



SHIRE OF CARNARVON

SCHEDULES

ORDINARY COUNCIL MEETING

TUESDAY 26 AUGUST 2025

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SHIRE OF CARNARVON

MINUTES

MANAGEMENT REVIEW COMMITTEE
MEETING
MONDAY 21 JULY 2025

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.

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Management Review Committee Meeting Minutes

21 July 2025

1 ATTENDANCES AND APOLOGIES

The Presiding Member declared the meeting open at 9.33am

Mr Eddie Smith Presiding Member/Shire President
Cr Burke Maslen Councillor, Gascoyne/Minilya Ward
Cr Paul Kelly Councillor, Town Ward
Cr Dudley Maslen Councillor, Town Ward
Cr Luke Vandeleur Councillor, Town Ward
Mrs Amanda Leighton Executive Manager, Corporate Strategy & Performance

Apologies

Mrs Amanda Dexter Chief Executive Officer

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 Management Review Committee Meeting - 26 May 2025****COMMITTEE RESOLUTION MRC 01/07/25**

Moved: Cr Dudley Maslen

Seconded: Cr Burke Maslen

That the minutes of Management Review Committee Meeting held on 26 May 2025 be confirmed as a true record of proceedings.

FOR: Cr Burke Maslen, Mr Eddie Smith, Cr Paul Kelly, Cr Dudley Maslen and Cr Vandeleur

AGAINST: Nil

CARRIED BY SIMPLE MAJORITY 5/0

5 MATTERS FOR WHICH MEETING MAY BE CLOSED TO THE PUBLIC

COMMITTEE RESOLUTION MRC 02/07/25

Moved: Cr Burke Maslen

Seconded: Cr Paul Kelly

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

5.1 REVIEW OF CEO PERFORMANCE AND SETTING OF KPIS

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

FOR: Cr Burke Maslen, Mr Eddie Smith, Cr Paul Kelly, Cr Dudley Maslen and Cr Vandeleur

AGAINST: Nil

CARRIED BY SIMPLE MAJORITY 5/0

5.1 REVIEW OF CEO PERFORMANCE AND SETTING OF KPIS

OFFICER'S RECOMMENDATION

That the Management Review Committee notes and recommends the following for Adoption by Council:

- 1. Receives and endorses the CEO Performance Review for the 2024/2025 period, as prepared by Strategic Leadership Consulting and attached as a confidential report;*
- 2. Determines that the CEO, Ms Amanda Dexter, has met expectations for the 2024/2025 performance period and approves the payment of a pro-rata performance bonus of \$15,000 (exclusive of superannuation) in recognition of the CEO's performance over the nine-month period from November 2024 to July 2025;*
- 3. Adopts Option 4 an adjustment to the CEO's Total Reward Package, as outlined in Section 6.5 of the confidential report;*
- 4. Adopts the Key Performance Indicators (KPIs) for the 2025/2026 performance period as outlined in Section 7.6 of the confidential report;*
- 5. Reviews the contract to ensure the FBT is correct, compliance and clarity with the Act and Regulations, as amended;*
- 6. Authorises the Shire President to finalise and sign any required contractual variations on behalf of Council;*
- 7. Notes that the next annual CEO performance review is scheduled for completion by July 2026, in accordance with the Local Government Act 1995 and the CEO's contract; and*
- 8. Endorses in principle the future engagement of Strategic Leadership Consulting (Dr Shayne Silcox) to undertake the 2025/2026 CEO performance review, subject to budget availability and continued Council satisfaction with the service provided.*

Management Review Committee Meeting Minutes

21 July 2025

COMMITTEE RESOLUTION MRC 03/07/25**Moved:** Cr Paul Kelly**Seconded:** Cr Dudley Maslen*That the Management Review Committee notes and recommends the following for Adoption by Council:*

- 1. Receives and endorses the CEO Performance Review for the 2024/2025 period, as prepared by Strategic Leadership Consulting and attached as a confidential report;*
- 2. Adopts Option 4 with an adjustment to the CEO's Total Reward Package, as outlined in Section 6.5 of the confidential report with the existing TRP of \$359,456 as per Section 6.5 of CEO Review Confidential Report;*
- 4. Adopts the Key Performance Indicators (KPIs) for the 2025/2026 performance period as outlined in Section 7.6 of the confidential report;*
- 5. Authorises the Shire President to finalise any required contractual variations including the review of the FBT, between the CEO and consultant, for review and endorsement of Council;*
- 6. Notes that the next annual CEO performance review is scheduled for completion by July 2026, in accordance with the Local Government Act 1995 and the CEO's contract; and*
- 7. Endorses in principle the future engagement of Strategic Leadership Consulting (Dr Shayne Silcox) to undertake the 2025/2026 CEO performance review, subject to budget availability and continued Council satisfaction with the service provided.*

FOR: Cr Burke Maslen, Mr Eddie Smith, Cr Paul Kelly , Cr Dudley Maslen and Cr Vandeleur**AGAINST:** Nil**CARRIED BY ABSOLUTE MAJORITY 5/0****COMMITTEE RESOLUTION MRC 04/07/25****Moved:** Cr Paul Kelly**Seconded:** Cr Dudley Maslen

That the meeting be reopened to the public.

FOR: Cr Burke Maslen, Mr Eddie Smith, Cr Paul Kelly, Cr Dudley Maslen and Cr L Vandeleur**AGAINST:** Nil**CARRIED BY SIMPLE MAJORITY 5/0****6 DATE OF NEXT MEETING**

To be advised.

7 CLOSE

The Presiding Member declared the meeting closed at 10.12am.



SHIRE OF CARNARVON

MINUTES

MAJOR PROJECTS AND INFRASTRUCTURE
COMMITTEE MEETING
TUESDAY 22 JULY 2025

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.

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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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Major Projects and Infrastructure Committee Meeting Minutes

22 July 2025

1 DECLARATION OF OPENING

The Presiding Member declared the meeting open at 11.24am

2 ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

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

Mr Colm Stanley Executive Manager, Infrastructure Services
 Mark Davis Lead Strategic Projects Manager
 Ms Carolien Claassens Projects Contract Manager
 Mrs Dannielle Hill Senior Executive Officer

Apologies

Cr Luke Vandeleur Councillor, Town Ward
 Sarah Driscoll Manager, Finance
 Peta Greening Senior Strategic Projects Manager
 Sharmayne Halliday Project Officer

Leave of Absence

Nil

Press Nil

Observers ...Cr Ferreirinha; Cr Dudley Maslen; Giana Covella; Stephanie Leca; Amanda Leighton; Jamie Bone

3 DECLARATION OF FINANCIAL INTEREST/ PROXIMITY INTEREST/ IMPARTIALITY 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 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.

Major Projects and Infrastructure Committee Meeting Minutes

22 July 2025

5 CONFIRMATION OF MINUTES

5.1 Minutes of the Major Projects and Infrastructure Committee Meeting - 27 May 2025

COMMITTEE RESOLUTION MPIC 05/07/25**Moved:** Cr Paul Kelly**Seconded:** Mr Eddie Smith

That the minutes of Major Projects and Infrastructure Committee Meeting held on 27 May 2025 be confirmed as a true record of proceedings.

FOR: Mr Eddie Smith, Cr Burke Maslen and Cr Paul Kelly

AGAINST: Nil

ABSENT: Cr L Vandeleur

CARRIED BY SIMPLE MAJORITY 3/0**6 PRESENTATIONS**

Nil

7 REPORTS

7.1 MAJOR PROJECTS AND INFRASTRUCTURE UPDATE

File No:	ADM2331
Location/Address:	Shire of Carnarvon
Name of Applicant:	N/A
Name of Owner:	Shire of Carnarvon
Author(s):	Mark Davis, Project Manager
Authoriser:	Amanda Dexter, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	May 2025
Schedules:	1. Major Projects and Infrastructure Dashboard

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

This report and the Major Projects and Infrastructure Dashboard (**Attachment 1**) provide a high level update to Council to provide oversight and awareness of key projects to Council. Officers have reviewed the dashboard following feedback from the members of the Major Projects Committee at the May 2025 committee meeting; and a refined version and project list are presented here.

Background

The Shire of Carnarvon's approach to the successful delivery of major projects and infrastructure continues to evolve, and includes the initiation of the Major Projects Office, Major Projects Committee (**Committee**) and addition of specialist skillsets to the Shire team.

The purpose and intent of the Committee is to:

- Strengthen community confidence in the Shire's delivery of major works;
- Support scrutiny, accountability, and good governance; and
- Provide a forum for discussing risks, resourcing, and alignment with strategic goals.

As part of this evolution, officers have reviewed the master list of projects and the way in which updates are reported to this committee. It was discussed at the May 2025 committee meeting that the Major Projects and Infrastructure Dashboard (**Dashboard**) should include projects which are considered to including one or more of the following at a high degree –strategic value, community interest, risk or budget.

Major Projects and Infrastructure Committee Meeting Minutes

22 July 2025

Further, committee members expressed a desire for the dashboard to include updates on status, risks/mitigation and budget.

These changes have been actioned and the Major Projects and Infrastructure Dashboard is attached. It is intended to be a working document, and is expected to continue to evolve.

Stakeholder and Public Consultation

Committee Meetings are publicly advertised and open to attendance. Stakeholder consultation and engagement is undertaken on a per project basis as part of delivery, and will be reported on by exception in the dashboard.

Statutory Environment

Nil

Relevant Plans and Policy

Strategic Community Strategic Plan 2022 - 2032
Carnarvon Activation Plan

Financial Implications

Project budgets are reported on at a high level within the dashboard, noting both Shire and external financial contributions.

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 Reputation	Projects require appropriate and adequate Council oversight to maintain transparency and ensure the community is well-informed.	D3 - Moderate	The proposed Committee will provide Council oversight, strategic direction, and transparency across key projects and initiatives. This structure is intended to support informed decision-making, strengthen governance, and ensure the community remains engaged and confident in the Shire's activities.
Reputation	Reputational damage arising from misinformation or inadequate project management.	D3 - Moderate	Implement clear and consistent communication strategies, including regular updates via official channels. Ensure strong project governance and oversight through established committees and reporting frameworks.

Major Projects and Infrastructure Committee Meeting Minutes

22 July 2025

			Actively engage with stakeholders and the community to address concerns and clarify project objectives. Monitor public sentiment and respond promptly to emerging issues or misinformation.
Service disruption	Project delays due to lack of funding and/or limited availability of resources.	D3 - Moderate	Stage project delivery to align with available resources and budget capacity. Engage early with key delivery partners to secure commitments and identify potential resourcing gaps. Maintain regular project monitoring and adjust timelines proactively where required.
Environment	Environmental impacts resulting from project activities, including potential harm to land, water, flora, and fauna.	D3 - Moderate	Conduct environmental assessments and ensure compliance with all relevant legislation and regulations. Develop and implement an Environmental Management Plan (EMP) prior to project commencement. Engage qualified environmental consultants to monitor and guide works. Incorporate sustainable design and construction practices to minimise environmental footprint.

Community and Strategic Objectives

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

OBJECTIVES

In 2040 Carnarvon is a place where:

- *Our infrastructure, housing and amenities are high quality and accessible*

ADDITIONAL FOCUS AREAS:

- *Monitor the implementation of our Community Strategic Plan*

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- *N/A*

Comments

The Dashboard provides an update on the following projects, and the table below provides an indication of the criteria for their inclusion. This meeting will provide an overview of the projects, and allow for discussion on points of interest for Committee members.

Major Projects and Infrastructure Committee Meeting Minutes

22 July 2025

Project	Criteria			
	Strategic Value	Community Interest	Risk	Budget
Carnarvon Airport Upgrades	✓			✓
RPPP Projects			✓	✓
Housing Development Northwater	✓			
Coral Bay Refuse Site	✓			
Tramway Bridge Restoration		✓	✓	
Pioneer Cemetery		✓		
Fascine Jetties		✓		
Carnarvon Activation Plan (Lotterywest Funded)	✓			✓
Quobba Gnaraloo Road	✓		✓	
2026 Tourism Conference	✓			

OFFICER'S RECOMMENDATION

That the Major Projects and Infrastructure Committee Meeting:

1. *Notes the Major Projects and Infrastructure Dashboard (Attachment 1) and updates provided therein.*
2. *Notes the continuing evolution of the Shire of Carnarvon's approach to the delivery, administration and governance of Major Projects and Infrastructure.*

COMMITTEE RESOLUTION MPIC 06/07/25

Moved: Cr Burke Maslen

Seconded: Cr Paul Kelly

That the Major Projects and Infrastructure Committee Meeting:

1. *Notes the Major Projects and Infrastructure Dashboard (Attachment 1) and updates provided therein.*
2. *Notes the continuing evolution of the Shire of Carnarvon's approach to the delivery, administration and governance of Major Projects and Infrastructure.*

FOR: Mr Eddie Smith, Cr Burke Maslen and Cr Paul Kelly

AGAINST: Nil

ABSENT: Cr L Vandeleur

CARRIED BY SIMPLE MAJORITY 3/0

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

Nil

9 MATTERS FOR WHICH MEETING MAY BE CLOSED TO THE PUBLIC

Nil

10 REQUEST FOR REPORTS FOR FUTURE CONSIDERATION

Nil

11 DATE OF NEXT MEETING

The next meeting will be held on Tuesday 23 September 2025 at Shire Council Chambers, Stuart Street Carnarvon commencing at 10.30am

12 CLOSE

The Presiding Member declared the meeting closed at 11.47am.



SHIRE OF CARNARVON

MINUTES

SPECIAL COUNCIL MEETING

TUESDAY 12 AUGUST 2025

CONFIRMATION OF MINUTES

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

Chairman

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

DISCLAIMER

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

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

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

1 ATTENDANCES, APOLOGIES & APPROVED LEAVE OF ABSENCE

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

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

Apologies

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

Leave of Absence

Nil

Press Nil

Observers Nil

2 DECLARATIONS OF INTEREST

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

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

3 PUBLIC QUESTION TIME

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

There was no public in attendance.

3.1 Public Question Time

4 DEPARTMENTAL REPORTS

4.1 INFRASTRUCTURE SERVICES

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

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

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

Authority/Discretion:

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

Summary of Report

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

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

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Background

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

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

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

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

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

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

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

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

Separable Portion 3: Project Management for AGRN 1175

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

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

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

1. Professional engineering services for:

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

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

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

Stakeholder and Public Consultation

No stakeholder or public consultation has taken place.

Statutory Environment

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

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

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

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

Relevant Plans and Policy

CF001 – Procurement and Purchasing

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

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

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

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

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

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

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

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

Separable Portion 3: Project Management for AGRN 1175

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

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

Risk Assessment

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

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

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

Community and Strategic Objectives

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

OBJECTIVES

In 2040 Carnarvon is a place where:

- *Our infrastructure, housing and amenities are high quality and accessible*

ADDITIONAL FOCUS AREAS:

- *N/A*

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- *N/A*

Comments

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

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

Since 2020 Greenfields has provided the Shire with project management services for DRFAWA works including AGRN951, AGRN1021 and AGRN1118. They have also been responsible for the damage pickup and assessment for AGRN1175. Greenfields is a well established provider who services other local government agencies in the Gascoyne region. Greenfields provided project management services, including onsite supervision during the construction of the 2024/25 RRG projects.

