COUNCIL RESOLUTION OCM 23/06/24</p> <p>Moved: Cr Dudley Maslen Seconded: Cr Luke Vandeleur</p>			

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That Council by Simple Majority resolves -

- 1. To advise the Minister for Lands that the Shire has exhausted all options and resources in trying to implement the Blowholes Reserve Management Plan(BRMP);***
- 2. Urgently request that the Minister for Lands provides financial, technical and practical assistance to provide a solution; and***
- 3. Should the Minister not be able to provide that support, that the Shire will divest itself of the Blowholes Reserve as the Shire is unable to fulfill the obligations under the BRMP.***

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

AGAINST: Nil

ABSENT: Cr A Cottrell

CARRIED BY SIMPLE MAJORITY 7/0

19 Nov 2024 8:23am Hill, Dannielle

Pres has written to Minister and had teams meeting with Minister Carey in September. Further meeting with minister Carey either by teams or in Perth scheduled or 9th October 2024

17 Feb 2025 10:05am Hill, Dannielle - Reallocation

Action reassigned to Dexter, Amanda by Hill, Dannielle - Andrea Selvey no longer employed by the Shire

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Dexter, Amanda Dexter, Amanda	Corporate Services	Endorsement of Tramway Bridge Closure
THE ITEM WAS NOT FOUND (BOOKMARK: PDF2_ReportName_395) CHECK THE INTEGRITY OF THE ITEM IN THE MINUTES DOCUMENT			
DOCUMENT: \\DFS-01\INFOCOUNCIL_DATA\PROD\DOCUMENTSTORE\PUBLIC\OCM\MINUTES\OCM_20241126_MIN_34.DOCX Resolution not found			
04 Mar 2025 10:43am Dexter, Amanda - Target Date Revision Target date changed by Dexter, Amanda from 10 December 2024 to 30 April 2025 - Planning and fundraising is underway for the repair of the closed section. A full update will be provided at the April Council Meeting.			
04 Mar 2025 10:43am Dexter, Amanda Planning and fundraising is underway for the repair of the closed section. A full update will be provided at the April Council Meeting.			

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Meeting	Officer/Director	Section	Subject
Council 17/12/2024	Ballard, Caroline Dexter, Amanda	Governance	New Lease Request - Amplitel Pty Ltd
COUNCIL RESOLUTION OCM 05/12/24			
Moved: Cr Burke Maslen			
Seconded: Cr Paul Kelly			
<i>That Council, by Absolute Majority, pursuant to Section 3.58 of the Local Government Act 1995, and in accordance with the Shire of Carnarvon Policy CE018 Lease and Licensing Classification – Category Four, resolves to:</i>			
<ol style="list-style-type: none"> 1. <i>Grant a new lease over portion of Lots 559, Carnarvon Airport, Carnarvon Road, for a ten-year term (with an option for a further ten years), subject to:</i> <ol style="list-style-type: none"> a) <i>An annual licence fee of \$12,500 (ex GST) per annum;</i> b) <i>A fixed annual rental increase of 3%.</i> c) <i>Conformity with the statutory provisions for ‘Disposal of Property’ under Section 3.58 of the Local Government Act, 1995; and</i> d) <i>Lease documentation is prepared at the Lessee’s cost, invoiced to the Lessee upon execution of the lease.</i> 2. <i>Advertise by local public notice its intention to grant a new lease for the land, being a portion of Lot 559, Carnarvon airport, Carnarvon Road, for a period of not less than two (2) weeks; and</i> 3. <i>Authorise the CEO to negotiate and execute the lease with the Lessee as outlined above, subject to no objections being received during the public notice period for the proposed disposal of property.</i> 			
<u>FOR:</u> Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Paul Kelly, Dudley Maslen and Adam Cottrell			
<u>AGAINST:</u> Nil			
<u>ABSENT:</u> Crs L Skender and L Vandeleur			
CARRIED BY ABSOLUTE MAJORITY 6/0			
07 Jan 2025 12:08pm Ballard, Caroline - Email			
Public Notice Advertising scheduled for 15.01.2025, Lease document to follow this period			
06 Feb 2025 10:07am Ballard, Caroline			
Advertising notice period complete, email from McLeods regarding preparation of the lease, awaiting confirmation from Amplitel of fees			
04 Mar 2025 11:38am Ballard, Caroline			
Awaiting lease documents from Aplitel for sign off			

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Meeting	Officer/Director	Section	Subject
Council 25/02/2025	Dexter, Amanda Dexter, Amanda	Governance	Extension to Memorandum of Understanding - Province Resources Ltd
COUNCIL RESOLUTION OCM 07/02/25			
Moved: Cr Luke Vandeleur			
Seconded: Cr Paul Kelly			
<u>OFFICER'S RECOMMENDATION</u>			
<i>That Council, by Simple Majority in accordance with Section 3.18 of the Local Government Act 1995 resolves to enter a Memorandum of Understanding with Province Resources Limited for twenty four (24) months commencing 26 June 2024.</i>			
<u>FOR:</u> Crs Eddie Smith, Marco Ferreirinha, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell			
<u>AGAINST:</u> Nil			
<u>ABSENT:</u> Crs B Maslen and L Skender			
CARRIED BY SIMPLE MAJORITY 6/0			
04 Mar 2025 10:48am Dexter, Amanda - Target Date Revision			
Target date changed by Dexter, Amanda from 11 March 2025 to 31 March 2025 - New MOU as per Recommendation has been sent to Province as per OCM recommendation - awaiting execution and return of documents.			

Meeting	Officer/Director	Section	Subject
Council 25/02/2025	Quinn, Gloria Nielsen, David	Infrastructure Services	Request for Consideration of Warroora East and North Roads as Roads of Regional Significance
COUNCIL RESOLUTION OCM 15/02/25			
Moved: Cr Burke Maslen			
Seconded: Cr Marco Ferreirinha			
<i>That Council, by simple majority pursuant to Section 3.18 of the Local Government Act 1994 and in accordance with the requirements of the Gascoyne Roads 2040 - Regional Strategies for Significant Local Government Roads:</i>			

ORDINARY COUNCIL MEETING
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- a) Requests the Gascoyne Regional Road Group to consider the submission provided in Schedule 2 for inclusion of Warroora East Road and Warroora North Road in the Gascoyne Regional Strategies for Significant Local Government Roads; and**
- b) Directs the CEO to enter negotiations with the Department of Biodiversity, Conservation and Attractions (DBCA) for a formal agreement for the funding of upgrade works on Warroora Road North and East that provide access to the Warroora Coast camping and recreation areas.**

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

AGAINST: Nil

ABSENT: Cr L Skender

CARRIED BY SIMPLE MAJORITY 7/0

10 Mar 2025 3:37pm Hill, Danielle - Reallocation

Action reassigned to Quinn, Gloria by Hill, Danielle - As David Nielsen no longer employed by Shire item has been referred to you as his EA

12 Mar 2025 4:59pm Quinn, Gloria

Applications for Warroora North and East Roads submitted to RRG Admin for an out of session endorsement. Pending endorsement from the RRG the applications will be forwarded for review and SAC endorsement for inclusion in the Roads 2040 document if all criteria is met.

Meeting	Officer/Director	Section	Subject
Council 25/02/2025	Ballard, Caroline Dexter, Amanda	Governance	Request for Deed of Extension of Lease - Carnarvon Motorcycle Club
COUNCIL RESOLUTION OCM 05/02/25			
Moved: Cr Paul Kelly			
Seconded: Cr Marco Ferreira			
<i>That Council, by simple majority, pursuant to Section 3.58 of the Local Government Act 1995, and the Local Government (Functions and General) Regulations 1996 Reg 30 resolves to:</i>			
1. Exercise the option and renew the lease with Carnarvon Motorcycle Club over a Portion of Lot 1296, Speedway Road, Browns Range for a second further five-year term subject to:			
a. Conformity with the statutory provisions for 'Disposal of Property' under Section 3.58 of the Local Government Act, 1995; and			
b. Lease administration and document preparation is prepared at the Lessee's cost to be invoiced to the Lessee upon execution of the lease.			
c. Approve the CEO to execute the lease with the Lessee in accordance with the Shire of Carnarvon Policy CF018 Lease and Licensing Classification Category Two.			

<p>ORDINARY COUNCIL MEETING TUESDAY 25 MARCH 2025 Outstanding Action Sheets Report</p>	<p>Printed: 19 March 2025 1:45 PM</p>
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FOR: Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell
 AGAINST: Nil
 ABSENT: Cr L Skender

CARRIED BY SIMPLE MAJORITY 7/0

04 Mar 2025 11:38am Ballard, Caroline
 awaiting confirmation from Motorcycle club that they are happy to proceed (and with lease preparation costs)

Meeting	Officer/Director	Section	Subject
Council 25/02/2025	Ballard, Caroline Dexter, Amanda	Governance	Request for Lease - Disposal of Portion Of Lot 421, Robinson Street, Carnarvon
<p>COUNCIL RESOLUTION OCM 06/02/25</p> <p>Moved: Cr Paul Kelly Seconded: Cr Burke Maslen</p> <p><i>That Council, by Simple Majority, pursuant to Section 3.58 of the Local Government Act 1995, and in accordance with the Shire of Carnarvon Policy CF018 Lease and Licensing Classification – Category Four, resolves to:</i></p> <ol style="list-style-type: none"> Grant a new lease over portion of Lot 421, Robinson Street, Carnarvon, for a 3-year term, subject to: <ol style="list-style-type: none"> an annual licence fee of \$12,000 (ex GST) per annum; conformity with the statutory provisions for 'Disposal of Property' under Section 3.58 of the Local Government Act, 1995; and lease documentation is prepared at the Lessee's cost, invoiced to the Lessee upon execution of the lease. Advertise by local public notice its intention to grant a new lease for the land, being a portion of Lot 421, Robinson Street, Carnarvon, for a period of not less than two (2) weeks; and Approve the CEO to execute the lease with the Lessee as outlined above, subject to no objections being received during the public notice period for the proposed disposal of property. <p>FOR: Crs Eddie Smith, Burke Maslen, Marco Ferreirinha, Luke Vandeleur, Paul Kelly, Dudley Maslen and Adam Cottrell AGAINST: Nil ABSENT: Cr L Skender</p> <p>CARRIED BY SIMPLE MAJORITY 7/0</p>			

<div>ORDINARY COUNCIL MEETING TUESDAY 25 MARCH 2025 Outstanding Action Sheets Report</div> <div>Printed: 19 March 2025 1:45 PM</div>
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<div>04 Mar 2025 11:39am Ballard, Caroline</div> <div>Public notice in Mid West Times 06.03.2025, lease preparation action to follow notice period</div>
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Gascoyne Regional Road Group

Minutes - Meeting 2 - 2024/2025

Gascoyne Regional Road Group Meeting

21st February 2025 at 12:32pm

Shire of Carnarvon Council Chambers

Chairperson: Hamish McTaggart

Secretary: Kate Medhurst

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

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

Attendees:	Burke Maslen	Councillor	Shire of Carnarvon
	Mandy Dexter	CEO	Shire of Carnarvon
	David Nielsen	Executive Manager Infrastructure	Shire of Carnarvon
	Hamish McTaggart	Councillor	Shire of Upper Gascoyne
	Jarrold Walker	Manager of Works & Services	Shire of Upper Gascoyne
	Cheryl Cowell	Shire President/Councillor	Shire of Shark Bay
	Jackie Brooks	Councillor	Shire of Exmouth (Teams)
	Tom Carroll	Manager Assets & Engineering	Shire of Exmouth (Teams)
	Ziggy Wilk	Chief Operations Officer	Shire of Exmouth (Teams)
	Kate Medhurst	Customer Service Manager	Main Roads WA
	Louise Adamson	A/Director-MWG Region	Main Roads WA (Teams)
Visitors:	Mark Bondietti	Policy Manager Transport & Roads	WALGA
	Gaff Murray	Operations Manager Carnarvon	Main Roads WA
	Kevin Pethick	Manager Budget & Programming	Main Roads WA
	Joshua Kirk	Principal Civil Engineer	Greenfield Technical Service
	Daniel Willis		Sheperd Services
Apologies:	John McCleary	CEO	Shire of Upper Gascoyne
	Greg Ridgely	Councillor	Shire of Shark Bay
	Dale Chapman	CEO	Shire of Shark Bay
	Matthew Niikkula	Shire President	Shire of Exmouth

AGENDA –

1.	Attendance and Apologies	Chairperson
2.	Endorsement of previous minutes	Chairperson
3.	Business arising from previous minutes	Chairperson
4.	Correspondence	Chairperson
5.	Standing Reports	Various
6.	Other Business	Various
7.	New Business	Various



Gascoyne Regional Road Group

Minutes

1. Attendance and Apologies

Chairperson

- 1.1 Attendance and Apologies – see the above list

Hamish thanked David Nielsen for his services within the Group and his time at the Shire, it is his last day today.

Presentation: Greenfields Technical Services – Josh Kirk, Greenfield Technical Services and Daniel Willis Sheperd Services

- Road Condition Report update on the Roads 2040 Roads in the Gascoyne Region
- Greenfields was awarded the contract and engaged Sheperd Service and their RACAS system/camera to survey the roads in the Gascoyne & Pilbara.
- Completed a Structural, Surface & Drainage Conditional survey of the condition of the Roads.
- A visual assessment was completed, along with a defect report; the footage will be made available to the Shires via the Hub and can uploaded to RAMM
- Training will be available to Shires if they require it
- WALGA will send out the access details in the near future.

2. Endorsement of previous minutes

Chairperson

- 2.1 Previous Gascoyne Regional Road Group Meeting Minutes – 21nd November 2024

Emailed to the Group – 2nd December 2024

These minutes are a true reflection of the meeting -

Moved: Burke Maslen

Seconded: Jackie Brooks

Accepted

3. Business arising from previous minutes

Chairperson

- 3.1 Actions arising from the Meeting 21st November 2024

3.2 (Nov 24) 7.2 (June 24) Shire of Exmouth Letter to Main Roads regarding a slip lane into the Airport terminal on Minilya Exmouth Road –

Shire of Exmouth February 2025 Update –

- Main Roads advised Matt Niikula that the project has been funded and will go ahead

Main Roads February 2025 update –

- Gaff Muarry - Tender will be opened in mid-April and close in mid-May, with the expected possession date in July. The job should take approximately 10 weeks to complete. The current contractor working on the RAAF lanes is not a preferred supplier of Main Roads and can't be used to complete the work.



Gascoyne Regional Road Group

- 5.1 SAC Agenda – Level 2 Bridge Inspections

Action – David Nielsen/John McCleary to email Josh Kirk at Greenfield to ask if they speak to the Shires before attending to complete the inspections to ensure they are all completed together to save on costs to each Shire potentially. This is what appears to have happened this year, as the inspections were completed in the last few weeks.

- **Update** – Josh Kirk at Greenfields said they had planned it into their yearly program to complete all the Shires together to make it cost-effective for the Local Governments.

4.3 Letter to SAC regarding the South West Region Underspend –

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

The Group endorsed the Shire of Carnarvon Council motion – emailed to the group on the 3rd December 2024, received endorsement back from all the Shires – Emailed to advise the group was emailed 6th December 2024.

Moved: Burke Maslen

Seconded: Cheryl Cowell

Accepted

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

Supporting documentation is available in the agenda.

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

Moved: Hamish McTaggart

Seconded: Burke Maslen

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

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

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

- The Shire of Upper Gascoyne said they would like to add Potts Road to the document. John will speak to Jarrod and arrange it. Once Kate has received the application from the Shire, she will send it out for an out-of-session endorsement and forward it to the Roads Classification Team and SAC for approval.
- Out of Session Endorsement – The application was emailed to all Shires and received endorsement from all Shires. Emailed to everyone on 12 December 2024

Moved: Burke Maslen

Seconded: Cheryl Cowell

Accepted

7.3 Shire of Exmouth – MOU with DBCA

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

Shire of Exmouth Update: On-going with DBCA



Gascoyne Regional Road Group

7.4 RRG Chairperson Meeting – Agenda to be sent out to the group –		
<ul style="list-style-type: none">Update from Mark – There has not been a meeting in over a year, but when/if one does come up, Mark will recommend to the Executive to send out an agenda before the meeting that can be sent out. In the past, it was held in April, and again, it was held at the WALGA Conference in September. <p>WALGA Update: No meeting has been scheduled at this time, likely around September at the WALGA Conference</p>		
4.3 Letter to the Department of Transport regarding the WA Bike Network Grant –		
<ul style="list-style-type: none">No reply has been received other than advising the letter has been received.		
5.5 Main Roads Report – The possibility of an agreement to train new operators for the region.		
<p>Main Roads Update: Janet Hartley-West advised she has not been formally approached by the Shires about this. Suggest that a letter/email is written to go into further detail. She is on leave until 25 March 25 and Louise Adamson is acting in her position.</p>		
7.2 Sealed Roads Asset Preservation Costs –		
Emailed to SAC 10 December 2024 – No reply has been received to date as they have not had another meeting.		
4. Correspondence		Chairperson
4.1	State Roads Funds to Local Government Advisory Committee Agenda – 10 December 2024 Meeting	
	<ul style="list-style-type: none">KPI's for 2023/2024 are included in the agenda; the Gascoyne region has performed well in all areas except for the Road surveys. Please ensure each Shire are arranging the upload to IRIS.	
4.2	State Roads Funds to Local Government Advisory Committee Minutes – 10 December 2025 Meeting	
	Noted	
4.3	Letter to State Advisory Committee – Request to establish sealing/re-sealing equalisation fund - above	
5. Standing Reports		
5.1	Finance Report – February 2025 – Noted Out-of-session endorsements – see above – Shire of Carnarvon additional funding & Shire of Upper Gascoyne application to add Potts Road to Roads 2040 document. Shire of Shark Bay: Request to update the SLK to Project 30003035 – increase the SLK to 73 (originally 71 SLK) – Moved: Burke Maslen Seconded: Jackie Brooks Accepted	Kate Medhurst
5.2	Finance Report – 2025/2026 - tabled – Noted <ul style="list-style-type: none">All projects have been transferred from the MCA	Kate Medhurst
5.3	Update from each Shire regarding the Status of the 2024/2025 Projects	
	Shire of Carnarvon	Minilya Lyndon Road has mobbed this week and they will continue over to Quobba Gnarloo once they have completed it.
	Shire of Exmouth	Murat Road has been completed, Tender has been awarded for the sealing across the Shire and will be completed in the coming months
	Shire of Shark Bay	All Projects are underway, 2 nd claims have been submitted. Have increased the SLK on Useless Loop Road from 71 to 73 (approved as above)



Gascoyne Regional Road Group

	Shire of Upper Gascoyne	All projects are completed except for Landor Mt Augustus Road, but they will complete the works in April/May/June.
5.4	Main Roads WA Mid West - Gascoyne Region Directors Report - Noted – see attached Louise Adamson (Acting MWG Director) presented PowerPoint on Operational Guideline 113 – Rural Regions Operational Boundaries and Asset Maintenance Responsibilities. It was also raised at the WALGA zone meeting earlier today. Mark asked if the Shires has any feedback to get back to him by 28 February. – Power Point is attached with email	
5.5	Level 1 Bridge Inspections - All have been submitted for 2024/2025 <ul style="list-style-type: none"> Due by 30th April 2025 – recorded on the Finance Spreadsheet Emailed to Structures team at Main Roads and cc in Kate Medhurst to record them as complete 	Kate Medhurst
5.6	WALGA Report – <ul style="list-style-type: none"> Road and Transport Forum in Perth 14 August WALGA user guide and unit rates online calculators is almost ready to be published LGTRIIP available on the WALGA website – check out the documents and reports available to Local Governments 	Mark Bondietti
5.8	Roadwise Report – <ul style="list-style-type: none"> Ross Rayson in now in the role for Gascoyne & will be in touch with each Shire Ross introduced himself and hoped to be at the June meeting 	Ross Rayson (Teams)
6. Other Business		
6.1	Multi-Criteria Assessment Model for the Gascoyne Regional Road Group – <ul style="list-style-type: none"> Group discussion on using the form for this year's submissions – <ul style="list-style-type: none"> Simple format issues have been fixed A list of the Roads with the Road Numbers added to the form Going forward all potential projects should be listed and ranked. Should additional funding become available, there will be projects ready to go. This will also demonstrate the priority list for each Council. Recommend a yearly review after September submissions 	
6.2	Gascoyne Regional Road Group Procedures Manual Update – Review & discuss the update to the Procedures manual – Section 4 Project Funding Methodology Motion: The Group approve the addition of Section 4 of the Gascoyne Regional Road Group Procedures manual. – Action: Once approved, Kate will send the Procedures Manual to SAC for endorsement. <ul style="list-style-type: none"> <i>Previous updates in the manual were approved in June 2024 Meeting – Reporting Structure, Direct Grant Certificate, Road and Bridge Data for IRIS upload.</i> Moved: Hamish McTaggart Seconded: Jackie Brooks Accepted	



Gascoyne Regional Road Group

7. New Business

- | | |
|-----|--|
| 7.1 | <p>Shire of Carnarvon – Possible Roads 2040 application – Click here to view</p> <p>The Shire has received a request from Warroora Station owners to add Warroora East Road and Warroora North Road to the Roads 2040 document.</p> <p>This is due to go to the Shire of Carnarvon Council Meeting Tuesday, 25th February, for a decision. If the Council approves it, the Shire will have to complete the application and it will have to be sent around for an out of session endorsement by the Group.</p> <p>Shire of Upper Gascoyne will have a submission Kilili Road in the near future to add to the Roads 2040 Document.</p> |
|-----|--|

Close of Meeting: 2:42pm

Next meeting: 20th June 2025 at the Shire of Shark Bay

**mainroads**
WESTERN AUSTRALIA

Mid West – Gascoyne Regional Road Group

Main Roads Report February 2025

Current Capital Works

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

Indian Ocean Drive Stage 2 - Jurien to Brand - closure extended to April with the road to be open to traffic before the April school holidays; works are likely to go through April. The subgrade is complete, and the Contractor is preparing for the next seal mobilisation.

Oakajee Road Buller River Road Bridge Replacement – North West Coastal Highway

Progressing well scheduled for completion July next year.

Exmouth Civilian Road entry upgrade – Minilya Exmouth Road

- Tender open date 15th April 2025
- Tender Close date 13th May 2025
- Pos Position of site 8th July 2025
- PC from Pos Approximately 10 weeks

Midlands Road

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

RAAF Exmouth – Minilya Exmouth Road

Vegetation Clearing and test holes started no completion date at this stage.

Likely to have a break in Tendering for a couple of months waiting for Indian Ocean Drive and Midlands Rd to come to completion and the State Election caretaker period & outcome.

OFFICIAL

Maintenance Works

Minilya Exmouth Grid damage

Two damaged Grid's on Minilya Exmouth Road have had temporary repairs carried out at 4-6 SLK and 23-50 SLK

Seal works Burkett Road, Robinson St Carnarvon, and Minilya Exmouth Road

Works planned for mid-March completion

Vegetation works completed on NWCH

Mowing and slashing North of Carnarvon and north and south of Minilya

Periodic maintenance activities progress

Shoulder grading and major pavement repairs continue.

Routine maintenance Activities

Parking Bays drainage and culvert cleaning.

Routine maintenance inspections

We are currently lifting the level of our defect inspection to be able to capture and prioritise into ratings to build up ongoing programmes.



Gascoyne Country Zone Minutes

21 February 2025

**Hosted by the Shire of Carnarvon
5 Francis Street, Carnarvon**

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PRIORITISATION FRAMEWORK

How to use the Framework:

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

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

ANNOUNCEMENTS

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

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

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

ATTACHMENTS

1. RDA February Update Report
2. Draft Minutes of previous meeting
3. Status Report
4. President's Report

1 OPENING, ATTENDANCE AND APOLOGIES

1.1 OPENING

Chair, Cr Eddie Smith opened the meeting at 10:00am.

1.2 ATTENDANCE

MEMBERS

1 Voting Delegates from each Member Council

Shire of Carnarvon	President Cr Eddie Smith - Chair Mandy Dexter, Chief Executive Officer, non-voting delegate
Shire of Exmouth (Online)	Cr Jackie Brooks (Deputy) Ben Lewis, Chief Executive Officer, non-voting delegate
Shire of Upper Gascoyne	President Cr Jimmy Caunt Jarrod Walker, Manager of Works, non-voting delegate
Shire of Shark Bay	President Cr Cheryl Cowell
WALGA Secretariat	Mark Bondietti, Policy Manager Transport and Roads

GUESTS

Gascoyne Development Commission	Amanda Wilmot, Acting Director
Regional Development Australia – Mid West Gascoyne/Lyssna Consulting	Karin Grima, Director

1.3 APOLOGIES

Shire of Exmouth	President Cr Matthew Niikkula
Shire of Upper Gascoyne	John McCleary, Chief Executive Officer, non-voting delegate
Shire of Shark Bay	Dale Chapman, Chief Executive Officer, non-voting delegate
Regional Development Australia – Mid West Gascoyne	Mark Holdsworth, Executive Officer

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 DECLARATIONS OF INTEREST

Nil.

4 DEPUTATIONS

Nil.

5 AGENCY REPORTS

5.1 GASCOYNE DEVELOPMENT COMMISSION

Gascoyne Development Commission Acting Director, Amanda Wilmot, provided an update to the Zone.

Noted

5.2 DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES

No report was provided by the Department of Local Government, Sport and Cultural Industries (DLGSC) for February 2025.

Noted

5.3 REGIONAL DEVELOPMENT AUSTRALIA

Executive Officer, Regional Development Australia Mid-West Gascoyne, Mark Holdsworth, was an apology for this meeting but provided a written report that was attached within the Agenda.

Director, Regional Development Australia Mid-West Gascoyne, Karin Grima provided an update to the Zone.

Noted

6 CONFIRMATION OF MINUTES

RESOLUTION

Moved: President Cr Cheryl Cowell

Seconded: President Cr Jimmy Caunt

That the Minutes of the meeting of the Gascoyne Country Zone held on 22 November 2024 be confirmed as a true and accurate record of the proceedings.

CARRIED

7 BUSINESS ARISING

7.1 STATUS REPORT

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

Noted

8 ZONE BUSINESS

8.1 2025 LOCAL GOVERNMENT HONOURS AWARDS

The Honours Program recognises and celebrates the outstanding achievements and lasting contributions made by Elected Members and officers to their respective Local Government, the Local Government sector, WALGA and the wider community.

There are five awards in the 2025 Program:

1. Local Government Medal
2. Life Membership
3. Eminent Service Award
4. Merit Award
5. Young Achievers Award

All Local Government Elected Members and officers are eligible for nomination for each award.

Nominations opened on Tuesday, 4 February and will close at **5:00pm on Friday, 18 April 2025**.

Details on the 2025 Honours Program, including the nomination form and guidelines for preparing nominations, are available on the [WALGA website](#).

All awards will be presented at the WALGA Local Government Awards event, to occur on 19 July (venue to be announced).

For more information contact Meghan Dwyer, Executive Officer Governance, on 9213 2050 or via email at honours@walga.asn.au.

Noted

8.2 DRAFT OPERATIONAL PROCEDURE 113: OPERATIONAL BOUNDARIES AND ASSET MAINTENANCE

By Mark Bondiotti, Policy Manager, Transport and Roads and Max Bushell, Senior Policy Advisor, Road Safety and Infrastructure

A copy of Operational Procedure 113 is provided to Zone Members with this Agenda.

BACKGROUND

WALGA has received a draft copy of the MRWA *Operational Procedure 113: Operational Boundaries and Asset Maintenance Responsibilities, Rural Regions* (OP 113) for review and comment. The purpose of OP 113 is to provide principles and practical guidance for determining how the responsibility for maintaining the different parts of highways and main roads is to be allocated between Main Roads and Local Governments. As such, the document provides essential guidance for the limits of maintenance responsibilities for Local Governments and will be relied on to resolve disputes between the parties. **It is therefore of high importance and careful scrutiny is encouraged.**

OP 113 will effectively supersede the *Operational Responsibility for Public Roads in Western Australia, 2009* (OP 2009) which was the result of extensive negotiations between Main Roads WA, IPWEA and WALGA and covered both Metropolitan and Regional scenarios. This document was never formally adopted but has nevertheless guided decision making over the years.

In 2019, *Operational Procedure 112: Operational Boundaries and Asset Responsibilities, Metropolitan Region* was published by Main Roads after consultation with Metropolitan Regional Road Groups and WALGA. Operational Procedure 112 and 113 draw heavily on the content of the 2009 document and will effectively supersede it.

The document outlines the limits of responsibilities in the following situations:

- Highways in Built Up Areas
- Highways in Rural Areas
- Bridges, Pathways, and Drainage Structures

- Stormwater Infrastructure
- Lighting
- Public Transport Facilities
- Roadside Facilities
- Signs & Traffic Control Devices
- Fences
- Graffiti
- Vegetation Control in Built Up Areas
- Vegetation Control in Rural Areas.