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

OFFICER'S RECOMMENDATION

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

COUNCIL RESOLUTION SCM 01/08/25

Moved: Cr Dudley Maslen

Seconded: Cr Paul Kelly

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

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

AGAINST: Nil

ABSENT: Cr AC Cottrell

CARRIED BY SIMPLE MAJORITY 7/0

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

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

Authority/Discretion:

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

Summary of Report

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

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

Background

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

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

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

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

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

Stakeholder and Public Consultation

Nil

Statutory Environment

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

3.57. Tenders for providing goods or services

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

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

9.49A. Execution of documents

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

Relevant Plans and Policy

Policy CF001 – Purchasing and Procurement

Financial Implications

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

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

Risk Assessment

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

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

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

Community and Strategic Objectives

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

OBJECTIVES

In 2040 Carnarvon is a place where:

- *Our infrastructure, housing and amenities are high quality and accessible*

ADDITIONAL FOCUS AREAS:

- *N/A*

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- *N/A*

Comments

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

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

OFFICER'S RECOMMENDATION

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

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12 August 2025

COUNCIL RESOLUTION SCM 02/08/25

Moved: Cr Paul Kelly

Seconded: Cr Luke Skender

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

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

AGAINST: Nil

ABSENT: Cr AC Cottrell

CARRIED BY SIMPLE MAJORITY 7/0

5 MATTERS FOR WHICH MEETING TO BE CLOSED TO MEMBERS OF THE PUBLIC**COUNCIL RESOLUTION SCM 03/08/25****Moved: Cr Luke Vandeleur****Seconded: Cr Burke Maslen**

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

4.1 CEO EMPLOYMENT CONTRACT

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

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

AGAINST: Nil

ABSENT: Cr AC Cottrell

CARRIED BY SIMPLE MAJORITY 7/0

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

SUSPENSION OF STANDING ORDERS**COUNCIL RESOLUTION SCM 04/08/25****Moved: Cr Luke Skender****Seconded: Cr Luke Vandeleur**

A motion was moved that Council suspend standing orders.

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

AGAINST: Nil

ABSENT: Cr AC Cottrell

CARRIED BY SIMPLE MAJORITY 7/0**RESUMPTION OF STANDING ORDERS****COUNCIL RESOLUTION SCM 05/08/25****Moved: Cr Luke Vandeleur****Seconded: Cr Dudley Maslen**

A motion was moved that Council resume standing orders.

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

AGAINST: Nil

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12 August 2025

ABSENT: Cr AC Cottrell

CARRIED BY SIMPLE MAJORITY 7/0

4.1 CEO EMPLOYMENT CONTRACT

OFFICER'S RECOMMENDATION

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

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

MOTION

Moved: Cr Dudley Maslen

Seconded: Cr Burke Maslen

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

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

FOR: Cr Burke Maslen and Cr Dudley Maslen

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

ABSENT: Cr AC Cottrell

LOST 2/5

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

COUNCIL RESOLUTION SCM 06/08/25

Moved: Cr Burke Maslen

Seconded: Cr Dudley Maslen

That the meeting be reopened to the public at 9.20am

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

AGAINST: Nil

ABSENT: Cr AC Cottrell

CARRIED BY SIMPLE MAJORITY 7/0

6 CLOSURE

The Presiding Member declared the meeting closed at 9.21am.



SHIRE OF CARNARVON

MINUTES

COMMUNITY GROWTH FUND COMMITTEE
MEETING
TUESDAY 19 AUGUST 2025

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

19 August 2025

1 ATTENDANCES AND APOLOGIES

The Presiding Member declared the meeting open at 12:00pm

Cr Burke Maslen Presiding Member/Councillor, Gascoyne/Minilya Ward
 Cr Marco Ferreira Councillor, Plantation Ward
 Cr Paul Kelly Councillor, Town Ward
 Miss Stephanie Leca Executive Manager, Lifestyle & Community
 Mrs Jacqui Birch Executive Assistant, Lifestyle & Community

Apologies

Cr Luke Vandeleur Councillor, Town Ward

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.)

Meeting was closed therefore 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.)

Cr PK Kelly (Impartiality) – 5.1 Community Growth Fund & Outgoing Sponsorship Applications - Round 2, July 2025

4 CONFIRMATION OF MINUTES

4.1 Minutes of the Community Growth Fund Committee Meeting - 25 February 2025

COMMITTEE RESOLUTION CGFC 01/08/25

Moved: Cr Marco Ferreira

Seconded: Cr Paul Kelly

That the minutes of Community Growth Fund Committee Meeting held on 25 February 2025 be confirmed as a true record of proceedings.

FOR: Cr Marco Ferreira, Cr Burke Maslen and Cr Paul Kelly

AGAINST: Nil

ABSENT: Crs L Vandeleur

CARRIED BY SIMPLE MAJORITY 3/0

5 REPORTS

5.1 COMMUNITY GROWTH FUND & OUTGOING SPONSORSHIP APPLICATIONS - ROUND 2, JULY 2025

Cr PK Kelly (Impartiality) – 5.1 Community Growth Fund & Outgoing Sponsorship Applications - Round 2, July 2025

Miss S Leca (Impartiality) – 5.1 Community Growth Fund & Outgoing Sponsorship Applications - Round 2, July 2025

FILE NO:	ADM0080
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
NAME OF OWNER:	Shire of Carnarvon
AUTHOR(S):	Stephanie Leca, Executive Manager, Lifestyle and Community
AUTHORISER:	Amanda Leighton, acting ceo
DECLARATION OF INTEREST:	Impartiality
VOTING REQUIREMENT:	
PREVIOUS REPORT:	March 2025
SCHEDULES:	<ol style="list-style-type: none"> 1. Community Growth Fund Applications 2. Outgoing Sponsorship Applications

Authority/Discretion:

Nil

Summary of Report

This report presents the applications from Round Two of the Community Growth Fund and Outgoing Sponsorship and seeks the Community Growth Fund committee to assess applications.

Background

The Shire of Carnarvon's Community Growth Fund and Outgoing Sponsorship Round Two opened for applications on 1 July and closed on 12 August 2025, allowing six weeks for community groups and organisations to submit funding applications. Round two received a total of ten applications across both categories as listed below:

COMMUNITY GROWTH FUND

1. Carnarvon Race Club Incorporated
2. Gascoyne Community Services Aboriginal Corporation
3. Carnarvon Junior Cricket Association
4. Parent Controlled Carnarvon Christian School
5. Surfing WA

OUTGOING SPONSORSHIP

1. Carnarvon Fishing Club Incorporated
2. Gascoyne Food Council Incorporated
3. Events Carnarvon Incorporated
4. Carnarvon Windfest Incorporated
5. Carnarvon Chamber of Commerce and Industry Incorporated

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

Community Growth Fund Committee Meeting Minutes

19 August 2025

should assess the applications for the Outgoing Sponsorship and recommend approvals based on the available budget.

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, 26 August 2025.

Stakeholder and Public Consultation

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

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

Statutory Environment

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

Relevant Plans and Policy

Shire of Carnarvon's Strategic Community Plan

CD004 - Carnarvon Growth Fund Policy

CD0014 - Outgoing Sponsorship 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 \$104,500.00. In this round, a total of \$25,897.00 has been requested through Community Growth Fund applications, and \$45,000 has been requested through Outgoing Sponsorship applications, bringing the total requested amount to \$70,897.00. There are two more rounds of funding scheduled to open in October 2025 and January 2026.

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	MODERATE	Provision of clear policy and guidelines and timely communication will assist in mitigating this risk.

Community Growth Fund Committee Meeting Minutes

19 August 2025

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

ADDITIONAL FOCUS AREAS:

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

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- *N/A*

Comments

Each application has undergone a comprehensive evaluation by the Shire and has been entered into a matrix. This matrix provides a summary for the Community Growth Fund committee, for review at the meeting on Tuesday, 19 August 2025.

OFFICER'S RECOMMENDATION

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

(List to be completed in the minutes)

COMMITTEE RESOLUTION CGFC 02/08/25

Moved: Cr Marco Ferreira

Seconded: Cr Paul Kelly

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

Community Growth Fund Committee Meeting Minutes

19 August 2025

Carnarvon Fishing Club Incorporated - \$5,000.00***Carnarvon Chamber of Commerce and Industry Incorporated - \$10,000******Events Carnarvon - \$10,000******Carnarvon Windfest Incorporated - \$5,000******Gascoyne Food Council Incorporated - \$10,000******Carnarvon Junior Cricket Association - \$2,500******Gascoyne Community Services Aboriginal Corporation - \$897.00*****FOR:** Cr Marco Ferreira, Cr Burke Maslen and Cr Paul Kelly**AGAINST:** Nil**ABSENT:** Cr L Vandeleur**CARRIED BY SIMPLE MAJORITY 3/0**

6 DATE OF NEXT MEETING

To be confirmed

7 CLOSE

The Presiding Member declared the meeting closed at 12.34pm.

SHIRE OF CARNARVON ORDINARY COUNCIL MEETING 26 AUGUST 2025 OUTSTANDING COUNCIL ACTION ITEMS REPORT	
Action Sheets Report	Printed: 15 August 2025 1:30 PM

Meeting	Officer/Director	Section	Subject
Council 27/02/2024	Dexter, Amanda Dexter, Amanda	Governance	Bibbawarra Bore Partnership Group - Memorandum of Understanding
COUNCIL RESOLUTION OCM 05/02/24 Moved: Cr Dudley Maslen Seconded: Cr Burke Maslen <i>That Council, by Simple Majority pursuant to Section 3.18 of the Local Government Act 1995, resolves to authorise the Chief Executive Officer to execute the Memorandum of Understanding between the Shire of Carnarvon, Friends of Bibbawarra Bore, Gascoyne Development Commission and Yinggarda Aboriginal Corporation.</i> FOR: Crs Burke Maslen, Adam Cottrell, Marco Ferreira, Luke Vandeleur and Dudley Maslen AGAINST: Crs Eddie Smith, Luke Skender and Paul Kelly <div style="text-align: right;">CARRIED BY SIMPLE MAJORITY 5/3</div>			
17 Feb 2025 10:06am Hill, Danielle - Reallocation Action reassigned to Dexter, Amanda by Hill, Danielle - Andrea Selvey no longer employed by the Shire 04 Mar 2025 10:48am Dexter, Amanda CEO to Review and update Councillors at earliest possible convenience 27 Jun 2025 3:10pm Dexter, Amanda - Email Action Item - Bibbawarra Bore Partnership Group - Memorandum of Understanding 09 Jul 2025 11:50am Hill, Danielle - Email Please note that there remains outstanding actions as a result of Council reports. Can you please update by close of business today. A report will be submitted to the July Council Meeting on any outstanding matters.			

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
COUNCIL RESOLUTION OCM 23/06/24 Moved: Cr Dudley Maslen Seconded: Cr Luke Vandeleur That Council by Simple Majority resolves -			

<p>SHIRE OF CARNARVON ORDINARY COUNCIL MEETING 26 AUGUST 2025 OUTSTANDING COUNCIL ACTION ITEMS REPORT</p>	
<p>Action Sheets Report</p>	<p>Printed: 15 August 2025 1:30 PM</p>
<p>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);</p> <p>2. Urgently request that the Minister for Lands provides financial, technical and practical assistance to provide a solution; and</p> <p>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.</p> <p><u>FOR:</u> Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly and Dudley Maslen</p> <p><u>AGAINST:</u> Nil</p> <p><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</p> <p>Seconded: Cr Luke Vandeleur</p> <p>That Council by Simple Majority resolves -</p> <p>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);</p> <p>2. Urgently request that the Minister for Lands provides financial, technical and practical assistance to provide a solution; and</p> <p>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.</p> <p><u>FOR:</u> Crs Eddie Smith, Burke Maslen, Marco Ferreira, Luke Skender, Luke Vandeleur, Paul Kelly and Dudley Maslen</p> <p><u>AGAINST:</u> Nil</p> <p><u>ABSENT:</u> Cr A Cottrell</p> <p style="text-align: right;">CARRIED BY SIMPLE MAJORITY 7/0</p> <p>19 Nov 2024 8:23am Hill, Danielle 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</p> <p>17 Feb 2025 10:05am Hill, Danielle - Reallocation Action reassigned to Dexter, Amanda by Hill, Danielle - Andrea Selvey no longer employed by the Shire</p> <p>27 Jun 2025 3:09pm Dexter, Amanda - Target Date Revision Target date changed by Dexter, Amanda from 09 July 2024 to 30 September 2025 - A further update has been requested as of the 27/06/2025 of the Department to inform Council of the ongoing progress.</p>	

<p>SHIRE OF CARNARVON ORDINARY COUNCIL MEETING 26 AUGUST 2025 OUTSTANDING COUNCIL ACTION ITEMS REPORT</p>	
<p>Action Sheets Report</p>	<p>Printed: 15 August 2025 1:30 PM</p>

<p>09 Jul 2025 11:50am Hill, Dannielle - Email Please note that there remains outstanding actions as a result of Council reports. Can you please update by close of business today. A report will be submitted to the July Council Meeting on any outstanding matters.</p>

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Dexter, Amanda Dexter, Amanda	Corporate Services	Endorsement of Tramway Bridge Closure
<p>THE ITEM WAS NOT FOUND (BOOKMARK: PDF2_ReportName_395) CHECK THE INTEGRITY OF THE ITEM IN THE MINUTES DOCUMENT</p> <p>DOCUMENT: \\DFS-01\INFOCOUNCIL_DATA\PROD\DOCUMENTSTORE\PUBLIC\OCM\MINUTES\OCM_20241126_MIN_34.DOCX Resolution not found</p> <p>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.</p> <p>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.</p> <p>27 Jun 2025 3:02pm Dexter, Amanda - Target Date Revision Target date changed by Dexter, Amanda from 30 April 2025 to 30 September 2025 - A further update will be provided to Council at this time, Geo Technical works are underway - \$2.5M has been raised and further fundraising is continuing</p> <p>09 Jul 2025 11:50am Hill, Dannielle - Email Please note that there remains outstanding actions as a result of Council reports. Can you please update by close of business today. A report will be submitted to the July Council Meeting on any outstanding matters.</p>			

Meeting	Officer/Director	Section	Subject
Corporate Information Session 24/06/2025	Leighton, Amanda Dexter, Amanda	Matters for Briefing	Review of the Corporate Business Plan and Strategic Community Plan
<p>THE ITEM WAS NOT FOUND (BOOKMARK: PDF2_ReportName_1605) CHECK THE INTEGRITY OF THE ITEM IN THE MINUTES DOCUMENT</p> <p>DOCUMENT: \\DFS-01\INFOCOUNCIL_DATA\PROD\DOCUMENTSTORE\PUBLIC\OCM\MINUTES\CIS_20250624_MIN_108.DOCX Resolution not found</p> <p>09 Jul 2025 11:50am Hill, Dannielle - Email Please note that there remains outstanding actions as a result of Council reports. Can you please update by close of business today. A report will be submitted to the July Council Meeting on any outstanding matters.</p>			

Meeting	Officer/Director	Section	Subject
Council 24/06/2025	Leighton, Amanda Dexter, Amanda	Governance	Review of the Corporate Business Plan and Strategic Community Plan

<p>SHIRE OF CARNARVON ORDINARY COUNCIL MEETING 26 AUGUST 2025 OUTSTANDING COUNCIL ACTION ITEMS REPORT</p>	
<p>Action Sheets Report</p>	<p>Printed: 15 August 2025 1:30 PM</p>

THE ITEM WAS NOT FOUND (BOOKMARK: PDF2_ReportName_1604)
CHECK THE INTEGRITY OF THE ITEM IN THE MINUTES DOCUMENT

DOCUMENT: \\DFS-01\INFOCOUNCIL_DATA\PROD\DOCUMENTSTORE\PUBLIC\OCM\MINUTES\OCM_20250624_MIN_61.DOCX
 Resolution not found

09 Jul 2025 11:50am Hill, Dannielle - Email
 Please note that there remains outstanding actions as a result of Council reports. Can you please update by close of business today. A report will be submitted to the July Council Meeting on any outstanding matters.

Meeting	Officer/Director	Section	Subject
Council 22/07/2025	Quinn, Gloria Nielsen, David	Infrastructure Services	Extension of Temporary Partial Road Closure - Annear Place
<p>COUNCIL RESOLUTION OCM 13/07/25</p> <p>Moved: Cr Burke Maslen Seconded: Cr Paul Kelly</p> <p><i>That Council, by Simple Majority, pursuant to Section 3.50 of the Local Government Act 1995, resolves to:</i></p> <ol style="list-style-type: none"> <i>1. Authorise the CEO to give Public Notice of the intention to grant the extension of the partial road closure of Annear Place specifying the period of time and the reasons why the road will continue to be partially closed;</i> <i>2. Invite public submissions to be made by no later than two weeks from the day after notice is given and present any submissions made for Council's consideration; and</i> <i>3. If no submissions are received, authorise the CEO to proceed with the extension of the temporary partial road closure request on Annear Place on behalf of Department of Transport for a further period of 18 months between 1 January 2026 to 30 June 2027.</i> <p>FOR: Mr Eddie Smith, Cr Burke Maslen, Cr Marco Ferreira, Cr Paul Kelly, Cr Dudley Maslen and Cr Adam Cottrell AGAINST: Nil ABSENT: Crs L Vandeleur, Luke Skender</p> <p style="text-align: right;">CARRIED BY SIMPLE MAJORITY 6/0</p> <p>13 Aug 2025 4:00pm Quinn, Gloria - Target Date Revision</p>			

SHIRE OF CARNARVON ORDINARY COUNCIL MEETING 26 AUGUST 2025 OUTSTANDING COUNCIL ACTION ITEMS REPORT	
Action Sheets Report	Printed: 15 August 2025 1:30 PM

Target date changed by Quinn, Gloria from 05 August 2025 to 05 September 2025 - Advertising to be undertaken and timeframe for public submissions to be provided.



www.northwestdefencealliance.com.au

Terms of Reference

This Terms of Reference is the single defining document of the North West Defence Alliance (NWDA) and is current from 08 March 2024.