Indicative drawings are also provided, indicating limits of responsibility.

COMMENT

The principles set out OP 2009 were broadly agreed by all parties at the time and WALGA has therefore reviewed OP 113 relative to OP 2009. Much of the text in OP 113 has been drawn directly from OP 2009 and the documents are in general alignment. However, WALGA has noted some discrepancies and concerns summarised below:

1. Introduction

Refers to additional works to be funded from the SRFLGA. Additional works are not defined, and any funding changes would be for SAC approval. WALGA recommends this principle be removed.

1.7 Maintenance Responsibility Guidelines

The draft OP 113 states that the "tangent point area" of a Local / State Road intersection will remain the responsibility of the LG. This principle was previously disputed and has not been tested. If the parties agree that Main Roads will maintain this area in accordance OP 113, then there is no necessity to include this statement.

Point (3) refers to funding for reseal works of the tangent area to be provided from the SRFLGA. Any changes to funding arrangements would be for SAC approval. For certain specified projects, funding could be allocated through Strategic Initiatives.

2.1.4 & 2.2.5 Driveways

States that Main Roads is not responsible for the maintenance of private driveways. Main Roads is responsible for approvals and the private owner is responsible for maintenance. In built up areas Local Governments may be responsible to issue work permits. This clause needs to be expanded to confirm the role of Local Government.

2.5 Lighting

Add an additional section stating the costing arrangements as per OP 2009. In particular the principle that Main Roads will subsidise 50% of the installation, maintenance and operating cost when Local Governments install lighting on ordinary highways in built up areas.

2.6.2 Bus Passenger Facilities

Part (2) add "in accordance with the partnership agreement between WALGA and the PTA"

Figures 6,7,8,9,10,11,12 &13

The key to these figures states, "Main Roads Responsibility (resurfacing)", resurfacing to be replaced with "maintenance". According to the text and definitions, maintenance is

defined as all works of any description required to keep the road serviceable, not just resurfacing.

NEXT STEPS

Zones are requested to scrutinise OP 113 and provide feedback to WALGA in the following areas.

- Does current and desirable practice correspond to the principles outlined in the OP 113?
- Are there any areas of responsibility or principles not addressed in the OP 113?
- Do any of the proposed allocations of responsibility entail substantial budgetary impacts to Local Governments?
- Any additional concerns or comments.

Discussion at the Zone meeting is encouraged. Any written feedback should be provided by Friday, 28 February, to infrastructure@walga.asn.au.

This document and draft OP 113 have also been provided to all regional CEOs and Infrastructure Directors providing opportunity for feedback directly to WALGA.

Following the February 2025 round of Zone meetings, WALGA will collate all feedback and provide a consolidated submission back to Main Roads WA.

RESOLUTION

Moved: President Cr Jimmy Caunt

Seconded: President Cr Cheryl Cowell

That the Gascoyne Country Zone:

1. Notes Operational Procedure 113: Operational Boundaries and Asset Management Responsibilities, Rural Regions.
2. Notes that Local Governments may submit written feedback directly to WALGA for consideration by 28 February 2025.
3. Provides the following comments on Operational Procedure 113: Operational Boundaries and Asset Maintenance Responsibilities at the Zone Meeting:
 - Supports the WALGA comments for submission to Main Roads WA

CARRIED

8.3 CONSULTATION ON REGULATIONS FOR CEO KPI'S AND PUBLIC REGISTERS

By Tony Brown, Executive Director Member Services

The *Local Government Amendment Act 2023* (Tranche 1) was assented to in May 2023. A number of the Tranche 1 provisions are yet to commence.

The Department of Local Government, Sport and Cultural Industries recently commenced a consultation process on the introduction of Tranche 1 amendments relating to CEO Matters and Online Registers. In addition to the Consultation document, the Department released the [Local Government Regulations Amendment Regulations 2024](#) that will give effect to the amendments.

The Department's Consultation process includes commentary on CEO Matters and Online Registers, which are summarised below.

CEO Matters include:

- CEO Selection Panel
- CEO Recruitment, Termination and Certification
- CEO KPIs

Online Registers include:

- Leasing Register
- Grants and Sponsorship Register
- Development / Applicant Contributions Register
- Goods and Services Contracts Register

WALGA seeks feedback from Local Governments to assist in the composition of a sector-wide response to the Department's Consultation. WALGA circulated an Infopage to CEOs on 29 January, including brief Discussion Paper summarising the proposed regulatory amendments, together with commentary for each Local Government's consideration.

To inform an item for the May 2025 meeting of State Council, feedback is requested by **19 March 2025**. Local Governments will also be able to provide feedback through the April round of Zone meetings.

For more information, please contact Tony Brown on 9213 2051 or Felicity Morris on 9213 2093 and responses to governance@walga.asn.au

Submissions may also be made direct to the Department of Local Government, Sport and Cultural Industries until 21 March 2025 to actreview@dlgsc.wa.gov.au, with Departmental information visit the [Department's website](#)

Noted

9 STATE COUNCIL AGENDA – MATTERS FOR DECISION AND NOTING

Zone delegates to read and consider the March 2025 WALGA State Council Agenda, which has been provided as an attachment with this Agenda.

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

9.1 STATE COUNCIL MATTERS FOR DECISION

9.1.1 CLIMATE CHANGE ADVOCACY POSITION (STATE COUNCIL AGENDA ITEM 8.1)

By Jade Mains, Senior Policy Advisor Environment

WALGA RECOMMENDATION

That State Council replace the 2018 Climate Change Policy Statement Advocacy Position 4.1 Climate Change with the following advocacy position:

Climate Change significantly impacts Local Governments' operations and responsibilities, as well as their communities.

Local Government is committed to taking climate action, including by:

- *reducing operational emissions in line with Australian and Western Australian Government 2050 net zero targets*
- *providing leadership and support to their communities to reduce carbon emissions*
- *embedding climate risk management into their operations to enhance adaptation and build community resilience to the impacts of climate change*
- *working with other levels of Government and key stakeholders to ensure policy and on-ground programs are effective, equitable and targeted.*

WALGA calls on the Australian and Western Australian Governments to provide the necessary climate leadership, coordination, and action to:

1. *Ensure Australia and Western Australia meet net zero emissions targets through:*
 - a. *enacting legislation which sets clear, measurable targets for emission reduction*
 - b. *developing and funding coordinated emissions reduction policies, guidance and programs*
 - c. *acknowledging the role of Local Government as an implementation partner in emissions reduction policy and planning.*
2. *Empower Local Government to accelerate adaptation and build resilience in their communities through:*
 - a. *ensuring the roles and responsibilities set out under the Council of Australian Governments Roles and Responsibilities for Climate Change Adaptation in Australia are implemented and adequately resourced*
 - b. *providing up to date, consistent and accessible data to enable evidence-based decision making and investment*
 - c. *developing national guidance on adaptation responses to facilitate coordinated and equitable planning and implementation.*
3. *Provide funding and resources and support to Local Government to enable on-ground implementation, including for:*
 - a. *the implementation of the Regional Climate Alliance Program across Western Australia*
 - b. *the establishment and maintenance of corporate emission inventories and action plans*
 - c. *providing transformational investment to facilitate emission reduction activities*
 - d. *undertaking climate risk assessments and the development of adaptation action plans*
 - e. *a dedicated adaptation fund to address localised climate risks and build climate resilience.*

EXECUTIVE SUMMARY

- WALGA's current climate change [Policy Statement](#) and [Advocacy Position](#) were endorsed by State Council in 2018.

- There have been significant legislative and policy changes at both the Australian and State Government level since that time. The impacts of climate change are also being increasingly felt across Western Australia, putting Local Government in a challenging position with limited resources and support to mitigate emissions and adapt.
- Feedback from the sector through climate surveys, undertaken every two years, and targeted consultation confirms that significant resourcing and funding gaps exist for Local Government to effectively respond to climate change.
- The updated Advocacy Position focuses on the urgency and scale of climate impacts and calls for a comprehensive framework, and action, to enable Local Government to manage the impacts of climate change and build resilient communities.
- The Environment Policy Team endorsed the Advocacy Position at their 11 December 2024 meeting.

ATTACHMENT

- [Climate Change Legislative and Policy Context](#)

POLICY IMPLICATIONS

The revised advocacy position is intended to be an overarching sector position on climate change. Other advocacy positions, including Urban Forest (4.5), Renewable Energy (6.16, 6.17, 6.18), Emergency Management (8.1, 8.2, 8.11) and Coastal Planning (6.8) provide a sector position on specific climate related matters.

The **existing** [Policy Statement](#) and [Advocacy Position](#) is:

4.1 Climate Change

Local Government acknowledges:

1. *The science is clear: climate change is occurring and greenhouse gas emissions from human activities are the dominant cause.*
2. *Climate change threatens human societies and the Earth's ecosystems.*
3. *Urgent action is required to reduce emissions, and to adapt to the impacts from climate change that are now unavoidable.*
4. *A failure to adequately address this climate change emergency places an unacceptable burden on future generations.*

Local Government is committed to addressing climate change. Local Government is calling for:

1. *Strong climate change action, leadership and coordination at all levels of government.*
2. *Effective and adequately funded Commonwealth and State Government climate change policies and programs.*

It is proposed that the current advocacy positions be **replaced** with:

Climate Change

Climate Change significantly impacts Local Governments' operations and responsibilities, as well as their communities.

Local Government is committed to taking climate action, including by:

- *reducing operational emissions in line with Australian and Western Australian Government 2050 net zero targets*
- *providing leadership and support to their communities to reduce carbon emissions*
- *embedding climate risk management into their operations to enhance adaptation and build community resilience to the impacts of climate change*

- *working with other levels of Government and key stakeholders to ensure policy and on-ground programs are effective, equitable and targeted.*

WALGA calls on the Australian and Western Australian Governments to provide the necessary climate leadership, coordination, and action to:

- 1. Ensure Australia and Western Australia meet net zero emissions targets through:*
 - a. enacting legislation which sets clear, measurable targets for emission reduction*
 - b. developing and funding coordinated emissions reduction policies, guidance and programs*
 - c. acknowledging the role of Local Government as an implementation partner in emissions reduction policy and planning.*
- 2. Empower Local Government to accelerate adaptation and build resilience in their communities through:*
 - a. ensuring the roles and responsibilities set out under the Council of Australian Governments Roles and Responsibilities for Climate Change Adaptation in Australia are implemented and adequately resourced*
 - b. providing up to date, consistent and accessible data to enable evidence-based decision making and investment*
 - c. developing national guidance on adaptation responses to facilitate coordinated and equitable planning and implementation.*
- 3. Provide funding and resources and support to Local Government to enable on-ground implementation, including for:*
 - a. the implementation of the Regional Climate Alliance Program across Western Australia*
 - b. the establishment and maintenance of corporate emission inventories and action plans*
 - c. providing transformational investment to facilitate emission reduction activities*
 - d. undertaking climate risk assessments and the development of adaptation action plans*
 - e. a dedicated adaptation fund to address localised climate risks and build climate resilience.*

BACKGROUND

There have been significant legislative and policy changes since WALGA's 2018 Climate Change Policy Statement and Advocacy Position were endorsed. The Australian Government enacted the *Climate Change Act 2022*, setting targets for greenhouse gas emissions: a 43% reduction below 2005 levels by 2030 and net zero by 2050. The WA Government introduced the Climate Bill 2023, aiming for an 80% reduction in WA Government emissions by 2030 and a state target of net zero by 2050. The State and Australian Governments have also released a suite of policies addressing mitigation and adaptation action.

Climate science and projections are also becoming clearer about the risks posed by climate change and the need for action. The Intergovernmental Panel on Climate Change (IPCC) [2023 Report](#) states that climate change poses a significant threat to human well-being and planetary health, emphasising the need for urgent action to secure a sustainable future and an integrated adaptation and mitigation effort.

Local Governments and their communities are on the frontline of dealing with increasing climate risks and the associated impacts. 60 WA Local Governments are signatories to the [WALGA Climate Change Declaration](#) which represents over 87% of the State's population.

Making a declaration demonstrates a Local Government's ongoing commitment to locally appropriate climate action to both mitigate and adapt to the impacts of climate change.

However, Local Government continues to face substantial challenges in addressing climate change due to limited funding and support from the Australian and State Governments. Funding and capacity constraints can make undertaking emissions reduction and adaption actions particularly challenging for smaller regional Local Governments, whose assets and communities may be more vulnerable to the impacts of climate change, such as extreme weather events.

In 2021-23, WALGA was successful in securing State Government funding to deliver a [Regional Climate Alliance \(RCA\) Pilot Program](#), an initiative under the [Western Australian Climate Policy](#). Modelled on successful programs in other jurisdictions, two groups of Local Governments, the South Coast Alliance and Goldfields Voluntary Regional Organisation of Councils focused on accelerating climate action at the regional scale. WALGA continues to [advocate to the State Government](#) to reinstate the program and expand it statewide.

To develop the updated Advocacy Position, WALGA ran a workshop with Local Government officers to establish the parameters for the review. Climate Change survey data, collected in 2020, 2022 and 2024, also informed the development of the updated Advocacy Position. WALGA also participated in an evaluation of the RCA Pilot Program with State Government. The themes from the survey data, consultations and Pilot evaluation, were:

- in addition to signing WALGA's Climate Change Declaration, many Local Governments are embedding climate change considerations into their strategic community plans, policies and operations
- of the 139 WA Local Governments, 110 (80% of Local Governments) are taking at least one significant action relating to climate change
- the biggest barrier to accelerating action at the local level is the lack of targeted funding and support. This is particularly significant for regional Local Governments.

The draft updated Advocacy Position was provided to relevant Local Government officers for comment and their feedback was incorporated.

COMMENT

The updated Advocacy Position builds on the 2018 position, acknowledging the substantial shift in policy development and public sentiment on climate change. The updated Position therefore focuses on the practical actions that will enable a coordinated and strategic framework to reduce emissions and respond to the impacts of climate change.

Local Governments continue to demonstrate leadership in climate action by responding and managing impacts at a local scale, however, the position reflects the need for greater funding and support from the Australian and State Governments.

The updated Advocacy Position, together with climate change-related advocacy positions in the areas of emergency management, urban forests, renewable energy, coastal planning, and water resources (upcoming), will provide a sound basis for WALGA's ongoing climate change advocacy and policy development.

9.1.2 WASTE MANAGEMENT LEGISLATION ADVOCACY POSITION (STATE COUNCIL AGENDA ITEM 8.2)

By Rebecca Brown, Policy Manager Environment and Waste

WALGA RECOMMENDATION

That State Council replace the Waste Management Legislation Policy Statement and Advocacy Position 7.1 Waste Management Legislation with the following advocacy position:

1. *Local Government supports Australian and State Government waste management legislation which:*
 - a. *includes requirements for national and state waste strategies which support Local Governments to implement the strategies and achieve targets*
 - b. *focuses on coordinated action and clear roles and responsibilities*
 - c. *establishes a lead agency for waste management*
 - d. *establishes and maintains a regulated product stewardship framework for all products entering the Australian market*
 - e. *includes provisions to optimise market development and participation in waste processing.*
2. *Local Government calls for the Waste Avoidance and Resource Recovery Act 2007 to be amended to include:*
 - a. *Waste education in the definition of Waste Services*
 - b. *Circular Economy principles.*

EXECUTIVE SUMMARY

- WALGA's current [Waste Management Legislation Policy Statement](#) and [Advocacy Position](#) were adopted in 2004.
- The Policy Statement outlines Local Government's position on waste management legislation in Western Australia and sets out the key objectives waste management legislation should achieve.
- WALGA used the Waste Management Policy Statement to inform advocacy on the development, and reviews, of the *Waste Avoidance and Resource Recovery Act 2007* (WARR Act).
- The current Advocacy Position, and many of the elements in the policy statement, are no longer relevant as they have been achieved.
- The revised Advocacy Position focuses on both Australian and State Government legislation and reflects the shift in focus from traditional waste management towards a circular economy approach.
- The Municipal Waste Advisory Council endorsed the new Advocacy Position at its meeting on 11 December 2024.

POLICY IMPLICATIONS

The existing [Policy Statement](#) and [Advocacy Position](#) is:

Local Government supports waste management legislation that references the principles of Sustainability and the Waste Hierarchy.

To be effective, waste management legislation should include the following primary objectives:

- 1. Protection of human health and the natural environment;*
- 2. Minimise resource consumption;*
- 3. Minimise waste; and*
- 4. Effect the transition to a waste-free society.*

It is proposed that the current advocacy positions be **replaced** with:

- 1. Local Government supports Australian and State Government Waste Management Legislation which:*
 - a. includes requirements for national and state waste strategies which support Local Governments to implement the strategies and achieve targets*
 - b. focuses on coordinated action and clear roles and responsibilities*
 - c. establishes a lead agency for waste management*
 - d. establishes and maintains a regulated product stewardship framework for all products entering the Australian market*
 - e. includes provisions to optimise market development and participation in waste processing.*
- 2. Local Government calls for the Waste Avoidance and Resource Recovery Act 2007 to be amended to include:*
 - a. Waste education in the definition of Waste Services*
 - b. Circular economy principles.*

BACKGROUND

WALGA used the Waste Management Legislation Policy Statement as a reference point in the development, and both reviews, of the *Waste Avoidance and Resource Recovery Act 2007* (WARR Act). There have not been any significant changes to the WARR Act since it was enacted.

The national waste legislation, the *Recycling and Waste Reduction Act 2020* (RaWR Act), is being reviewed currently. The development of an updated Advocacy Position will assist in providing input to the review.

The Municipal Waste Advisory Council endorsed the new Advocacy Position at their meeting on 11 December 2024.

COMMENT

Local Government feedback, through both reviews of the WARR Act and in the development of this Advocacy Position, identified key areas to include in the revised position. These areas reflect the changes in approach to waste management since 2007, when the WARR Act was introduced, including a shift of thinking in relation to waste management, particularly with the advent of circular economy principles, and the increased understanding of the importance of waste education and behaviour change.

The Advocacy Position focuses on the importance of waste strategies (at the national and state level), coordinated action, clear roles and responsibilities, a lead agency for waste management and effective product stewardship provisions. Specifically, for the WARR Act, amendments are suggested to include waste education and circular economy principles.

RESOLUTION

Moved: President Cr Jimmy Caunt

Seconded: President Cr Cheryl Cowell

That the Gascoyne Country Zone supports all WALGA recommendations in the Matters for Decision as contained in the March 2025 State Council Agenda as listed above subject to the following amendments:

Item 9.1.2 (State Council Agenda Item 8.2)

Add the below points:

1f: includes provisions to assess the financial implications on Local Government to implement the strategies.

2c: Financial support for Local Government recycling initiatives in regional and remote locations.

CARRIED

9.2 POLICY TEAM AND COMMITTEE REPORTS

9.2.1 INFRASTRUCTURE POLICY TEAM REPORT (STATE COUNCIL AGENDA ITEM 9.1)

By Ian Duncan, Executive Manager, Infrastructure

WALGA RECOMMENDATION

That State Council:

1. Note the report from the Infrastructure Policy Team for the 5 March 2025 meeting.
2. Determine to:
 - a. Delete Advocacy Position 5.2.8 (Towards Zero Road Safety Strategy 2008 – 2020).
 - b. Amend the title of Advocacy Position 5.2.7 from Road Safety Strategy (Imagine Zero) to Driving Change Road Safety Strategy 2020-2030.
 - c. Delete the fourth dot point in Advocacy Position 5.2.7 "...the retention of WA's Default Open Speed Limit at 110 km per hour and opposes the proposed reduction to 100 km per hour..."

The Infrastructure Policy Team includes the following subject areas:

- *Transport*
- *Infrastructure*
- *Road Safety*
- *Underground power*
- *Street lighting*

This Report provides an update on matters considered, since the last State Council meeting, by the Infrastructure Policy Team at its meeting held on 27 November 2024.

1. MATTERS FOR STATE COUNCIL DECISION

WALGA's advocacy positions are reviewed and updated to ensure that they remain contemporary. The Towards Zero Road Safety Strategy 2008 – 2020 was superseded with "Driving Change, Road Safety Strategy for Western Australia 2020 – 2030". Advocacy Position 5.2.7 refers to this, the current strategy.

Advocacy Position 5.2.7 was endorsed by State Council during the consultation phase of the current road safety strategy. At that time the name of the strategy had not been determined. The proposed title change reflects the final name of the strategy.

In May 2023 WALGA's State Council adopted advocacy position 5.2.3 Speed Management Reform which provides a set of principles for guiding WALGA's advocacy on the many and varied aspects of the complex topic of travel speeds in the context of the road networks managed by the 139 Local Governments in WA. It is proposed that this May 2023 advocacy position replaces the previous position in scope, currency and utility.

The previous position was established on the basis of consultation and feedback (by a consultant on behalf of the WA Government) from some Local Governments in the early 2000s. Both the consultation question and the position are narrow and specific in scope.

2. MATTERS FOR STATE COUNCIL NOTING

The Policy Team progressed actions and advocacy in relation to:

- Regional telecommunications service levels, including impact of closure of the 3G network.
- Development of contemporary advocacy positions relating to active transport.

9.2.2 PEOPLE AND PLACE POLICY TEAM REPORT (STATE COUNCIL AGENDA ITEM 9.2)

By Nicole Matthew, Executive Manager Policy

WALGA RECOMMENDATION

That State Council note the People and Place Policy Team meeting report for the 5 March 2025 meeting.

The People and Place Policy Team includes the following subject areas:

- *Community*
- *Emergency Management*

The People and Place Policy Team have not had a meeting since the last State Council meeting in December 2024.

9.2.3 GOVERNANCE POLICY TEAM REPORT (STATE COUNCIL AGENDA ITEM 9.3)

By Tony Brown, Executive Director Member Services

WALGA RECOMMENDATION

That State Council note the Governance Policy Team meeting report for the 5 March 2025 meeting.

The Governance Policy Team includes the following subject areas:

- *Governance (Local Government legislation)*
- *Local Government Reform/Regional Service Delivery*
- *Local Government Revenue*
- *Local Government Elections*
- *Employee Relations/Industrial Relations*
- *Training*

The Governance Policy Team have not had a meeting since the last State Council meeting in December 2024.

The next meeting is scheduled for March.

9.2.4 ENVIRONMENT POLICY TEAM REPORT (STATE COUNCIL AGENDA ITEM 9.4)

By Nicole Matthews, Executive Manager Policy

WALGA RECOMMENDATION

That State Council note the Environment Policy Team meeting report to the 5 March 2025 meeting.

The Environment Policy Team includes the following subject areas:

- *Climate change*
- *Native vegetation and biodiversity*
- *Biosecurity*
- *Water resources*
- *Sustainability*
- *Planning and building*

This Report provides an update on matters considered, since the last State Council meeting, by the Environment Policy Team at its meeting held on 11 December 2024.

1. MATTERS FOR STATE COUNCIL DECISION

The Environment Policy Team agreed to recommend that State Council replace WALGA's existing Advocacy Position 4.1 Climate Change (see [item 8.1](#)).

2. MATTERS FOR STATE COUNCIL NOTING

[Item 10.5](#): Polyphagous shot-hole borer Update

The Policy Team discussed the following matters referred by Zones:

- Whale carcass management: Goldfields Esperance Country Zone requests that WALGA advocate for a government policy change to allow towing of whale carcasses before they wash ashore. WALGA notes the feedback and will investigate if there is further action on the issue.
- Service Stations / Sensitive Land uses: South Metropolitan Zone requests that WALGA supports the review of the EPA and advocates for the review of the GS3. WALGA will raise the need for a review of this Guideline through its representation on the EPA Stakeholder Reference Group, then consider further advocacy on this matter.
- State Planning Policy 3.6 - Infrastructure Contributions (Community Infrastructure Cap): North Metropolitan Zone recommends that WALGA advocate to the State Government for indexation of the community infrastructure cap defined in the State Planning Policy. WALGA made a submission strongly opposing the introduction of a contribution cap. WALGA is also working with the Growth Alliance Perth and Peel Local Governments to develop a set of advocacy positions in relation to the development contribution plan arrangements.

3. PORTFOLIO UPDATES

WALGA staff provided the Policy Team with updates on:

- Polyphagous shot-hole borer
- Review of the DAP advocacy position
- Avian Influenza (H5 Clade 2.3.4.4b)
- National Water Agreement.

The Policy Team also noted that the development of an updated Water Advocacy Position is underway.

9.2.5 MUNICIPAL WASTE ADVISORY COUNCIL (MWAC) REPORT (STATE COUNCIL AGENDA ITEM 9.5)

By Rebecca Brown, Policy Manager, Environment and Waste

WALGA RECOMMENDATION

That State Council note the Municipal Waste Advisory Council report to the 5 March 2025 meeting.

This report provides an update on matters considered since the last State Council meeting by the Municipal Waste Advisory Council (MWAC), at a meeting held on 11 December 2024.

1. MATTERS FOR STATE COUNCIL DECISION

MWAC agreed to replace the Waste Management Legislation Policy Statement and Advocacy Position 71 Waste Management Legislation (see [item 8.2](#)).

2. MATTERS FOR STATE COUNCIL NOTING

MWAC considered the following matters:

- Circular Economy Advocacy Position: WALGA's advocacy in relation to circular economy has identified that action is required from all levels of Government. The development of an advocacy position on Circular Economy is far broader than the waste management considerations. Comprehensive consultation on the advocacy position is planned for 2025.
- E-Cigarette Collection Study: Following the successful completion of the Collection Study, MWAC discussed advocacy options to ensure the community access to safe disposal/recycling avenues for e-cigarettes, with a focus on minimising risks to waste management collection and processing infrastructure.
- Waste Processing Contingency Planning: WALGA has consistently advocated for effective contingency planning for waste management, most recently as part of the review of the State Waste Strategy. Several recent issues have highlighted the challenges facing the sector and the limited options for processing of some materials. MWAC discussed governance models and contingency planning options for Western Australia.

3. UPDATES

MWAC noted the following updates:

- Policy Statement Review Update
- Better Practice Document Review Update
- Review of DWER Waste Education
- Review of Recycling and Waste Reduction Act
- Review of Local Government Waste Reporting Requirements
- Queensland Fruit Fly (Qfly) Outbreak
- MWAC 30 Year Anniversary.

RESOLUTION

Moved: President Cr Cheryl Cowell

Seconded: President Cr Jimmy Caunt

That the Gascoyne Country Zone:

1. notes all Policy Team and Committee Reports as contained in the March 2025 State Council Agenda; and
2. supports the WALGA recommendations in the Infrastructure Policy Team Report as contained in the March 2025 State Council Agenda and as listed above.

CARRIED

9.3 MATTERS FOR NOTING / INFORMATION

- 2025 Federal Election (State Council Agenda item 10.1)
- 2025 State Election (State Council Agenda item 10.2)
- Large Scale Renewable Energy Update (State Council Agenda item 10.3)
- 2024 CoastWA Local Government Survey (State Council Agenda item 10.4)
- Polyphagous Shot-Hole Borer Update (State Council Agenda item 10.5)
- December 2024 Economic Briefing (State Council Agenda item 10.6)
- Flying Minute Submission on the Productivity Commission Inquiry – Opportunities in the Circular Economy (State Council Agenda item 10.7)

RESOLUTION

Moved: President Cr Jimmy Caunt

Seconded: President Cr Cheryl Cowell

That the Gascoyne Country Zone notes all Matters for Noting/Information as contained in the March 2025 State Council Agenda.

CARRIED

9.4 KEY ACTIVITY REPORTS

9.4.1 REPORT ON KEY ACTIVITIES, ADVOCACY PORTFOLIO (STATE COUNCIL AGENDA ITEM 11.1.1)

By Rachel Horton, Executive Manager Advocacy

WALGA RECOMMENDATION

That State Council note the Key Activity Report from the Advocacy Portfolio to the March 2025 State Council meeting.

The Advocacy Portfolio comprises the following work units:

- *Marketing*
- *Communications*
- *Media*
- *Events*

The following outlines the activities of the Advocacy Portfolio since the December 2024 State Council meeting.

1. ADVOCACY

WALGA's combined State Election Campaign through paid and earned media and political engagements has been successful in securing commitments for a number of important initiatives aligned with WALGA's advocacy in The West at its Best policy platform.

Paid media has resulted in 4.6m impressions served across social, digital, out of home and outdoor media across WA.

The dedicated election campaign microsite has received 37,210 visits over the reporting period, driven from paid advertising and direct visits.

In terms of issues, the public has resonated strongly with four of the five issues that the paid campaign has focussed on (Connected and Inclusive Communities - with Sport & Recreation achieving the highest interest, Safer Roads, Climate Resilience and Disaster Ready). Low Carbon has received the least engagement across the social and programmatic campaign and are the least searched key words in Google.

WALGA's 2025 Federal Election Priorities has been developed and distributed to Members of Parliament, Elected Members and other key stakeholders.