Preamble

The current defence strategy developed by successive federal governments since 2020 has emphasised the importance of increasing the presence of the Australian Defence Force (ADF) in the north of the country. Major powers in the Indo-Pacific region have entered a dangerous phase of strategic competition and it is assessed there will be reduced warning if this escalates to conflict. The north-west is a source of enormous wealth for the nation and must be viewed by any would-be aggressor as appropriately defended to deter attack. The north-west is also of strategic importance because of its proximity to vital trade routes in the Indian ocean and through Indonesia.

Since being established in 2020 the NWDA has been successful in lobbying the federal government and Department of Defence to invest in the north-west. Air bases in the Pilbara and Kimberley have been prioritised for upgrade to support expanded operations. The ADF has increased its exercise activity and will invest in training areas like Yampi Sound to support exercises like Talisman Sabre and Koolendong. Army units such as 13 Brigade based in Perth have been ordered to focus on the north-west and will be spending more time operating in our region. Though these achievements are significant, the work of the NWDA in lobbying government to follow through on its commitments to protect the north must continue.

With an increase in investment in defence facilities and expanded presence of ADF and foreign forces it is now important and appropriate for the NWDA to establish the mechanisms to inform our communities and industry about the opportunities to work with and for defence. The NWDA will champion our industry to drive manufacturing, supply and sustainment opportunities with defence. Through collaboration with federal and state government agencies the NWDA will access resources to enable industry to prepare for defence work and maintain a capability directory to help companies compete for contracts. The NWDA will work with community groups to enable the increased defence presence to act as a positive influence and create opportunities for youth to be part of the growth in the uniformed force in the Pilbara and Kimberley.

NWDA Membership

There are nine local governments (eight with coastlines on the Indian Ocean) between the Shires of Exmouth in the south and Wyndham/East Kimberley in the north. These local governments constitute the core membership of the NWDA.

North West Defence Alliance – Terms of Reference

The member local governments at 08 March 2024 include the Shires of:

- Wyndham/East Kimberley
- Derby/West Kimberley
- Broome
- Halls Creek
- Town of Port Hedland
- City of Karratha
- Exmouth

NWDA Stakeholders

In order to best serve the interests of the communities in the Pilbara and Kimberley regions the NWDA has identified a number of stakeholders:

- Defence West
- Regional Development Australia - Kimberley
- Regional Development Australia - Pilbara
- Australian Industry Defence Network
- North Regional TAFE and other TAFEs as interested
- Pilbara Kimberley Universities Centre
- Universities as may be interested (CQU, Curtin, UWA etc)
- Resource Industry Majors (Rio Tinto, BHP, Woodside etc)
- Defence industry Prime Contractors (BAE, Raytheon, Thales etc)
- Regional Chambers of Commerce
- Development Commissions
- Local businesses.

Objectives

The following objectives represent the core purpose of the NWDA. These objectives serve as a 'north star' for the membership and should be reflected in the annual business plan. Each objective is not equal in importance and does not require an even share of the resources of the NWDA in the annual business plan. The governance mechanisms of the NWDA will determine the highest priority objectives to assist with the production of the annual business plan.

- Represent the concerns of the membership to the federal government and Department of Defence regarding strategic vulnerability and the need for defence presence
- Act as a point of liaison for the Department of Defence and associated authorities to exchange information and increase transparency
- Identify opportunities for industry in the north-west to support ADF activities and defence related infrastructure work
- Support local businesses that are interested in defence related opportunities with accessing the necessary resources to become 'defence ready'
- Develop and maintain a capability directory of businesses that are seeking defence related work
- Advocate for defence related science and innovation in the north-west to include test and evaluation of emerging technologies

North West Defence Alliance – Terms of Reference

- Host forums to attract new business to the north-west to enhance defence industry capabilities and capacity
- Maintain effective communication and collaboration between the members and stakeholders to promote one another's strategic objectives.

Governance Structure

The NWDA is an incorporated association and has the Incorporated Association Registration Number (IARN) A1043269S. In accordance with the Associations Incorporations Act (2015) and the INC Guide¹ a management committee is required for each registered association. In order to meet the requirement to have a suitable management function, the NWDA will establish a Steering Committee that will decide all matters relating to the operation of the NWDA. The following points explain the governance of the NWDA:

- The Steering Committee will be represented by one member from each local government which shall nominally but not necessarily be the Mayor/Shire President or otherwise a councillor who will represent the Mayor/Shire President.
- Councils are encouraged to have a second councillor to act as proxy where necessary.
- Individual local governments may co-opt other councillors, or senior staff as necessary to attend Steering Committee Meetings, but if a vote is required, each local government will have only one vote.
- Defence West and the RDA Kimberley and RDA Pilbara may have representation on the Steering Committee
- The Steering Committee will elect a Chairperson, whose tasks shall include:
 - Scheduling and arranging Committee meetings
 - Chairing the Committee meetings
 - Taking a lead role in initiating and managing lobbying activities, inter- or intra-state trips, advertisements etc
 - Sending official correspondence on behalf of the NWDA
 - Engaging with media and delivering media statements on behalf of and only with the approval of the Committee
- A Deputy Chairperson shall also be elected, whose task is to assist the Chair as required.
- The Steering Committee shall appoint a Secretary whose tasks shall include:
 - Arranging Committee meetings when requested by the Chairperson
 - Preparing Steering Committee reports and distributing them prior to the meeting
 - Taking minutes and distributing them to all members
 - Coordinating lobbying activities, inter- or intra-state trips, advertisements as directed by the Chair
 - Drafting, distributing and record keeping of official correspondence as directed by the Chairperson
 - Preparing media statements for the Chairperson
- The Chairperson and Deputy shall be voted in by a majority of Committee members for a term of one year.
- Neither the Chair nor the Deputy Chair shall be paid for their time.
- The Secretary may be paid for their time in accordance with the approved budget.

¹ <https://www.commerce.wa.gov.au/books/inc-guide-incorporated-associations-western-australia/introduction-inc-guide>

North West Defence Alliance – Terms of Reference

- Consultants and other services may be hired at any time but only in accordance with the approved budget.

Steering Committee Meetings

- The Steering Committee must conduct an Annual General Meeting by November 2024 and thereafter annually.
- The AGM must review and decide the annual business plan and budget.
- In addition to the AGM, the Steering Committee will meet quarterly.
- Ad hoc meetings may be requested by the Chair or any member.
- The Chair is responsible for determining if an ad hoc meeting is necessary.
- A minimum of two weeks' notice must be given for any Steering Committee meeting.
- The meeting agenda and any associated materials must be distributed one week prior to the meeting.
- Meetings may be face to face or through the use of electronic media such as Zoom/Teams/Skype.
- A quorum for any Steering Committee meeting is two thirds of the membership.
- The Chair may decide to proceed with a meeting if a quorum has not been achieved, but no decisions related to business plan or budget can be taken.
- The Secretary may be assisted in organising and hosting meetings where necessary by a nominated local government staff.

North West Defence Advisory Forum

In order to assist the Steering Committee with understanding the complex situation related to geostrategic politics and defence activity an Advisory Forum will be established. The Forum will also invite representatives from the major industries in the north-west. The forum will be composed of the following entities:

- ADF – Director Regional Airbases North
- ADF – Director Regional Airbases West
- ADF – Senior ADF Officer Western Australia
- ADF – Commander 13 Brigade
- ADF – Commander Regional Force Surveillance Group
- Director – Office of Defence Industry Support (WA)
- Australian Industry and Defence Network
- Chair UWA Defence and Security Institute
- Director Defence and Space – Curtin University
- CEO North Regional TAFE
- Chamber of Commerce and Industry WA
- Construction Contractors Association WA
- Resource Sector Representatives

The Advisory Forum will meet twice annually at a time and location determined by the Steering Committee. The Chairperson of the NWDA and the Senior ADF Officer WA will co-chair the Forum. In addition to the individuals and entities mentioned above, additional people may be invited to join the Forum or attend a Forum meeting. All NWDA members are encouraged to attend the Advisory Forum

North West Defence Alliance – Terms of Reference

meetings. The main purpose of the Forum is to facilitate formal information exchanges. The forum will help the NWDA identify and target opportunities for defence industry and take appropriate action to ensure the necessary workforce, skills and infrastructure are in place.

NWDA Annual Business Plan

The Secretary is responsible for the production of an Annual Business Plan that explains the focus for the year and is aligned to the objectives of the NWDA. The Secretary may delegate the production of the plan to an external resource subject to the approval of the Steering Committee and the available budget.

The Business Plan must detail the major initiatives that will be pursued over the 12-month period and identify the required resources. The plan is to assign responsibility for the achievement of the initiatives and document time and output-based milestones. The plan is to be presented at the AGM and be endorsed by the Steering Committee.

An update on the Business Plan is to be included in the agenda of the quarterly Steering Committee meetings. The Secretary is responsible for the production and presentation of these updates. This may be delegated in part or whole to an external resource subject to the approval of the Chairperson and the available budget.

Communications and Correspondence

Information management and communication are essential to the success of the NWDA. The Business Plan will contain details of specific information campaigns the NWDA plans to conduct, how and when they will be actioned. The NWDA web site will be the primary communication median for distributing information to members, stakeholders and our communities. The following guidelines are provided to assist members in managing their communications with regard to the defence issues:

- All Members are responsible for updating other councils of any key defence related matters, including issues/incidents, activities, risks, and opportunities, when appropriate.
- Members can request the NWDA formally address the media, Defence and/or responsible Ministers at the state and federal level on issues of concern by contacting the Chair, Deputy Chair or Secretary.
- The Chair or Deputy Chair is authorised to speak on behalf of the NWDA, but should consult with any member who may be impacted by public comments.
- All communication and correspondence is to be aligned to the objectives of the NWDA (as above).
- The Chair is responsible for communicating to the entire membership any correspondence or public comment in a timely manner.
- Member council Mayors/Shire Presidents or CEOs may provide informal updates on NWDA activities to their councils and communities in addition to what is published on the web page.
- If a document distributed to members for comment is not responded to by a council within one week of issue, it will be assumed that council approves the document.
- Members must keep abreast of pertinent issues within their own local government area and provide information to NWDA when there is potential for these issues to impact the objectives or the business plan.

North West Defence Alliance – Terms of Reference**Attendance at Defence Industry Events**

Lobbying is often best done at major events as a wide range of Defence personnel will be present. Such events are expensive to attend, and the cost must be included in the approved business plan and annual budget.

To minimise costs, attendance at events will generally include no more than the Chair and the Deputy and any consultant that may be involved. Other members may attend such functions but will be responsible for all travel and accommodation costs.

Subject to approval in the business plan and available budget, the NWDA may support the attendance at the defence industry events of individual companies that are pursuing defence business. The rules governing this are to be drafted and maintained by the Secretary.

Finances

- The NWDA will take membership fees from its member local governments and other sources as available. Annual budgets will be prepared and member contributions considered necessary for the organisation to operate in the following year shall be determined by agreement at the Annual General Meeting.
- Expenses accrued by members enacting the business plan agreed at the Annual General Meeting such as advertising, social media, lobbying, travel and accommodation to approved events, shall be reimbursed and the costs recovered from members equally in accordance with the approved budget.
- However, the NWDA will not be responsible for any salary or working time costs associated with members involvement in lobbying, event attendance etc.
- It is considered that time costs for members associated with lobbying, event attendance etc to be part of their Local Government elected members allowance, or staff salary. It is up to the individual local government to pay or not pay for this time as thought appropriate.
- Individual councils must meet all the costs of their representatives attending Alliance meetings, including costs such as travel, accommodation, stationery, telecommunications etc.
- A Budget for the upcoming year will be prepared by the Secretary and must be approved at the AGM.
- An annual financial report will be provided for each Annual General meeting.

CORPORATE BUSINESS PLAN

2023-2027
Last reviewed 2025



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ACKNOWLEDGEMENT OF OUR TRADITIONAL CUSTODIANS

The Shire of Carnarvon acknowledges and respects the Yinggarda (Carnarvon) and Baiyungu (Coral Bay) as the traditional custodians of the lands where we live and work. We pay our respects to Elders, past, present and emerging.

The Shire of Carnarvon is committed to honouring the traditional custodians' unique cultural and spiritual relationships to the land, waters and seas and their rich contribution to society.

The Shire's commitment to reconciliation is embedded in our Reconciliation Action Plan available on the Shire website.



Page 3 of

FOREWORD

We are proud of what we have achieved in implementing our Strategic Community Plan through successive Corporate Business Plans so I am pleased to present the 2025 update of the Shire of Carnarvon's Corporate Business Plan.



We have generated the actions in this Corporate Business Plan from the ground up by first returning to the Objectives the community has set us in the Community Plan. Staff were then able to review which actions had been completed in last year and either continue to progress those that hadn't been completed or propose new actions for the next three years. This was completed in conjunction with the recent structural adjustments in the executive team and the concomitant adjustments in responsibilities.

In parallel, our Councillors and staff have identified a number of priority projects which have been critically assessed to further meet the community's vision. These projects showcase opportunities which range from key strategic priorities to projects which are in early stages of development. Together they make me confident that this Plan will help us to continue work with and for the community to Grow Our Horizons.

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

Amanda Dexter
Chief Executive Officer

OUR DEPARTMENTS

OFFICE OF THE CEO

We encourage an environment of safe, high performing people who work in a strategic and holistic way in service to the residents of the Shire. We build and maintain good relationships internally and externally through modelling and living our values.

CORPORATE STRATEGY & PERFORMANCE

We support our employees to achieve excellence by providing systems and processes that enhance productivity and compliance across workplace health and safety, governance, information systems, and people and culture services to support the Shire in achieving Community Objectives. We facilitate smooth financial flows between the Shire, our customers and ratepayers. We ensure the Shire is soundly internally financially managed at a strategic and operational level.

INFRASTRUCTURE

We create, maintain and improve infrastructure to Grow our Horizons. Our infrastructure boosts economic development and protects the human and natural environment. We use infrastructure to enhance our culture and heritage and create livable and beautiful places. We take care of our assets and plan for future opportunities.

LIFESTYLE & COMMUNITY

We support our community to flourish by creating, maintaining and activating spaces for the community. We deliver programs for our whole community from youth to seniors. We help enable good health and promote lifelong learning. We showcase our inclusive identity through our history and diversity. We believe this raises Carnarvon's reputation and appeal as a place to live, work, play and invest.

We support the Shire's commitment to growing the economy by leading a holistic approach to economic development that relies on building vibrancy and activation across the whole organisation.

COMMUNITY PLANNING & SUSTAINABILITY

We use a planning perspective to maintain and manage orderly growth and development for a safe, healthy and sustainable community. We provide professional prompt, and predictable regulation and education to our internal partners and external customers. We assess and manage risks to public health, safety and well-being to promote a healthy environment for our community. We provide environmental health-related regulation and programs within the district including guidance and education, and we assist the Shire in its own activities that have relevance to environmental health.

STRUCTURE & USE OF THIS PLAN



STRUCTURE

This Corporate Business Plan (CBP) is structured sequentially around two main sections:

The Priority Projects This section outlines the Priority Projects and their ratings of ease of implementation and impact.

The Activities All mandatory (dictated by legislation or regulation) and discretionary activities the Departments will be undertaking in the next three years in service of the Objectives are shown. All mandatory activities are indicated with a (*).

The structure of Shire departments is shown on the final page of this document.