Please see [item 10.2](#) for more detail on the State Election Campaign and commitments made by major parties in line with WALGA's advocacy.

2. MARKETING

Brand

The internal graphic design resource is providing enormous value enhancing the quality of materials, increasing the speed of production and driving brand consistency. Over 50 documents and reports have been published in the reporting period including the Federal Election Priorities document, Road Safety reports and refreshed Western Councillor magazine.

All WALGA e-newsletters have been re-branded to be consistent with the main WALGA corporate news (the LG Direct), enhancing our brand narrative around our key pillars of Influence, Support and Expertise plus providing cross promotion opportunities between newsletters.

Website

The WALGA website has performed well over the reporting period. Comparing quarterly statistics there has been a 13% increase in active users and a 41% increase in direct traffic. As the only variable for direct traffic, this is likely due to the Election Campaign driving interest in the WALGA website.

Another highlight is the number of WALGA newsletter subscriptions. There was a 26% increase from 673 to 846 over the last quarter.

3. COMMUNICATIONS

Multiple internal and external communications were published throughout the reporting period including:

- Twelve LG Direct weekly newsletters distributed to over 2,000 Elected Members and senior staff
- The November 2024 edition of the Western Councillor Magazine
- Q4 Tailored Quarterly Report compiled and distributed to all Members
- WALGA's 2025 Federal Election Priorities.

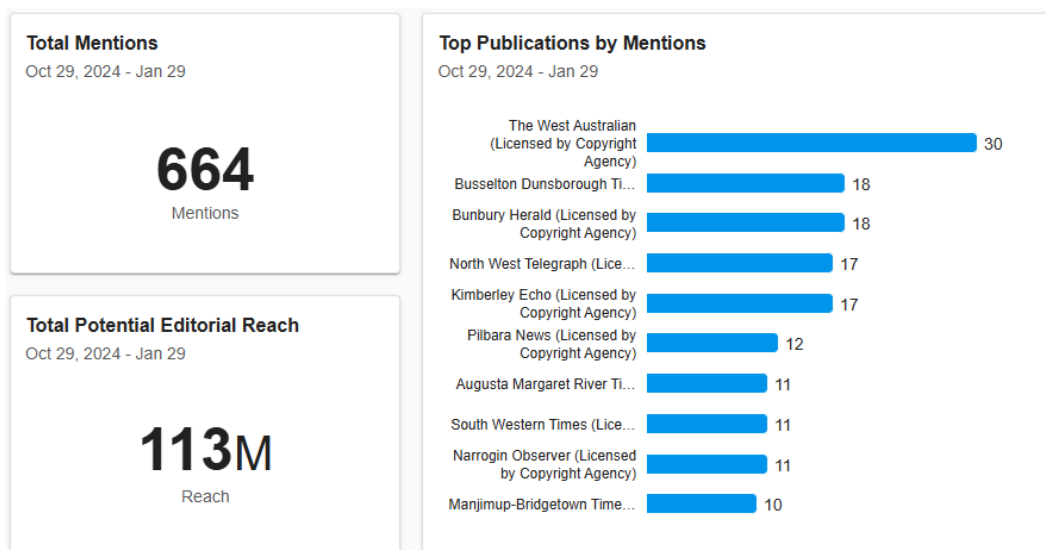
EARNED MEDIA

WALGA has generated significant media activity throughout the reporting period with 664 mentions of WALGA and President Karen Chappel. This equates to seven mentions a day.

One of the online articles with the highest reach (5.6m) was WALGA's response to Premier Roger Cook's negative comments on the Local Government sector including the headline comment from the WALGA President, "Unbecoming of the Premier."

Items that gained publicity in response to WALGA press releases include Renewable Energy, the Polyphagous Shot-Hole Borer, plus Showcase in Pixels and Local Government Elections.

The media has sought comment from WALGA on sector issues over 30 times including on issues such as Population Growth, First Past the Post Voting, Coastal Management and the Polyphagous Shot Hole Borer.



Media Releases & Opinion piece

- [Local heroes showcased through community art](#) – 29 November 2024
- [WALGA welcomes the Nationals commitment to Emergency Services funding](#) – 13 December 2024
- [Karen Chappel: Local must have input in renewable plans and the answer is blowing in the Wind](#) (WALGA Renewable Op-ed) - 5 January
- [WALGA welcomes Nationals' renewable energy announcement](#) – 14 January
- [Labor responds to WALGA's call to rebuild our urban forest](#) – 15 January
- [WALGA commends Labor's commitment to women's sport and urges long-term sporting investment](#) – 17 January 2025
- [WALGA welcomes Labor funding commitment to improve regional road safety](#) – 24 January
- [WALGAs response to Nationals CSRFF announcement](#) – 30 January
- [WALGA's advocacy reflected in new elected member superannuation provisions](#) – 31 January

Social Media:

200 social media posts were placed in the reporting period across LinkedIn, Facebook and Instagram. (This is separate to paid campaign posts.) A decrease was seen in engagement across all channels so this will be monitored as it could indicate too many posts are being placed. Over 2,000 engagements were achieved on LinkedIn which is encouraging as the key professional platform, and despite lower engagement, brand awareness has benefited from serving 150,000+ impressions across the three major platforms.

LinkedIn:
 Top posts


Yesterday, WALGA hosted Local Government Minister Hon Hannah Beazley MLA, Housing and Planning Minister Hon John Carey MLA and Urban Development Institute of Australia WA CEO Tanya Steinbeck as they joined CEO Nick

1,313 clicks



On Wednesday 18 December, WALGA hosted our end-of-year 'WALGA Wrap' event at Perth City Farm. The event provided an opportunity to celebrate a great year of delivering better outcomes for WA Local Governments and

1,038 clicks



"Thanks to Shane, we're going to build a great \$600,000 fire shed for our town brigade..." Shane Harris, a Community Emergency Services Manager (CESM) who serves the Shires of Cranbrook, Gnowangerup, and

589 clicks

- 71 posts
- 2,093 post reactions (8% increase)
- 118,177 post impressions (5% increase)
- 7.1% post engagement rate (18% decrease)

Facebook:

- 56 Posts
- 18,922 post reach (20% decrease)
- 20,116 post impressions (23% decrease)
- 5.89% post engagement rate (4% decrease)

Instagram:

- 11,224 post reach (16% decrease)
- 11,752 post impressions (13% decrease)
- 4.55% post engagement rate (8% increase)

PAID MEDIA

The 2025 State Election campaign is gaining strong engagement through targeted advertisement placements and messaging across social media, digital, out of home and outdoor media, generating a combined reach of 4.6 million.

Social Media

2.4m of the total 4.6m impressions have been served through carousels, stories and polls on social media. Carousels displaying the 'under stress' and swipe right to see 'at its best' messaging has the highest engagement with people commenting and 'liking' posts (56,000+).

Polls running on Safer roads and Urban Canopy have the highest Click Through Rate (CTR). In terms of engagement by issue, Climate Resilience and Safer Roads have gained the most interaction in terms of comments, but when voting for action from the State via the polls, 'Better sports facilities' has gained the highest votes from the public with 98% of respondents supportive, followed by 'More support for Volunteer fires' with a supporter rate of 92%.

Programmatic Display Advertising

The custom segments responding to display advertising are those classified as 'Green Living', 'Family Focussed' and 'interested in Local/Political news'. That said, all segments are outperforming benchmarks with a CTR of 0.7 compared to an average of 0.06 for

standard display advertising. (Display click through rates are typically much lower as the user isn't actively seeking the product/advert, it is being displayed in a passive manner.) The strongest results have been generated from the Safer Roads keywords at 0.9% CTR and Climate Resilience with a 0.74% CTR.

Google Search Engine Marketing

In terms of words actively searched in Google, the strongest results have been policy-searches related to the election, for example 'Regional Sporting Election' which achieved a CTR of 14.9% (benchmark 3%). The highest engagement in Google is from the 25-34 year old age group. From a geographic perspective, the highest volume of keyword searches is being generated in Belmont, Vincent, Victoria Park and Stirling.

Out Of Home Media (OOH)

Approximately 1.2m impressions have been served across OOH media (predominantly in the Perth Metropolitan area), including billboards in high traffic areas (e.g. Leach Highway). Other OOH placements include shopping centres, bus shelters and health care centres.

Campaign Microsite

There has been a relatively similar number of page visits to three of the issues sponsored through the paid campaign, with Disaster Ready, Climate Resilience and Safer Communities generating an average of 33% of traffic each. 'Connected and Inclusive' has seen the least microsite page visits at 1% of traffic. However, microsite page visits are not reflective of engagement with topics across the board, with issues under the 'Connected and Inclusive' category achieving significant engagement through polls and Google search engine marketing.

4. EVENTS

WALGA Wrap

The WALGA Wrap end of year function held at Perth City Farm on 18 December, provided an opportunity to highlight the successes of 2024 and thank the 150 stakeholders and suppliers in attendance for their partnership throughout the year.

A themed menu showcased local produce from around Western Australia, with dishes dedicated to The Goldfields, The Coral Coast, The Wheatbelt and The South West together with music from WAAPA Alumni Evan Ayers.

Urban Forest Conference

The 2025 Urban Forest Conference is sold out with 365 main registrations and 57 registrations for field tours.

The event will be hosted at the Boola Katitjin building at Murdoch University, creating a unique indoor/outdoor presentation for the main sessions and Sundowner. New initiatives this year include the 'Village Green' where key suppliers and stakeholders can exhibit in the greening space, plus a dedicated Field Tour program held the day prior to the main conference.

Planning is now also underway for the 2025 Aboriginal Engagement Forum on 10 April and the 2025 Local Government Awards.

9.4.2 REPORT ON KEY ACTIVITIES, INFRASTRUCTURE PORTFOLIO REPORT (STATE COUNCIL AGENDA ITEM 11.1.2)

By Ian Duncan, Executive Manager Infrastructure

WALGA RECOMMENDATION

That State Council note the Key Activity Report from the Infrastructure Portfolio for March 2025.

The Infrastructure Portfolio comprises the following work units:

- *Roads*
- *Funding*
- *Urban and Regional Transport*
- *Utilities*
- *Road Safety*

The following outlines the activities of the Infrastructure Portfolio since the last State Council meeting.

1. ROADS

Local Government Transport and Roads Research and Innovation Program

Guidelines for the use of crumbed rubber modified asphalts, sprayed seals, reclaimed asphalt pavement and a catalogue of standard pavement profiles are scheduled for publication in the next quarter. Work has commenced on an investigation into available technologies for best practice road condition assessments and data collection and the development of a road safety rating tool for intersections.

Condition Assessment of Roads of Regional Significance

The condition assessment survey of significant roads in the Pilbara and Gascoyne regions is nearing completion. The condition survey work for the Kimberley region will commence in March/April 2025, following the wet season in the Kimberley region.

Road Rail Interface Agreements

Rail Interface Agreements are a requirement under the *Rail Safety National Law (WA) Act 2015*. Each metropolitan Local Government with road/rail crossings with PTA electrified network was recently sent an Interface Agreement for review and execution. All nine Local Governments have now signed this updated agreement. For road/rail interfaces on the Arc Infrastructure network, a model *pro forma* agreement between Local Governments and Arc Infrastructure is nearing the end of negotiations and should be available for Local Government review and action soon. WALGA will begin a process to liaise with each relevant affected Local Government to provide advice around the new agreement, once the *pro forma* agreement has been finalised.

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

Due to recent escalation in road construction costs, WALGA has initiated an update of the unit rates that are used to underpin the methodologies in the User Guides for calculating the cost of road wear for defined freight tasks on sealed and unsealed roads. NTRO have

been appointed to update the guides and to compile an online calculator and the project is scheduled for completion in February.

Operational Boundaries and Asset Responsibilities in Rural Regions

Main Roads have released a draft policy document that defines the operational and maintenance boundaries between State and Local Roads outside of the Metropolitan Region (a policy for the Metropolitan Region was published in 2020). WALGA has initiated a sector consultation process and will provide feedback to Main Roads.

2. ROAD FUNDING

Multi-Criteria Assessment (MCA) Model Revisions

The WALGA Infrastructure Team is working with the Regional Road Groups to harmonise the MCA models used by Regional Road Groups to prioritise projects for Road Project Grant funding. The proposed changes to the MCA models reflect the new focus areas of the State Roads Funds to Local Governments Agreement, while still allowing for flexibility to recognise the significant differences between regions. Six out of nine Regional Road Groups have commenced the MCA revision process, while the remaining three Regional Road Groups will begin the process in the upcoming months.

3. TRANSPORT

Bus Stop Infrastructure

WALGA State Council sought some amendments to the draft Bus Stop Infrastructure Partnership Agreement 2025 to 2029 at the December 2024 meeting. The Public Transport Authority has provided an initial response to these matters and further discussions are progressing.

Active Transport and Micromobility-Discussion Paper

The discussion paper has now been completed. WALGA proposes to host a forum and workshop with Elected Members and key stakeholders, followed by a workshop with the Local Government Active Transport Reference Group. The aim of these sessions is to engage high-level strategic stakeholders in shaping actionable and strategic policy positions for WALGA in active transport. This forum presents a valuable opportunity to collaboratively develop practical and effective policy outcomes that address Active Transport challenges at the local, state, and national levels.

4. ASSET MANAGEMENT

Road Assets and Expenditure Report Update Project

Tango IT has completed a final report detailing the current processes used to develop the RAE Report and identifying options for improvement in data collection, interpretation, and presentation. The consultant has also prepared final Request for Proposal documentation for WALGA to use in going to market to undertake the suggested improvement works.

5. UTILITIES

Underground Power

A template Co-funding Agreement between a Local Government and Western Power was completed and has been distributed to Local Governments with projects in the current Targeted Underground Power Program. This Agreement deals only with funding. Other project related matters such as consultation and communications protocols need to be

addressed using an MOU or exchange of letters. The diverse needs of Local Governments meant that this was too difficult to address in a common template.

Representatives from Local Governments with projects in the Targeted Underground Power Program met during December to provide feedback on the template and discuss a range of other matters arising during program development.

The Targeted Underground Power Program Steering Committee received a presentation on the modelled costs to the State Government, Western Power and property owners of options to reduce the risk of projects failing due to high costs. Currently costs of converting to underground power vary significantly between suburbs. The Committee is examining options including capping the property owner contribution. Work on a guide to the Pensioners and Seniors Rebate schemes is also progressing.

Streetlighting

Following publication of its Public Lighting Asset Management Strategy V1 in early July Western Power has now engaged with WALGA regarding the process to develop V2 for completion in mid-2025. The Association is seeking to ensure that the second version considers important issues raised by Local Governments during the consultation phase including environmental impacts (dark sky, native animals and humans), smart technology controls and response to cable faults.

Work is also progressing on identifying criteria and data to design the program of work to deliver the first tranche of 50,000 replacement LED luminaires over a 30-month period commencing in mid-2025. Both programs of work are at risk of delay as a result of caretaker provisions prior to the State Government election.

6. ROAD SAFETY

RoadWise Councils

As of 1 January, there were 74 Local Governments registered as a RoadWise Council. There is a spread of RoadWise Councils across all ten Regional Road Group regions. In terms of road safety activity, 81% (60) of registered RoadWise Councils recorded 237 local road safety activities in the period October and December 2024.

RoadWise Recognised

The RoadWise Recognised Advisory Committee last met in November 2024. Points, which signify road safety actions undertaken, were allocated to 62 RoadWise Councils. The Points that were allocated reflected actions delivered across the different areas of the [RoadWise Framework](#). This then converted to Ribbons which were awarded in recognition of a holistic approach to road safety across governance, management, and operations. In this way, the allocation of Points and Ribbons is designed to encourage local road safety toward better and ultimately best practice.

9.4.3 REPORT ON KEY ACTIVITIES, MEMBER SERVICES PORTFOLIO (STATE COUNCIL AGENDA ITEM 11.1.3)

By Tony Brown, Executive Director Member Services

WALGA RECOMMENDATION

That State Council note the Key Activity Report from the Member Services Portfolio to the March 2025 State Council meeting.

The Member Services Portfolio comprises the following work units:

- *Association and Corporate Governance*
- *Commercial Contract Services*
- *Commercial Development*
- *Commercial Management*
- *Employee Relations*
- *Governance and Procurement*
- *Training*

The following outlines the activities of the Member Services Portfolio since the December 2024 State Council meeting.

1. ASSOCIATION AND CORPORATE GOVERNANCE

WALGA Strategic Plan 2025-2029

At the last meeting in December 2024, State Council endorsed a new organisational Strategic Plan for WALGA. State Council, as the governing body of WALGA, is responsible for setting the overall strategic direction of the Association, which includes endorsing the Strategic Plan.

Development of the Strategic Plan was an involved process of consultation and discussion over the course of the past year. Supported by Keogh Consulting, key inputs into the development of the Strategy included facilitated workshops with State Council and WALGA staff, targeted consultation with a sample of Members at the CEO and Mayor/President level and individual engagement with external stakeholders including Directors General and senior public sector decision makers.

The new Strategic Plan has been distributed to all Members and is available to view on the WALGA website [here](#).

2. COMMERCIAL

Preferred Supplier Program (PSP) Development

Approximately 120 new Preferred Suppliers across all panels are being contracted to the program, to be completed by February. Member endorsements are assisting to pivot the PSP towards a more relevant and active supplier base. It is also resulting in more engagement with regional suppliers and Small to Medium Enterprise (SME). The next Preferred Supplier tender is currently scheduled for release in March.

New categories for Architectural Services (32 suppliers) and Aboriginal Heritage Surveys (7 suppliers) have been implemented.

Enhancements to PSP categories are being made for Recycled Construction & Demolition Materials, Project and Operations Management, and Leisure Centre Equipment Supplies.

New PSP category development and development research is being undertaken in the areas of:

- PSP008 - Facilities management
- PSP005 – Mobility and Accessibility Equipment supplies
- PSP005 – Swimming Pool inspection services
- PSP005 - Provision of HACCC and social services
- PSP002 – Environmental Health consultants
- PSP003 – Building Inspection Services

A legal review of the current Member Conditions will be undertaken. A focus on enhancing the presence of Aboriginal business on the PSP panels will also be progressed.

With many Members currently engaged in Council Business System and ERP reviews and procurement, WALGA's PSP Panel for Business Systems Software and Services has contractual options available. Resources to raise awareness and support the use of the Panel are under development.

Phase two of the WALGA Sustainable Energy Project is currently being contracted for a new three year term commencing in April. The new term of the project involves 52 WALGA Members and incorporate a diversification strategy to further support sustainable energy infrastructure development. WALGA is also in the process of implementing a Carbon Reporting Tool to support the project analytics.

Preliminary research and scoping for an investment services project will progress during 2025

ARENA Future Fuels Grant Project

WALGA has been working with 22 participating Members to complete delivery the final Electric Vehicles and charging infrastructure in line with contracted milestones. The project then moves into an evaluation and knowledge-sharing phase, extending for approximately 12 months. Work is also continuing to explore potential further opportunities for similar initiatives. WALGA has supply options available for EV charging infrastructure and related services.

3. EMPLOYEE RELATIONS

WALGA ER continues to represent the sector in a number of applications in the WA Industrial Relations Commission (WAIRC):

- Applications CICS 5, 8 and 9 of 2023 - Union demarcation dispute. In response to sector feedback, WALGA successfully applied to intervene in these applications. These applications relate to a dispute over coverage of Local Government employees between three unions, the Western Australian Municipal, Administrative, Clerical and Services Union of Employees (WASU), Local Government, Racing and Cemeteries Employees Union (LGRCEU) and the Construction, Forestry, Mining and Energy Union of Workers (CFMEUW). Essentially the WASU is seeking an order that it cover Local Government outside employees to the exclusion of the CFMEUW. The matter is ongoing and has had 20 hearing days in July and October, with the CFMEUW

evidence still to be completed. During the hearing in October 2024 the CFMEUW made a number of applications. One application was to dismiss the matter, which the Commission rejected and dismissed. Another application was for discovery of documents from WALGA and the WASU, which the Commission ordered and WALGA and WASU complied with. The CFMEUW also made a second application for discovery of documents from WALGA, WASU and the LGRCEU. A directions hearing on this second application was held on 16 December 2024 and the parties were directed to file any formal applications to dismiss the CFMEUW's second application and written submissions by 14 February, with this matter to be determined on the papers (without oral argument). Following the Commission's decision with respect to the CFMEU's second application, the matter will be listed for a further directions hearing to determine next steps and list the substantive application for further hearing dates.

- Applications APPL 3 and 4 of 2023 – concerned award variations sort by the WASU to the Local Government Officers' (WA) Award 2021 (LGO Award) and the Municipal Employees Award (WA) 2021 (ME Award) as follows:
 - increase casual loading from 20% to 25%;
 - conversion of casual employees who have worked for more than 12 months to permanent employment;
 - increased regional redundancy entitlements for employees working outside Perth;
 - an additional week of entitlement to annual leave for shift workers;
 - preferential treatment of Aboriginal or Torres Strait Islander persons in Local Government employment processes;
 - up to 5 days of Cultural and Ceremonial Leave for Aboriginal or Torres Strait Islander persons in the LGO Award; and
 - inclusion of Flexible Working Arrangements.

As a result of new State IR legislation, a consent position was reached in relation to the 25% casual loading and flexible working arrangements. The matter was heard over 6 days concluding on 29 November 2024 before Commissioner Walkington and the decision has been reserved.

- Application APPL 164 of 2024 has been made by the WASU through s80BH of the *Industrial Relations Act 1979* (WA) (IR Act) to be named to the Local Government Industrial Award – Industrial Agreement (LGIA-IA) which is an instrument that transitioned to the State Industrial Relations system. If WASU is named to the LGIA-IA it is then able to take action to enforce the instrument, but more importantly the WASU could 'retire' it under s. 41(7) of the IR Act and the state awards (LGO and ME Awards amongst others) would then apply. Sixty Local Governments have been named to APPL 164 of 2024 and WALGA will be directly representing the Shire of Dundas (lead Local Government) as their industrial agent in this matter and assisting other Local Governments with their responses to oppose the application on the ground that it does not correctly identify the LGIA-IA and that some Local Governments were incorrectly named to the Application because they do not apply the LGIA-IA. The decision for WALGA to only directly represent the lead Local Government was taken so that WALGA did not get 'conflicted out' of the proceedings as has occurred in other matters. The Commission granted an extension of time for filing of responses to 24 January, and most Local Governments have already filed their responses.

New IR Legislation

The Minister for Industrial Relations the Hon. Simone McGurk introduced the *Industrial Relations Legislation Amendment Bill 2024* into WA Parliament 18 September 2024. It was

passed by WA Parliament on 6 November 2024 and received Royal Assent on 13 November 2024 (IRLA Act)

IRLA Act is part of the Government's review of the State IR system that commenced with the 2018 Ministerial review. The IRLA Act will amend the:

- *Industrial Relations Act 1979* (IR Act)
- *Minimum Conditions of Employment Act 1993* (MCE Act)
- *Health Services Act 2016*
- *Public Sector Management Act 1994*

The IRLA Act:

- Redefines the terms "employee" and "employer" and "casual employee".
- Establishes a fit and proper person test for a union official to obtain a right of entry permit under the *Industrial Relations Act 1979* (IR Act).
- Amends the *Minimum Conditions of Employment Act 1993 (WA)* (MCE Act) to increase the statutory minimum casual loading from 20 to 25% and amend public holiday minimums.
- Establishes a new employee right to request a flexible working arrangement consistent with the *Fair Work Act 2009 (Cth)* (FW Act).
- Enables the *Local Government (Long Service Leave) Regulations 2024* to be enforced under the IR Act.
- Introduces a new prohibition on sexual harassment in connection with work, as contained in the FW Act.
- Increases the penalties for contravening State employment laws. The maximum penalties will increase from \$65,000 to \$93,000 for a body corporate and \$13,000 to \$18,000 for an individual.

Most of the changes came into effect 31 January. WALGA held a webinar for Local Governments on 3 December 2024 to prepare for the changes and will continue to provide resources and assistance.

4. GOVERNANCE AND PROCUREMENT

Local Government Legislative Reform

The Local Government Amendment Bill 2024 was Assented to on 6 December 2024.

Some of the items have come into effect immediately are:

- Clarified Roles and Responsibilities of Council, Council Members, Mayors and Presidents and CEOs
- Local Law Reforms
- Unreasonable / Vexatious Complaints
- Changes to Local Government Borrowing Powers.

Regulations relating to Superannuation for Elected Members have recently been gazetted. It is worth noting that Superannuation came into effect on 1 February 2025 as discretionary for Local Governments. Local Governments will need to make a decision by Absolute Majority if they wish to pay superannuation to Elected Members.

The regulation to mandate Bands 1 and 2 to pay superannuation to Elected Members will take effect from 19 October 2025.

Therefore, those Band 1 and 2 Local Governments that have not resolved to pay superannuation, will be required to pay superannuation from 19 October 2025.

Other items will require regulations and further work: including:

- Development Assessment Panel (DAP) Functions
- Office of the Local Government Inspector
- Local Government Monitors
- Independent Member and Chair of Audit, Risk and Improvement Committee
- Clarified Regional Subsidiaries Provisions

In addition, regulations relating to Tranche 1 amendments are still required:

Amendments yet to commence include:

- Council Plans
- Standardised Meeting Procedures
- Communications Agreement
- Community Engagement Charter and Surveys
- Publication of CEO Performance Review (consultation has commenced)
- New Lease and Contract Registers (consultation has commenced)

In respect to CEO Matters and Online Registers, WALGA circulated an Info Page and Discussion paper, seeking feedback on draft regulations. Responses are requested by 19 March and will inform a State Council Agenda item to go through the April round of Zone meetings.

5. TRAINING

The Training Team has recently undertaken the validation of our nationally recognised program. The team held validation meetings over 4 full days with relevant trainers/assessors and subject matter experts to ensure that all our training resources and assessment tools are up to date. Identified changes are then checked, improved and implemented throughout the relevant resources and assessments on our Student Portal. Accurate recording of those changes is a key RTO compliance requirement which has been overseen by the RTO Compliance team.

The February intake of the Certificate III in Local Government has received good enquiries so far and we are currently enrolling students for a 5 February start. We also prepare for the virtual Graduation ceremony on 25 February where we celebrate the achievement of six successful graduates.

2025 has started with a bang for on-site training with eight workshops confirmed for delivery across WA before April. Short course enrolments are starting to come in with the new Residential Design Codes (R – Codes) being very popular again followed by a range of Governance and Employee Relations workshops.

We are working to launch the Diploma of Local Government for Officers, including the specialisation for Planning with the first delivery starting in late April/ early May.

We are also working with our Training Council, the Financial, Administrative and Professional Services WA and the State Training Board to have the Diploma of Local Government made available as an existing worker Traineeship.

9.4.4 REPORT ON KEY ACTIVITIES, POLICY PORTFOLIO (STATE COUNCIL AGENDA ITEM 11.1.4)

By Nicole Matthews, Executive Manager Policy

WALGA RECOMMENDATION

That State Council note the Key Activity Report from the Policy Portfolio to the March 2025 State Council meeting.

The Policy Portfolio comprises the following work units:

- *Economics*
- *Environment and Waste*
- *Planning and Building*
- *Emergency Management*
- *Community*

The following outlines the activities of the Policy Portfolio since the December 2024 State Council meeting.

1. ECONOMICS

Economic Briefing

In December, WALGA released its latest [Economic Briefing](#) (see [item 10.6](#)). The next Economic Briefing will be released in March.

Renewable Energy

WALGA is progressing its advocacy and initiatives to support Local Governments since State Council endorsed three energy transition advocacy positions in September 2024 (see [item 10.3](#)).

2. ENVIRONMENT AND WASTE

Native Vegetation

WALGA is progressing with actions identified in the Native Vegetation Issues Paper considered by Zones in December 2024, including the development of a range of capacity-building activities and advocacy to the Department of Water and Environmental Regulation regarding challenges impacting Local Government. Three more Field Days are being planned to assist Local Governments with managing native vegetation in road reserves.

E-waste Transport Rebates

Following the commencement of the e-waste landfill ban on 1 July 2024, WALGA has been successful in securing State Government funding to assist regional and remote Local Governments in the cost of e-waste transportation for recycling. The [E-waste Regional Transportation Support Scheme](#), (ERTSS) administered by DWER, will provide rebates for eligible Local Governments of up to 50 per cent of transport costs. \$766,000 has been allocated for the ERTSS, which will run until 30 June 2025.

Polyphagous Shot Hole Borer

WALGA having escalated PSHB advocacy and political engagement over the last year, is currently preparing a submission to the National Consultative Committee on key priorities for inclusion in the PSHB Response Plan (see [item 10.5](#)).