USE

This CBP will be used in numerous ways including:

- Budget setting;
- Assessing a new project or opportunity;
- Setting Council Agenda items;
- Generating job descriptions;
- Professional Development and Performance Reviews;
- Planning annual activities;
- Reporting to the community; and
- Measuring success of ourselves and the community.

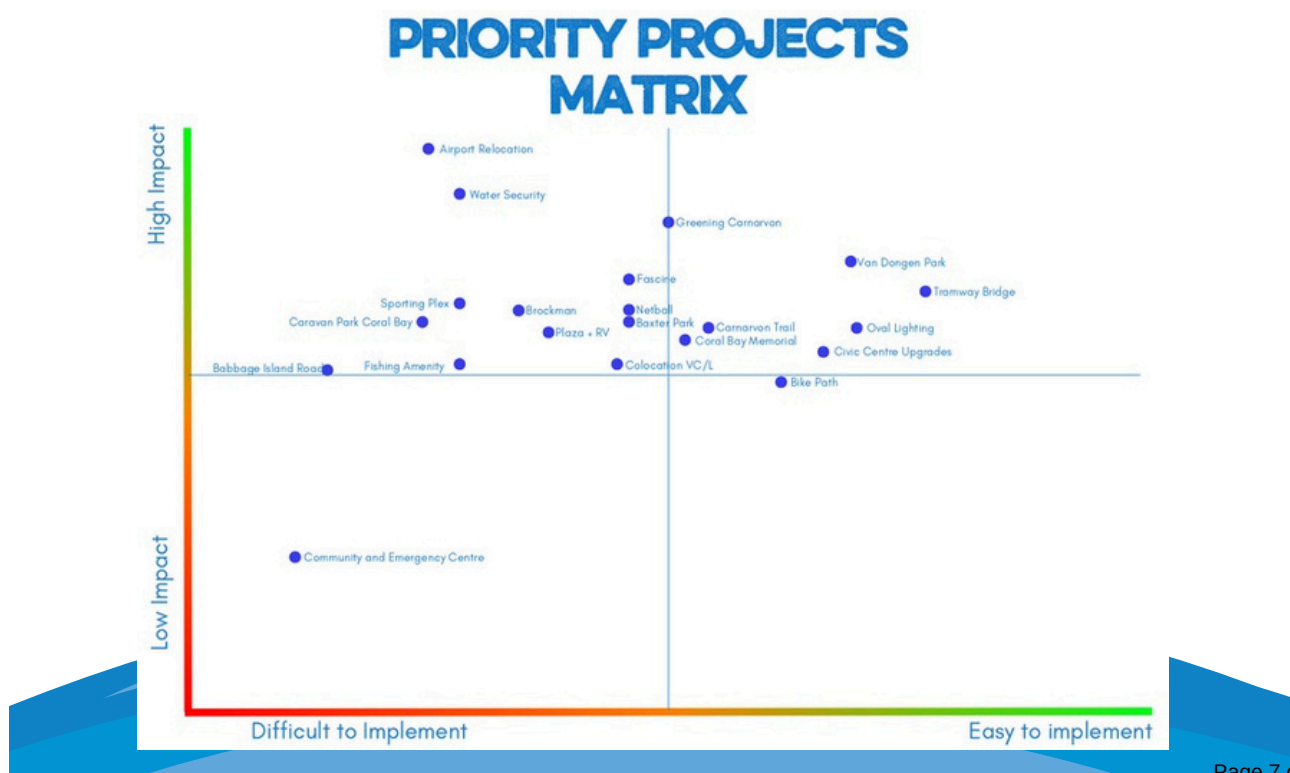


PRIORITY PROJECTS

The process of nominating Priority Projects stems from an attempt to better understand the 'shovel ready status' of projects and the benefit of the project to the community on completion. Candidate projects concern capital requirements that are discretionary (those that are essential are not captured in this process).

The projects were assessed against a set of criteria that measure the level of anticipated impact and ease of implementation. Impact criteria assessed the alignment of the project with the Community Strategic Plan's economic, social and environmental community objectives. Implementation criteria assessed the level of engagement with stakeholders, funding acquisition, planning and regulatory requirements, scope of works and budget.

The matrix below shows the results of this assessment process. Each of these projects is listed within the Activities in the next section for progressing as per resourcing capacity. More details for each project are available in the individual Project Forecast Plans and the Priority Projects snapshot documents from the Shire.



LIST OF COMMUNITY OBJECTIVES

These Community Objectives form the major sections of the plan, in addition to support roles that are provided by some departments.

1. Our equitable community is actively involved in and are responsible for developing innovative, local solutions that transcend our region for a safe and unified 6701.
2. Our economy fosters investment and productivity in industries befitting Carnarvon's physical and natural environment and that grow our horizons.
3. Our sustainable livelihoods create a community that can flourish into the future.
4. Our holistic health care facilities provide services from the womb to the grave.
5. Our educational opportunities from early childhood to adulthood are tailored and relevant to the individual.
6. Our infrastructure, housing and amenities are high quality and accessible.
7. Our community acknowledges our history and celebrates our diverse cultures.
8. Our community is engaged, inclusive and supportive.



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COMMUNITY OBJECTIVE 1

Our equitable community is actively involved in and are responsible for developing innovative, local solutions that transcend our region for a safe and unified 6701.

We Support Our Youth

- Operate an after school Youth Hub to deliver after school youth activities.
- Facilitate collaboration opportunities through prioritisation of hireable spaces and facilities.
- Deliver digital literacy programs.
- Facilitate Community Connectors program, providing safe transport to a safe space of their choosing for youth on the streets at night.
- Advocate State and Federal Government on issues affecting our community.

We Provide Community Safety Initiatives

- Provide and maintain quality streetlighting around public space areas and Shire facilities.
- Maintain and expand the Shire's CCTV network to enhance community safety, crime prevention, and incident response capability. Upgrades will focus on improving coverage, integrating modern technologies, and ensuring systems are reliable and fit-for-purpose across key public spaces and facilities.
- Provide Community Based patrols to help reduce antisocial behaviour.
- Our Ranger services help to keep our community safe.
- Support a community emergency services manager to ensure we are prepared for and can respond to, and recover from, emergencies and natural disasters.
- Develop and nurture community Emergency Services volunteerism through 38 hours of paid Voluntary Emergency Services leave for all Shire staff.
- Investigate the development of a purpose-built Multi-Use Community Centre in North Plantation to support evacuations, community events, and local activities.

We Foster Economic Growth

- Position the Shire as a pro-investment, development ready region.
- Deliver priority capital projects supporting economic activation, airport upgrade, Tramway Bridge restoration.





COMMUNITY OBJECTIVE 2

Our economy fosters investment and productivity in industries befitting Carnarvon's physical and natural environment and that grow our horizons.

We Foster Economic Growth

- Deliver the projects within the Carnarvon Activation Plan to revitalise and activate Carnarvon.
- Maintain and use the Visitor Centre for engagement with Tourists and Tourism Providers.
- Participate in the Small Business Friendly Local Governments Program to demonstrate commitment to supporting and promoting local small businesses.
- Support investment attraction through the On Our Horizons Partnership program.
- Actively seek funding for tourism development initiatives, such as the Carnarvon Trails project, that enhance visitor experiences and connect local attractions through design and signage.
- Support and advocate for private investment in accommodation and infrastructure to enhance tourism opportunities in the region.
- Deliver marketing campaigns to promote Carnarvon and Coral Bay as key visitor destinations.
- Provide and maintain airports at Carnarvon and Coral Bay to ensure fit-for-purpose transport options for residents, businesses, and visitors, and continue to advocate for the relocation of the airport to support long-term regional growth and connectivity.
- Continue to actively promote and showcase the 6701 region as a desirable place to visit, live, work, and invest. Highlight the area's unique attractions, lifestyle advantages, business opportunities, and community strengths through targeted marketing, events, and partnerships, building a positive and recognisable identity that attracts residents, visitors, and investors alike.





COMMUNITY OBJECTIVE 3

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

We Protect and Enhance Our Environment

- Maintain community infrastructure, public spaces, and facilities to ensure they are safe, functional, and accessible for all users.
- Deliver the Beautiful Streets: 6701 plan, focusing on greening, place activation, and strengthening community pride and participation.
- Maintain and upgrade erosion control and dune/coastal protection at critical points across the Shire, including Pelican Point, the Blowholes area, and the Aquarium, to ensure long-term protection of dunes and coastal structures.
- Provide mosquito management to ensure populations are maintained at a tolerable nuisance level, protecting public health and community amenity.
- Provide environmental health internal professional services for waste management water, and recycled water, ensuring that environmental health considerations are fully understood and influential in internal decision-making.
- Investigate regional opportunities, leveraging economies of scale to offset equipment transport costs, to reduce, reuse, recycle, and divert waste from landfill — including scrap metal, tyres, cardboard, plastics, organics, green waste, and glass.
- Investigate opportunities under the Local Government Act to establish for-profit trading entities that can provide recycling services to member local governments, addressing market gaps in the processing and reuse of recyclable materials.
- Introduce systems and infrastructure to support the Greening Carnarvon Project — including nurseries, leasing of mulching machines, cooperation with community groups, tree audits, and succession planting — to ensure a continuous stream of initiatives that enhance Carnarvon's green spaces.
- Continue a public awareness campaign on illegal dumping, reuse, and recycling to increase community knowledge and encourage greater participation in reuse and recycling, resulting in reduced instances of illegal dumping.



We Foster Economic Growth

- Provide potential investors with opportunities to develop a presence and network in the community.
- Manage the ongoing development of Carnarvon Trails as an implementation of tourist identity to connecting assets Carnarvon already has through design and signage.



We Foster Economic Growth continued...

- Support the Carnarvon Chamber of Commerce and Industry to build capacity and capability to meet local business support needs, such as training and development initiatives.
- Advocate for a dedicated workers' caravan park in Coral Bay to help address local accommodation shortages.
- Actively seek funding to deliver programs and initiatives that respond to community needs, including through grants, partnerships, and external investment.
- Support business growth through the Business Concierge Service by streamlining Shire approval processes to encourage start-ups and assist existing businesses to grow.
- Maintain the existing residential density coding and zoning under the Scheme, while providing opportunities for increased density in areas of high accessibility and amenity such as the Fascine and surrounding town centre, and promote commercial and mixed-use developments, including cafes along Olivia Terrace and the waterfront.
- Prepare and deliver the Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) by the end of 2026 to guide strategic responses to coastal risks and ensure long-term protection of the Shire's coastal assets and communities.
- Work with the Department of Lands and the Shire to establish and formalise informal camping, and meet increasing demand for managed nature based camping along the Gascoyne coast at existing and future development nodes as identified in the Ningaloo Coast Regional Strategy Carnarvon to Exmouth.
- Encourage private investment into Tourist accommodation and infrastructure.
- Actively seek out funding opportunities from 3rd parties (eg. grant funding, partnerships, sponsorship etc).



COMMUNITY OBJECTIVE 4

*Our holistic health care facilities
provide services from the womb to
the grave.*

We Enhance Health and Wellbeing

- Deliver a program of movies and live shows at the Carnarvon Civic Centre to activate the venue and provide entertainment for the community.
- Deliver programs and initiatives that support active ageing for seniors, including the annual Seniors Week program and other community-based activities.
- Deliver programs in collaboration with community and support services that enhance health, wellbeing, and social connection.
- Maintain Carnarvon cemeteries and activate the Pioneer Cemetery as a heritage site, ensuring respectful internment, preservation of historical value, and enhanced community engagement with local heritage.
- Advocate for improvements to local health services to ensure residents of Carnarvon have access to a higher standard of healthcare.
- Support the creation and ongoing provision of a dedicated space for active ageing activities for seniors, offering accessible, safe, and engaging facilities that encourage physical activity, social interaction, and lifelong learning. This space will foster community connection, promote independence, and enhance overall wellbeing for older residents.
- Support existing health providers in attracting and retaining a skilled workforce, including students, to increase the availability and diversity of health services in Carnarvon. This includes advocating for resources, promoting the region as an attractive place to live and work, and fostering partnerships that enhance service delivery capacity.





COMMUNITY OBJECTIVE 5

Our educational opportunities from early childhood to adulthood are tailored and relevant to the individual.

We Support Lifelong Learning

- Deliver programs to support increasing digital literacy for older community members.
- Provide public access to internet, WiFi, and printing services through the Library, including computer use, photocopying, scanning, and faxing.
- Support education opportunities such as the Geraldton Universities Centre Study Hub and the after-school Homework Hub by providing accessible learning spaces at the Library.
- Provide a welcoming, safe, and well-resourced Library space where the community can relax, learn, and engage with a range of services and programs.
- Maintain the Library's digital collection to supplement state-funded e-Resources and provide access to a broad range of online reading and learning materials.
- Provide a Home Library Service for community members unable to visit the Library due to mobility or health-related barriers.
- Deliver Library-based events for all ages - early childhood, children, young adults, adults, and seniors that support literacy development, lifelong learning, and wellbeing.
- Deliver outreach Library services to residents in Coral Bay and those living on pastoral stations to improve access to resources and learning opportunities.
- Support and maintain the Shire's traineeship and graduate program to provide local career pathways, develop future workforce skills, and create opportunities for young people and emerging professionals to gain practical experience within the organisation.



We Support Our Youth

- Continue to apply for funding to create alternative pathways for youth at risk to participate in positive engagement programs.



COMMUNITY OBJECTIVE 6

Our infrastructure, housing and amenities are high quality and accessible.

We Provide Quality Infrastructure and Amenities



- Deliver the development of Van Dongen Park as a destination as part of the Carnarvon Activation Plan, amenity-rich space featuring iconic play equipment at the entrance to the town centre.
- Advocate and identify funding to develop a business case for the consolidation of Carnarvon's sporting facilities into a single site and the construction of a multi-use sporting and recreation centre.
- Implement a targeted, forward-planned 5-year work program for road maintenance that supports commercial growth, ensuring network improvements deliver maximum economic benefit from limited resources.
- Incorporate informative and interactive elements, such as signage, QR codes, and digital tools, into infrastructure projects to keep the community informed about their purpose, progress, and benefits. These features will enhance the functionality and appeal of public spaces, increase community engagement, and ensure infrastructure remains accessible, relevant, and valued by all users.
- Provide environmental health regulatory services, including the issuing of licences, registrations, and approvals; conducting inspections; and the general administration of environmental health laws and standards to ensure compliance, protect public health, and maintain community safety.
- Provide planning and regulatory services to ensure that the development and construction of infrastructure and housing within the Shire is orderly, high quality, and sustainable. This includes guiding development in line with strategic planning goals, applying consistent regulatory standards, and ensuring outcomes that enhance liveability, safety, and long-term value for the community.
- Actively seek funding for Stage 2 of the Carnarvon Civic Centre upgrade, focusing on improvements to theatre seating, air conditioning, and disability access.
- Provide regular kerbside waste collection and landfill disposal services in Carnarvon, and maintain efficient landfill disposal services in Coral Bay, ensuring both communities have access to reliable, safe, and environmentally responsible waste management.



We Provide Quality Infrastructure and Amenities continued

- Investigate improvements to the Reynolds and William Street stormwater pump stations to enhance performance, reduce flood risk, and ensure the infrastructure operates reliably during peak weather events.
- Investigate and implement the ability to draw water from the Gascoyne River during times of drought to supplement supply or reduce salinity in recycled water during summer. This initiative will help offset low recycled water availability during peak demand periods, ensuring a more reliable and sustainable water supply for irrigation and community needs.
- Renew and maintain footpath infrastructure through targeted repair programs, ensuring paths are safe, accessible, and fit for purpose. Actively seek external funding to support asset renewal works, enabling an expanded program of upgrades and long-term sustainability for the network.
- Implement and maintain an Asset Management Plan that actively monitors asset condition and performance, aligning renewal, maintenance, and replacement programs with strategic priorities, service level requirements, and available funding. This approach will ensure that resources are allocated effectively, infrastructure is managed sustainably, and funding opportunities are maximised to meet the Shire's long-term needs.
- Explore and apply for funding opportunities to upgrade lighting at Premier Oval to a standard suitable for official AFL games, enhancing the venue's capability to host higher-level competitions and community events.
- Maintain and provide a high-quality swimming pool and water features for community use, ensuring they are safe, accessible, and well-maintained to meet health and recreational needs. Regular upkeep and improvements will support year-round enjoyment, promote healthy lifestyles, and enhance the Shire's recreational offerings.
- Plan and progress a comprehensive review of the Shire's Enterprise Resource Planning (ERP) system, with the intention to implement a new system over the next 3–5 years. This will ensure the Shire's core business systems are modern, efficient, and capable of supporting improved service delivery, financial management, and operational performance.
- Updating the Local Planning Strategy of the Shire is crucial for ensuring development within the Shire aligns with changing needs, legislation, environmental conditions, and community expectations.
- Updating the Coral Bay Settlement Structure Plan is crucial to ensure the plan provides a detailed framework for the layout and development of Coral Bay, guiding how land will be used, serviced, and developed into the future.



COMMUNITY OBJECTIVE 7

Our community acknowledges our
history and celebrates our diverse
cultures.

We Celebrate and Preserve Our Culture and Heritage

- Support the Friends of the Bibbawarra Bore Corporation and advocate for funding to assist in the design and development of the Bibbawarra Bore.
- Promote astro-tourism and other unique visitor experiences through marketing initiatives and activations to encourage overnight visitation.
- Deliver the funded Arts Development Program to strengthen connections with local and Gascoyne artists and groups, support their artistic development, and enhance exhibition programming.
- Advocate for funding to restore the historic Tramway Bridge and ensure safe pedestrian access for future generations.
- Identify funding to develop a signage strategy and style guide for heritage displays, complementing newly developed trail marketing materials.
- Deliver local programming through the Community Art Hub, led by local artists, to promote skill-sharing, cultural acknowledgement, and community celebration.
- Continue to build and promote the local history collection both digital and physical through the Library.
- Develop and implement a Local History Plan to guide digitisation of donated images, provide digital literacy support, capture oral histories, and strengthen stakeholder relationships to preserve community heritage.
- Implement the Innovate Action Plan to foster an inclusive approach to engaging all community members.
- Support, partner and deliver a series of major community events, including the Gascoyne Food Festival, NAIDOC Week, Australia Day, and the Christmas Street Party.





COMMUNITY OBJECTIVE 8

*Our community is engaged, inclusive
and supportive.*

We Are Inclusive and Accessible

- Increase community involvement in project planning.
- Increase visibility and engagement with Coral Bay general community and stakeholders (progress association, volunteer agencies businesses).
- Support the Gascoyne Development Commission in progressing the business case for a multi-user facility in Coral Bay.
- Deliver an annual Art Gallery program and develop a marketing and engagement strategy to increase community participation and audience reach.
- Deliver a diverse range of culturally appropriate, high-quality events that appeal to and engage a broad cross-section of the community.
- Deliver and implement the actions outlined in the Disability Access and Inclusion Plan 2024–2029 to improve access, participation, and inclusion for people of all abilities.
- Support community organisations to access funding for infrastructure upgrades, events, and programs that contribute to the growth and development of local clubs.
- Apply a place-based approach to support the activation of community-led programs and spaces that reflect local needs and aspirations.
- Adopt a community-led and engagement-focused approach to all programs and activations to ensure they are locally informed, inclusive, and responsive to community needs.
- Continue to investigate and pursue funding opportunities to upgrade the Shire Administration Building, with a focus on improving accessibility for both community members and employees. Enhancements will aim to ensure the building is inclusive, functional, and compliant with modern accessibility standards, creating a welcoming and efficient environment for all users.





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Shire of Carnarvon

Strategic Community Plan for 2022 - 2032



Acknowledgement of Country

The Shire of Carnarvon acknowledges the Yinggarda people as the Traditional Owners of the land on which the Shire stands today and pays its respects to the Yinggarda, Baiyungu, Thalanji, Malgana and Thadjari people, and their Elders both past and present.

Foreword

Local governments in Western Australia are face the difficult challenge of achieving sustainable and thriving communities in an environment of increasing expectations from those communities. This is no truer than in regional Western Australia and the Shire of Carnarvon is challenged with first, understanding the needs and aspirations of its community and then working with them to try and achieve these aspirations.

The main document that will guide the Shire in responding to the challenges of the future is the Community Strategic Plan. To create this document the Shire recognises that the best solutions are those that are made collaboratively between Council, staff and the Community, utilising the principles of engagement and partnership.

To truly work in partnership with the Carnarvon community the Shire has empowered a Community Jury of everyday residents to develop the comprehensive roadmap before you now. The Jury was informed by a survey that was sent out to all households within the Shire and engagement with local high school students. They also worked with Councillors and staff members in developing Big Ideas for the future.

This Plan will provide Councillors and staff with a focused approach to guide their decisions and deliver services in the coming years. It will also provide some level of certainty for the community about what how they can expect the Shire to act in the future.

We offer the Jury, students and survey respondents our sincere thanks for their dedication to the task, their hard work and passion.

Eddie Smith, Shire President

Andrea Selvey, Chief Executive Officer

Shire of Carnarvon





Our Values

The Values that Carnarvon holds dear are:

Respect
Integrity
Sustainability
Unified
Communication
Harmonious



"2029 will mark 200 years since the foundation of WA. The Shire should start now, caucusing people for what they think the bicentenary should be like. If it's successful Carnarvon will surely be on the map in 2040."

Tony, Jurist



Our Vision for the Future

Carnarvon will be a place where:

Our community is safe and harmonious.

Our livelihoods are thriving.

Our lifestyles are sustainable.

Our health and learning opportunities serve our community.

Our places nurture our past, present and future.

Our community is engaged, inclusive and supportive.

We Grow Our Horizons.



"We are planning a long and difficult journey, to do this we must fix our Vehicle - our means of making that journey successfully. I liken this to planning a long trip around Australia with a Vehicle and a Caravan.

So, we must prepare the Vehicle and the Caravan for the Trip. We need to ensure everything is in good order, parts repaired or replaced as necessary and prepare with maps, advice, and plan our journey wisely.

The same with our Town – Carnarvon; this is our vehicle; we need to fix any problems before setting off into 2030 and 2040."

Phil, Juror



Our Objectives

To make our Vision for the future of 6701 a reality, a more descriptive and detailed set of objectives that spring from the Vision are needed. These are our Objectives:

In 2040 Carnarvon is a place where:

- *Our equitable community is actively involved in and are responsible for developing innovative, local solutions that transcend our region for a safe and unified 6701.*
- *Our economy fosters investment and productivity in industries befitting Carnarvon's physical and natural environment and that grow our horizons.*
- *Our sustainable livelihoods create a community that can flourish into the future.*
- *Our holistic health care facilities provide services from the womb to the grave.*
- *Our educational opportunities from early childhood to adulthood are tailored and relevant to the individual.*
- *Our infrastructure, housing and amenities are high quality and accessible.*
- *Our community acknowledges our history and celebrates our diverse cultures.*
- *Our community is engaged, inclusive and supportive.*



“It’s 2040 and we have created a wonderful future for Carnarvon...”

What must we focus on? (What must we get right)?

- A. We need to deal with anti-social behaviour by engaging with the community to figure out permanent solutions; encourage school attendance, engage with parents and promote positive examples rather than chasing up the negative.**
- B. We need access to childcare facilities, including before and after school care to increase employment opportunities for both parents.**
- C. We need to create a safer community.**
- D. We need to focus on improving the availability, accessibility, quality and liveability of housing and take measures to increase protection from natural disasters.**
- E. We need to focus on creating more and different job opportunities for a variety of skills and education levels.**
- F. We must focus on better community engagement and communication between shire and residents, by allowing more community involvement in the decision-making process of the town, so our plans for the future are community supported and culturally appropriate.**
- G. We need localised government health assistance and improved access to specialised medical services.**
- H. We need to encourage tourism by more activities and opportunities to access coastal sites, beaches, fishing etc.**
- I. We need to encourage new businesses and support already existing ones by encouraging people to stay in town for longer.**
- J. We need to focus on bringing respect and cultural awareness to the forefront by considering and celebrating our history and culture.**
- K. We need more and diverse educational/training opportunities in town (face-to-face and online) that are supported by local businesses.**
- L. We need to encourage collaboration between government and non-government agencies to tackle problems.**
- M. We need to focus on improving and protecting public amenities in town (e.g. quality and number of public toilets, local rubbish bins, streetlights etc).**
- N. We need to focus on creating a community for each and every one of us as we are all part of the story.**



“It’s 2040 and we have created a wonderful future for Carnarvon...”

What must we protect? (What must we keep and look after)?

- A. Our environment, fisheries, and wildlife**
- B. Our elderly citizens - elderly people are not feeling safe
- C. Our children and youth, and give them a future**
- D. Local businesses - encourage them, and increase local employment
- E. Existing facilities such as the Library and Art Gallery, Space and Technology Museum, and One Mile Jetty Museum**
- F. The coastline, including beaches and sand dunes, and rejuvenate them
- G. Our local community, and maintain our integrity as a small town**
- H. Our heritage and culture - we are multicultural
- I. Tourism, and expand it, while protecting the local environment and community.**
- J. Educational activities, and expand them
- K. Family support services and children’s activities.**
- L. Locals’ opportunities to enjoy Carnarvon’s destinations and events
- M. The community by doing something about the issue of public drinking within the Town environs.**



“It’s 2040 and we have created a wonderful future for Carnarvon...”

What must we change? (What must we alter or fix)?

- A. We need to change the attitude towards crime and anti-social behaviour by teaching values, respect and repercussions rather than focusing on punishment. We also need to make offenders accountable and have more enforcement of the rules.**
- B. We need to change the way we engage and support families and parents with juvenile offenders, parents need to be given the rights back to raise the children how they were traditionally raised to regain the control of their children.**
- C. We need to better promote and improve the appearance and appeal of Carnarvon and Coral Bay as a tourist destination including the town's appearance and appeal by public artwork, tree planting, visible advertising, maintaining clean public amenities etc.**
- D. Better police communication and involvement in the community.**
- E. We need improved and better supported emergency, rangers and childcare services.**
- F. We need to increase childcare options in town to improve quality, access and affordability.**
- G. We need more and better public facilities such as new playgrounds for both kids and youth (e.g. water or adventure), skatepark, basketball courts, barbecues, outdoor exercise equipment etc.**
- H. We need to fix communication and respect within the community.**
- I. Increased school attendance and review and improve truancy programmes.**
- J. We need to change the public opinion towards the shire by more transparent interactions and education.**



Shire of Carnarvon Strategic Community Plan



Big Ideas for the future of Carnarvon

We think that these Big Ideas can make a significant difference to achieving our Vision for the future of Carnarvon in the Short Term (1-3 years) or Long Term (8-15 years). Some are under Shire control and some the Shire can influence and advocate for. They are listed in priority order.

SHORT TERM

Carnarvon Youth Patrol and Hostel / Safe Place:

Short Term

Description

A youth patrol combined with a temporary accommodation facility to provide options for young people engaged in antisocial behaviour at night. This will allow for at-risk children to have a safe place to sleep either short-term or long-term. Requires cooperation between Shire, State Departments, schools and youth programs to and passionate stakeholders who have deep experience.

Proposed Benefits

Increased sense of safety in general community at night. Decreased litter and vandalism. Enriched lives of young people by having a safe and secure place to stay to improve physical health, cleanliness, mental wellbeing and opportunities to develop life skills through attached programs. Improved school attendance and employment opportunities.

First Steps...

Create a business plan with passionate stakeholders who have deep experience in this area. Apply for funding to the state and federal governments. Investigate use of empty rooms at old schools to reduce initial costs and assist with implementation.

Rangers & Indigenous Rangers

Short Term

Description

Introduce the Indigenous Rangers program to look after Country. Committed, reliable rangers can help educate tourists and school children, assist planning, pest control and facilities maintenance.

Proposed Benefits

Local face to face caring for country with traditional knowledge. Influx of funding to local community, improving employment, tourism and agricultural production. Improvement in local environment and conservation.

First Steps...

Investigate and advocate to Government owners of Ranger program. Develop a relationship between our education system and local Indigenous people with support from the Shire. This will likely become a multi-agency initiative including DBCA, Dept of Fisheries, DPIRD etc.



Massey Bay Rejuvenation and Coastal Attractions:

Short and Long Term

Description

Improve the untidy old tip site at Massey Bay to increase the number of sites around Carnarvon for land-based fishing that is accessible to all. Redesign might include improved paths and fishing points with signage and design to reflect local history and use of recycled products in design and operation. Install a boat ramp in Violet Creek and give access to Teggs Channel. Upgrade the roads to Bush Bay and New beach. In the longer term upgrade the road to Miaboolya Beach and extend the road further north.

Proposed Benefits

These projects would give locals and tourists a bigger choice for camping, fishing and sightseeing. Would bring more visitors to town and boost the local economy. No environmental impact as these areas are already developed and only need improving.

First Steps...

Investigate capital works and maintenance costs for work in Massey Bay and roads. Conduct soil/environmental site study. Remove existing litter and install rubbish bins at most popular sites. Explore grant funding from DBCA, Tourism, REDS and possible corporate sponsorship.

Carnarvon Childcare Centre:

Short Term

Description

Build a childcare centre that offers long day care and out of school care. It can also become a site for collaboration between CCC & TAFE for work experience and hospitality/childcare certificates, youth worker certificates. Also, a site for NGALA, PCYC & Youth Hub for their young parent and after school programs. Can provide secured childcare spots for non-local workers, to assist long-term employment. Will also require more industry workers, greater government subsidies and conversations with existing provider.

Proposed Benefits

People will be able to stay in Carnarvon longer term as they and their partners will be able to work full time and add to the local economy and amenity. TAFE and high school could offer youth and ECE qualifications. Children would be provided with early intervention opportunities. Gives pregnant teenagers support and education before and after becoming a parent through Young Parents Program to help 'break the cycle'.

First Steps...

Continue to talk with existing provider. Investigate/advocate for funding from Federal/State Government and Shire provision/upgrades of venues. Surveys to parents regarding childcare requirements. See full proposal for extensive action plan.



Carnarvon RV Friendly Park:

Short Term

Description

Convert part of the Town Oval into a long vehicle and RV friendly space for day parking to encourage lingering in town. Parking will be spaced out and surrounded by playgrounds, EV charger, waterwise plantings, amenities, and tourist information about local features and upcoming local events. After community consultation on design there will be significant communication and advertising with the travelling/RV community.

Proposed Benefits

Increased business and tourism activity. Increased amenity for local community with improved Oval space. Increased activation of art gallery and library. Cost-saving of approx. \$41,400 in current annual maintenance as well as saving in water use. Existing services to Oval as opposed to Van Dongen Park drainage site will reduce costs.

First Steps...

Investigate capital works and maintenance costs for conversion. Explore grant funding from DBCA, Tourism etc. to support project. Create design to maximise social value of project to locals.

Whitlock Island Development & Fascine Waterway:

Short and Long Term

Description

Continue the Fascine development including boat harbour spit, Pelican Point spit, overall dredging, improvement of the area adjacent to the Northwater Brockman area towards the causeway. These improvements can occur step by step starting immediately. Combine with redevelopment of Whitlock Island to a luxury resort with accommodation, restaurants, a golf course and gated residential community (equivalent to Cable Beach as a premiere beach front destination).

Proposed Benefits

Increase revenue across the region by increasing tourism and population growth.

First Steps...

Break project into distinct short-term and long-term stages and investigate capital works and maintenance costs. Communicate clearly to community the advantages and disadvantages of the both stages. Advocate and solicit interest in private and government involvement in development of Whitlock Island stage.





LONG TERM

Aim toward 100% Renewable Energy:

Long Term

Description

The Shire to aim towards using 100% renewable energy plan in all its operations. Probably through multiple mechanisms such as executing a contract with Horizon Power to only use energy from renewable sources for lighting, facilities temperature control, pumping etc. Other routes might involve funding electric fleet or hybrid vehicles or installing solar panels to run specific buildings such as the aquatic centre.

Proposed Benefits

Decrease in fossil fuel usage and hence carbon emissions from electrical power sources.

First Steps...

Determine payback time on investment. Determine feasibility of contracts and other routes to achieving the goal of this Big Idea.