3. PLANNING AND BUILDING**Urban Forests***WALGA 2025 Urban Forest Conference*

Tickets for the WALGA 2025 [Urban Forest Conference](#) being held on 14 February at Murdoch University have sold out, with more than 380 registered to attend. The theme of the Conference is **Raising Resilience**, focusing on the unprecedented threats to urban forests from clearing for development, climate change, pests and disease. The Minister for Energy; Environment; Climate Action, Hon Reece Whitby MLA and the Shadow Minister for the Environment Hon Neil Thomson MLC will address the Conference.

Urban Greening Grants

Round Three recipients of Urban Greening Grants were [announced](#) in December 2024. A total of \$1.6 million was awarded to 16 Local Governments: Bayswater, Belmont, Cambridge, Canning, Cottesloe, Fremantle, Gosnells, Joondalup, Kalamunda, Kwinana, Melville, Mundaring, Murray, Rockingham, Serpentine Jarrahdale and Swan. These Local Governments will plant over 5,400 trees and 238,700 understorey species in winter 2025.

The Urban Greening Grant Program has now closed. A total of 26 Local Governments secured funding under the Program to plant over 33,000 trees and 260,000 understorey plants by winter 2025.

Labor Election Commitment

[WALGA's 2025 State Election campaign](#), calls for an additional \$40 million over the next decade for an expanded, statewide urban forest program.

WA Labor has committed to double Perth's tree canopy cover to 30% by 2040, including a new urban canopy growth program (\$10 million) and 'treebates' to encourage Western Australians to plant native trees (\$6.9 million) if re-elected.

While welcoming the announcement, WALGA stressed that these programs should be extended statewide and that the Government must take measures to address the loss of existing trees on private land as part of its promised Urban Greening Strategy (see WALGA's media statement [here](#)).

Coastwest Grants

Applications for the [2025-26 Coastwest grants](#) opened in January. WALGA will host an information session for eligible Local Governments on 12 February in partnership with the Department of Planning, Lands and Heritage and the Department of Transport. Grant applications close on 14 April.

4. EMERGENCY MANAGEMENT**Disaster Ready Fund Round Three**

\$200 million is available under Round Three of the Australian Government's [DRF](#) which opened on 22 January. DRF is a significant funding opportunity for the sector, with 17 WA Local Government projects receiving more than \$23 million in Round Two, including for fire

danger rating signage, community education, evacuation centre improvements and infrastructure projects.

Local Governments are encouraged to review the [guideline changes for Round Three](#) before submitting their project proposals. Proposals must be submitted to DFES via the [online application portal](#) by 5pm (AWST) on 2 April.

Emergency WA App

The State Government [launched the Emergency WA App](#) on 21 December 2024. The App, available in the [App Store](#) or [Google Play](#), delivers instant notifications of warnings, incidents, Total Fire Bans and elevated Fire Danger Ratings on mobile devices. Users can set multiple custom watch zones for their homes and locations important to them and opt-in to receive push notifications relevant to them. This will be extremely helpful for both the community and visitors to stay in the know about hazards near them.

Local Emergency Management Arrangements Improvement Program

WALGA has submitted its LEMA Recommendations Report to DFES which will inform the development of new LEMA guidelines and resources. WALGA is leading a Local Government LEMA Working Group, with representatives from 10 diverse Local Governments co-designing fit-for-purpose LEMA templates and supporting resources to be tested in a 2025 pilot program.

Bushfire Risk Management Coordinators

WALGA will continue to host two Bushfire Risk Mitigation Coordinators (BRMCs) until June 2028 under a funding agreement with DFES. BRMCs work with WALGA, DFES and Local Governments to develop and implement Local Government bushfire mitigation programs, focusing on building capacity for Local Governments with limited capacity and expertise to manage their ongoing mitigation program using in-house resources.

State Emergency Management Committee

The SEMC met on 4 December 2024, attended by WALGA CEO, Nick Sloan. The meeting communique can be found [here](#).

State Bushfire Advisory Committee

WALGA Executive Manager Policy, Nicole Matthews is a member of the State Bushfire Advisory Committee, which met on 3 December 2024. The meeting communique can be found [here](#).

Election Commitments

The Nationals and Labor have made a number of election commitments aligned with WALGA's emergency management State election priorities (see [item 10.2](#))

5. COMMUNITY

WALGA 2025 Aboriginal Engagement Forum

The WALGA 2025 Aboriginal Engagement Forum will be held on 9 April at the State Reception Centre in Kaarta Gar-up (Kings Park), with the theme "Stepping Up: Taking local Aboriginal engagement and Reconciliation to the next level". Program planning is underway and being informed by a reference group of Elected Members and officers. State Council members are strongly encouraged to attend and promote the event within their zones.

Public Health Act

Consultation on the [draft State Public Health Plan 2025-2030](#) was held in early February. WALGA made a submission aligned to previous submission relating to the implementation of Stage 5 of the Public Health Act. The submission emphasised the role Local Government provide in the protection and enhancement of health and well-being within their communities across various responsibilities and functions. The submission also stated the need to ensure sufficient support and expertise within State agencies to support the preparation of Local Public Health Plans, especially in relation to the new climate change priority. The development of the submission was guided by the WALGA Public Health Plans Reference Group.

Regional Primary Health Services

Following its tabling at the December 2024 State Council meeting, the Local Government Primary Healthcare Survey Report has been shared with Local Government CEOs. WALGA's advocacy on this issue is being informed by the survey results and additional feedback from Band 4 Local Governments who have collectively identified access to GP services as a key priority. Advocacy to the Australian and State governments is focussed on measures to increase access to GP services in areas of need and reduce the financial impost on Local Government, particularly in the context of the upcoming state and federal elections and the renegotiation of the National Health Reform Agreement and bilateral agreement between WA and the Commonwealth.

Access and Inclusion*Most Accessible Community Western Australia (MACWA) Awards*

On 5 December, WALGA joined the Hon Don Punch MLA, Minister for Disability Services, the Department of Communities and the Department of Local Government, Sport and Cultural Industries (DLGSC) at the annual [MACWA Awards](#) celebrating Local Government's efforts to create accessible and inclusive communities. Award winners included the Shires of Augusta Margaret River and Pingelly and the cities of Kalamunda, Swan and Greater Geraldton.

WALGA Forum

On 20 February WALGA will host an Access and Inclusion Forum, a commitment under the [State Disability Strategy 2020 - 2030, Second Action Plan](#). The Forum theme is 'Building on your Disability Access and Inclusion Plan - embedding awareness across Local Government functions to respond to emerging issues'. The Forum aims to support sector building capacity and increase collaboration across the broad remit of Local Government.

Child Safeguarding

WALGA hosted a Child Safeguarding CEO Breakfast on 12 December. The DLGSC session, facilitated by the Western Australian Council of Social Services (WACOSS), focused on the role of CEOs in managing child safeguarding risks and promoting child safety and wellbeing within Local Governments. The session forms part of DLGSC's commitment to delivering tailored child safeguarding resources and support for the Local Government sector over the coming year.

Arts and Culture Infrastructure Grants

The State Government launched [Creative WA: A 10 year vision to grow and sustain our creative ecosystem](#) in December which includes \$30 million towards refurbishment and equipment needs for arts and culture centres. Local Governments can apply now through [Lotterywest](#).

RESOLUTION

Moved: Cr Jackie Brooks
 Seconded: President Cr Cheryl Cowell

That the Gascoyne Country Zone notes all Key Activity Reports as contained in the March 2025 State Council Agenda.

CARRIED**10 EXECUTIVE REPORTS****10.1 WALGA PRESIDENT'S REPORT**

WALGA representative, Mark Bondietti presented the President's Report. The report was attached within the Agenda.

Noted**10.2 STATE COUNCILLOR'S REPORT TO THE ZONE**

WALGA State Councillor, President Cr Eddie Smith presented on the previous State Council meeting.

Noted**11 OTHER BUSINESS****11.1 DEPUTATION REQUEST**

The Zone requested Chris Berry, Roads Consultant - Local Government Grants Commission Legislation and Statutory Support from Department of Local Government, Sports and Cultural Industries be invited to the June meeting to present on grant allocations.

12 NEXT MEETING**12.1 REMAINING ZONE MEETING DATES - 2025**

Zone Meeting	Type	Location
10:00am, Thursday 17 April	<i>Teleconference</i>	
10:00am, Friday 20 June	In-Person	Shark Bay
10:00am, Friday 22 August	<i>Teleconference</i>	
10:00am, Friday 21 November	In-Person	Carnarvon

12.2 NEXT MEETING

The next meeting of the Gascoyne Country Zone will be held on Thursday, 17 April 2025, via MS Teams commencing at 10:00am.

13 CLOSURE

There being no further business the Chair declared the meeting closed at 12:00pm.

Schedule 1

List of Accounts submitted to the ordinary Council Meeting to be held on 25 March 2025 for information in respect to accounts already paid in February 2025 (Local Government Financial Management Regulations 1996)

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT43384	07/02/2025	ADAM COTTRELL	MONTHLY COUNCILLOR SITTING FEE- 28 JANUARY 2025	\$1,609.33		
EFT43385	07/02/2025	GREYMACH PTY LTD T/AS AGWEST MACHINERY	4 X ARM ADJUSTMENT PIN M14 FOR PERUZZO MOWER (P335)	\$267.13		
EFT43386	07/02/2025	ALBEC ENTERPRISES PTY LTD	REFUND OF BUILDING APPLICATION FEES FOR B25/002. APPLICATION NOT ASSESSED AND WITHDRAWN.	\$2,989.00		
EFT43387	07/02/2025	AMPOL AUSTRALIA PETROLEUM PTY LTD	AMPOL FUEL FOR WORK VEHICLES FOR THE MONTH OF JANUARY 2025	\$3,785.95		
EFT43388	07/02/2025	RANGER OFFICER	REIMBURSEMENT FOR PURCHASE OF USB	\$19.00		
EFT43389	07/02/2025	AQUA TERRA OIL AND MINERAL SERVICE AND SUPPLY COMPANY PTY LTD T/S ATOM SUPPLY	SUPPLY OF FLAMMABLE LIQUID STORAGE CABINET BY 2 ARE FOR THE AIRPORT	\$4,283.40		
EFT43390	07/02/2025	AUSTRALIS ADVISORY GROUP PTY LTD T/AS AUSTRALIS ASSET ADVISORY GROUP	UNDERTAKING REVALUATION OF LAND AND BUILDING ASSETS AS AT 30 JUNE 2025 FOR FAIR VALUE AS PER INSTRUCTIONS FROM THE OFFICE OF THE AUDITOR GENERAL.	\$7,458.00		
EFT43391	07/02/2025	BARE CREATIVE	CARNARVON & CORAL BAY TEAR OFF MAP. ALTERATIONS AND ADDITIONS, INCLUDING NEW ILLUSTRATIONS	\$1,045.00		
EFT43392	07/02/2025	BAYVIEW CORAL BAY	ACCOMMODATION FOR AIRPORT MANAGERS TO CONDUCT CORAL BAY AIRPORT INSPECTIONS FROM MARCH - JUNE 2025	\$1,015.00		
EFT43393	07/02/2025	BLACKBOX CONTROL PTY LTD	MONTHLY SUBSCRIPTION FEE FOR GPS TRACKING ON FLEET VEHICLES	\$924.00		
EFT43394	07/02/2025	B & L BUILDING	REFUND OF APPLICATION FEES FOR UNCERTIFIED BUILDING PERMIT B25/000. APPLICATION REFUSED AS CERTIFIED APPLICATION REQUIRED.	\$394.20		
EFT43395	07/02/2025	BOOEASY AUSTRALIA PTY LTD	BOOEASY CENTRAL RESERVATION BOOKINGS DECEMBER 2024	\$351.15		
EFT43396	07/02/2025	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BUILDING SERVICES LEVY FOR THE PERIOD 01.01.2025- 31.01.2025	\$1,113.95		
EFT43397	07/02/2025	BTX CONTRACTING	FABRICATE 4 X LIFEGUARD SHADE STRUCTURES FOR THE AQUATIC CENTRE	\$2,600.00		
EFT43398	07/02/2025	CARNARVON AUTO SERVICE PTY LTD T/AS CARNARVON TYRES AND TOWING	SUPPLY AND FIT 2 NEW TYRES FOR PBF82	\$793.30		
EFT43399	07/02/2025	CARNARVON CENTRAL APARTMENTS 2	ACCOMMODATION FOR MIDWEST FIREWORKS TEAM FOR AUSTRALIA DAY 2025.	\$360.00		
EFT43400	07/02/2025	CARNARVON ENGINEERING	REPAIR STAINLESS BIN LOCATED AT THE LIBRARY	\$200.00		
EFT43401	07/02/2025	PETER BARRETT CORPORATION PTY LTD T/A CARNARVON MOTEL WA	3 X NIGHTS ACCOMMODATION 29.01.2025 - 01.02.2025 FOR ADAM FARMER TO DELIVER PUMP TRACK WORKSHOPS	\$509.00		
EFT43402	07/02/2025	KEMPTON FAMILY TRUST T/A KEMPGLAZE	REGLAZE FIXED PANEL OF SLIDING WINDOW AND REPLACE SECURITY SCREEN AT PREMIER OVAL	\$1,233.28		
EFT43403	07/02/2025	CARROLL & RICHARDSON FLAGS	1 X AUSTRALIAN NATIONAL FLAG 1800 X 900MM, 1 X WA STATE FLAG 1800 X 900MM, 1 X ABORIGINAL FLAG 1800 X 900MM FOR SHIRE ADMINISTRATION BUILDING	\$769.87		
EFT43404	07/02/2025	CENTIGRADE SERVICES PTY LTD	INSPECT AND REPAIR FAULTY AIR CON #3 AT THE LIBRARY	\$385.00		
EFT43405	07/02/2025	CENTRAL REGIONAL TAFE	ACCOMMODATION FOR APPRENTICE MECHANIC FOR TAFE BLOCKS	\$1,790.00		
EFT43406	07/02/2025	CHAPPY & KAREN'S DIESEL DETAILING	DETAIL ISIJUZI TRAY UTE - C28819 (P354) FOR RETURN TO LEASE COMPANY.	\$495.00		
EFT43407	07/02/2025	CORAL COAST VETERINARY HOSPITAL	FLEA, WORM & TICK PREPARATIONS	\$42.30		
EFT43408	07/02/2025	CONTROLLED IRRIGATION SUPPLIES	SUPPLY OF VARIOUS SPRINKLERS	\$6,176.10		
EFT43409	07/02/2025	CORSIGN WA PTY LTD	SUPPLY OF STREET SIGNS FINGER BOARDS AND OTHER HARDWARE, POSTS AND BRACKETS AS PER QUOTE 00091542	\$3,856.05		
EFT43410	07/02/2025	CARNARVON ARTS AND CRAFTS WORKSHOP INC	COMMUNITY GROWTH FUND AS PER COUNCIL RESOLUTION 14.12.2024	\$1,166.00		
EFT43411	07/02/2025	RK & LJ SMITH CORPORATION PTY LTD T/A CARNARVON AUTO ELECTRICS	(1): RIGHT FRONT WHEEL SPEED SENSOR FOR P391. USE OF G SCAN TO FIND FAULT /(2): SUPPLY PARTS FOR CHARGING SYSTEM FOR P382 /(3): SUPPLY PARTS FOR CHARGING SYSTEM IN BACK OF UTE P382 /(4): SUPPLY ELECTRICAL CABLES /(5): 1 X BATTERY FOR COMPACTOR - P297 /(6): SUPPLY REVERSE CAMERA FOR RUBBISH TRUCK P293 /(7): INVESTIGATE AND REWIRE OIL PRESSURE SWITCH ON B8F LIGHT TANKER PBF82	\$2,118.85		
EFT43412	07/02/2025	A.C.P. INDUSTRIES PTY LTD T/AS CARNARVON FRESH IGA	CLEANING CONSUMABLES & TEA ROOM SUPPLY ITEMS AT THE DEPOT	\$47.30		
EFT43413	07/02/2025	CARNARVON STATE EMERGENCY SERVICE	REIMBURSEMENT OF EXPENDITURE IN ACCORDANCE WITH LGGS BUILDING MAINTENANCE FUND GRANT 2024/2025	\$8,957.00		
EFT43414	07/02/2025	DENIKA SWEETMAN	REIMBURSEMENT FOR MORNING TEA EXPENSES FOR RATES TRAINING	\$32.74		
EFT43415	07/02/2025	WALT DISNEY STUDIOS MOTION PICTURES, AUSTRALIA	JANUARY 2025 SCHOOL HOLIDAY MOVIE SCREENING OF MOANA 2 AND MUFASA THE LION KING	\$470.80		
EFT43416	07/02/2025	EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	NATIONAL POLICE CLEARANCES AS PART OF THE ONBOARDING PROCESS FOR THE MONTH OF JANUARY 2025 (YOUTH SUPPORT OFFICER AND AERODROME REPORTING OFFICER)	\$176.00		
EFT43417	07/02/2025	GAVIN GRIFFITHS INVESTMENTS PTY LTD	PRE EMPLOYMENT ASSESSMENT FOR YOUTH SUPPORT OFFICER	\$308.00		
EFT43418	07/02/2025	THE TRUSTEE FOR THE PLUMBING TRUST T/AS GASCOYNE PLUMBING SOLUTIONS	PUMP OUTS SEPTIC TANKS AT THE BLOWHOLES ABLUTION BLOCKS ON 24.12.2024	\$2,107.67		
EFT43419	07/02/2025	GASCOYNE LANDSCAPING	(1): CARRY OUT REMEDIAL WORKS ON DRIFT FENCING ON PELICAN POINT DUNES /(2): LABOUR HIRE TO INSTALL NEW RETIC IN THE CENTRE ROUNDABOUT, GARDEN BED OUTSIDE BARRY EVANS IN THE CBD AND NUMEROUS DAMAGED RETICULATION IN THE CBD	\$25,550.80		
EFT43420	07/02/2025	GASCOYNE MACHINING PTY LTD	(1): FABRICATE AND REPAIR FLOOR FOR PTRU2 /(2): MANUFACTURE TABLE SAW BLADE COMPONENT FOR BUILDING SERVICES /(3): MAKE NEW HYDRAULIC HOSE FOR BUCKET SPLIT AND LEAKING FOR P348 /(4): FABRICATE AND REPAIR DAMAGES TO WASH MOUNT AND STEP FOR P389	\$4,208.82		
EFT43421	07/02/2025	WR & BD BOVELL T/A GERALDTON MOWER AND REPAIR SPECIALISTS	SUPPLY DIAMOND EDGE LINE 2.7MM FOR PSPARK	\$1,032.00		
EFT43422	07/02/2025	ANDREOLI HOLDINGS PTY LTD T/A AUTOPRO CARNARVON	COMPRESSION LOCK CHROME FOR P391	\$29.19		
EFT43423	07/02/2025	HORIZON POWER (BENTLEY OFFICE)	ELECTRICITY ACCOUNT UNIT 9 RICHARDS STREET FOR THE PERIOD 21.11.2024 TO 20.01.2025	\$660.61		
EFT43424	07/02/2025	INK STRATEGY PTY LTD	GASCOYNE REGIONAL ARTS PLAN - CONSULTANCY SERVICES - RFQ 10/2024. PROJECT MILESTONE 2: STAKEHOLDER ENGAGEMENT 50% MILESTONE CLAIM	\$19,833.00		
EFT43425	07/02/2025	INCA LIFTS PTY LTD	SUPPLY 1 X LIGHT VEHICLE LIFTING KIT	\$2,794.00		
EFT43426	07/02/2025	INDEPENDENT FUEL SOLUTIONS PTY LTD	INDEPENDENT FUEL FOR WORK VEHICLES AND BULK FUEL FROM 22.01.2025 - 31.01.2025	\$6,042.35		
EFT43427	07/02/2025	INTEGRATED ICT	(1): UPS REQUIREMENT /(2): INTERNET SERVICES FOR THE MONTH OF JANUARY 2025 /(3): SECURITY AS A SERVICE FOR THE MONTH OF JANUARY 2025 /(4): CLOUD BACKUP FOR THE MONTH OF JANUARY 2025 /(5): DISASTER RECOVERY FOR THE MONTH OF JANUARY 2025 /(6): MANAGED SERVICE AGREEMENT FOR THE MONTH OF JANUARY 2025 /(7): EXCLAIMER CLOUD FOR THE MONTH OF JANUARY 2025 /(8): MICROSOFT 365 SUBSCRIPTION FOR THE MONTH OF JANUARY 2025 /(9): IPTEL FOR THE MONTH OF JANUARY 2025 /(10): ADDITIONAL SERVER LICENSING FOR IMPROVED PERFORMANCE, MICROSOFT WINDOWS SERVER 2022 FOR THE MONTH OF JANUARY 2025 /(11): MS SERVER LICENSING (STS) FOR THE MONTH OF JANUARY 2025	\$36,381.99		
EFT43428	07/02/2025	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	VITORA 165R13C 94/92R 8PR TYRE FOR EXCAVATOR TRAILER P362	\$130.00		


VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT43429	07/02/2025	KLEENIT PTY LTD	(1): CLEANING OF BLOWHOLES TOILETS 2 TIMES PER WEEK (FRIDAYS AND MONDAYS) COMMENCING FRIDAY 10.01.2025 AND FINISHING MONDAY 03.02.2025 /(2): DETAIL CLEAN OF ENTIRE PELICAN POINT TOILET BLOCK FOR WINDFEST - SCHEDULED THURSDAY 16.01.2025. CLEAN AND RESTORE TOILET BLOCK ON 18 & 19.01.2025	\$2,596.00		
EFT43430	07/02/2025	KOMPAN PLAYScape PTY LTD	SUPPLY AND DELIVER TO SHIRE OF CARNARVON DEPOT 1 X KOMPAN BIRDS NEST SEAT 120CM	\$3,026.10		
EFT43431	07/02/2025	LOHMAN NOMINEES PTY LTD	LEASE FOR 3Q ROBINSON STREET FOR COMMUNITY ART HUB - 01 FEB 2025 TO 30 APRIL 2025 AS PER FUNDING FROM REAL FUTURES AS PER THE PARTNERSHIP	\$19,499.48		
EFT43432	07/02/2025	LUKE SKENDER	MONTHLY COUNCILLOR SITTING FEE- 28.01.2025	\$1,609.33		
EFT43433	07/02/2025	MARCO PAULO FERREIRINHA	MONTHLY COUNCILLOR SITTING FEE- 28.01.2025	\$1,609.33		
EFT43434	07/02/2025	BURKE MASLEN	MONTHLY COUNCILLOR SITTING FEE- 28.01.2025 AND MONTHLY DEPUTY ALLOWANCE FOR JANUARY 2025	\$2,645.83		
EFT43435	07/02/2025	MASLEN, DUDLEY	MONTHLY COUNCILLOR SITTING FEE- 28.01.2025	\$1,609.33		
EFT43436	07/02/2025	MCLEODS LAWYERS PTY LTD	(1): LEGAL SERVICES - REVIEW OF BUILDING ORDERS FOR BLOWHOLES SHACKS /(2): REVIEW OF EVIDENCE AND APPEARANCE VIA VIDEO LINK IN COURT FOR PARKING INFRINGEMENT FG11751 /(3): LOTTERIES HOUSE LEASE ENQUIRY (48791) - REQUEST TO CHECK LEASE DOCUMENTS FOLLOWING QUERYFROM LOTTERIES HOUSE REGARDING LEASE HELD WITH SHIRE OF CARNARVON	\$3,936.68		
EFT43437	07/02/2025	MISS FANG PTY LTD	FINALISATION OF ADDITIONAL CHARGES FOR CATERING OF STAFF CHRISTMAS PARTY 2024	\$132.00		
EFT43438	07/02/2025	NAOMI SEPISO MUNALULA	COMMUNITY VOLUNTEER DEVELOPMENT OFFICER BACKFILL CONTRACT ROLE AT COMMUNITY ART HUB - 13.01.2025 TO 23.01.2025	\$1,200.00		
EFT43439	07/02/2025	THE TRUSTEE FOR D & T ROSE FAMILY TRUST T/AS NEW HEIGHTS TREE SERVICE	(1): REMOVE AND REINSTALL 5 X SHADE SAILS AT TOWN BEACH /(2): GRIND STUMP / ROOTS OF GUM TREE BETWEEN 12 AND 14 MCLEOD STREET TO ENABLE FOOTPATH REPAIRS TO BE CONDUCTED	\$2,662.00		
EFT43440	07/02/2025	NGALA COMMUNITIES SERVICES	REFUND OF BOND- HIRE OF TOWN BEACH- TUESDAY 04.02.2025	\$517.00		
EFT43441	07/02/2025	NORTHERN GOLDFIELDS EARTHMOVING PTY LTD	PROVISION OF UNSEALED ROAD GRADING SERVICES FOR WINDERIE ROAD AND MEERAGOOJA ROAD - AS PER CONTRACT RFT 04/2023	\$33,577.50		
EFT43442	07/02/2025	OFFICEWORKS LTD	MISC EARPHONES FOR LIBRARY CUSTOMER USE	\$105.95		
EFT43443	07/02/2025	OMNICON MEDIA GROUP AUSTRALIA PTY LTD T/AS MARKETFORCE	ADVERTISING WEST AUSTRALIAN ON WED 18.12.2024 - RFT 10/2024 CIVIC CENTRE UPGRADES	\$999.06		
EFT43444	07/02/2025	OUTBACK COAST PROPERTY PTY LTD	RENT IN ADVANCE FOR STAFF HOUSING UNIT 20/19 MARMION STREET FOR THE PERIOD OF 22.02.2025 - 21.03.2025	\$1,955.35		
EFT43445	07/02/2025	OUTBACK FLORAL DESIGNS	FLOWERS FOR AUSTRALIA DAY BREAKFAST AND GIFTS FOR 3 X AWARD RECIPIENTS	\$650.00		
EFT43446	07/02/2025	PAUL FRANCIS KELLY	MONTHLY COUNCILLOR SITTING FEE- 28.01. 2025	\$1,609.33		
EFT43447	07/02/2025	FULTON HOGAN INDUSTRIES PTY LTD	SUPPLY OF 8 X ONE TONNE BULKA BAGS OF EZ STREET ASPHALT	\$5,808.00		
EFT43448	07/02/2025	KIMMARC PTY LTD T/A PORTSIDE ENGINEERING AND CRANE SERVICES	A/VALVE DRAIN 1/4 T/LINE 1/4 DRAIN VALVE FOR P293	\$31.61		
EFT43449	07/02/2025	IT SUPPORT OFFICER	REIMBURSEMENT FOR PURCHASING OF ELECTRIC TAPE FOR LABELLING OF CABLES	\$22.75		
EFT43450	07/02/2025	REPCO PTY LTD	(1): PAD SET DISC BRAKE FOR P349 /(2): 1 X DRIVING LIGHT HARNESS 12/24V (P383) /(3): 1 X P-ATF-LV 4L (P349), 1 X DRIVING LIGHT HARNESS 12/24V (P383)	\$170.84		
EFT43451	07/02/2025	ROAD RUNNER MECHANICAL SERVICES	SUPPLY ALL SERVICING PARTS FOR PBFB1	\$403.92		
EFT43452	07/02/2025	RSM AUSTRALIA PTY LTD	PROFESSIONAL SERVICES FOR ATO BAS LODGEMENT FOR THE PERIOD NOVEMBER 2024	\$235.95		
EFT43453	07/02/2025	DANIEL EDWIN CASSIDY DAVIES-NORRISH T/AS SANDY TURTLE SUPPORTS AND THERAPIES	3 X 1 HOUR WRITING WORKSHOPS AT CARNARVON LIBRARY & ART GALLERY	\$150.00		
EFT43454	07/02/2025	SHIRE OF CARNARVON MUNICIPAL FUND	COMMISSION ON BUILDING SERVICES LEVY FOR THE PERIOD 01.01.2025- 31.01.2025	\$30.00		
EFT43455	07/02/2025	SEA CONTRACTING PTY LTD	INSTALLATION OF INTERCOM SYSTEM AT THE DEPOT GATE	\$1,168.59		
EFT43456	07/02/2025	SHENTON ENTERPRISES PTY LTD	REPAIR DOLPHIN 2 X 2 ROBOT POOL CLEANER	\$4,424.45		
EFT43457	07/02/2025	SMITH, EDWARD CHARLES	MONTHLY COUNCILLOR SITTING FEE- 28.01.2025 AND MONTHLY PRESIDENT'S ALLOWANCE FOR JANUARY 2025	\$5,755.33		
EFT43458	07/02/2025	SPORTS MARKETING AUSTRALIA PTY LIMITED T/AS SPORTS MARKETING INTERNATIONAL	FINAL PROGRESS PAYMENT FOR THE CAPACITY AND CAPABILITY ASSESSMENT FOR THE SHIRE OF CARNARVON	\$8,250.00		
EFT43459	07/02/2025	ST JOHN AMBULANCE ASSOCIATION IN WA INC	HEARTSHINE SAMARITAN DEFIBRILLATOR 360P- FULLY AUTOMATIC DEFIBRILLATOR CABINET EXTERNAL WEATHER RESISTANT, SNAKE BITES FIRST AID KIT MODULAR TRAUMA FIRST AID PACK, SNAKE BITE BANDAGE WITH CONTINUOUS INDICATOR	\$2,931.88		
EFT43460	07/02/2025	L.M DALY & P.J DALY T/AS TILLEY LANE GIFT & HOME	WREATHS FOR REMEMBRANCE DAY 11.11.2024 AND HMAS SYDNEY MEMORIAL 19.11. 2024	\$185.00		
EFT43461	07/02/2025	TONY'S AUTO AUCTIONS PTY LTD T/AS TONY'S AUTO WRECKERS	(1): SUPPLY AND DELIVER 1 X PRADO STEERING WHEEL FOR P349 /(2): SUPPLY AND DELIVER 1 X BT50 STEERING WHEEL FOR P296	\$913.00		
EFT43462	07/02/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT WATER SAMPLES TO PATHWEST ON 20 & 21.01.2025	\$74.73		
EFT43463	07/02/2025	NEW IMAGE HOLDINGS PTY LTD T/A TRAC BUILDING SERVICES	SUPPLY AND INSTALL 140M OF 2.1M HIGH HOT DIPPED GALV GARRISON FENCING INCLUDES SET 3M OPENING GATES FOR THE AQUATIC CENTRE	\$44,006.03		
EFT43464	07/02/2025	BUILDING SERVICE OFFICER	LOCAL CLUB MEMBERSHIP SUBSIDY FOR BUILDING SERVICE OFFICER AS PER POLICY CPM-001	\$80.00		
EFT43465	07/02/2025	UNIFORMS AT WORK AUSTRALIA PTY LTD	UNIFORM FOR OPERATIONS SUPPORT PLANNER, FINANCE OFFICER, COMMUNITY & CULTURAL DEVELOPMENT OFFICER	\$959.02		
EFT43466	07/02/2025	UNIVERSAL PICTURES INTERNATIONAL AUSTRALASIA PTY L	SCREENING OF THE MOVIE 'WICKED'	\$330.00		
EFT43467	07/02/2025	LUKE VANDELEUR	MONTHLY COUNCILLOR SITTING FEE- 28.01.2025	\$1,609.33		
EFT43468	07/02/2025	SARAH ELIZABETH BOOTH T/AS VISUAL CONTRAST	GRAPHIC DESIGN - CARNARVON PRODUCE SIGNAGE DESIGN, SIZE 2900MM WIDE X 2200MM HIGH	\$594.00		
EFT43469	07/02/2025	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	RATES TRAINING COURSE - CLERICAL (2 DAYS) ; DEBT COLLECTION (1 DAY)	\$5,500.00		
EFT43470	07/02/2025	WATER CORPORATION	03 X WATER ACCOUNTS FOR THE PERIOD 19.11.2024 TO 21.01.2025	\$319.21		
EFT43471	07/02/2025	WEST AUSTRALIAN NEWSPAPER LTD	(1): PUBLIC NOTICE - MIDWEST TIMES - WEDNESDAY 8 JANUARY 2025, MEETING SCHEDULE 2025 /(2): MIDWEST TIMES PUBLIC NOTICE - PROPOSAL TO DISPOSE OF PROPERTY	\$1,210.44		
EFT43472	14/02/2025	AUSTRALIA POST	POSTAGE CHARGES FOR SHIRE ADMIN OFFICE AND LIBRARY FOR JANUARY 2025	\$759.11		
EFT43473	14/02/2025	BUILDING & CONSTRUCTION INDUSTRY TRAINING	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND LEVY FOR THE PERIOD OF JANUARY 2025	\$1,361.96		
EFT43474	14/02/2025	BOOEASY AUSTRALIA PTY LTD	BOOEASY CENTRAL RESERVATION SYSTEM FOR JANUARY 2025	\$369.17		
EFT43475	14/02/2025	BTX CONTRACTING	(1): SCHOOL HOLIDAYS DECEMBER 2024 - JANUARY 2025 AQUATIC CENTRE LIFEGUARDS 08 JAN, 15 JAN AND LIFEGUARDS/DUAL RACER 22 JAN 2025	\$1,901.00		
EFT43476	14/02/2025	CARNARVON AUTO SERVICE PTY LTD T/AS CARNARVON TYRES AND TOWING	CHARGES FOR HAVING ONE STAFF ON CALL OVER THE WEEKEND DUE TO BUSH FIRES ON STATIONS	\$150.00		


VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT43477	14/02/2025	CARNARVON CLEANERS PTY LTD	RFT 03/2022 PROVISION OF CLEANING SERVICES FOR CARNARVON AIRPORT AND CIVIC ENTRE FOR THE MONTH OF JANUARY 2025	\$5,722.70		
EFT43478	14/02/2025	BARRY EVANS FURNITURE & FLOOR COVERINGS	OFFICE CHAIR FOR THE CEO	\$449.00		
EFT43479	14/02/2025	CS LEGAL	FEES AND DISBURSEMENTS FOR COURT SALE OF 626 SOUTH RIVER ROAD, SOUTH PLANTATIONS	\$3,150.00		
EFT43480	14/02/2025	RK & LJ SMITH CORPORATION PTY LTD T/A CARNARVON AUTO ELECTRICS	(1): INSPECT AND REPAIR DPF FAULT ON ISUZU TANKER - PBF81. RESET DPF AND START REGEN / (2): SUPPLY SPOTLIGHT PARTS FOR P396	\$141.06		
EFT43481	14/02/2025	CARNARVON CHAMBER OF COMMERCE	CARNARVON CHAMBER OF COMMERCE CORPORATE MEMBER MEMBERSHIP	\$500.00		
EFT43482	14/02/2025	A.C.P. INDUSTRIES PTY LTD T/AS CARNARVON FRESH IGA	(1): ORDER FOR CINEMA KIOSK STOCK / (2): FOOD AND OTHER SUPPLIES FOR DEC 2024 - JAN 2025 SCHOOL HOLIDAY PROGRAM / (3): ORDER FOR CLEANING CONSUMABLES & TEA ROOM SUPPLY ITEMS AT THE DEPOT	\$518.19		
EFT43483	14/02/2025	DALE CLEVES MUSIC PTY. LTD T/AS KOSMIC SOUND	ELECTRO-VOICE EVOLVE 50 PORTABLE COLUMN SPEAKER SYSTEM, EVENT LIGHTING AND FREIGHT	\$3,197.00		
EFT43484	14/02/2025	DEPARTMENT OF TRANSPORT	FOR REGISTRATION LOOKUPS FOR JANUARY 2025 TO ISSUE INFRINGEMENT NOTICES	\$13.65		
EFT43485	14/02/2025	DISCOVERY PARKS CARNARVON (DISCOVERY HOLIDAY PARKS PTY LIMITED)	BOOEASY OPERATOR RETURN FOR JANUARY 2024	\$43.75		
EFT43486	14/02/2025	MESSAGE4U PTY LTD T/A DIRECTSMS BY SINCH MESSAGEMEDIA	BOOEASY TOURISM SOLUTIONS BOOKING PLATFORM 01.02.2025-28.02.2025	\$53.90		
EFT43487	14/02/2025	GOODFORM HOLDINGS PTY LTD T/A EVERYWHERE TRAVEL	FLIGHTS AND ACCOMMODATION FOR BUILDING SERVICES OFFICER - 12.03.2025 - PROFESSIONAL DEVELOPMENT - PRIVATE SWIMMING POOL SAFETY BARRIER INSPECTORS SEMINAR - BENTLEY	\$1,064.00		
EFT43488	14/02/2025	JM AND VL FARNE T/A CORAL BAY CONTRACTING	CLEANING OF CORAL BAY ABLUTION BLOCK & FISH CLEANING FACILITY FOR THE MONTH OF JANUARY 2025	\$13,646.63		
EFT43489	14/02/2025	A.TAIVALE & M.G TESTER T/AS FRESH CUT LAWN & GARDEN SERVICES	REGULAR GARDENING AND LAWN MAINTENANCE FOR 8 JAMES STREET	\$380.00		
EFT43490	14/02/2025	AERODROME REPORTING OFFICER	MEALS REIMBURSEMENT FOR AERODROME REPORTING OFFICER - CORAL BAY AERODROME MEETING	\$132.00		
EFT43491	14/02/2025	GHD PTY LTD	IMPROVING FLOOD PREPAREDNESS PROJECT TOWN LEVES AND FLOOD GATE UPGRADE & PROJECT MANAGEMENT	\$10,005.55		
EFT43492	14/02/2025	HORIZON POWER (BENTLEY OFFICE)	50 X ELECTRICITY ACCOUNTS FOR THE PERIOD 01.01.2025 - 31.01.2025	\$67,600.80		
EFT43493	14/02/2025	A & N ENTERPRISES (AUSTRALIA) PTY LTD T/AS INTEGRITY COACH LINES	OPERATOR PAYMENT FOR THE PERIOD 01.01.25-31.01.25	\$2,695.44		
EFT43494	14/02/2025	INDEPENDENT FUEL SOLUTIONS PTY LTD	INDEPENDENT FUEL FOR WORK VEHICLES AND BULK FUEL FROM 04.02.2025 - 06.02.2025	\$8,484.06		
EFT43495	14/02/2025	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	(1): REPLACEMENT TYRES, PUNCTURE REPAIRS, FITTING AND BALANCING DAMAGED TYRES FOR VARIOUS DFES VEHICLES RESULTING FROM FIRES AT COBURN INCIDENT NO. 708181 / (2): SUPPLY AND FIT 3 X TYRES ON HIACE BUS P340	\$4,350.00		
EFT43496	14/02/2025	KLEENIT PTY LTD	AS PER CONTRACT RFT 03/2022 - CLEANING FOR PUBLIC TOILET BLOCKS, WASTE FACILITY, WORK DEPOTS, YOUTH HUB, PREMIER OVAL FOR THE MONTH OF JANUARY 2025	\$11,316.25		
EFT43497	14/02/2025	LANDGATE - ACCOUNTS	TITLE SEARCHES AND REVALUATION REQUESTS/SCHEDULES; MINING TENEMENTS SEARCHES	\$786.57		
EFT43498	14/02/2025	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	FINANCE PROFESSIONALS CONFERENCE MARCH 2025 FOR MANAGER OF FINANCE	\$1,440.00		
EFT43499	14/02/2025	MAXXIA PTY LTD	RETURN OF FUNDS INCORRECTLY PAID TO SHIRE ON 6 FEBRUARY 2025	\$43.62		
EFT43500	14/02/2025	MCLEODS LAWYERS PTY LTD	LEGAL SERVICES ASSOCIATED IN DEVELOPING THE INDIGENOUS LAND USE AGREEMENT FOR CORAL BAY WASTE FACILITY.	\$3,850.00		
EFT43501	14/02/2025	MUMBLE BY DESIGN PTY LTD	2 PACKS PEEL AND STICK WALL TILES FOR PIN UP BOARD POSTER DISPLAY AT VISITOR CENTER	\$675.00		
EFT43502	14/02/2025	GASCOYNE CONSTRUCTION SERVICES PTY LTD T/AS NORWEST PROJECT SOLUTIONS	INSTALL BOARDS TO TOILET DOORS AND REMOVE ARCHITRAVES FROM DOOR FRAMES TO CLOSE THE TOILETS AT BLOWHOLES	\$1,155.00		
EFT43503	14/02/2025	OFFICEWORKS LTD	OFFICE STATIONARY ORDER FOR JANUARY 2025	\$526.63		
EFT43504	14/02/2025	PATHWEST LABORATORY MEDICINE WA	PRE-EMPLOYMENT AOD FOR RETIC SPECIALIST	\$99.00		
EFT43505	14/02/2025	PERTRAIN PTY LTD	SUPPLY AND DELIVER: 20 X MEDIUM/LIGHT VEHICLE PRESTART BOOKS 6 X FRONT END LOADER PRESTART BOOKS	\$481.00		
EFT43506	14/02/2025	RK & LJ SMITH CORPORATION PTY LTD T/AS THE PRINTSMITH CO	SUPPLY OF DELINEATOR POST DRIVER MANUAL / ATTACHMENT	\$1,848.00		
EFT43507	14/02/2025	MANAGER OF FINANCE	GYM/FITNESS MEMBERSHIP SUBSIDY FOR MANAGER OF FINANCE AS PER STAFF ATTRACTION & RETENTION POLICY	\$210.00		
EFT43508	14/02/2025	SANDHURST SECURITY SERVICES PTY LTD	DAILY PATROLS FOR THE MONTH OF JANUARY 2025 FOR ADMIN OFFICE & LIBRARY, VISITOR CENTRE, AQUATIC CENTRE, WASTE FACILITY, AIRPORT	\$3,315.71		
EFT43509	14/02/2025	SHIRE OF CARNARVON MUNICIPAL FUND	(1): INTEGRITY COMMISSION PAYMENT FOR THE PERIOD 01.01.25 - 31.01.2025 / (2): COMMISSION ON BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND LEVY FOR THE PERIOD OF JANUARY 2025 / (3): BOOEASY COMMISSION PAYMENT FOR THE PERIOD 01.01.2025 TO 31.01.2025	\$514.91		
EFT43510	14/02/2025	SUNDOWNER SOUVENIRS AND PROMOTIONS PTY LTD	REORDER OF SOUVINERS FOR RETAIL AT THE VISITOR CENTRE	\$3,884.52		
EFT43511	14/02/2025	TELSTRA LIMITED	TELEPHONE ACCOUNT 7803346000 (LANDLINE AND INTERNET DATA) AND TELEPHONE ACCOUNT 4244120244 (DEPOT SAT. PHONES) FOR JANUARY 2025	\$7,972.40		
EFT43512	14/02/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT FROM WILLETTON SHENTON PUMP TO CARNARVON	\$412.25		
EFT43513	14/02/2025	RAC TOURISM PTY LTD	RATES REFUND FOR ASSESSMENT A2718 14 ROBINSON ST CORAL BAY WA 6701	\$43,409.06		
EFT43514	14/02/2025	VANGUARD UNIT TRUST & VIKING TRUST T/A VANGUARD PRINT	DISTRIBUTION, STORAGE, RACKING, BROCHURE ORDERS, WAREHOUSING FOR JANUARY 2025	\$476.66		
EFT43515	14/02/2025	VEND LIMITED	MONTHLY CHARGE FOR JANUARY 2025 FOR THE VEND LIGHTSPEED ACCOUNT FOR DAILY SALES OPERATIONS AT THE VISITOR CENTRE	\$75.00		
EFT43516	14/02/2025	WANGARA TROPHIES	4 X WOOD PLAQUES WITH PRINTED PLATES FOR STAFF AWARDS 2025	\$205.00		
EFT43517	14/02/2025	WEST COAST FIREWORKS PTY LTD	AUSTRALIA DAY 2025 FIREWORKS	\$10,000.00		
EFT43518	14/02/2025	WILSONS SIGN SOLUTIONS	(1): SUPPLY AND ENGRAVING OF MEMORIAL PLAQUE FOR NICHE WALL - BLACK / (2): MANUFACTURE AND DELIVER MEMORIAL PLAQUE FOR ALAN JOHN CARROLL	\$1,085.70		
EFT43519	21/02/2025	ADAM FARMER (FARM239 BMX COACHING)	PUMP TRACK AND SKATEPARK WORKSHOPS FOR SUMMER SCHOOL HOLIDAY PROGRAM (29, 30, 31.01.2025).	\$1,400.00		
EFT43520	21/02/2025	AMCAL CHEMIST CARNARVON	\$100 VOUCHER - EMPLOYEE MILESTONE 5 YEARS FOR GENERAL SERVICE OFFICER	\$100.00		
EFT43521	21/02/2025	AMY HETHERINGTON	AGREED PERFORMANCE FEE FOR COMEDY ROADTRIP SHOW TO BE HELD AT THE YACHT CLUB - 12.02.2025	\$1,760.00		
EFT43522	21/02/2025	APPRENTICE MECHANIC	MEALS REIMBURSEMENT FOR APPRENTICE MECHANIC ATTENDING GERALDTON TAFE TRAINING 03.02.2025 - 14.02.2025	\$980.00		
EFT43523	21/02/2025	BDP DISTRIBUTION PTY LTD T/AS MCDONALDS WHOLESALERS	CATERING STAFF RECOGNITION AWARDS 2025	\$201.65		

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT43524	21/02/2025	G BISHOPS TRANSPORT SERVICES PTY LTD AFT GBT SERVICES TRUST	(1): DELIVER BULK BAGS OF ASPHALT FROM FULTON HOGAN TO SHIRE DEPOT. CONNOTE 572661 /(2): FREIGHT SERVICES 07/01/25 SHENTON PUMPS WILLETTON CON NOTE 622203 FOR AQUATIC CENTER AND CORSIGN CON NOTE 792111 FOR ROAD SIGNS	\$2,109.31		
EFT43525	21/02/2025	BTX CONTRACTING	PROVISION OF MANAGEMENT SERVICES FOR THE CARNARVON AQUATIC CENTRE FOR THE MONTH OF MARCH 2025 AS PER CONTRACT RFT 02/2022	\$33,000.00		
EFT43526	21/02/2025	BUDGET CAR AND TRUCK RENTALS	CAR HIRE FOR MICHELLE DE ROBILARD - INTERNATIONAL DAY OF PEOPLE WITH DISABILITY COMPACT SUV 25.11.2024 - 27.11.2024	\$138.07		
EFT43527	21/02/2025	CARNARVON AUTO SERVICE PTY LTD T/AS CARNARVON TYRES AND TOWING	(1): SUPPLY AND FIT TYRE TO RIM FOR PBF81 /(2): SUPPLY AND FIT 2 NEW TYRES FOR PBF82	\$1,402.53		
EFT43528	21/02/2025	CALL ASSOCIATES PTY LTD	CONNECT CALL CENTRE SERVICES - OVERCALLS FEE AND COUNCIL/COU2Q CHARGE FOR THE MONTH OF JANUARY 2025	\$375.50		
EFT43529	21/02/2025	BARRY EVANS FURNITURE & FLOOR COVERINGS	SUPPLY, PROGRAMME 2 REMOTE CONTROLS FOR SHUTTER ROLLERS FOR ART HUB SHUTTERS	\$579.00		
EFT43530	21/02/2025	BEN KEVIN MELLISOP T/AS CARNARVON MOWING	GARDENING, TIDY AND MOWING SERVICES ON 11.02.2025 FOR UNIT 20/19 MARMION STREET, EAST CARNARVON	\$100.00		
EFT43531	21/02/2025	CARNARVON FISHING CLUB INC.	COMMUNITY GROWTH FUND - ROUND 2, 2024. SPONSORSHIP OF CARNAR-FIN EVENT AS AGREED BY COUNCIL ON 24.09.2024	\$5,000.00		
EFT43532	21/02/2025	CORAL COAST WATER PTY LTD	STANDPIPE WATER SALES ACCOUNT 10220 (SPEEDWAY) FOR JANUARY 2025	\$70.50		
EFT43533	21/02/2025	CS LEGAL	LEGAL FEES & DISBURSEMENTS FOR COURT SALE OF A1644-626 SOUTH RIVER ROAD, SOUTH PLANTATIONS WA 6701	\$306.60		
EFT43534	21/02/2025	CULT ARTISTS PTY LTD	CARLA GENEVE - PERFORMANCE AS PART OF THIS LIFE SUMMER MUSIC SERIES	\$3,300.00		
EFT43535	21/02/2025	RK & LJ SMITH CORPORATION PTY LTD T/A CARNARVON AUTO ELECTRICS	(1): SUPPLY DEEP CYCLE BATTERY FOR P382 /(2): SUPPLY ISOLATOR LOCK OUT LEAVER FOR P395	\$479.48		
EFT43536	21/02/2025	A.C.P. INDUSTRIES PTY LTD T/AS CARNARVON FRESH IGA	(1): TEA ROOMS SUPPLIES FOR ADMIN BUILDING ON 12.02.2025 /(2): CLEANING CONSUMABLES & TEA ROOM SUPPLY ITEMS AT THE DEPOT ON 17.02.2025	\$140.30		
EFT43537	21/02/2025	JM AND VL FARNE T/A CORAL BAY CONTRACTING	CORAL BAY ROADSIDE BINS, FISH OFFAL BINS AND LANDFILL SITE FOR THE MONTH OF JANUARY 2025	\$17,203.30		
EFT43538	21/02/2025	A TAIVALE & M.G TESTER T/AS FRESH CUT LAWN & GARDEN SERVICES	REGULAR GARDENING AND LAWN MAINTENANCE FOR 8 JAMES STREET	\$380.00		
EFT43539	21/02/2025	THE TRUSTEE FOR THE PLUMBING TRUST T/AS GASCOYNE PLUMBING SOLUTIONS	ASSESS AND PUMP OUT FESTIVAL GROUNDS DUMP POINT ON 24.01.2025	\$1,941.94		
EFT43540	21/02/2025	GASCOYNE OFFICE EQUIPMENT	(1): 1 X HP76X CARTRIDGE FOR BROTHER HP LASERJET PRO MP404-405 FOR THE LIBRARY /(2): MISCELLANEOUS RE-PRINT OF PORTRAITS OF YINGGARDA ARTWORKS /(3): IT EQUIPMENT - LEAD USB3.0 5GBPS PLG MICRO 1.8M; ARTLINE DECORITE BRUSH - YELLOW,BLUE, STANDARD, 2-PORT QUICK CHARGER 2 X USB /(4): ARTLINE SUPREME METALLIC MARKER SILVER	\$640.75		
EFT43541	21/02/2025	THE TRUSTEE FOR ROADSTONE WEST UNIT TRUST T/A GREENFIELD TECHNICAL SERVICES	PAYMENT FOR THE PERIOD 01.12.2024 - 31.12.2024 (PRINCIPAL CIVIL ENGINEER AND PROJECT ADMINISTRATOR) - PROVISION OF SITE SUPERVISION SERVICES AS PER CONTRACT RFQ 11/2024 - MINILYA LYNDON ROAD & QUOBBA GNARALOO ROAD	\$2,120.25		
EFT43542	21/02/2025	GHD PTY LTD	CONDUCT CONDITION ASSESSMENT AND PRESERVATION DESIGN OF TRAMWAY BRIDGE IN ACCORDANCE WITH THE RFQ 04-24 SCOPE OF WORK AND TECHNICAL SPECIFICATION AND GHD SUBMISSION 12622752-PM-PPL-002	\$83,160.00		
EFT43543	21/02/2025	L.M DALY & P.J DALY T/AS HEDDI'S HAIR SALON	STAFF MILESTONE AWARD - 30 YEARS - SENIOR EXECUTIVE OFFICER	\$1,000.00		
EFT43544	21/02/2025	HORIZON POWER (BENTLEY OFFICE)	ELECTRICITY ACCOUNT 574950 FOR THE PERIOD 10.12.2024-10.02.2025	\$236.50		
EFT43545	21/02/2025	HODESH PTY LTD TA INSTANT RACKING	SUPPLY ON ONE TOOL BOX STEEL TRUCK BOX, 2 DRAWS + 2 SHELVES FOR TRUCK P395	\$815.00		
EFT43546	21/02/2025	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	(1): SUPPLY AND FIT 2 X TYRES FOR PRADO REGO C1 (P349) /(2): PUNCTURE REPAIR FOR P391	\$916.00		
EFT43547	21/02/2025	KLEENIT PTY LTD	(1): AS PER CONTRACT RFT 03/2022 - CLEANING FOR SHIRE ADMIN BUILDING AND CHAMBER, LIBRARY & ART GALLERY CLEANING FOR THE MONTH OF JANUARY 2025 /(2): RFT 07/2023 - PUBLIC SPACE AND FOOTPATH CLEANING FOR THE FORTNIGHT ENDING 26.01.2025, 09.02.2025 /(3): EXTRA CLEAN OF EXELOO ROBINSON ST TOILETS IN PREPARATION FOR THE CHRISTMAS STREET PARTY - SATURDAY 14.12. 2024	\$23,721.50		
EFT43548	21/02/2025	KOMATSU AUSTRALIA PTY LTD	(1): SUPPLY SERVICE KIT (P304) FOR WA380 LOADER INCLUDING FREIGHT TO CARNARVON /(2): SUPPLY CARTRIDGE FOR SERVICE KIT (P304) FOR WA380 LOADER INCLUDING FREIGHT TO CARNARVON	\$733.12		
EFT43549	21/02/2025	LOHMAN NOMINEES PTY LTD	ELECTRICITY USAGE FOR UNIT 8 OF CARNARVON BUSINESS CENTRE FOR THE PERIOD 03.12.2024 - 03.02.2025	\$176.59		
EFT43550	21/02/2025	MELANIE HUMPHRIS	RENTAL CHARGES FOR 8 JAMES STREET, CARNARVON, FOR THE MONTH OF FEBRUARY 2025	\$2,600.00		
EFT43551	21/02/2025	MISS FANG PTY LTD	CATERING FOR FOR CARLA GENEVE PERFORMANCE	\$163.50		
EFT43552	21/02/2025	PAYROLL OFFICER	REIMBURSEMENT FOR PAYROLL OFFICER PURCHASING DRINKS & ITEMS FOR STAFF LUNCHEON 20.02.2025	\$196.16		
EFT43553	21/02/2025	NAOMI SEPISO MUNALULA	COMMUNITY VOLUNTEER DEVELOPMENT OFFICER BACKFILL CONTRACT ROLE AT COMMUNITY ART HUB - 13 TO 23.01.2025	\$1,200.00		
EFT43554	21/02/2025	THE TRUSTEE FOR D & T ROSE FAMILY TRUST T/AS NEW HEIGHTS TREE SERVICE	SPRAY VEGETATION AT SHIRE DEPOT, CLEAVER ST, GASCOYNE RD.	\$858.00		
EFT43555	21/02/2025	NORTHERN ASPECT CONSTRUCTIONS	CLAIM #2 - 100% SLAB DOWN AND 10% RETENTION - DESIGN AND CONSTRUCT OF TWO RESIDENTIAL LOTS IN THE STAGE 4 NORTHWATER HOUSING DEVELOPMENT - AS PER CONTRACT RFT 01/2024	\$128,296.08		
EFT43556	21/02/2025	THE TRUSTEE FOR CORAL BAY INVESTMENT TRUST T/AS PEOPLES PARK CORAL BAY	ACCOMMODATION FOR SHIRE PRESIDENT - CORAL BAY VISIT 26-27.02.2025	\$590.00		
EFT43557	21/02/2025	RICHER888 PTY LTD	CATERING FOR THE DJ'S YOUTH SERIES ON 15, 17, 22, 24, 29 & 31.01. 2025	\$600.00		
EFT43558	21/02/2025	R & L COURIERS	INFRASTRUCTURE LOCAL FREIGHT WITH R & L COURIER (GERALDTON - CARNARVON - CORAL BAY) FOR THE MONTH OF JANUARY 2025	\$254.38		
EFT43559	21/02/2025	ROAD RUNNER MECHANICAL SERVICES	SUPPLY FILTERS FOR SERVICE OF ISUZU HIGH SEASON FIRE TANKER - 1QCC800. SERVICE REQUIRED FOR TRUCK TO RETURN TO MARRON FIRE	\$253.98		
EFT43560	21/02/2025	THE WARD FAMILY TRUST T/A SUNCITY PRINT	10 X 50 WASTE FACILITY AS TAKE 5 BOOKS AND 20 X 50 CREW A6 TAKE 5 BOOKS INCL FREIGHT	\$573.00		
EFT43561	21/02/2025	KDMJ (WA) PTY LTD T/AS KJ SANDS & EARTHMOVING (U2 BOBCAT HIRE)	DRIVER PLUS LOW LOADER TO MARRON STATION TO PICK UP KOMATSU 380 LOADER FROM FIRE GROUNDS AND BRING BACK TO SHIRE OF CARNARVON DEPOT	\$1,397.00		
EFT43562	21/02/2025	FREENET WAREHOUSE PTY LTD T/AS UBWH AUSTRALIA	UP - PRO WIFI 6 - 5.3 GBPS AP PLUS DELIVERY	\$348.15		
EFT43563	21/02/2025	WATER CORPORATION	WATER ACCOUNT 9006755763 FOR THE PERIOD 11.11.2024 - 13.01.2025	\$665.96		
EFT43564	28/02/2025	THE TRUSTEE FOR DILLON NO 1 DISCRETIONARY TRUST & THE TRUSTEE FOR THE TEO DISCRETIONARY TRUST T/A PHARMACY 777 CARNARVON	20 X NEEDLE DISPENSER KITS FOR LITTER LEGENDS - EQUIPMENT	\$199.60		
EFT43565	28/02/2025	ALCOLIZER PTY LTD	ONLINE TRAINING FOR DRUGALIZER CERTIFIED OPERATOR FOR PAYROLL OFFICER	\$328.90		