Carnarvon Industrial/Manufacturing Precinct/Hub

Long Term

Description

To set up manufacturing in Carnarvon to produce value and build future global value for in-demand products using rapidly advancing technologies. Utilise renewable power/hydrogen from Province, metals from Hastings, mineral sands from Strandline, industrial salt from Lake Macleod, natural gas from pipeline and proposed deep-water port/international airport facilities. [State/Federal] Government to come on board with private companies.

Proposed Benefits

Long-term, high-quality jobs and increased economic activity in town to support increased population and support industries.

Would be in line with best practice sustainable development.

First Steps...

Determine interest and support from interested parties in this project. Explore the role that the Shire can effectively have in the long term.



Shire of Carnarvon Strategic Community Plan



Recycling and Processing Centre

Long Term

Description

Develop a business structure for a recycling plant to process and repurpose materials based on models of sustainable recycling facilities already existing (e.g. composting, metals, rubber, paper etc.) Empty trucks moving to and from mining sites can reduce transport costs of moving recycled material to utilization points. Operational facilities to be run through sustainable, renewable energy.

Proposed Benefits

Mining companies can demonstrate environmental responsibility by assisting in transport of recycled materials. Jobs and innovation can be produced – particularly for indigenous people wanting to look after country. More so if upcycling and value is added to the raw materials. Reduced land fill management and waste in our waterways as well as appearance of a tidy town is possible.

First Steps...

Start discussions with other local governments who have implemented recycling systems on challenges, start-up costs and needs (e.g. coloured bin system contingent). Discuss learnings from Containers for Change regarding incentives for recycling and nature and economics of different types of materials that can be recycled and how to upcycle or reuse them.

Gascoyne River Path and Parks

Long Term

Description

Convert the land beside the Gascoyne River at Chinamans and all along to a tourist and resident friendly space with amenities. Put park benches inside the area, fix the roads, make a bike trail, make it an inviting space that people want to visit for picnics, afternoon walks etc. Work with Bushfire Brigade and Tree Society to create functional tracks for tourist use and compliment bushfire mitigation (i.e. 'Safe' Fire pit areas, Fire Danger Rating signage). Add toilets (self-contained/environmentally friendly) and interpretive signage regarding flora/fauna/cultural significance. Use sustainable materials on trails to prevent erosion, but also have no impact on river system if flooded.

Proposed Benefits

People will be able to enjoy the mighty Gascoyne in a safe place that isn't overgrown and dangerous. Economically it will encourage more people to stay in town a bit longer and enjoy our natural resources. Reduced fire hazard to have overgrown space cleaned up. Tourists and locals might picnic, fish, swim, or enjoy afternoon walks in a safer space.

First Steps...

Investigate mechanisms to subsidize cost through automated ticketing like at national parks. Start discussions with partners such as Tree Society and Bushfire Brigade. Determine costs of various proposed designs and preparation work.



Airport Relocation and Upgrade:

Long Term

Description

Upgrade the airport to accommodate larger 737/A320 type aircraft. This will include the airport in the Australian aviation network and open up the Gascoyne to travel, FIFO from Carnarvon and export to overseas and domestic markets.

The current site can be developed to satisfy residential housing and commercial demand right near the centre of town due to its locations services and developed ground.

The project will require significant community support through the provision of accurate information and effective communication of reasons for the project. It will also require the development of relationships with federal and state governments and private enterprise.

Proposed Benefits

Satisfy demand for housing. Increased export and tourism opportunities. Resolves existing issue of maintaining safety of existing airport design.

First Steps...

Full and updated studies for feasibility and planning of airport relocation. Environmental cultural assessments on alternative sites. Advocate for funding from State and Federal Governments for such a project.

Bejaling Multiuser Port:

Long Term

Description

Construction of a port that can accommodate cape-size vessels at Bejaling as an alternative for Cape Cuvier. Would build on studies and projections showing such a port would be useful to assist expansion of Rio Tinto's Lake McLeod salt mining production, FMG, Total Eren/Province, Rio Tinto, Sand mining, Jack Hills projects as well as proposed renewable and hydrogen proposals. Would require Environmental & Cultural impact assessment & secure funding/investment.

Proposed Benefits

Job creation and general local economic expansion. Generally enabling of large projects that have export potential making Carnarvon generally more attractive for investment.

First Steps...

Conduct Environmental & Cultural impact assessment for potential site. Investigate potential grant funding from GDC, REDS, JETSI funds to support the cost of pulling all the stakeholders and users of this project together.





Judging activities that help achieve our Vision.

To assist the Shire using its scarce resources effectively and exploring ways to improve the overall value of projects that will realise our Vision we suggest the following Social, Economic and Environmental criteria be used to judge their contribution:

Social	Social
Creates an improved sense of community – driven by a growing population in a safe, liveable environment – that is immediate and ongoing.	Contributes to the town's reputation, encouraging a positive outlook and appeal as a place to live, work, play and invest.
Economic	Economic
Community benefit and satisfaction vs financial costs (CAP and Ongoing for life of asset).	Boosts local economy and creates sustainable long-term local employment opportunities for the lifespan of the big idea.
Environment	Environment
Respects and protects native culture, wildlife and environmental heritage, maintaining the region's beauty, and encourages educational opportunities and accessibility.	Sustains natural environments balancing historic, current and future community use while minimising environmental negative impacts.





Additional Focal Areas

Several additional focus areas were required to round out and complete the Strategic Community Plan. Suggested actions that might assist in these areas are shown below:

Additional area: CORAL BAY & SURROUNDS

Nature of Issue: How best to support the needs of areas outside the Township of Carnarvon?

Suggested Actions

- *Improve the living conditions for the workers and business owners of Coral Bay*
- *Improve road safety on regional roads out of Carnarvon.*

Community's role in Actions

- *Difficulties involving community from Carnarvon but Coral Bay residents must advocate strongly for their basic rights.*
- *Motorists/tourists to drive more safely – particularly being aware of hazards in regional areas.*

Shire's role in Actions

- *Shire to advocate for improvement of facilities/general living conditions for the workers and businesses of Coral Bay to other levels of government.*
- *Shire to advocate for greater police presence and assistance to help keep order in Coral Bay.*
- *Advocate for increased visits by fly-in doctor to Coral Bay (currently no doctor at all).*
- *When grading station roads make them wider for cattle, kangaroos and fire - keep the sides clear of plants for better visibility.*

Additional area: YOUTH

Nature of Issue: How best to support the needs of youth in Carnarvon?

Suggested Actions

- *Identify engage with the Elders specific to each family of young offenders/at risk. Elders need to reconnect youth to country.*
- *Parents need to be made accountable for their kids' actions (e.g. restorative justice).*
- *Utilise in-school suspensions instead of sending kids home whilst suspended.*
- *Institute a "no school - no entry" policy to encourage school attendance.*
- *Have positive reinforcement for good behaviour - not just attention and rewards for bad behaviour.*

Community's role in Actions

- *All businesses to support and enforce the "no school - no entry" policy.*
- *WA Police increase engagement towards truancy.*
- *Increase sexual health education in schools.*
- *Local AMS needs to be more involved in youth health education and issues.*

Shire's role in Actions

- *Open the Youth Hub and increase educational programmes.*
- *Bar entry to the Hub if you didn't go to school.*
- *Consider No School - No Pool programme but beware of removing safe spaces because of unintended consequences this might have.*



Additional area: IMPROVING TRUST BETWEEN CITIZENS AND THE SHIRE

Nature of Issue: How best to improve the trust between citizens and the Shire Carnarvon?

Suggested Actions

- *Host regular (monthly?) community engagement nights to allow the Shire to present their key focuses for the past month and the next month, then allow the community to provide feedback – a Q&A but relaxed, similar to the business after-hours in accessible places. Have one focus of the night to be decided via Facebook poll or similar in advance.*

Community's role in Actions

- *PARTICIPATE!! Provide constructive feedback and help brainstorm solutions. Don't just be a negative Nelly or keyboard warrior.*

Shire's role in Actions

- *Facilitate and provide transparency.*
- *Act on the feedback and help find suitable solutions to local issues through open communication.*
- *Do what you say you're going to do and if something isn't possible inform and educate the community - don't just blame external agencies.*
- *Information and communication to be accessible and easy to understand (layman's terms).*
- *Use multiple communication platforms to engage.*
- *Improve education throughout the community on where they can find information relevant to them.*
- *Seeing small actions happening will build credibility.*





Additional area: DRUG AND ALCOHOL PROBLEMS

Nature of Issue: How deal with the abuse of Drug and Alcohol and subsequent problems?

Suggested Actions

- Support drug and alcohol education programs for Carnarvon youth. It might be useful to separate these issues as they have different effects on different groups.
- Minimise effect of restrictions for the whole community.
- Possibly change container types to reduce glass damage and litter.
- Examine the issue of trouble spots occurring around pub closure times. Potential of a community bus to disperse groups and provide safe transport home.

Community's role in Actions

- Support the Shire education programme targeting youth (e.g. victims, families, former abusers/addicts can talk about the damage drugs and alcohol do).
- Support a "Banned Drinker Register", to limit or restrict the amount of alcohol served to a select few instead of the whole community enduring restrictions.

Shire's role in this Action?

- More advocacy and advertising of drug and alcohol support agencies that are currently available in Carnarvon.
- Develop a drug and alcohol education programme for schools to teach negative impact of drug and alcohol use and abuse - and where to get help.
- Investigate viability of container changes to reduce damage/litter.
- Investigate viability of Community Bus to diffuse trouble spots.





Additional areas: MONITORING THE IMPLEMENTATION OF OUR COMMUNITY STRATEGIC PLAN.

Nature of Issue: How monitor the implementation of our Community Strategic Plan?

Suggested Actions

- *The Shire to provide six monthly project status updates for the next four years, including action plans, timeframes and budgets.*

Community's role in Actions

- *Review reports and feedback.*

Shire's role in Actions

- *Set expectations about what is reasonable time frames for the rollout of our Strategic Community Plan. Within 3 months have a schedule and a Corporate Business Plan.*
- *Provide reports and updates every six months.*
- *Providing one-page summaries (Not too resource intensive):*
 - *High level milestones*
 - *Due dates - whether the project is on track.*
 - *Department responsible for delivery.*
 - *Budget to date.*
 - *Any constraints or issues.*
 - *Achievements.*
 - *Objectives for the next six months.*

"Planning, need solid plans that are actionable with identified persons, departments, and council for their actions. Who is going to what by when!"

Damien, Jurist





How Carnarvon Created its Strategic Community Plan.

A Strategic Community Plan is the long-term document that sets out our community's vision and hopes for the future. It also sets out the key strategies and actions required to achieve these aspirations. The Strategic Community Plan identifies how we will get from where we are now to where we want to be.

In December 2021, the elected Council of the Shire of Carnarvon formally approved the process for developing the Shire of Carnarvon Strategic Community Plan, including the plan for partnering with Carnarvon's diverse community.

The Strategic Community Planning process illustrated by this diagram:



The components of this Strategic Community Planning process were:

1. **Involving the Young People**
(High School students at the Carnarvon Community College)
10 young people were trained in facilitation and analysis. Every high school student submitted suggestions regarding what mattered to them, what they wanted to keep and to change. From this information, senior students created a short list of recommendations to present to Council.



2. Involving the Shire Council and Shire Leadership Team

(Elected Members and Leadership Team workshop at the Woolshed)

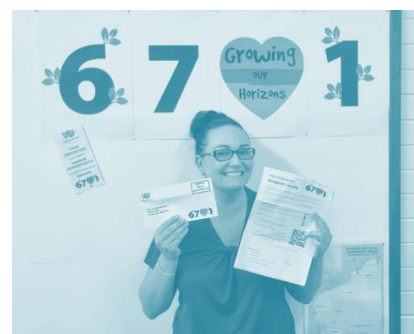
This group was asked for the Big Ideas they thought could transform Carnarvon to enable it to reach its potential. They presented their ideas at a workshop, responded to questions, developed criteria to measure those ideas, weighted the criteria, and then rated each Big Idea against each criterion.



3. Involving all Residents

(All residences within the Shire)

A hard copy survey was sent out to all Carnarvon residents, with the option of submitting responses online. The survey questioned what mattered most to residents, and how they rated the Shire's services. 356 residents filled out and submitted the survey. This represents around 10% of all residences.



4. Involving a Representative Group of Residents in a Community Jury

The 'charge' or purpose of the Jury was to determine:

"What is our 2040 Vision for 6701, and what Principles, Priority Plans and Actions will help us to achieve it?"

Council resolved to publicly announce what aspects of the Strategic Community Plan the Jury recommended it would accept and which aspects, if any, it would not accept including the reasons why they were not accepted.



A Community Jury is based on 3 core principles – Representativeness, Deliberativeness and Influence:

- a) Representativeness - The Jury members are descriptively representative of the community that will be affected.
- b) Deliberativeness - The Jury members have the time and place to deliberate the issues, ie. understand the issues from different points of view, weigh up the pros and cons, consider the trade-offs, and develop smart, carefully reasoned decisions, which they recommend to the decision-makers.
- c) Influence - The Council and the Shire leadership agree that the Community Jury Report will have a significant level of influence – where possible the recommendations will be adopted; and where not feasible, reasons will be given publicly.



The Community survey and an invitation to join the Jury was sent to all households in the Shire region as well as canvassing through social media posts, personal invitations from Shire staff at stalls in the main street and shopping centres and personal invitations to contacts within Coral Bay. Those invited to join the Jury were randomly drawn from those who nominated but stratified to ensure a descriptively representative sample of the local community (matched to the most recent Census). There were particular efforts made to invite difficult to reach groups such as Aboriginal people and youth.

A total of 53 residents agreed to participate, 27 randomly selected people commenced and 24 completed the entire deliberation process. The Jury met on Sunday the 15th, 22nd and 29th of May 2022 over a 3-week period. They deliberated on their charge and integrated the information from the preceding phases of the Community Strategic Planning process and produced a Report and Recommendations. An independent ombudsman group certified this process as fair and unbiased; that the Community Jury was representative of the community of Carnarvon; that Jurists received the information they needed in a format they could understand to enable their decision making; and Jurists were given the time, information and support to problem solve. Further details of the Jury process and the full deliberations of the Jury are contained in the Jury Report on the Shire of Carnarvon website.



Community Survey

The Community Survey that was posted to all households was conducted by Orima Research of Canberra. The following is a summary of the results of the survey.



Shire of Carnarvon

2022 Community Survey - Summary

This Shire of Carnarvon Community Survey was conducted in April 2022. All members of the community were invited to participate in the survey via hard copy surveys delivered to all households, or through an online version. A total of 356 completed surveys were received. The data was weighted to population proportions on age and gender for the statistical analysis.

Perceptions of Carnarvon as a place to live

On a scale from 0 to 10, **on average respondents rated the Carnarvon region 6.2/10 as a place to live.** 50% rated it as 7/10 or higher, while 13% rated it 3/10 or lower.

However, there is a strong sense that the Carnarvon region is getting worse as a place to live. Overall, 71% of respondents thought Carnarvon was getting worse as a place to live over the last 3-5 years, including 40% that felt it was getting *much worse*. Those people who rated it lowest as a place to live were also the most likely to say it was getting worse.

In the survey **12% of respondents expect not to be living in the Carnarvon region in 12 months, and 31% expect to have moved away within 5 years.** As would be expected, those who rate the area lowest as a place to live now, and those who feel it is getting worse as a place to live, are the most likely to expect to move away.

The best and worst aspects of living in the Carnarvon region

Residents of Carnarvon clearly feel that **liveability factors are the best features of the Carnarvon region, but that crime and antisocial behaviours are the things that most need attention.**

Top 5 strengths of the region		Top 5 things stopping the region achieve its potential	
Climate	77%	Crime and anti-social behaviour	72%
Lifestyle	63%	Some of the young children causing problems and damage in the community	64%
River, ocean and beaches	50%	Not making the most of tourism opportunities	26%
Local fresh food and produce	49%	Not enough shops and entertainment options	26%
Small town feel	32%	Not enough government investment in the area	26%

Services

Many Shire services were considered at least quite important by over 90% of respondents, and a number were rated as *very important* by more than 60% - emergency services (78%); roads, drainage and bridges (66%); town centre, Fascine waterfront and Town Beach (64%); economic development and tourism (63%); and the airport (61%).

Satisfaction with service delivery varied considerably. Satisfaction was highest with the library and art gallery; with emergency services; and with the airport. The services that are currently rated high in importance but low in satisfaction are: Roads, drainage and bridges; Economic development and tourism; Fascine entrance and waterways management; and Footpaths and verges. Parks and gardens are considered moderately important and also had only moderate satisfaction, while youth services are lower in importance, but very low in current satisfaction.





Basic Facts about the Carnarvon Region

Population

Shire of Carnarvon is located 902 kilometres north of Perth, occupying approximately 46000 km² land area. Situated on the edge of WA's Coral Coast, in the centre of the Shark Bay and Ningaloo World Heritage areas, the Shire includes the localities of Carnarvon and Coral Bay.

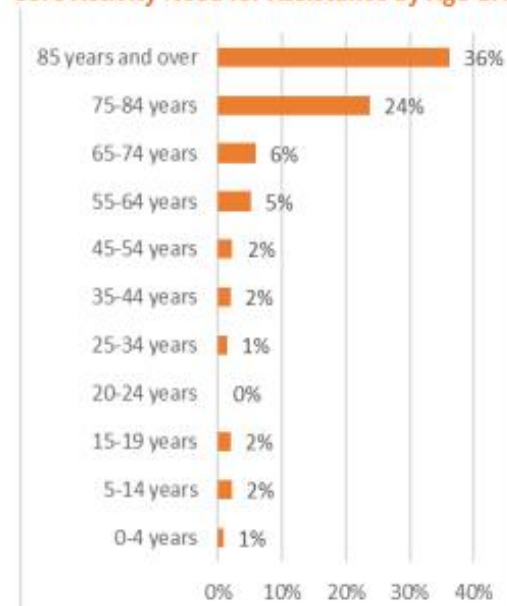


About two thirds of the Shire's total population lives permanently within the Shire boundaries, which forms the base for establishing good community spirit.

*The statistical information presented in this briefing document is sourced from the 2016 Census data available via the Australian Bureau of Statistics (ABS) website, except mentioned otherwise.

The chart below shows the share of people in the community who need help or assistance in activities such as self-care, mobility and/or communication because of disability, sickness or old age. Such help could be provided by family, friends, neighbours, and/or various community, government and/or professional organisations.

Core Activity Need for Assistance by Age Group



Private dwellings and income



\$1,258

Median weekly household income

\$964

Aboriginal and/or Torres Strait Islander people



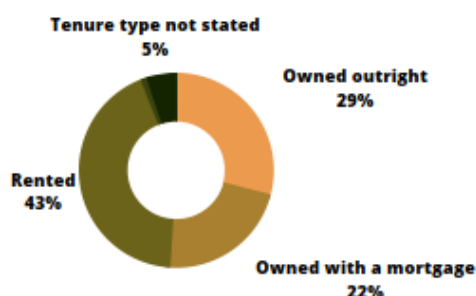
\$200 Median weekly rent

\$150 Aboriginal and/or Torres Strait Islander people

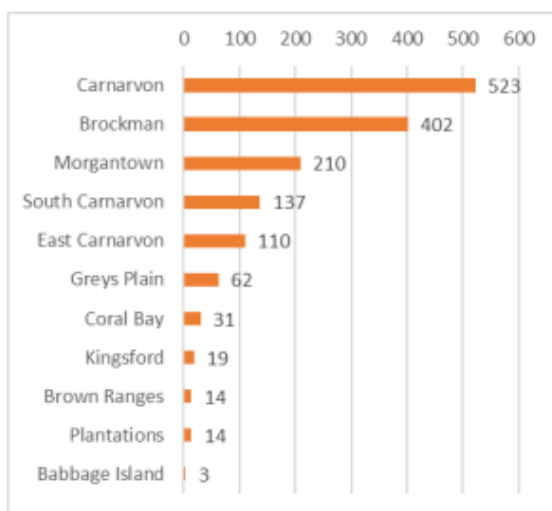


83% occupied

17% unoccupied



Number of offences per financial year 2021/22YTD, by suburb



Source: WAPF, 2022

A total of 1525 offences have been reported to police so far for the 2021/22 financial year. Most common crimes include property damage, stealing, burglary and anti-social behaviour.

Social Capital and Diversity



Shire of Carnarvon maintains a good level of volunteers – on average every fifth resident aged 15 and over, takes part in volunteering activities within the community.



About 20% or nearly 1000 of the Shire's residents identify themselves as Aboriginal and/or Torres Strait Islander people (4% in Western Australia).

The Shire of Carnarvon acknowledges the Yinggarda people as the traditional owners of Carnarvon and the Baiyungu people as the traditional owners of Coral Bay and respects the deep connection they have to the land and waters of these areas.

We also respect the many other Aboriginal people who also call Carnarvon home.



Another 20% of the Shire's residents are born overseas, in countries such as England, Vietnam, Portugal, Croatia, Italy, India, the Philippines and New Zealand among others.

Education



Shire of Carnarvon is a home to two high schools from (pre-kindergarten to year 12); a primary school, school of the air, a non-for-profit childcare service and a local TAFE branch.

Carnarvon's TAFE WA branch currently offers 15 courses locally, providing training in areas such as education, social and community services, agriculture, retail and hospitality, environmental management as well general education for adults and conversational English.

Carnarvon Community College is the largest school in the Shire. Over the last 6 years (2017 – 2022) the number of students enrolled in the public school has been decreasing. Keeping students at school and maintaining regular attendance has been a challenge the school authorities face.



22% drop in enrolments
over the last 6 years
Between 60 and 65%
of the students enrolled
will attend school**

This means that on a regular school day about six/seven out of ten students will be in the classroom.

How do people make a living in Carnarvon?



Horticulture



Fisheries



Pastoral



Tourism



The Carnarvon Horticulture District, located along the fertile delta of the Gascoyne River, is one of the most productive in Western Australia for horticulture. The dry sub-tropical climate makes Carnarvon suitable to grow a wide range of produce across the seasons.



The Shire is in the middle of the Gascoyne Coast Bioregion, which has been identified as one of 18 world tropical reef hotspots and the second most diverse marine environment in the world in terms of tropical reef species. A thriving prawn, scallop, crab and fishing industry also operates from Carnarvon.



The pastoral stations within the Shire represent more than just an industry to the local people, it is a way of life that characterises Shire's contemporary history and people. The primary production from the pastoral stations currently includes beef and free-range goats.



Carnarvon is the launchpad for many unique tourist experiences such as the Gnaraloo and Quobba station and the iconic Red Bluff, Coral Bay, Kennedy Range National Park, Mt. Augustus National Park to name a few.

**Source: Department of Education, WA, 2022

***Source: Shire's estimate based on most recent projections

Main sectors providing
employment for two thirds
of the local workforce



Agriculture



Fisheries



Retail



Food and accommodation



HOTEL



Education



Health services



Government

The largest share of people
work in the agriculture,
forestry and fishing sector
(17%)



Mining is also a growing industry that contributes to the Shire's economy. Salt constitutes the main mining activity from Rio Tinto's Dampier Salt harvesting operation at Lake MacLeod.

Shire of Carnarvon unemployment trend

Over the last 20 years, unemployment rate within the Shire follows the trend for Western Australia however it has always remained slightly lower than the state's average.

Current unemployment
rate is estimated to sit
around 4.1%***



Key social issues the local community is currently facing

- School attendance
- Appropriate training and employment opportunities for local youth
- Housing availability
- Crime and anti-social behaviour

Carnarvon's location, unique advantages and economic futures

Carnarvon's unique geographic location and climate provide prospects for the development of renewable and clean energy projects.



Abundant sunshine



Easy to access landscape



Proximity to existing infrastructure



Access to sea



Minimal rainfall



4th windiest location in WA

These local specifics are already attracting the attention of companies, such as Province Resources and Fortescue Future Industries, looking to invest in the development of renewable and clean energy projects such as renewable green hydrogen.



Things your Shire does

Community



Youth Services
Community Development and Engagement
Aboriginal Engagement and Reconciliation
Festivals and Events
Civic Centre
Library and Art Gallery
Sport and Recreation
Environmental Health
Ranger Services
Emergency Services

Planning and buildings



Planning and Building Services
Town Centre, Fascine Waterfront and Town Beach
Parks and Gardens
Aquatic Centre

Roads and infrastructure



Airport
Fascine Entrance and Waterways Management
Footpaths and Verges
Roads, Drainage and Bridges
Waste Management

The information presented in this Briefing Document has been sourced from:

ASB Quick Stats and Community Profile Data <https://www.abs.gov.au/census/find-census-data/search-by-area>

The National Skills Commission, Small Area Labour Markets (SALM) Data <https://www.nationalskillscommission.gov.au/topics/small-area-labour-markets>

Gascoyne Development Commission <https://www.gdc.wa.gov.au/>

Carnarvon Chamber of Commerce <https://www.carnarvonchamber.org.au/>

Western Australia Police Force (WAPF) Crime statistics <https://www.police.wa.gov.au/crime/crimestatistics#/>

Information and documents provided by the Shire of Carnarvon



What happens now

Council endorsed the recommendations of the Jury unanimously on the 21st June 2022 and used them to create this Strategic Community Plan.

Detailed implementation of the

- Our Vision for the Future.
- The Values that make our Vision meaningful.
- Our Objectives that guide us to the Vision.
- Our Values that underlie all that is involved.
- What we must Focus on to create a wonderful future.
- What we must Protect to create a wonderful future.
- What we must Focus on to create a wonderful future.
- Big Ideas that could make a significant difference for the Shire.

Over the next four years will be covered in a Corporate Business Plan. The managing and resourcing of the Plan is also covered in the "Informing Strategies" – particularly the Long-Term Financial Plan, Asset Management Plans and Workforce Plan. The Annual Budget will fund a single year of the Corporate Business Plan, with any necessary adjustments made through the Annual Budget process.



Shire of Carnarvon Strategic Community Plan

Schedule 1

List of Accounts submitted to the ordinary Council Meeting to be held on 12 August 2025 for information in respect to accounts already paid in July 2025 (Local Government Financial Management Regulations 1996)

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK EFTPOS	DIRECT DEBITS MUNI	CHEQUES
EFT44612	04/07/2025	GREYMACH PTY LTD T/A AGWEST MACHINERY	SUPPLY AND DELIVER OILS, FILTERS AND PRIMERS FOR P377	\$ 530.31		
EFT44613	04/07/2025	AMANDA DEXTER	REIMBURSEMENT FOR CEO PAYING FOR SHIPPING AND FREIGHT FOR DUAL DOCKER ARMS FOR FLOATING JETTIES	\$ 1,482.50		
EFT44614	04/07/2025	BLUE REGION TOURISM ORGANISATION INC T/A AUSTRALIA'S CORAL COAST	VENUE CHARGES FOR FOOD AND BEVERAGE GUIDE: 7 VENUES @ \$170 INCLUDING : *WATERFRONT 6701 * TASTE OF ITALY *MISS FANGS *KESTREL CAFE *CARNARVON HOTEL *BUMBAKS *THE PORT HOTEL	\$ 1,309.00		
EFT44615	04/07/2025	WIN BENTLEY T/A BEES KNEES AROMATHERAPY	RE-ORDER OF ASSORTED LOCALLY MADE PRODUCTS FOR RETAIL AT THE VISITOR CENTRE	\$ 571.00		
EFT44616	04/07/2025	BLACKBOX CONTROL PTY LTD	MONTHLY SUBSCRIPTION FEE FOR GPS TRACKING	\$ 957.00		
EFT44617	04/07/2025	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BUILDING SERVICES LEVY FOR THE PERIOD 01/06/2025 - 30/06/2025	\$ 3,556.26		
EFT44618	04/07/2025	CARNARVON AUTO SERVICE PTY LTD T/A CARNARVON TYRES AND TOWING	TOWING CHARGES FOR VAN FROM BLOWHOLES CAMP GROUND TO CARNARVON TIP	\$ 1,761.70		
EFT44619	04/07/2025	CARNARVON MOTOR GROUP PTY LTD	1 X CLEANER ASSY FOR P349	\$ 1,188.85		
EFT44620	04/07/2025	CARNARVON CENTRAL APARTMENTS 2	APARTMENT BOOKING FOR ACCWEST VISIT	\$ 1,683.00		
EFT44621	04/07/2025	CARNARVON CLEANERS PTY LTD	CLEANING SERVICES FOR VISITOR CENTRE, WOOLSHED AND THEATRE	\$ 9,951.44		
EFT44622	04/07/2025	M J WORTHINGTON & A J WORTHINGTON T/A CARNARVON MENSWEAR	1 X PAIR SAFETY BOOTS	\$ 240.00		
EFT44623	04/07/2025	PETER BARRETT CORPORATION PTY LTD T/A CARNARVON MOTEL WA	ACCOMMODATION FOR TRAINER FOR FIRE WARDEN TRAINING	\$ 318.00		
EFT44624	04/07/2025	CARNARVON TREE SOCIETY INC	TREE PLAN AND PLANTING GUIDE REPORT FOR 20 YEARS - CONSULTATION	\$ 11,500.00		
EFT44625	04/07/2025	CORAL BAY PROGRESS ASSOCIATION INC	NATIONAL VOLUNTEER AWARDS - CORAL BAY RECOGNITION EVENING	\$ 500.00		
EFT44626	04/07/2025	JRM OPERATIONS PTY LTD T/A CORAL COAST TOURIST PARK	POWERED AND WATERED CARAVAN SITE - IN 29 JULY - OUT 5 AUGUST 2025 FOR EMPLOYEE ACCOMMODATION	\$ 434.00		
EFT44627	04/07/2025	CORAL COAST VETERINARY HOSPITAL	SERVICES PROVIDED ON THE 25/06/2025- CONSULTATION AND MEDICATIONS: AMOXYCLAV 500MG AND CARPROFEN 100MG TABLETS	\$ 253.95		
EFT44628	04/07/2025	CMC PARTNERS PTY LTD T/A SWEET AS CONCRETE	SUPPLY AND DELIVER OF UP TO 19M3 OF TYPE 3 CONCRETE FOR FOOTING FOR DOME SHELTER IN SHIRE YARD FIBRE: YES	\$ 7,905.10		
EFT44629	04/07/2025	RK & LJ SMITH CORPORATION PTY LTD T/A CARNARVON AUTO ELECTRICS	SUPPLY ALTERNATOR FOR STREET SWEEPER - P347	\$ 787.73		
EFT44630	04/07/2025	CARNARVON GROWERS ASSOCIATION INC	2 X 20LT KAMBA PESTICIDE	\$ 1,254.46		
EFT44631	04/07/2025	A.C.P. INDUSTRIES PTY LTD T/A CARNARVON FRESH IGA	TEA ROOM SUPPLIES FOR ADMIN. OFFICE - COFFEE, TEA, MILO AND MILK	\$ 256.17		
EFT44632	04/07/2025	THE TRUSTEE FOR CHAPMAN TRUST T/A CARNARVON MITRE 10	10 X AEROMASTER 15L WHITE PAINT AS PER QUOTE 12009245	\$ 3,299.10		
EFT44633	04/07/2025	DEC THE MALLS PTY LTD	COMMERCIAL CHRISTMAS DECORATIONS (SECOND-HAND) - AS PER QUOTE #1279	\$ 17,314.00		
EFT44634	04/07/2025	DENKA SWEETMAN	REIMBURSEMENT TO MANAGER PEOPLE CULTURE & WELLBEING FOR FLIGHTS TO PERTH TO ATTEND WALGA SEMINAR	\$ 820.35		
EFT44635	04/07/2025	AUSTRALIAN GOVERNMENT - DEPARTMENT OF INDUSTRY, SCIENCE AND RESOURCES	H014823 PACLS000236 RETRUN OF FUNDS INCORRECTLY PAID TO THE SHIRE - GRANTS FUNDS (30/08/2023)	\$ 223,251.00		
EFT44636	04/07/2025	D & J BLACK	10X JARS TO VISITOR CENTRE	\$ 60.00		
EFT44637	04/07/2025	ELDERS RURAL SERVICES AUSTRALIA LIMITED	LIQUID FERTILIZER	\$ 7,219.36		
EFT44638	04/07/2025	FARMBOT AUSTRALIA PTY LTD T/A FARMBOT MONITORING SOLUTIONS	SUPPLY OF 9 POLE MOUNTS FOR FARMBOT SYSTEM. FREIGHT INCLUDED.	\$ 540.10		
EFT44639	04/07/2025	THE TRUSTEE FOR THE SIMON O'HART FAMILY TRUST T/A FRONTLINE FIRE & RESCUE EQUIPMENT	1X REAL EZY HOSE REEL 50X25 24V ELECTRIC REWIND (3.4)	\$ 9,547.60		
EFT44640	04/07/2025	GAVIN GRIFFITHS INVESTMENTS PTY LTD	PRE-EMPLOYMENT MEDICAL ASSESMENT FOR GENERAL SERVICES OFFICER	\$ 308.00		
EFT44641	04/07/2025	THE TRUSTEE FOR THE PLUMBING TRUST T/A GASCOYNE PLUMBING SOLUTIONS	INSTALL PIPE WORK FOR FUTURE UPGRADE OF STORM WATER PUMP STATION	\$ 78,911.10		
EFT44642	04/07/2025	GARRISON FENCING PTY LTD T/A GARRISON FENCING COMPANY	SUPPLY OF GARRISON FENCING AS PER QUOTE. TEN SECTIONS TO BE ORDER. FREIGHT TO BE ON BISHOPS TRANSPORT ONCE AVAILABLE FOR PICKUP.	\$ 13,041.60		
EFT44643	04/07/2025	GRACE RESOURCES PTY LTD T/A DESERT TO COAST TRAINING AND ASSESSING	SNAKE TRAINING FOR RANGERS	\$ 3,900.00		
EFT44644	04/07/2025	GASCOYNE MACHINING PTY LTD	LEVYFLOOD GATE THREADED ROD PROJECTORS. 316 STAINLESS STEEL AS PER SAMPLE.	\$ 2,376.00		
EFT44645	04/07/2025	GASCOYNE OFFICE EQUIPMENT	WASTE SORTED PROGRAM-CORFLUTE SIGNAGE 600MM (W) x 750MM (H) \$90.00	\$ 186.95		
EFT44646	04/07/2025	GASCOYNE SAFETY ASSETS PTY LTD	FIRE EXTINGUISHERS FOR MOWERS AND TRAILER	\$ 278.63		
EFT44647	04/07/2025	MOODY L&K PTY LTD T/A GERALDTON LOCK & KEY	5 X OLD MASTER KEYS, 8 X PADLOCKS, 5 X NEW MASTER KEYS, 4 X PARKS KEYS AND 3 X BUSH FIRE BRIGADE KEYS	\$ 1,327.70		
EFT44648	04/07/2025	THE TRUSTEE FOR ROADSTONE WEST UNIT TRUST T/A GREENFIELD TECHNICAL SERVICES	PROVISION OF SITE SUPERVISION SERVICES AS PER CONTRACT RFQ 11/2024 - MINILYA LYNDON ROAD (2024/2025 RRG WORKS) FOR AS ESTIMATED AMOUNT OF \$111,105.50 INCL GST (INCL 50% OF STAGE 1 PER-CONSTRUCTION ASSESSMENT)	\$ 45,409.26		
EFT44649	04/07/2025	ANDREOLI HOLDINGS PTY LTD T/A AUTOPRO CARNARVON	2 X PHILLIPS LONG LIFE 24V LIGHTS FOR RUBBISH TRUCK - P376	\$ 84.00		
EFT44650	04/07/2025	INCA LIFTS PTY LTD	ON SITE INSPECTION AND SERVICE OF WORKSHOP MOBILE MOLNAR M245 2-POST 4.5T HOIST AT CARNARVON SHIRE DEPOT AND ON SITE INSPECTION AND SERVICE OF WORKSHOP MOBILE AUTOLIFT 7.5T CAPACITY POST HOIST COLUMNS AT CARNARVON SHIRE DEPOT - THURSDAY 5TH JUNE 2025	\$ 1,100.00		
EFT44651	04/07/2025	INFOCOUNCIL PTY LTD	INFO COUNCIL RENEWAL - 1 JULY 2025 TO 30 JUNE 2026	\$ 11,315.35		
EFT44652	04/07/2025	INTERFIRE AGENCIES PTY LTD (THE TRUSTEE FOR THE LOVETT FAMILY TRUST)	PURCHASE OF EFLARES EMS PACK, 4 X AT730, INCLUDING CONE CLIPS, RUBBER BASES AND BAG	\$ 438.54		
EFT44653	04/07/2025	INTEGRATED ICT	MANAGED SERVICE AGREEMENT, FIXED FEE ICT REMOTE SUPPORT AGREEMENT PER USER @ \$110.00 X 82 = \$9020.00 EX GST X 12 \$108240.00 EX GST. SERVICE DESK/REMOTE MANAGEMENT AND MONITORING (UP TO 10PCS) @ \$5.00 X 143 = \$715 X 12 = \$8580 EX GST	\$ 10,903.20		
EFT44654	04/07/2025	INTREPID MINDS PTY LTD	WHS LAW CONGRESS ONLINE REGISTRATION FOR MANAGER PEOPLE CULTURE & WELLBEING	\$ 1,204.50		
EFT44655	04/07/2025	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	4 X TRUCK TYRES FOR WATER TRUCK - P372	\$ 3,601.00		