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT43566	28/02/2025	ADAM COTTRELL	MONTHLY COUNCILLOR SITTING FEE 25.02.2025	\$1,609.33		
EFT43567	28/02/2025	AQUA TERRA OIL AND MINERAL SERVICE AND SUPPLY COMPANY PTY LTD T/S ATOM SUPPLY	4 X BOXES UNCORDED EARPLUGS DISPOSABLE CLASS 4 AND 4 X BOXES NITRILE DISPOSABLE GLOVES	\$325.55		
EFT43568	28/02/2025	BAIYUNGU ABORIGINAL CORPORATION	YOUTH CAMP AT CARDABIA STATION - MARCH 2025 - AS PER FUNDING FROM DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES - BUSHWALKING ON COUNTRY	\$15,000.00		
EFT43569	28/02/2025	BOC LIMITED (AUST)	HIRE OF GAS CYLINDER FOR WORKSHOP AND MEDICAL GAS CYLINDER FOR AQUATIC CENTRE FOR THE PERIOD 29.12.2024 - 28.01.2025	\$75.89		
EFT43570	28/02/2025	BTX CONTRACTING	SCHOOL HOLIDAYS DECEMBER 2024, JANUARY 2025 - DUAL RACER HIRE/LIFEGUARDS	\$280.00		
EFT43571	28/02/2025	BUCCI HOLDINGS PTY LTD (T/A VISIMAX)	2 X CAT TRAP - HOOK RELEASE AND 2 X CAT TRAP - PLATE RELEASE, INCLUDING FREIGHT	\$844.80		
EFT43572	28/02/2025	CARLY JADE MARKHAM T/AS CARLY MARKHAM MUSIC	MUSICAL PERFORMANCE DUO - THIS LIFE SERIES EVENT	\$800.00		
EFT43573	28/02/2025	THE TRUSTEE FOR DN KEARNEY FAMILY TRUST T/A CARNARVON ELECTRICS	ANNUAL TEST AND TAG OF ELECTRICAL EQUIPMENT FOR THE AIRPORT	\$2,016.95		
EFT43574	28/02/2025	A.C.P. INDUSTRIES PTY LTD T/AS CARNARVON FRESH IGA	STAFF MILESTONE AWARD - 10 YEARS - SENIOR ENVIRONMENTAL HEALTH OFFICER	\$500.00		
EFT43575	28/02/2025	THE TRUSTEE FOR CHAPMAN TRUST T/A CARNARVON MITRE 10	(1): TAPE TRADE, RAPIDSET CEMENT AND LIME 20KG BUILDERS CHOICE FOR WARROORA EAST ROAD / (2): BATTERY A23 CAR ALARMKEY 12V 2 PACK FOR P376 / (3): 2 X BYNORM TRIMMER LINE STAR YELLOW 2.7MM 500GM FOR PSPARK	\$288.22		
EFT43576	28/02/2025	DALMACJA CLUB	CATERING FOR 2025 STAFF RECOGNITION AWARDS	\$1,500.00		
EFT43577	28/02/2025	PEOPLE & SAFETY COORDINATOR	REIMBURSEMENT FOR PEOPLE & SAFETY COORDINATOR PURCHASING FOR STAFF AWARDS LUNCH	\$41.81		
EFT43578	28/02/2025	DOMINIQUE PATRICIA WOOD	2 HRS DANCING LESSONS DURING DANCE NIGHT EVENT FOR LIBRARY LOVERS DAY 2025, WEDNESDAY 12.02.2025	\$150.00		
EFT43579	28/02/2025	EMERG SOLUTIONS PTY LTD	(1): GROUP ANNUAL SUBSCRIPTION / (2): ANNUAL FEE FOR BART DIRECT SMS NUMBER FOR THE PERIOD 01.01.2025 - 31.12.2025 (EMERGENCY SERVICES RESPONSE)	\$501.00		
EFT43580	28/02/2025	GOODFORM HOLDINGS PTY LTD T/A EVERYWHERE TRAVEL	MERAKI BOHO FLIGHT FOR MURAL - PERCVQ 07.04.2025	\$300.00		
EFT43581	28/02/2025	DEPARTMENT OF FIRE & EMERGENCY SERVICES	BALANCE OF LOCAL GOVERNMENT - AGRN1021 - CARNARVON - ESSENTIAL PUBLIC ASSET RECONSTRUCTION	\$172,044.94		
EFT43582	28/02/2025	THE TRUSTEE FOR ROADSTONE WEST UNIT TRUST T/A GREENFIELD TECHNICAL SERVICES	(1): PAYMENT FOR THE PERIOD 13.01.2025 - 26.01.2025 (SITE INSPECTOR) - PROVIDE ONSITE INSPECTIONS OF FLOOD DAMAGE EFFECTED ROADS IN THE SHIRE OF CARNARVON DUE TO WEATHER EVENT AROUND 10.12.2024 / (2): PROVISION OF REVIEW OF RAMM DATABASE AND UPDATES TO RESOLVE KNOWN ISSUES; ADDITION OF CORAL BAY DATA; OVERALL ASSURANCE, MANAGEMENT AND CO-ORDINATION OF DATABASE	\$24,973.17		
EFT43583	28/02/2025	JULIAN ROBERT GOLDACRE	FUEL REIMBURSEMENT FOR TEMPORARY EHO	\$307.42		
EFT43584	28/02/2025	KLEENIT PTY LTD	PRE SEASON CLEAN OF BASTON PAVILION - HALL, KITCHEN, STOREROOM, HALLWAY AND TOILETS	\$704.00		
EFT43585	28/02/2025	LANDGATE - ACCOUNTS	COPIES OF TRANSFER OF LAND ACT DOCUMENTS	\$221.20		
EFT43586	28/02/2025	LG BEST PRACTICES PTY LTD	ASSISTANCE WITH PAYROLL ON 08, 09, 13, 14, 15 & 16.01.2025	\$2,288.00		
EFT43587	28/02/2025	LUKE SKENDER	MONTHLY COUNCILLOR SITTING FEE 25.02.2025	\$1,609.33		
EFT43588	28/02/2025	MARCO PAULO FERREIRINHA	MONTHLY COUNCILLOR SITTING FEE 25.02.2025	\$1,609.33		
EFT43589	28/02/2025	BURKE MASLEN	MONTHLY COUNCILLOR SITTING FEE 25.02.2025 AND DEPUTY PRESIDENT ALLOWANCE FOR FEBRUARY 2025	\$2,645.83		
EFT43590	28/02/2025	MASLEN, DUDLEY	MONTHLY COUNCILLOR SITTING FEE 25.02.2025	\$1,609.33		
EFT43591	28/02/2025	MAX TANGI	REIMBURSEMENT FOR PEOPLE CULTURE OFFICER PURCHASING ITEMS FOR STAFF VALUES AWARDS AND STAFF AWARD LUNCHEON	\$73.42		
EFT43592	28/02/2025	MIDWEST REGIONAL CRICKET BOARD	REFUND OF DUPLICATE PAYMENT OF INVOICE 48626 ON 03.10.2024	\$180.00		
EFT43593	28/02/2025	PAUL FRANCIS KELLY	MONTHLY COUNCILLOR SITTING FEE 25.02.2025	\$1,609.33		
EFT43594	28/02/2025	REPCO PTY LTD	(1): AUTOMATIC TRANSMISSION FILTERS AND FILTER SERVICE KITS FOR P350, P353, P355, P392 / (2): TYRE REPAIR PLUGS AND RUBBER CEMENT TO BE DELIVERED BY SHIRE TO CESHM AT COBURN SANDS FIRE / (3): 2 X PACKS OF AIR FRESHENER M/TREE / (4): ORICOM UHF CB RADIO COMPACT 5 WATT FOR P296 / (5): AUTOMATIC TRANSMISSION FILTER KIT FOR CEO VEHICLE P349 / (6): 1 X RYCO 4WD FILTER SERVICE KIT WITH CABIN FILTER FOR CEO VEHICLE P349	\$1,660.94		
EFT43595	28/02/2025	RICHER888 PTY LTD	CATERING ON 18.02.2025 FOR ANNUAL GENERAL MEETING AND ON 21.02.2025 FOR ZONE MEETING	\$540.00		
EFT43596	28/02/2025	SARAH FAYE ABREU (PRETTY CAKES & PRINTABLES)	2 X HALF SLAB CAKES WITH PRINTED IMAGE	\$160.00		
EFT43597	28/02/2025	SEEK LIMITED	SEEK ADVERTISEMENTS FOR 03 ROLES (ACCOUNTANT, STRATEGIC PROJECTS MANAGER, EXECUTIVE MANAGER INFRASTRUCTURE SERVICES)	\$2,211.00		
EFT43598	28/02/2025	EXECUTIVE ASSISTANT FINANCE	GYM / FITNESS MEMBERSHIP SUBSIDY FOR EXECUTIVE ASSISTANT FINANCE AS PER POLICY CPM-001	\$280.00		
EFT43599	28/02/2025	SMITH, EDWARD CHARLES	MONTHLY COUNCILLOR SITTING FEE 25.02.2025 AND PRESIDENT ALLOWANCE FOR FEBRUARY 2025	\$5,755.33		
EFT43600	28/02/2025	SOUTHERN CROSS AUSTEREO PTY LTD	RADIO ADVERTISEMENT FOR AUSTRALIA DAY 2025	\$462.00		
EFT43601	28/02/2025	A & M H ZAKNICH TRUST T/AS CARNARVON TRADE CENTRE TROPICS HARDWARE	(1): HOSE WASHING MACHINE WHITE, COCK 3WAY VALVE, TEE NYLON OLIVE BRASS COMP, BUSH REDUCING BRASS, TEE BRASS, NIPPLE HEX BRASS FOR COUNCIL CHAMBERS / (2): HOLES AW B1 METAL 32MM, ROD 25X3600MM CP STEEL, EXTENSION LEAD DOMESTIC 10A FOR THE LIBRARY / (3): TRAP COMBINATION, U BOLT, BOLT U GALVANISED FOR PC BAXTER PARK / (4): MULTI GARBAGE BAG COUNCIL BIN LINER 10 PACK 240L, HOSE OUTLET W/MACH, 2 X EXTENSION LEAD DOMESTIC 10A FOR COUNCIL CHAMBERS / (5): FLAT BRUSH UNPAINTED HANDLE 75MM AND ADHESIVE KWIK GRIP 500ML FOR P382 / (6): BUSH REDUCING BRASS, TEE NYLON OLIVE COMP BRASS FOR COUNCIL CHAMBERS	\$442.55		
EFT43602	28/02/2025	KDMJ (WA) PTY LTD T/AS KJ SANDS & EARTHMOVING (U2 BOBCAT HIRE)	REPAIR ON DAMAGE TO LEVEE BANK AT SHERIDAN GULLY. HIRE OF EXCAVATOR, TIPPER AND SKID STEER.	\$2,640.00		
EFT43603	28/02/2025	VALERIA LUCCHITTO	CATERING FOR LIBRARY LOVERS DAY EVENT (DANCE NIGHT) 12.02.2025	\$250.00		
EFT43604	28/02/2025	LUKE VANDELEUR	MONTHLY COUNCILLOR SITTING FEE 25.02.2025	\$1,609.33		
EFT43605	28/02/2025	WHITBURN RURAL SERVICES	3 X STIHL FS240 BRUSHCUTTER; 1 X STIHL BR800C-E BLOWER PLUS FREIGHT	\$5,147.97		
DD41368.1	03/02/2025	WESTNET PTY LTD	WESTNET INTERNET CHARGES FOR JANUARY 2025		\$23.95	
DD41368.2	03/02/2025	TOYOTA FLEET MANAGEMENT	VEHICLE LEASE FEE FOR P339 - 10.01.2025 - 09.01.2025		\$395.25	
DD41368.3	03/02/2025	ANZ BANK LIMITED	ANZ MERCHANT FEE - JANUARY 2025		\$21.03	
DD41370.1	11/02/2025	PIVOTEL SATELLITE PTY LTD	STAEILLITE PHONE ACCOUNT FOR THE PERIOD 15.01.2025 - 14.02.2025		\$75.00	
DD41380.1	06/02/2025	ANZ BANK LIMITED	ANZ TRANSACTIVE FEES - BPAY - JANUARY 2025		\$457.51	
DD41380.2	06/02/2025	IINET LIMITED	IINET PHONE ACCOUNT 1197615741 FOR THE PERIOD 13.02.2025 - 12.03.2025		\$35.00	
DD41394.1	12/02/2025	IINET LIMITED	IINET PHONE ACCOUNT 1197615196 FOR THE PERIOD 19.02.2025 - 18.03.2025		\$35.00	
DD41401.1	13/02/2025	BEAM CLEARING HOUSE	PAYROLL CREDITORS - SUPERANNUATION FOR THE PERIOD 27.01.2025 - 09.02.2025		\$36,168.68	
DD41401.2	13/02/2025	AUSTRALIAN TAXATION OFFICE (PAYG)	PAYROLL CREDITORS - TAXATION FOR THE PERIOD 27.01.2025 - 09.02.2025		\$72,018.00	

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
DD41401.3	13/02/2025	SHIRE OF CARNARVON MUNICIPAL FUND	PAYROLL CREDITORS - STANDARD NET FOR THE PERIOD 27.01.2025 - 09.02.2025		\$211,886.88	
DD41401.4	13/02/2025	ATO - CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS - CHILD SUPPORT FOR THE PERIOD 27.01.2025 - 09.02.2025		\$1,935.29	
DD41401.5	13/02/2025	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS - UNION A.S.U FOR THE PERIOD 27.01.2025 - 09.02.2025		\$26.50	
DD41401.6	13/02/2025	IINET LIMITED	IINET PHONE ACCOUNT 1203 401 243 FOR THE PERIOD 20.02.2025 - 19.03.2025		\$19.99	
DD41402.1	05/02/2025	IINET LIMITED	IINET PHONE ACCOUNT 1202400881 FOR THE PERIOD 12.02.2025 - 11.03.2025		\$25.00	
DD41402.2	05/02/2025	ANZ BANK LIMITED	CORPORATE CREDIT CARD RECONCILIATION FOR THE PERIOD 23.12.2024 - 22.01.2025		\$3,933.97	
DD41404.1	14/02/2025	ANZ BANK LIMITED	ACCOUNT SERVICING FEE		\$60.00	
DD41407.1	18/02/2025	IINET LIMITED	IINET PHONE ACCOUNT 1197615 626 FOR THE PERIOD 25.02.2025 - 24.03.2025		\$35.00	
DD41409.1	21/02/2025	3E ADVANTAGE PTY LIMITED	RICOH RENTAL PAYMENT - FEBRUARY 2025		\$410.30	
DD41411.1	17/02/2025	SG FLEET AUSTRALIA PTY LTD	VEHICLE LEASE PAYMENTS FOR JANUARY 2025		\$14,106.29	
DD41411.2	17/02/2025	IINET LIMITED	IINET PHONE ACCOUNT 1203704737 FOR THE PERIOD 24.02.2025 - 23.03.2025		\$19.99	
DD41413.1	26/02/2025	IINET LIMITED	IINET PHONE ACCOUNT 1203401334 FOR THE PERIOD 05.03.2025 - 04.04.2025		\$19.99	
DD41415.1	27/02/2025	SHIRE OF CARNARVON MUNICIPAL FUND	PAYROLL CREDITORS - STANDARD NET FOR THE PERIOD 10.02.2025 - 23.02.2025		\$219,412.97	
DD41415.2	27/02/2025	BEAM CLEARING HOUSE	PAYROLL CREDITORS - SUPERANNUATION NET FOR THE PERIOD 10.02.2025 - 23.02.2025		\$39,757.92	
DD41415.3	27/02/2025	AUSTRALIAN TAXATION OFFICE (PAYG)	PAYROLL CREDITORS - TAXATION NET FOR THE PERIOD 10.02.2025 - 23.02.2025		\$74,720.00	
DD41415.4	27/02/2025	ATO - CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS - CHILD SUPPORT FOR THE PERIOD 10.02.2025 - 23.02.2025		\$1,935.29	
DD41415.5	27/02/2025	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS - UNION A.S.U FOR THE PERIOD 10.02.2025 - 23.02.2025		\$26.50	
DD41418.1	28/02/2025	DE LAGE LANDEN PTY LIMITED	IT EQUIPMENT LEASE FEBRUARY 2025		\$6,786.45	
DD41418.2	28/02/2025	ANZ BANK LIMITED	ANZ WORLDLINE FEES FEBRUARY 2025		\$1,353.13	
DD41420.1	03/02/2025	ANZ BANK LIMITED	ANZ MERCHANT FEES JANUARY 2025		\$52.36	
				\$1,120,368.30	\$685,753.24	\$0.00
				TOTAL MUNI EFT	\$1,120,368.30	
				TOTAL BANK DIRECTS	\$685,753.24	
				CHEQUES	\$0.00	
				TOTAL	\$1,806,121.54	






ANZ CORPORATE CARD

STATEMENT PERIOD: 23/01/25 to 23/02/25
ACCOUNT NUMBER: 4564-8002-9909-9005

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

053/20



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


STATEMENT OF ACCOUNT


Opening Balance	\$3,933.97
Payment Due Date	10/03/2025
Closing Balance	\$7,848.60


Date	Description	Amount \$A
IMPORTANT MESSAGES		
YOUR AGREED PAYMENT WILL BE DEBITED FROM YOUR ACCOUNT 016610 00433409426 ON 10/03/25		
05/02/2025	PAYMENT - THANK YOU	3,933.97CR
23/02/2025	PURCHASES	8,163.00
23/02/2025	CARD ADJUSTMENTS	314.40CR
END OF STATEMENT		


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


YOUR PAYMENT OPTIONS


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

 **BPAY Payments - Biller Code 6007**
BPAY payments from ANZ accounts made after 6pm (EST) will be processed the next business day. Check with your institution for cut-off times. Your bill reference number is your ANZ account number.

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

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

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

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

Account Number	4564-8002-9909-9005
Account Name	SHIRE OF CARNARVON
Amount Paid	
Due Date	10/03/2025



Cardholder Summary Report

STATEMENT PERIOD: 23/01/2025 to 23/02/2025

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

13,000
06/25

SHIRE OF CARNARVON
SHIRE OF CARNARVON

Account Credit Limit:

Nominated Financial Year End:

Cardholder Details

Cardholder Details	Spend Cap	Transaction Limit	Total Purchases \$A No.	Total Cash Advances \$A No.	Other CR/DR & Payments	Total Month Expenditure	YTD Expenditure
DAVID NIELSEN 000XXXXXXXXXXXX493418	3,000		2,820.29 4	0.00 0	0.00	2,820.29	8,472.09
ANDREA SELVEY (C) 000XXXXXXXXXXXX867909	5,000	2,000	0.00 0	0.00 0	0.00	0.00	2,489.40
KIERAN COOMEY 000XXXXXXXXXXXX016910	2,000	1,500	461.51 2	0.00 0	0.00	461.51	3,771.93
DANNIELLE HILL 000XXXXXXXXXXXX197900	3,000		2,901.89 12	0.00 0	314.40CR	2,587.49	17,204.18
STEPHANIE LECA 000XXXXXXXXXXXX413075	2,000		1,979.31 6	0.00 0	0.00	1,979.31	14,451.99
ALAN JOHN THORNTON 000XXXXXXXXXXXX443585	5,000	5,000	0.00 0	0.00 0	0.00	0.00	8,531.05

SUB-TOTAL (\$A)

7,848.60 54,920.64

Account Fee Summary

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

TOTALS (\$A) including all fees and charges

8,163.00 0.00 314.40CR 7,848.60 54,960.22

DAVID NIELSEN
SHIRE OF CARNARVON
PO BOX 459
CARNARVON WA 6701

Card Number 000XXXXXXXXXX493418

Spend Cap 3,000

Transaction Limit

Cash Advance Limit (ATM)

Cash Advance Limit (over-the-counter)

ANZ

Cardholder Activity Report

STATEMENT PERIOD: 23/01/2025 to 23/02/2025


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


Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Actual GST Amount	Remarks GST Code FBT
07/02/2025	Kogan.com 32UYFNY3 Melbourne	1,739.84 ✓				158.16	
07/02/2025	SP RAFFIACONNECTION BOX HILL NORT	401.00 ✓				36.45	
14/02/2025	HRPARTNER.IO NIGHTCLIFF	329.50 ✓					
14/02/2025	200.00 USD						
14/02/2025	INCL OVERSEAS TXN FEE 9.60 AUD						
19/02/2025	SP EUFY AU MELBOURNE AIR	349.95 ✓				31.81	
TOTAL (\$A)		2,820.29	0.00	0.00		226.42	

Opening Expenditure Nominated Financial YTD 5,651.80

Total for this month 2,820.29

Total Expenditure Nominated Financial YTD 8,472.09

Certified by (Cardholder Name)  **Date** 13.3.25

Authorised by  **Date** 13/3/2025.

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

CORPORATE CREDIT CARD RECONCILIATION



TRANS DATE	CREDITOR	DESCRIPTION	COA/JOB	CC	ET	AMOUNT (\$)
07/02/2025	Kogan.com Melbourne	3 x Eufy Smart Locks – Foss Crescent + Postage	CO008	362	888	\$ 785.84
		1 x Eufy Security Video Smart Lock + Postage	0073	362	406	\$ 953.99
07/02/2025	The Raffia Connection	Raffia for Reconciliation Art Project – Community Art Hub	3577	409	510	\$ 401.00
14/02/2025	HR Partner	Purchase of Pre-Paid SMS for upcoming weather event				\$ 329.50
19/02/2025	Eufy	1 x Smart Lock C33	CO010	391	510	\$ 349.95
					TOTAL	\$2,820.28

Signed: (Cardholder) Date: (insert date) 12/03/2025

Verified: (Finance Officer) Date: (insert date) 13.3.25


Please attach all invoices to this template, noting the following:

1. Must be a valid tax invoice (please contact Creditors if you have any queries regarding this)
2. A job number, cost centre and element type must be allocated for each invoice
3. Please state what each invoice is for i.e. flights to Melbourne for Water Conference, lunch for supervisors
4. If item is food/beverage/entertainment related please record who was in attendance i.e. 2 staff members, 4 elected members, 2 others

** If no tax invoice is supplied a Statutory Declaration of expenditure must be provided for consideration to the Chief Executive Officer to certify that all the purchases are of a business nature.

Corporate Finance Template – Form Number F056

KIERAN COOMEY
SHIRE OF CARNARVON
PO BOX 459
CARNARVON WA 6701



Cardholder Activity Report
STATEMENT PERIOD: 23/01/2025 to 23/02/2025
Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844

Spend Cap 2,000
Transaction Limit 1,500
Cash Advance Limit (ATM)
Cash Advance Limit (over-the-counter)

Card Number 000XXXXXXXXXX016910

Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Actual GST Amount	Remarks GST Code FBT
13/02/2025	BETTER CHOICE MINILYA MINILYA	183.59				16.69	
13/02/2025	BETTER CHOICE MINILYA MINILYA	277.92				25.26	
TOTAL (\$A)		461.51	0.00	0.00		41.95	

Opening Expenditure Nominated Financial YTD

3,310.42

Certified by (Cardholder Name)

Kieran Coomey - 

Date

12.3.25

Total for this month

461.51

Authorised by



Date

13.3.25

Total Expenditure Nominated Financial YTD

3,771.93

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



CORPORATE CREDIT CARD RECONCILIATION

STATEMENT PERIOD: FROM		TO	NAME CREDIT CARD HOLDER:				
TRANS DATE	CREDITOR		DESCRIPTION	COA/IOB	CC	ET	AMOUNT (\$)
13.2.25	Better Choice Minilya		CESM requested to arrange fuel at	0079	279	801	183.59
13.2.25	Better Choice Minilya		Minilya roadhouse.	0079	279	801	277.92
			Minilya does not accept purchase orders.				
						TOTAL	461.51

Name (cardholder) Kieran Coomey Signed: (cardholder) Date: (insert date) 12.3.25 Finance Officer (Verified)

Please attach all invoices to this template, noting the following:

1. Must be a valid tax invoice (please contact Creditors if you have any queries regarding this)
2. A job number, cost centre and element type must be allocated for each invoice
3. Please state what each invoice is for i.e. flights to Melbourne for Water Conference, lunch for supervisors
4. If item is food/beverage/entertainment related please record who was in attendance i.e. 2 staff members, 4 elected members, 2 others

** If no tax invoice is supplied a Statutory Declaration of expenditure must be provided for consideration to the Chief Executive Officer to certify that all the purchases are of a business nature.

F056 - Corporate Credit Card Reconciliation

DANIELLE HILL
SHIRE OF CARNARVON
PO BOX 459
CARNARVON WA 6701

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

ANZ
Cardholder Activity Report
STATEMENT PERIOD: 23/01/2025 to 23/02/2025
Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844

Card Number 000XXXXXXX197900

Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Actual GST Amount	Remarks	GST Code	FBT
22/01/2025	WINC MASCOT	151.49 ✓			13.77				
24/01/2025	WOOLWORTHS/CARNARVON BVD CARNARVON	35.25			3.20				
26/01/2025	WANEWSDTI Osborne Park ✓	32.00 ✓			2.90				
28/01/2025	WOOLWORTHS/CARNARVON BVD CARNARVON	82.45 ✓			7.49				
29/01/2025	WOOLWORTHS/CARNARVON BVD CARNARVON	60.15 ✓			5.46				
29/01/2025	GASCOYNE BAKERY CAFE CARNARVON	166.50 ✓			15.13				
29/01/2025	DISCOVERY HOLIDAY PARK FORRESTFIELD	1,634.58 ✓			148.59				
02/02/2025	STARLINK INTERNET Sydney	438.00 ✓			39.81				
05/02/2025	CENTRE COM SUNSHINE	109.25 ✓			9.93				
07/02/2025	WOOLWORTHS/CARNARVON BVD CARNARVON	57.55 ✓			5.23				
07/02/2025	WOOLWORTHS/CARNARVON BVD CARNARVON	99.30 ✓			9.02				
14/02/2025	Intuit Mailchimp Sydney	35.37 ✓			3.21				
17/02/2025	DISCOVERY HOLIDAY PARK FORRESTFIELD			314.40CR					
TOTAL (\$A)		2,901.89	0.00	314.40CR	263.74				

Opening Expenditure Nominated Financial YTD 14,616.69

Total for this month 2,587.49

Total Expenditure Nominated Financial YTD 17,204.18

Certified by (Cardholder Name) *Danielle* **Date** 11.3.25

Authorised by *[Signature]* **Date** 13.3.25

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




CORPORATE CREDIT CARD RECONCILIATION

STATEMENT PERIOD: FROM 23.1.25 TO 23.2.25 NAME CREDIT CARD HOLDER: DANNIELLE HILL						
TRANS DATE	CREDITOR	DESCRIPTION	COA/JOB	CC	ET	AMOUNT (\$)
22.01.25	WINC	CROCKERY FOR CHAMBERS	105220			151.49
24.01.25	WOOLWORTHS	GOODS FOR AUSTRALIA DAY	101420			35.25
26.01.25	WA NEWS	E NEWS SUBSCRIPTION	1951	270	510	32.00
28.01.25	WOOLWORTHS	FOOD STOCK FOR SHIRE HOUSING	103320.04			82.45
29.01.25	WOOLWORTHS	RATES TRAINING MORNING TEA	111920			60.15
29.01.25	GASCOYNE BAKERY	LUNCHESES FOR RATES TRAINING	111920			166.50
29.01.25	DISCOVERY HOLIDAY PARK	ACCOMMODATION - DEAN ANDREOLI	111920			1634.58
02.02.25	STARLINK	DFES CAR STARLINK	11FE04			80.00
		BUSHFIRE BRIGADE	0073			139.00
		MEDIA	FE001			80.00
		CIVIC CENTRE	193320			139.00
05.02.25	CENTRE COM SUNSHINE	LOGITECH REMOTE FOR CHAMBERS	COQ10	340	510	109.25
07.02.25	WOOLWORTHS	CATERING FOR LIBRARY LOVERS EVENTS	135H20.04			57.55
07.02.25	WOOLWORTHS	CATERING FOR LIBRARY LOVERS WEEK/EVENTS	135H20.04			99.30
14.01.25	MAILCHIMP	SUBSCRIPTION - CONTACTS PLAN	06C6			35.37
17.02.25	DISCOVERY HOLIDAY PARK	**CREDIT \$314.40**				
						2901.89

Name (cardholder) *Dannielle*Signed: (cardholder) *[Signature]*Date: (insert date) *11.3.25*Finance Officer (Verified)..... *[Signature]*

F056 - Corporate Credit Card Reconciliation



Cardholder Activity Report
STATEMENT PERIOD: 23/01/2025 to 23/02/2025
Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844

STEPHANIE LECA
SHIRE OF CARNARVON
3 FRANCIS ST
CARNARVON WA 6701

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

Card Number 000XXXXXXXXXX413075

Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Actual GST Amount	Remarks GST Code FBT
27/01/2025	FACEBK *N2HW5JGKX2 Dublin ✓	453.20				41.20	
27/01/2025	INCL OVERSEAS TXN FEE 13.20 AUD						
30/01/2025	UPGROWCRM 310-4618266 ✗	1,161.41					
30/01/2025	700.00 USD						
30/01/2025	INCL OVERSEAS TXN FEE 33.83 AUD ✓						
31/01/2025	FACEBK *93A6CKCKX2 Dublin	76.59				6.96	
31/01/2025	INCL OVERSEAS TXN FEE 2.23 AUD						
01/02/2025	PLIXI 213-4101531 ✓	164.52					
01/02/2025	99.00 USD						
01/02/2025	INCL OVERSEAS TXN FEE 4.79 AUD						
15/02/2025	FACEBK *Meta Verified fb.me/cc ✓	20.59				1.87	
15/02/2025	INCL OVERSEAS TXN FEE 0.60 AUD						
18/02/2025	PRO SUB FEE EVENTBRITE.CO	103.00				9.36	
18/02/2025	INCL OVERSEAS TXN FEE 3.00 AUD						
TOTAL (\$A)		1,979.31	0.00	0.00		59.39	

Opening Expenditure Nominated Financial YTD

12,472.68

Total for this month

1,979.31

Total Expenditure Nominated Financial YTD

14,451.99

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

Certified by (Cardholder Name)

Stephanie Leca

Authorised by

[Signature]

Date

12.3.2025

Date

13.3.25

Page 1 of 1



CORPORATE CREDIT CARD RECONCILIATION

TRANS DATE	CREDITOR	DESCRIPTION	COA/JOB	CC	ET	AMOUNT (\$)
27.01.2025	FACEBOOK	ADVERTISING FOR SHIRE EVENTS AND REOCCURRING ADVERTISING FOR VISITOR CENTRE	3570	367	510	\$453.20
30.01.2025	UP GROW	SOCIAL MEDIA DEVELOPMENT FOR VISITOR CENTRE INSTAGRAM PAGE – AI GENERATED ENGAGEMENT	170020.04			\$1161.41
31.01.2025	FACEBOOK	ADVERTISING FOR SHIRE EVENTS AND REOCCURRING ADVERTISING FOR VISITOR CENTRE	3570	367	510	\$76.59
1.02.2025	PLIXI	SOCIAL MEDIA DEVELOPMENT FOR VISITOR CENTRE INSTAGRAM PAGE – AI GENERATED ENGAGEMENT	170020.04			\$164.52
15.02.2025	FACEBOOK META VERIFIED	META VERIFICATION FOR THE CARNARVON VISITOR CENTRE SOCIAL MEDIA	1951	367	510	\$20.59
18.02.2025	EVENTBRITE	MONTHLY SUBSCRIPTION TO PROMOTE AND SELL EVENT TICKETS FOR THE SHIRE OF CARNARVON	3570	367	510	\$103.00
					TOTAL	\$1979.31

Signed: (Cardholder)

Date: (insert date) 12 MARCH 2025

Verified: (Finance Officer) Date: (insert date) 13.3.25

Corporate Finance Template – Form Number F056

Shire of Carnarvon**MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 28 FEBRUARY 2025****LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996****TABLE OF CONTENTS**

* Statement of Financial Activity by Nature or Type with Explanation of Material Variances.	2
* Note 1 Composition of Net Current Assets	5
* Note 2 Statement of Financial Position	6
 Index to Notes for other supporting Information	 7

* Required by Legislation

NOTE:

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

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

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

REG 34(3)

REG 34(2)

SHIRE OF CARNARVON

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025

BY NATURE OR TYPE

		REG 34(1)(a)		REG 34(1)(b)	REG 34(1)(c)	REG 34(1)(d)	REG 34(1)(d)		
	Ref	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Permanent/Timing	Explanation of Variance
Note		\$	\$	\$	\$	\$	%		
Revenue from operating activities									
Rates	10	6,994,288	7,002,988	6,938,644	6,919,811	(18,833)	(0.27%)		Within Variance
Other rates	10	317,265	317,265	317,265	332,360	15,095	4.76%		Within Variance
Operating grants, subsidies and contributions	12	8,138,626	8,358,072	2,527,832	2,106,042	(421,790)	(16.69%)	▼	Timing Operating grants are lower than YTD budget pending invoicing.
Fees and charges		3,557,520	3,378,571	2,422,852	2,701,411	278,559	11.50%		Within Variance
Interest earnings		425,000	510,000	362,914	411,259	48,345	13.32%	▲	Timing Interest earnings are higher than YTD budget, this is considered a timing variance that will even out over the next few months.
Other revenue		438,469	395,453	263,936	260,806	(3,130)	(1.19%)		Within Variance
Profit on disposal of assets		84,560	104,460	17,032	17,032	0	0.00%		Within Variance
		19,955,728	20,066,809	12,850,475	12,748,720	(101,755)			
Expenditure from operating activities									
Employee costs		(9,194,215)	(9,185,303)	(6,209,472)	(5,925,944)	283,528	4.57%		Within Variance
Materials and contracts		(13,153,197)	(13,506,834)	(6,699,648)	(5,102,156)	1,597,492	23.84%	▼	Timing Materials and contracts are \$1.58M lower than YTD budget. The areas of material underspend are Community Amenities Structure Plans \$196K and Mesquite eradication \$222K, Education and welfare \$142K (Youth and early years programs), Governance \$278K (consultancies and computer operations \$200K), Recreation and Culture \$384K (Parks Maintenance \$190K and Festivals and shows \$107K). These items are considered timing variances that may even out over the next few months.
Utility charges		(931,595)	(907,769)	(604,976)	(554,494)	50,482	8.34%		Within Variance
Depreciation on non-current assets		(8,895,780)	(8,895,780)	(5,930,352)	(5,850,251)	80,101	1.35%		Within Variance
Interest expenses		(103,524)	(103,524)	(54,805)	(55,873)	(1,068)	(1.95%)		Within Variance
Insurance expenses		(748,544)	(701,554)	(701,554)	(701,806)	(252)	(0.04%)		Within Variance
Other expenditure		(375,774)	(375,774)	(259,572)	(153,228)	106,344	40.97%	▼	Timing Community Growth Fund expenditure \$80K has been coded to materials and members training is \$27.5K lower than YTD budget. These are expected to be timing and allocation variances that will even out/be corrected over the course of the year.
Loss on disposal of assets		(98,870)	(18,018)	(8,597)	(8,597)	0	0.00%		Within Variance
		(33,501,499)	(33,694,556)	(20,468,977)	(18,352,349)	2,116,628			
Non-cash amounts excluded from operating activities									
Less: Profit on asset disposals	7b	(84,560)	(104,460)	0	(17,032)	(17,032)	0.00%		Within Variance
Add: Loss on disposal of assets	7b	98,870	18,018	0	8,597	8,597	0.00%		Within Variance
Add: Depreciation on assets		8,895,780	8,895,780	5,930,352	5,850,251	(80,101)	(1.35%)		Within Variance
Less: Movement in Provisions and Non- Current		0	0	0	(116,963)	(116,963)	0.00%		Movement in employee provisions
		8,910,090	8,809,338	5,930,352	5,724,853	(205,499)	(1.35%)		
Amount attributable to operating activities		(4,635,681)	(4,818,409)	(1,688,150)	121,224	1,917,740			

KEY INFORMATION

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

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

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KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 28 FEBRUARY 2025

NATURE OR TYPE DESCRIPTIONS

REVENUE

EXPENSES

RATES

Local 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 average 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 or 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 fees, 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.

LOSS ON ASSET DISPOSAL

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

EMPLOYEE COSTS

All costs associated 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 28 FEBRUARY 2025

Note

Explanation of the composition of net current assets

	Notes	Opening Position		Closing Position		YTD Actual (b)
		Adopted Budget	Last Years Closing	This time 2 months ago	This time last month	
		Opening funding surplus/(deficit) calculation	Audited Closing Surplus 23/24, Bfwd Actual 24/25	31/12/2024	31/01/2025	
		\$	\$	\$	\$	\$
Net current assets used in the Statement of Financial Activity						
Current assets						
Cash and cash equivalents	5	9,523,929	9,523,924	7,522,023	6,833,823	6,920,000
Cash backed Reserves	6	3,969,259	3,969,259	4,019,539	3,157,194	3,157,280
Rates receivables	8	1,333,915	1,333,915	3,338,711	3,055,115	2,553,115
Receivables	8	1,086,784	322,595	239,105	87,957	100,800
Contract Assets		176,990	303,327	150,695	0	
Inventories		54,227	54,227	55,479	47,444	68,500
Total Current assets		16,145,104	15,507,247	15,325,552	13,181,534	12,799,800
Less: Current liabilities						
Payables	9	(2,266,710)	(2,267,739)	(553,808)	(151,758)	(528,920)
Contract liabilities		(2,520,608)	(2,306,716)	(2,306,716)	(2,348,499)	(2,348,499)
Borrowings	13	(432,713)	(432,714)	(218,432)	(218,432)	(218,432)
Lease liabilities	14	(147,735)	(137,938)	(18,234)	2,554	21,400
Employee Provisions		(992,491)	(1,033,084)	(1,024,693)	(916,119)	(916,119)
Total Current liabilities		(6,360,257)	(6,178,191)	(4,121,884)	(3,632,254)	(3,990,550)
Net Currents Assets		9,784,847	9,329,056	11,203,668	9,549,280	8,809,250
Less: Adjustments to net current assets						
Less: Reserves - restricted cash	6	(3,969,258)	(3,969,258)	(4,019,539)	(3,157,194)	(3,157,280)
Add: Borrowings included in Budget	13	432,713	432,714	218,432	218,432	218,432
Add: Lease liabilities included in Budget	14	147,735	137,938	18,234	(2,554)	(21,400)
Add: Provisions - employee		992,491	1,033,084	1,024,693	916,119	916,119
Total adjustments to net current assets		(2,396,319)	(2,365,522)	(2,758,180)	(2,025,197)	(2,044,140)
Funding surplus/(deficit) (NET CURRENT ASSETS)		7,388,528	6,963,534	8,445,489	7,524,083	6,765,110

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.

COUNCIL OF CARIBBEAN ISLANDS

**HIRE OF CARNARVON
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

			Note 2
	NOTE	28/02/2025	Audited
		\$	30/06/2024
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	5	10,077,291	13,493,183
Trade and other receivables	8	2,653,989	1,959,837
Inventories		68,568	54,227
TOTAL CURRENT ASSETS		12,799,848	15,507,247
NON-CURRENT ASSETS			
Trade and other receivables		113,317	113,317
Other financial assets at fair value		180,030	180,030
Property, plant and equipment		32,660,441	32,309,641
Infrastructure		270,008,582	273,025,841
Right-of-use assets		156,214	204,456
TOTAL NON-CURRENT ASSETS		303,118,584	305,833,285
TOTAL ASSETS		315,918,432	321,340,532
CURRENT LIABILITIES			
Trade and other payables	9	528,920	2,267,739
Other liabilities		2,348,499	2,306,716
Lease liabilities	14	(21,418)	137,938
Borrowings	13	218,432	432,714
Employee related provisions		916,119	1,033,084
TOTAL CURRENT LIABILITIES		3,990,552	6,178,191
NON-CURRENT LIABILITIES			
Lease liabilities	14	68,543	68,543
Borrowings	13	2,651,724	2,158,964
Employee related provisions		136,395	136,395
TOTAL NON-CURRENT LIABILITIES		2,856,662	2,363,902
TOTAL LIABILITIES		6,847,214	8,542,093
NET ASSETS		309,071,218	312,798,439
EQUITY			
Retained surplus		53,223,287	56,138,529
Reserve accounts	6	3,157,281	3,969,259
Evaluation surplus		252,690,651	252,690,651
TOTAL EQUITY		309,071,218	312,798,439

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

Shire of Carnarvon

SUPPORTING INFORMATION THE MONTHLY STATEMENTS PROVIDED FOR COUNCILLORS INFORMATION REG 34(2)(c) FOR THE PERIOD ENDED 28 FEBRUARY 2025

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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SHIRE OF CARNARVON
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 28 FEBRUARY 2025

Note

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 09 March 2025

MATERIAL ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

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

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

SHIRE OF CARNARVON

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 28 FEBRUARY 2025

Note 4

REPORTING PROGRAMS

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.

Optional Statement - Rate Setting Statement Format

Note 4(ii)

SHIRE OF CARNARVON

STATEMENT OF FINANCIAL ACTIVITY

BY PROGRAM

FOR THE PERIOD ENDED 28 FEBRUARY 2025

	Ref Note	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$	\$
Opening funding surplus / (deficit)	1	7,388,528	6,963,534	6,963,534	6,963,534
Revenue from operating activities					
Governance		34,000	83,576	69,032	76,256
General purpose funding (Rates)		6,994,288	7,002,988	6,938,644	6,919,811
General purpose funding		1,200,095	1,379,269	1,040,218	1,049,045
Law, order and public safety		532,422	540,722	397,553	238,262
Health		26,020	22,918	15,988	15,423
Education and welfare		651,442	663,442	572,661	424,908
Housing		5,000	12,000	7,992	5,715
Community amenities		3,198,063	3,124,405	1,665,711	2,007,165
Recreation and culture		557,066	608,590	434,274	276,778
Transport		6,152,792	6,196,872	1,383,484	1,389,906
Economic services		508,500	312,587	244,950	252,892
Other property and services		96,040	119,440	79,968	92,561
		19,955,728	20,066,809	12,850,475	12,748,721
Expenditure from operating activities					
Governance		(1,784,425)	(1,760,645)	(1,423,887)	(998,970)
General purpose funding		(278,656)	(308,656)	(206,088)	(199,986)
Law, order and public safety		(1,231,979)	(1,269,995)	(850,374)	(1,238,029)
Health		(563,532)	(562,525)	(375,276)	(372,371)
Education and welfare		(1,842,278)	(1,857,414)	(1,237,074)	(748,915)
Housing		(185,003)	(172,862)	(123,827)	(71,747)
Community amenities		(3,639,070)	(3,712,313)	(2,401,059)	(1,781,480)
Recreation and culture		(6,205,472)	(6,250,603)	(4,235,498)	(3,504,754)
Transport		(15,985,118)	(16,119,658)	(8,489,253)	(7,561,292)
Economic services		(1,688,142)	(1,549,076)	(1,030,936)	(827,531)
Other property and services		(97,824)	(130,809)	(95,705)	(1,047,277)
		(33,501,499)	(33,694,556)	(20,468,977)	(18,352,350)
Non-cash amounts excluded from operating activities					
Less: Profit on asset disposals		(84,560)	(104,460)	0	(17,032)
Add: Loss on disposal of assets		98,870	18,018	0	8,597
Add: Depreciation on assets		8,895,780	8,895,780	5,930,352	5,850,251
Less: Movement in Provisions		0	0	0	(116,963)
Less: Movement in Local Govt House trust		0	0	0	0
		8,910,090	8,809,338	5,930,352	5,724,853
Amount attributable to operating activities		(4,635,681)	(4,818,409)	(1,688,150)	121,224
Investing Activities					
Capital grants, subsidies and contributions	11	15,614,027	8,606,428	1,738,107	1,742,300
Less Unspent Non-Operating Grants (Contract Liabilities)	11	0		0	0
Net Capital Grants		15,614,027	8,606,428	1,738,107	1,742,300
Proceeds from disposal of assets		170,190	218,368	0	158,900
Payments for property, plant and equipment and infrastructure		(20,713,350)	(13,465,407)	(4,936,759)	(3,151,911)
Amount attributable to investing activities		(4,929,133)	(4,640,611)	(3,198,652)	(1,250,711)
Financing Activities					
Proceeds from new debentures	13	865,000	865,000	500,000	500,000
Transfer from reserves	6	2,302,369	2,372,197	909,732	909,732
Payments for principal portion of lease liabilities	14	(162,813)	(162,813)	(159,356)	(159,356)
New Current Lease Liability		0	0	0	0
Repayment of debentures	13	(439,953)	(439,953)	(221,521)	(221,521)
Principal elements on self supporting loan		0		0	0
Transfer to reserves	6	(388,317)	(425,693)	(97,754)	(97,754)
Amount attributable to financing activities		2,176,286	2,208,738	931,101	931,101
Closing funding surplus / (deficit)	1	0	(286,748)	3,007,832	6,765,148

SHIRE OF CARNARVON

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

Note 5

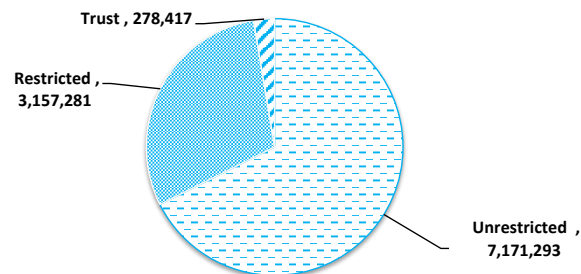
CASH AND FINANCIAL ASSETS

Description	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on hand							
Municipal Bank Account - 4334-09426	563,071	0	563,071	0	ANZ Bank	0.00%	On Call
Municipal Online Account - 4510-69349	2,608,222	0	2,608,222	0	ANZ Bank	4.00%	On Call
Trust Bank Account - 4334-09434	0	0	0	278,417	ANZ Bank	0.00%	On Call
Reserve Bank Account-4334-75677	0	271	271	0	ANZ Bank	0.00%	On Call
Reserve Online Account - 4516-72666	0	97,754	97,754	0	ANZ Bank	4.00%	On Call
Investments - Term Deposits							
Term Deposit - Reserves		3,059,256	3,059,256	0	ANZ Bank	4.73%	18/04/2025
Term Deposit - Municipal	1,000,000		1,000,000	0	ANZ Bank	4.54%	13/04/2025
Term Deposit - Municipal 9181-943216	3,000,000	0	3,000,000	0	ANZ Bank	4.03%	27/03/2025
	0		0				
Total	7,171,293	3,157,281	10,328,573	278,417			
Comprising							
Cash and cash equivalents	7,171,293	3,157,281	10,328,573	278,417			
	7,171,293	3,157,281	10,328,573	278,417			

Staff have not yet completed December end of Month processes due to leave over the festive Season. The data provided is at the time of reporting.

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 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.



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SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025

FINANCING ACTIVITIES

Note 6

CASH RESERVES

Reserves

Reserve name	Original Budget Opening Balance	Actual Opening Balance	Original Budget Transfers In (+)	Current Budget Transfers In (+)	Actual Transfers In (+)	Original Budget Transfers Out (-)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Original Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	367,628	367,628	7,410	7,410	9,058	0	0	0	375,038	376,686
Plant Reserve	1,010,457	1,010,457	20,366	20,366	24,853	(990,769)	(975,769)	(909,732)	40,054	125,578
Waste Disposal Reserve	159,724	159,724	3,219	3,219	3,935	0	0	0	162,943	163,659
Blowholes Reserve Management Funds	138,181	138,181		0	3,404	0	0	0	138,181	141,585
Mosquito Management Reserve	10,653	10,653	215	215	263	0	0	0	10,868	10,916
Airport Renewal And Upgrade Reserve	61,723	61,723	1,244	1,244	1,521	0	0	0	62,967	63,244
Asset Upgrades And Renewal Reserve	470,095	470,095	9,475	9,475	11,582	(162,500)	(212,000)	0	317,070	481,677
Emergency Management Reserve	300,659	300,659	6,060	6,060	7,408	(60,000)	(30,000)	0	246,719	308,067
Coral Bay Tip Reserve	75,397	75,397	312,620	312,620	1,858	(311,100)	(311,100)	0	76,917	77,255
Fascine Upgrade And Renewal Reserve	410,949	410,949	8,283	8,283	10,125	(100,000)	(165,328)	0	319,232	421,074
Strategic Projects Reserve	963,792	963,792	19,425	56,801	23,747	(678,000)	(678,000)	0	305,217	987,539
Reserve Funds	3,969,258	3,969,258	388,317	425,693	97,754	(2,302,369)	(2,372,197)	(909,732)	2,055,206	3,157,280

SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025

FINANCING ACTIVITIES

Note 6 (Continued)

CASH RESERVES

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.
Coral Bay Tip Reserve	Ongoing	To be used for maintenance and capital costs associated with Coral Bay Refuse Site. Annual transfer being revenue as raised by Specified Area Rate raised less expenditure at Coral Bay Waste facility and services, (excludes depreciation).
Mosquito Management Reserve	Ongoing	To be used for the purpose of delivering services to assist in mosquito management within the Shire of Carnarvon, which includes funding from the Department of Health.
Airport Renewal And Upgrade Reserve	Ongoing	To fund upgrades and renewal at the Carnarvon Airport.
Asset Upgrades And Renewal Reserve	Ongoing	To fund the upgrade and renewal of existing assets.
Emergency Management Reserve	Ongoing	To be used in the preparation for and providing immediate assistance, relief and recovery to the community in response to an emergency within the Shire of Carnarvon.
Fascine Upgrade And Renewal Reserve	Ongoing	To fund the upgrades and renewal of Fascine Infrastructure.
Strategic Projects Reserve	Ongoing	To fund development of strategic projects and new infrastructure.
Blowholes Reserve Management Funds	Ongoing	To fund the implementation of the Blowholes Reserve management plan.

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SHIRE OF CARNARVON**INVESTING ACTIVITIES****NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

Note 7

CAPITAL ACQUISITIONS SUMMARY

Capital acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual
	\$		\$	\$
Land & Buildings	2,090,681	2,060,881	413,720	336,202
Furniture & Equipment	75,000	57,616	42,612	13,541
Plant & Equipment	1,355,769	1,484,954	1,057,898	1,041,651
Roads	4,026,353	4,446,353	1,545,344	60,474
Footpaths	220,000	220,000	170,000	52,113
Drainage	136,000	139,783	19,783	16,876
Airport	8,010,000	210,000	6,664	5,260
Other Infrastructure	4,578,314	4,624,587	1,675,738	1,619,503
Landfill	221,233	221,233	5,000	6,293
Payments for Capital Acquisitions	20,713,350	13,465,407	4,936,759	3,151,911
Right of use assets	33,979	33,979	0	0
Total Capital Acquisitions	20,747,329	13,499,386	4,936,759	3,151,911
Capital Acquisitions Funded By:				
	\$		\$	\$
Capital grants and contributions	15,614,027	8,606,428	1,738,107	1,742,300
Borrowings	865,000	865,000	500,000	500,000
Lease liabilities	33,979		0	0
Other (disposals & C/Fwd)	170,190	170,190	0	158,900
Cash backed reserves				
Plant Reserve	990,769	990,769	990,769	909,732
Fascine Upgrade And Renewal Reserve	100,000	100,000	100,000	0
Capital funding total	17,773,965	10,732,387	3,328,876	3,310,932

MATERIAL ACCOUNTING POLICIES

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

SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 28 FEBRUARY 2025

INVESTING ACTIVITIES

Note 7 (Continued)

CAPITAL ACQUISITIONS SUMMARY

5. CAPITAL ACQUISITIONS DETAILED

Account	Job	Account Description	Adopted			YTD Actual	Purchase Orders Outstanding	TOTAL	Variance (Under)/Over	Comments
			Original Budget	Revised Budget	YTD Budget					
Land & Buildings										
0584	LRC023	Admin Building Roof Replacement	146,000	114,700	114,700	112,180	0	112,180	(2,520)	Works completed
	0386	Washbay For Trucks	75,000	75,000	50,000	0	0	0	(50,000)	Construction has not commenced yet, project in design phase.
2974	0511	4 Yardi Quays - Capital	10,040	0	0	0	0	0	0	0 Replacement of Security Screens & Doors - to be deferred
2974	0522	Shire Residences	20,000	26,540	17,692	0	25,000	25,000	7,308	Purchase Order issued - Bathroom reinstallation at 5 Airport Drive
2974	BC01	Housing Development Northwater	1,365,920	1,370,920	200,000	192,444	1,082,093	1,274,537	1,074,537	Works commenced
2974	BC02	Shire Buildings	10,000	10,000	6,664	0	0	0	(6,664)	3 year program for roof screw replacement and painting - Includes Depot, library, Shire Residences & Sports grounds
2990	GD11	Civic Centre Refurbishment	420,721	420,721	0	4,587	0	4,587	4,587	Tender being assessed
3064	3437	Library - Solar Panels	15,000	15,000	0	0	14,605	14,605	14,605	PO issued
3154	1523	Depot Improvements - Roller Door Replacement.	10,000	10,000	6,664	8,401	0	8,401	1,737	Works complete
3764	0419	Old Terminal Building	18,000	18,000	18,000	18,589	0	18,589	589	Vinyl Flooring for Coral Coast Helicopter leased space - works completed
			2,090,681	2,060,881	413,720	336,202	1,121,698	1,457,901	1,044,181	
Furniture & Equipment										
0598	CO012	Cctv Server & Security Upgrades	25,000	35,000	23,332	0	13,361	13,361	(9,971)	PO issued
0598	CO013	Admin Internet Fibre	10,000	0	0	0	2,188	2,188	2,188	Internet Fibre postponed until FY26 - funds reallocated to CCTV Server Upgrade
0598	CO014	Admin Upps	15,000	12,616	12,616	12,616	0	12,616	0	Works complete
0598	FE0006	Miscellaneous Office Furniture - Desks, Partitions Etc.	10,000	10,000	6,664	925	2,964	3,889	(2,773)	PO issued
	FE0007	New Local Government Software	15,000	0	0	0	0	0	0	Plan to be developed to fund the move to new Local Government Software. Estimated cost of approx. \$500k
			75,000	57,616	42,612	13,541	18,513	32,054	(10,558)	
Plant & Equipment										
2514	PC002	Landfill Compactor	737,769	737,769	737,769	737,769	0	737,769	0	Compactor delivered - funded from Reserve
2514	PC010	Plant - Kubota Zero Turn Mower	28,000	28,000	18,664	0	19,298	19,298	634	PO Issued
4144	PC005	Toro Gm360 Mower & Catcher	40,000	40,000	0	0	39,805	39,805	39,805	PO Issued
4144	PC006	Isuzu D-Max Litter Collection Ute	35,000	35,000	35,000	36,916	0	36,916	1,916	Delivered - funded from reserve
4144	PC007	Isuzu/Rosmech Street Sweeper	365,000	365,000	0	0	0	0	0	Purchase Order expected to be issued before 30 June 2025.
4144	PC008	Caterpillar 2890 Skid Steer Loader	85,000	70,000	70,000	70,000	0	70,000	0	Loader delivered. Budget saving reallocated to purchase of leased Utility P339
4144	PC009	Isuzu D-Max Infra	65,000	65,000	65,000	65,046	0	65,046	46	Delivered - funded from reserve
4145	PC011	P330 Toyota Hilux Purchase	0	25,000	25,000	25,455	0	25,455	455	Funded by increase in proceeds of sale of other plant
5324		Plant And Equipment (Cap)	0	106,465	106,465	106,465	0	106,465	0	Fuso Canter truck - carry forward from FY24.
3344		Plant And Equipment - Sp 34	0	12,720	0	0	0	0	0	Purchase of leased Utility P339 - funded by budget savings from Skid Steer Loader
			1,355,769	1,484,954	1,057,898	1,041,651	59,102	1,100,753	42,855	

SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 28 FEBRUARY 2025

INVESTING ACTIVITIES

Note 7 (Continued)

CAPITAL ACQUISITIONS SUMMARY

5. CAPITAL ACQUISITIONS DETAILED

Account	Job	Account Description	Adopted			YTD Actual	Purchase Orders Outstanding	TOTAL	Variance (Under)/Over	Comments
			Original Budget	Revised Budget	YTD Budget					
Roads										
3740	9010	Temporary Budget Job No - Roads To Recovery (Csa 3740)	611,686	386,686	0	0	0	0	0	Working on R2R funding allocation
3740	RZR121	Quobba-Gnaraloo Road - Roads To Recovery	0	225,000	150,000	3,750	205,222	208,972	58,972	Purchase order issued
3747	RRG121	Quobba Gnaraloo	806,508	1,256,508	837,672	3,839	1,090,626	1,094,465	256,793	Purchase order issued - Works will commence upon completion of Minilya/Lyndon
3747	RRG174	Minilya/Lyndon Road	806,508	806,508	537,672	21,105	785,403	806,508	268,836	Purchase order issued, works commencing
3760	C737	Water Bore Installation	60,000	30,000	20,000	23,974	0	23,974	3,974	Dry Bore under DRFWA. Budget was allocated as a contingency amount. Full amount not required.
3864	BL5174	Minilya Lyndon Road - Blackspot	551,000	551,000	0	0	0	0	0	Partly funded by R2R and partly funded by Blackspot
3864	BL5204	Speedway Road A - Black Spot	590,651	590,651	0	7,806	0	7,806	7,806	Partly funded by R2R and partly funded by Blackspot
3864	BL5240	French Street Blackspot	600,000	600,000	0	0	0	0	0	Awaiting result of funding application
			4,026,353	4,446,353	1,545,344	60,474	2,081,250	2,141,724	596,380	
Footpaths										
3850	F249	Footpath/Cycleway Asset Renewals	150,000	150,000	100,000	0	0	0	(100,000)	Funded by R2R - RFT due Friday 14/03/25
3850	F250	Footpath - Lower Rd To Robinson St	70,000	70,000	70,000	52,113	0	52,113	(17,888)	Funded by R2R - Works completed
			220,000	220,000	170,000	52,113	0	52,113	(117,888)	
Drainage										
3770	D008	Skipworth Street Storm Water Pump Upgrades	6,000	9,783	9,783	9,781	0	9,781	(2)	Upgrades complete
3770	D010	Pump Station Upgrades	130,000	130,000	10,000	7,095	0	7,095	(2,905)	Works commenced
			136,000	139,783	19,783	16,876	0	16,876	(2,907)	
Airport										
4124	A016	Carnarvon Airport Upgrade Q400	8,000,000	200,000	0	1,216	0	1,216	1,216	Project unlikely to commence until 2026 FY - budget therefor deferred. Funds for estimated cost of design phase costing remain in budget fully funded.
4124	A018	Airport - Safety Equipment	10,000	10,000	6,664	4,044	0	4,044	(2,620)	Upgrades to Airport Safety Equipment commenced
			8,010,000	210,000	6,664	5,260	0	5,260	(1,404)	
Other Infrastructure										
3124	LRC030	Pioneer Cemetery - Fencing	162,500	212,000	141,332	0	211,300	211,300	69,968	PO issued
3124	O10001	Browns Range Cemetery Extension	25,000	10,000	0	0	0	0	0	Quotes to be sought
3294	1562	Upgrades To Swimming Pool Bowl	164,000	158,140	158,140	158,140	0	158,140	0	Works complete
3604	3624	Fascine Jetties Renewal	100,000	100,000	66,664	0	0	0	(66,664)	Funded from Reserve. Revamp of 3x Fascine Jetties. RFQ to be accepted
3604	3625	Waste Water Ponds - Pumps	15,000	17,000	17,000	16,957	0	16,957	(43)	Works complete
3604	3626	Nursery At Airport	0	31,165	31,165	31,165	0	31,165	0	Shade structure for Nursery at Airport
3604	LRC019	Facine Wall Capping Beam Replacement	832,705	907,333	302,444	907,332	0	907,332	604,888	Works complete
3690	9014	Blowholes Stairs Upgrade	90,377	100,217	100,217	100,217	0	100,217	(9)	Works complete
	0460	Dump Points - Bush Bay & New Beach Renewal	10,000	0	0	0	0	0	0	Renewal to dump points no longer required as Shire is no longer managing sites.
3690	RD47	Artesian Pipeline Extension To Town Oval	150,000	0	0	0	0	0	0	Project and \$100,000 funding removed from budget as unlikely to occur in FY 2025.
3974	CAPO1	Cap Design & Project Management	309,128	309,128	206,084	172,546	209,788	382,333	176,249	PO issued - Budget to be reallocated from construction phase once design/construction split is known
3974	CAPO2	Carnarvon Activation Plan	1,805,563	1,805,563	0	0	0	0	0	Construction Phase not yet commenced - waiting on completion of Design phase
3974	LRC025	Tramway Bridge Improvements	844,041	904,041	602,692	179,600	106,165	285,765	(316,927)	PO Issued
3974	3763	Coral Bay Cemetery	20,000	20,000	0	3,178	0	3,178	3,178	PO Issued
	1568	Aquatic Centre Other Infrastructure Improvements	50,000	50,000	50,000	50,367	0	50,367	367	Reinstatement of fencing - works complete
			4,578,314	4,624,587	1,675,738	1,619,503	527,253	2,146,755	471,017	
Landfill										
2414	0385	New Refuse Site Development At Coral Bay	221,233	221,233	5,000	6,293	9,708	16,000	11,000	Land use agreements being negotiated before works commence
			221,233	221,233	5,000	6,293	9,708	16,000	11,000	
TOTALS			20,713,350	13,465,407	4,936,759	3,151,911	3,817,524	6,969,435	2,032,676	

SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 28 FEBRUARY 2025

INVESTING ACTIVITIES

Note 11

CAPITAL GRANTS AND CONTRIBUTIONS

	Type	Adopted Budget Revenue	Current Budget	YTD Budget	YTD Revenue Actual	Variance	Comment
		\$	\$	\$	\$	\$	
Capital grants and subsidies							
Governance							
Lrci Grant Phase 3 - Administration	Tied	124,000	124,000	124,000	125,642	1,642	LRCI Phase 3 Payment received, balance to fund Fascine project.
Health							
Housing							
Housing Development Northwater - Grant	Tied	187,000	192,000	144,000	144,000	0	
Recreation and culture							
Cwsp Grant	Tied	100,000	0	0	0	0	To Provide Irrigation To Town Beach, And Northwater If Recycled Water Approval Is Withdrawn By The Dept Of Health.
Lrci Grant Phase X1- Other Recreation And Sport	Tied	0	0	0	(37)	(37)	Project in Acquittall Audit Phase Funds to be claimed in FY25
L.R.C.I. Grant - Sp - 34	Tied	832,705	832,705	416,353	364,332	(52,021)	
Grant - Pelican Pt. Sand Drift & Erosion Project - Dplh Coastwest Program	Tied	0		0	10,710	10,710	Coastwest Project 202542 Pelican Point Spit Monitoring And Maintenance Purchase Order No. Pe 011017
Lrci Grant Phase X - Other Recreation And Sport	Tied	0	0	0	(11,813)	(11,813)	Project in Acquittall Audit Phase Funds to be claimed in FY25
Lotterywest & Dpird Grants (Skate Park & Youth Precinct)	Tied	0	48,414	48,414	48,414	0	Revenue related to prior year projects
Other Culture - Grants And Other Contributions	Tied	1,835,866	1,835,866	0	0	0	Activation Plan
Historical Grants	Tied	10,000	10,000	0	0	0	
Lrci Phase 4B - Grant	Tied	844,041	844,041	0	0	0	Tramway Bridge (\$337K received in advance and recorded as Income in FY24 as Contract Liabilities)
Lrci Grants Phase 3	Tied	0	0	0	168,808	168,808	LRCI Phase 3 Payment to be reconciled with Prior Year works
Grants Seroja Resilience - Civic Centre	Tied	420,721	420,721	0	0	0	
Transport							
Regional Road Group Funding	Tied	1,075,345	1,525,345	953,340	825,207	(128,133)	
State Blackspot Funding French St & Minilya Road	Tied	767,000	767,000	0	0	0	
Roads To Recovery Funding	Tied	1,420,686	1,420,686	52,000	52,000	0	
State Black Spot Funding (Mrwa)	Tied	385,650	385,650	0	0	0	
R.A.D.S Grant	Tied	7,611,013	200,000	0	0	0	To fund airstrip upgrade
Lrci Grant - Road Construction	Tied	0	0	0	15,036	15,036	
Economic services							
	Tied	0	0	0	0	0	
		15,614,027	8,606,428	1,738,107	1,742,300	4,193	

SHIRE OF CARNARVON | 1

SHIRE OF CARNARVON

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**INVESTING ACTIVITIES
Note 7b**

DISPOSAL OF ASSETS

Asset Ref.	Asset description	Original Budget				Current Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment												
P287	Multipac VP2400 Self propelled Roller	12,000	5,000	0	(7,000)	11,028	2,431	0		11,028	2,431	0	(8,597)
P288	Combination Towed Grid Roller	* 8,000	27,220	19,220	0	5,334	21,790	16,456		5,334	21,790	16,456	0
P292	Rubbish Truck	* 0	0	0	0	12,124	2,703	0		0	2,703	0	0
P297	CAT 815F2 Landfill Compactor	* 76,000	15,740	0	(60,260)	66,000	129,518	63,518		0	129,518	0	0
P300	Holden Colorado LTZ Space cab (Rangers)	0	6,956	6,956	0	0	576	576		0	576	576	0
P308	Mitsubishi Fuso Fighter 1024 Service Truck	0	22,910	22,910	0	0	22,910	22,910		0	0	0	0
P333	Toro GM360 Mower & Catcher	7,500	8,900	1,400	0	0	0	0		0	0	0	0
P340	Toyota Hiace	40,000	10,950	0	(29,050)	0	0	0		0	0	0	0
P371	Kubota GZD 15-3D Zero Turn Mower	1,000	4,028	3,028	0	0	0	0		0	0	0	0
PBHOE1	Caterpillar Backhoe	40,000	37,440	0	(2,560)	37,440	37,440	0	0	0	0	0	0
PCAR12	Toyota Yaris Hatch	0	3,266	3,266	0	0	1,000	1,000	0	0	1,882	0	0
PTC1	MF5435 Massey Ferguson Tractor	0	11,360	11,360	0	0	0	0	0	0	0	0	0
PTC3	Massey Ferguson 5445 Tractor	0	16,420	16,420	0	0	0	0	0	0	0	0	0
	Additional proceeds to be allocated- OCT OCM			0	0	0	0	0	0	0		0	0
		184,500	170,190	84,560	(98,870)	131,926	218,368	104,460	0	16,362	158,900	17,032	(8,597)

*Assets pending disposal in asset register

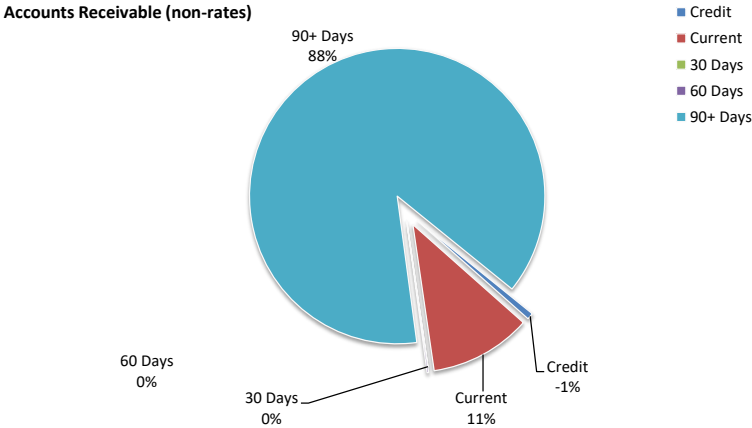
SHIRE OF CARNARVON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025

Note 8
RECEIVABLES

Rates receivable	30 June 2024	28 Feb 2025
	\$	\$
Opening arrears previous years	926,441	1,333,915
Levied this year	7,155,121	7,252,172
Less - collections to date	(6,747,648)	(6,032,973)
Equals current outstanding	1,333,915	2,553,114
Net rates collectable	1,333,915	2,553,114
% Collected	83.5%	70.3%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(3,271)	50,940	20	793	401,939	450,421
Percentage	(0.7%)	11.3%	0%	0.2%	89.2%	
Balance per trial balance						
Sundry receivable	(3,271)	52,440	20	793	401,939	451,921
Provision for Doubtful Debts	0	(428,045)	0	0	0	(428,045)
GST receivable	0	32,525	0	0	0	32,525
Accounts Receivable	0	0	0	0	0	124
LSL owed by Other Councils	0	0	0	0	0	0
FESA Control	0	44,350	0	0	0	44,350
Total receivables general outstanding	(3,271)	(298,730)	20	793	401,939	100,875
Amounts shown above include GST (where applicable)						

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



SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 28 FEBRUARY 2025

Note 9

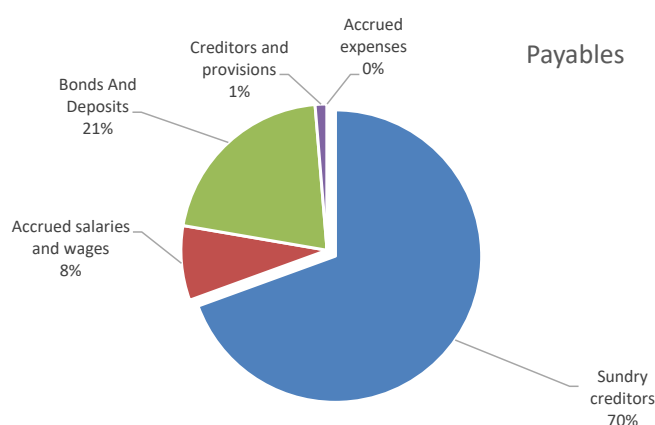
PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	369,753	728	42	0	370,523
Percentage	0%	99.8%	0.2%	0%	0%	
Balance per trial balance						
Sundry creditors	0	366,564	728	42	0	367,334
Accrued salaries and wages	0	43,659	0	0	0	43,659
Bonds And Deposits	0	110,977	0	0	0	110,977
Creditors and provisions	0	6,950	0	0	0	6,950
Accrued expenses	0	0	0	0	0	0
Total payables general outstanding						528,920

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.



SHIRE OF CARNARVON

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

OPERATING ACTIVITIES

Note 10

RATE REVENUE

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Residential	0.098174	1,424	28,658,610	2,813,530	5,000	5,000	2,823,530	2,813,530	3,499	0	2,817,029
Commercial/Industrial	0.111138	278	16,703,888	1,856,437	5,000	5,000	1,866,437	1,857,898	(11,227)	(13,773)	1,832,898
Special Use/Rural	0.110600	74	2,163,281	239,259		0	239,259	239,259	309	0	239,568
Unimproved value											
Mining	0.266372	48	1,814,671	483,378	20,000	0	503,378	483,378	0	0	483,378
Pastoral	0.127344	32	3,247,320	413,527	5,000	0	418,527	413,527	0	0	413,527
Intensive Horticultural	0.026491	170	24,798,000	656,924	5,000	5,000	666,924	656,923	1,272	306	658,501
Sub-Total		2,026	77,385,770	6,463,054	40,000	15,000	6,518,055	6,464,515	(6,148)	(13,467)	6,444,900
Minimum payment	Minimum \$										
Gross rental value											
Residential	1,322	260	2,299,557	343,720	0	0	343,720	343,720	0	0	343,720
Commercial/Industrial	1,322	56	370,938	74,032	0	0	74,032	72,710	0	0	72,710
Special Use/Rural	1,322	30	22,925	39,660	0	0	39,660	39,660	0	0	39,660
Unimproved value											
Mining	485	17	12,560	8,245	0	0	8,245	8,245	0	0	8,245
Pastoral	1,322	8	20,700	10,576	0	0	10,576	10,576	0	0	10,576
Intensive Horticultural	1,322			0	0	0	0	0	0	0	0
Sub-total		371	2,726,680	476,233	0	0	476,233	474,911	0	0	474,911
Total general rates		2,397	80,112,450	6,939,287	40,000	15,000	6,994,288	6,939,426	(6,148)	(13,467)	6,919,811
Other Rates	Rate in \$ (cents)										
SAR - GRV Coral Bay				311,100		0	311,100	326,343	0	0	326,343
Ex-gratia rates				7,665		0	7,665	6,017	0	0	6,017
Waivers				(1,500)		0	(1,500)	0	0	0	0
Total specified area rates				317,265		0	317,265	332,360	0	0	332,360
Total Rates							7,311,553	7,271,787	(6,148)	(13,467)	7,252,172

KEY INFORMATION

* Rates were levied in September 2024

SHIRE OF CARNARVON 13

SHIRE OF CARNARVON

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025

OPERATING ACTIVITIES

Note 12

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Type	Adopted Budget	Current	YTD	YTD Revenue	Variance	Comment
		Revenue	Budget	Budget	Actual		
		\$	\$	\$	\$		
Governance							
Grant Income - Sp-05	Untied	0	40,000	40,000	40,000	0	
General purpose funding							
F.A.G. - General Purpose	Untied	519,280	637,154	477,864	477,866	1	
F.A.G. - Roads	Untied	164,650	164,650	123,486	123,488	1	
Law, order, public safety							
Bushfire Grant	Tied	229,500	128,475	85,648	25,345	(60,303)	
Other Grants - Sp-06	Tied	0	101,025	101,025	101,025	0	
Grant For Beach Sign	Tied	16,178	16,178	16,178	0	(16,178)	
Emergency Svcs Grant	Tied	50,000	50,000	50,000	59,759	9,759	
Grant - National Road Safety Week	Tied	30,000	50,000	33,328	25,000	(8,328)	
Grants And Contributions	Tied	138,915	138,915	69,458	0	(69,458)	CESM reimbursement to be invoiced
Grant-Emergency Risk Management (Aware)	Tied	13,500	13,500	13,500	0	(13,500)	
Health							
Grants (Mosquito Funding)	Tied	5,200	2,180	2,180	2,180	0	
Education and welfare							
Seniors Grant (Income)	Tied	1,000	3,000	2,000	3,000	1,000	
Other Grant Income- Youth Services	Tied	140,000	140,000	122,500	132,951	10,451	
Department Of Communities Grant- Community Connectors - Night Patrol	Tied	228,000	228,000	228,000	228,000	0	
Department Of Communities Grant- Mayu Mia	Tied	182,442	182,442	136,833	50,820	(86,013)	
Grants- Early Years	Tied	30,000	30,000	30,000	0	(30,000)	
Community amenities							
Grants - Protection Of The Environment	Tied	300,720	300,720	0	0	0	Mesquite eradication funding
Town Planning Grants	Tied	114,100	114,100	0	0	0	Structure Plan - Carnarvon
Grant For Charmp Development	Tied	250,000	250,000	0	0	0	
Grant -Coral Bay Settlement Structure Plan	Tied	274,143	274,143	0	0	0	Structure Plan
Recreation and culture							
Grant - Pelican Pt. Sand Drift & Erosion Project - Dplh Coastwest Progran	Untied	35,701	35,701	23,800	0	(23,800)	
Art Gallery Grants	Tied	68,000	68,000	68,000	58,000	(10,000)	
Grants Library	Tied	3,000	3,000	2,000	2,959	959	
Grants - Library	Tied	0	6,416	4,272	6,416	2,144	
Grant - Outdoor Active Recreation Program	Tied	41,050	41,050	41,050	15,000	(26,050)	
Other Culture - Grants And Other Contributions	Tied	174,015	202,515	135,008	74,480	(60,528)	
Volunteering Wa Project	Tied	46,500	46,500	23,250	23,250	0	
Transport							
Grant - Drfwa Agrn 951	Tied	58,000	58,000	58,000	64,546	6,546	Flood Damage funding
Grant - Drfwa Agrn 1021	Tied	42,000	42,000	0	0	0	Flood Damage funding
Grant- Drfwa Agrn 1118	Tied	3,269,000	3,269,000	0	0	0	Flood Damage funding
Grant - Improving Flood Preparedness Project	Untied	1,090,580	1,090,580	50,000	31,580	(18,420)	
Mrwa Direct Grant	Untied	507,452	507,452	507,452	507,452	0	
Mrwa Streetlighting Contribution	Untied	24,200	24,200	0	0	0	To be invoiced
Mrwa Robinson Street Sweeping Contribution	Untied	10,000	10,000	10,000	0	(10,000)	To be invoiced
Mrwa Verge Mtncce Contribution	Untied	16,500	16,500	16,500	0	(16,500)	To be invoiced
R.A.D.S Grant	Untied	0	24,180	24,180	24,180	0	
Economic services							
Other Grants & Contributi	Untied	40,000	47,144	31,424	27,395	(4,029)	
Econ Dev - Other Income	Untied	25,000	0	0	0	0	
V.C. Other Income	Untied	0	1,352	896	1,352	456	
		8,138,626	8,358,072	2,527,832	2,106,042	(421,790)	

SHIRE OF CARNARVON 13

SHIRE OF CARNARVON

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

FINANCING ACTIVITIES

Note 13

BORROWINGS

Repayments - borrowings

Information on borrowings			Principal		Principal		Principal		Interest		
			New Loans		Repayments		Outstanding		Repayments		
Particulars	Loan No.	1 July 2024	YTD Actual	Full Year Budget	YTD Actual	Original Budget	YTD Actual	Original Budget	YTD Actual	Original Budget	Current Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing											
RED House	221	-	500,000	500,000	(7,240)	(7,240)	-	492,760	13,047	(13,047)	(13,047)
Transport											
Airport Corrective works	216	125,573	-	0	(24,360)	(49,091)	101,213	76,482	(1,520)	(3,063)	(3,063)
Plant and Equipment	217	1,470,104	-	0	(121,448)	(245,199)	1,348,656	1,224,905	(24,987)	(50,566)	(50,566)
Other property and services											
Heavy Plant	219	760,000	-	0	(47,046)	(95,112)	807,046	664,888	(14,295)	(24,730)	(24,730)
Light Fleet	220	236,000	-	0	(21,427)	(43,311)	257,427	192,689	2,195	(7,392)	(7,392)
Heavy Plant		0	-	365,000	-	-	-	365,000	-	-	-
Total		2,591,677	500,000	865,000	(221,521)	(439,953)	2,514,342	3,016,724	(25,560)	(98,797)	(98,797)
Current borrowings		432,714					218,432				
Non-current borrowings		2,158,964					2,651,724				
		2,591,677					2,870,156				

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

New borrowings 2024-25

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

Unspent borrowings

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

KEY INFORMATION

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

SHIRE OF CARNARVON

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

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 2024	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 & Furniture & Equipment		206,481	0	33,979	(159,356)	(162,813)	47,125	77,647	(4,220)	(4,727)
Total		206,481	0	33,979	(159,356)	(162,813)	47,125	77,647	(4,220)	(4,727)
Current lease liabilities		137,938					(21,418)			
Non-current lease liabilities		68,543					68,543			
		206,481					47,125			

All lease repayments were financed by general purpose revenue.

New Actual Leases includes IT equipment.

KEY INFORMATION

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

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



SHIRE OF CARNARVON
MINUTES
COMMUNITY GROWTH FUND COMMITTEE
MEETING
TUESDAY 25 FEBRUARY 2025

CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on

as a true and accurate record

Chairman

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

DISCLAIMER

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

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

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

INFORMATION ON PUBLIC QUESTION TIME

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

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

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

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

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

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

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

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

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

SPECIAL MEETINGS OF COUNCIL

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

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Community Growth Fund Committee Meeting Minutes

25 February 2025

1 ATTENDANCES AND APOLOGIES

Cr Marco Ferreira Councillor, Plantation Ward
 Cr Luke Vandeleur Councillor, Town Ward
 Cr Burke Maslen Councillor, Gascoyne/Minilya Ward
 Cr Paul Kelly Councillor, Town Ward

Staff Stephanie Leca Executive Manager, Lifestyle & Community

Apologies

Nil

Leave of Absence

Nil

Press Nil

Observers Nil

2 PUBLIC QUESTION TIME

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

There was no public in attendance.

3 DECLARATIONS OF INTEREST

(Elected Members and Officers are reminded of the requirements of Section 5.65 of the Local Government Act 1995, to disclose any interest during the meeting or when the matter is to be discussed.)

4 CONFIRMATION OF MINUTES

4.1 Minutes of the Community Growth Fund Committee Meeting - 2 December 2024

COMMITTEE RESOLUTION CGFC 01/02/25

Moved: Cr Paul Kelly

Seconded: Cr Burke Maslen

That the minutes of Community Growth Fund Committee Meeting held on 2 December 2024 be confirmed as a true record of proceedings.

FOR: Crs Marco Ferreira, Luke Vandeleur, Burke Maslen and Paul Kelly

AGAINST: Nil

CARRIED BY SIMPLE MAJORITY 4/0

5 REPORTS

5.1 COMMUNITY GROWTH FUND APPLICATIONS - ROUND 1 - 2025

File No:	ADM0080
Location/Address:	Shire of Carnarvon
Name of Applicant:	Shire of Carnarvon
Name of Owner:	Shire of Carnarvon
Author(s):	Stephanie Leca, Community and Cultural Development Manager
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	Nil
Schedules:	<ol style="list-style-type: none"> 1. Carnarvon Old Bastards Application 2. Community Growth Fund Support Application - Carnarvon Motorcycle Club 3. Community Growth Fund Application Form - Carnarvon Community College P&C

Authority/Discretion:

Nil

Summary of Report

This report presents the applications from Round One of the Community Growth Fund for 2025 and seeks the Community Growth Fund committee to assess applications.

Background

The Shire of Carnarvon's Community Growth Fund Round one opened for applications on 1 January and closed on 12 February 2025, allowing six weeks for community groups and organisations to submit funding applications. Round one received a total of three applications as listed below:

1. Carnarvon Community College
2. Carnarvon Motorcycle Club
3. Carnarvon Old Bastards

It is recommended that the committee reviews the submitted applications and makes recommendations using the provided Grant Assessment Matrix for the Community Growth Fund.

As the Community Growth Fund does not have delegated authority, the Committee's Assessment Report and recommendations will be presented to Council for formal consideration on Tuesday, 25 March 2025.

Stakeholder and Public Consultation

The Shire was proactive in promoting the Community Growth Fund application process through social media, email outreach, and updates on the Shire's website. The Shire invited community groups to meet the Shire officers to discuss applications before submissions as per the guidelines.

Shire officers offer support, advice and guidance to applicants, ensuring they have the necessary information to navigate the process; noting that officers do not complete applications for applicants.

Statutory Environment

Nil. The Community Growth Fund committee has no delegated authority.

Community Growth Fund Committee Meeting Minutes

25 February 2025

Relevant Plans and Policy

Shire of Carnarvon's Strategic Community Plan
CD004 - Carnarvon Growth Fund Policy

Financial Implications

The Council allocates funding for the Community Growth Fund as part of its annual budget process. The current balance of the fund is \$37,029.23. In this round, a total of \$xxx has been requested through Community Growth Fund applications. There is no further rounds for the 2024/2025 financial year.

Risk Assessment

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

Risk Category	Description	Rating	Mitigating Action/s
Financial	Funding commitments cannot be met within budget.	Moderate	Ensure allocations are within budget provisions.
Health & Safety	N/A		
Reputation	Decision-making on approvals and rejections is subject to community criticism.	Moderate	Provision of clear policy and guidelines and timely communication will assist in mitigating this risk.
Service disruption	N/A		
Compliance	Applications funded are non-compliant with the Community Growth Fund policy.	High	Community Growth Fund committee reviews all applications to ensure they meet the requirements set out in the Community Growth Fund policy.
Property	N/A		
Environment	N/A		
Fraud	Allocated grants may need to be used appropriately as indicated in the application.	Moderate	Appropriate and substantial acquittal processes are in place that makes each organisation accountable for funds according to their funding application.

Community and Strategic Objectives

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

OBJECTIVES

In 2040 Carnarvon is a place where:

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

Community Growth Fund Committee Meeting Minutes

25 February 2025

- *Our community acknowledges our history and celebrates our diverse cultures*
- *Our community is engaged, inclusive and supportive*

ADDITIONAL FOCUS AREAS:

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

BIG IDEAS FOR THE FUTURE OF CARNARVON:

Comments

Each application has undergone a comprehensive evaluation by the Shire and has been entered into a matrix. This matrix provides a summary for the Community Growth Fund committee, for review at the meeting on 25 February 2025.

OFFICER'S RECOMMENDATION

That the Community Growth Fund Committee Meeting, considers the applications received and recommends the following recipients and amounts to Council:

SUSPENSION OF STANDING ORDERS

COMMITTEE RESOLUTION CGFC 02/02/25

Moved: Cr Burke Maslen

Seconded: Cr Marco Ferreira

A motion was moved that Council suspend standing orders.

FOR: Crs Marco Ferreira, Luke Vandeleur, Burke Maslen and Paul Kelly

AGAINST: Nil

CARRIED BY SIMPLE MAJORITY 4/0

RESUMPTION OF STANDING ORDERS

COMMITTEE RESOLUTION CGFC 03/02/25

Moved: Cr Burke Maslen

Seconded: Cr Paul Kelly

A motion was moved that Council resume standing orders.

FOR: Crs Marco Ferreira, Luke Vandeleur, Burke Maslen and Paul Kelly

AGAINST: Nil

CARRIED BY SIMPLE MAJORITY 4/0

Community Growth Fund Committee Meeting Minutes

25 February 2025

COMMITTEE RESOLUTION CGFC 04/02/25

Moved: Cr Burke Maslen

Seconded: Cr Paul Kelly

That the Community Growth Fund Committee Meeting, considers the applications received and recommends the following recipients and amounts to Council:

- 1. Carnarvon Motorcycle Club - \$5,000***
- 2. Old Bastards Carnarvon - \$3,560***

FOR: Crs Marco Ferreira, Luke Vandeleur, Burke Maslen and Paul Kelly

AGAINST: Nil

CARRIED BY SIMPLE MAJORITY 4/0

6 DATE OF NEXT MEETING

The next meeting to be advised.

7 CLOSE

The Presiding Member declared the meeting closed at 11.53am.