EFT44656	04/07/2025	JULIAN ROBERT GOLDACRE	FUEL AND ACCOMMODATION REIMBURSEMENT FOR TEMPORARY ENVIRONMENTAL HEALTH OFFICER 27/06/2025 - 29/06/2025	\$ 280.44		
EFT44657	04/07/2025	KLEENIT PTY LTD	AS PER CONTRACT RFT 03/2022 - PUBLIC TOILET BLOCKS CLEANING	\$ 19,500.25		
EFT44658	04/07/2025	LESLEY BARNES, PHIL SMITH	2 WEEKLY ALLOWANCE FOR CAMP HOSTING PAID ON A FORTHNIGHTLY BASIS - JUNE 2025	\$ 500.00		
EFT44659	04/07/2025	HELENE PTY LTD T/A LO-GO APPOINTMENTS	EXECUTIVE ASSISTANT - PLANNING AND SUSTAINABILITY JUNE COSTS	\$ 3,535.46		
EFT44660	04/07/2025	MALMAR ENTERPRISES	ORDER OF SOUVINERS FOR RETAIL AT THE VISITOR CENTRE INCLUDING FREIGHT	\$ 1,102.95		
EFT44661	04/07/2025	MELISSA FARMER	REIMBURSEMENT FOR AUSTRALIAS BIGGEST MORNING TEA SUPPLIES	\$ 564.49		
EFT44662	04/07/2025	MALGORZATA TAYLOR T/AS @G STOP	PORTRAITS OF YINGGARDA ART WORKSHOP SERIES, AND CREATION OF WORKS	\$ 2,535.00		
EFT44663	04/07/2025	MIGRATION AFFAIRS PTY LTD	482 NOMINATION AND VISA APPLICATIONS FOR ACCOUNTANT	\$ 96.33		
EFT44664	04/07/2025	THE TRUSTEE FOR KIMAL TRUST T/A MKB WASTE & RECYCLING (MKB SKIP BINS)	BLOWHOLES CAMPING AREA - DELIVERY OF 2 X 4.5M3 FRONT LIFT BINS - 20/06/2025	\$ 760.00		
EFT44665	04/07/2025	MOORE AUSTRALIA (WA) PTY LTD	PROVISION OF INDEPENDENT AUDIT OF THE END OF LIFE REPORT FOR THE FLOOD PREPAREDNESS PROJECT - 1/6/2022 - 31/03/2025	\$ 5,500.00		
EFT44666	04/07/2025	NORWEST REFRIGERATION SERVICES	EQUIPMENT HIRE TO REPAIR PBF82	\$ 91.96		
EFT44667	04/07/2025	PETA RENAE GREENING	TRAVEL REIMBURSEMENT FOR SENIOR STRATEGIC PROJECTS MANAGER	\$ 226.03		
EFT44668	04/07/2025	JOANNA PATRICIA SCHAPHEL T/AS WILDE AND PRECIOUS	FACILITATOR FEE 100 X 18 HRS (TERM 1) FOR THE CREATION OF A CARNARVON COMMUNITY COLLEGE COMMUNAL ARTWORK FOR THE RECONCILIATION EXHIBITION	\$ 2,619.75		
EFT44669	04/07/2025	RK & LJ SMITH CORPORATION PTY LTD T/AS THE PRINTSMITH CO	DESIGN AND MANUFACTURE 2 X ELECTRONIC ROAD CONDITION SIGNS FOR QUOBBA GNARALOO ROAD AND MINILYA LYNDON ROAD. AS PER QUOTES 1207 AND 1208	\$ 52,530.72		
EFT44670	04/07/2025	THINKPROJECT AUSTRALIA PTY LTD	RAMM SUPPORT AND MAINTENANCE FEE AND RENTAL OF POCKET RAMM SOFTWARE	\$ 14,884.77		
EFT44671	04/07/2025	REPCO PTY LTD	2 X LED HEAD LIGHTS FOR RUBBISH TRUCK - P293 AS PER QUOTE TAV9188	\$ 792.48		
EFT44672	04/07/2025	SRM AUSTRALIA PTY LTD	PROFESSIONAL SERVICES FOR ATO BAS LODGEMENT FOR MAY 2025	\$ 2,999.70		
EFT44673	04/07/2025	SHIRE OF CARNARVON MUNICIPAL FUND	COMMISSION ON BUILDING SERVICES LEVY FOR THE PERIOD 01/06/2025 - 30/06/2025	\$ 30.00		
EFT44674	04/07/2025	SEA CONTRACTING PTY LTD	CHANGE BATTERIES IN SECURITY SYSTEM AT CIVIC CENTRE / WOOLSHED	\$ 507.55		
EFT44675	04/07/2025	SGS AUSTRALIA PTY LTD	WASTE FACILITY BORE MONITORING AND LICENSE REQUIREMENT	\$ 1,028.06		
EFT44676	04/07/2025	THE TRUSTEE FOR HAYTO TRUST T/AS SOCO STUDIOS	ANNUAL REPORT DESIGN- CREATION OF THE ANNUAL REPORT ACCORDING TO THE CARNARVON STYLE GUIDE FOR THE MONTH OF MAY 2025	\$ 7,700.00		
EFT44677	04/07/2025	TENDERLINK (TRADING AS TENDERLINK.COM)	ADVERTISING RFT 01/2025 CARNARVON AERODROME UPGRADE PROJECT PLANNING AND DESIGN ON TENDERLINK PORTAL	\$ 184.80		
EFT44678	04/07/2025	TOURISM COUNCIL WESTERN AUSTRALIA LTD	2026 WA TOURISM CONFERENCE HOST TOWN INSTALMENT	\$ 33,000.00		
EFT44679	04/07/2025	A & M H ZAKNICH TRUST T/AS CARNARVON TRADE CENTRE TROPICS HARDWARE	GALMET IRONIZE 4L AND BREMICK BOLT AND WASHER AS PER QUOTE 10/6/25	\$ 318.90		
EFT44680	04/07/2025	UNIFORMS AT WORK AUSTRALIA PTY LTD	UNIFORMS FOR COMMUNITY PROJECT OFFICER TRAINEE AND TOURISM OFFICER TRAINEE	\$ 578.23		
EFT44681	04/07/2025	VANGUARD UNIT TRUST & VIKING TRUST T/A VANGUARD PRINT	DISTRIBUTION OF HOLIDAY PLANNING BROCHURE , HANDLING FEE AND TRANSPORTATION FEE FOR THE PERIOD ENDING 26/06/2025	\$ 605.97		
EFT44682	04/07/2025	WILSONS SIGN SOLUTIONS	NICHE WALL PLAQUE FOR BARRY SCOTT - INCLUDED POSTAGE	\$ 783.20		
EFT44683	08/07/2025	ADAM COTTRELL	MONTHLY COUNCILLOR SITTING FEE - 24 JUNE 2025	\$ 1,609.33		
EFT44684	08/07/2025	LUKE SKENDER	MONTHLY COUNCILLOR SITTING FEE - 24 JUNE 2025	\$ 1,609.33		
EFT44685	08/07/2025	MARCO PAULO FERREIRINHA	MONTHLY COUNCILLOR SITTING FEE - 24 JUNE 2025	\$ 1,609.33		
EFT44686	08/07/2025	BURKE MASLEN	MONTHLY COUNCILLOR SITTING FEE AND DEPUTY ALLOWANCE - 24 JUNE 2025	\$ 2,645.83		
EFT44687	08/07/2025	MASLEN, DUDLEY	MONTHLY COUNCILLOR SITTING FEE - 24 JUNE 2025	\$ 1,609.33		
EFT44688	08/07/2025	PAUL FRANCIS KELLY	VOLUNTARY MEMBER SUPERCONTRIBUTION- PAYMENT FOR MONTHLY COUNCILLOR SITTING FEE - 24/06/2024	\$ 1,609.33		
EFT44689	08/07/2025	SMITH, EDWARD CHARLES	MONTHLY COUNCILLOR SITTING FEE & PRESIDENT'S ALLOWANCE- 24 JUNE 2025	\$ 5,755.33		
EFT44690	08/07/2025	LUKE VANDELEUR	MONTHLY COUNCILLOR SITTING FEE - 24 JUNE 2025	\$ 1,609.33		
EFT44691	11/07/2025	CORE HOSPITALITY GROUP PTY LTD T/AS ADAGE FURNITURE	12 CASTEL CHAIR BLACK AND 1 CHAIR TROLLEY	\$ 1,760.00		
EFT44692	11/07/2025	GREYMACH PTY LTD T/AS AGWEST MACHINERY	SUPPLY PARTS FOR TRANSMISSION OUT PUT SEAL - P371	\$ 106.60		
EFT44693	11/07/2025	AMPOL AUSTRALIA PETROLEUM PTY LTD	AMPOL FUEL FOR WORK VEHICLE FOR THE MONTH OF JUNE 2025	\$ 1,518.64		
EFT44694	11/07/2025	ASHLEY THOMAS NENCKI	TRAVEL REIMBURSEMENT FOR APPRENTICE MECHANIC WHILE ATTENDING TAFE COURSE IN GERALDTON FOR THE PERIOD 08/06/2025 TO 20/06/2025	\$ 1,060.00		
EFT44695	11/07/2025	BAYVIEW CORAL BAY	OPERATOR PAYMENT FOR BOOKING 14112296	\$ 217.00		
EFT44696	11/07/2025	BUILDING & CONSTRUCTION INDUSTRY TRAINING	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND LEVY FOR THE PRIOD OF JUNE 2025. REFERENCE: INV-294198-J4V1X6	\$ 4,940.67		
EFT44697	11/07/2025	G BISHOPS TRANSPORT SERVICES PTY LTD AFT GBT SERVICES TRUST	DELIVER MULTIPLE PACKS, CARTONS AND PALLETS FROM GARRISON FENCING TO SHIRE DEPOT	\$ 1,043.87		
EFT44698	11/07/2025	CARNARVON CENTRAL APARTMENTS 2	OPERATOR PAYMENT FOR BOOKING 13743335	\$ 175.00		
EFT44699	11/07/2025	THE TRUSTEE FOR DN KEARNEY FAMILY TRUST T/A CARNARVON ELECTRICS	ELECTRICAL WORKS AT SHIRE DEPOT FOR NEW OFFICE SPACES	\$ 21,642.31		
EFT44700	11/07/2025	JRM OPERATIONS PTY LTD T/A CORAL COAST TOURIST PARK	OPERATOR PAYMENT FOR BOOKING 13869473, 14616980, 14673469	\$ 747.24		
EFT44701	11/07/2025	CORSIGN WA PTY LTD	SUPPLY ALL RURAL ROAD SAFETY SIGNS	\$ 9,599.70		
EFT44702	11/07/2025	CARNARVON GROWERS ASSOCIATION INC	SUPPLY ITEMS FOR RETIC/PARKS & GARDENS	\$ 84.36		
EFT44703	11/07/2025	CARNARVON MOTOR WRECKERS	COLLECTION AND TOWING OF ABANDONED AND IMPOUNDED VEHICLES - FORD TERRITORY FROM POWERLINES ON CARNARVON RD	\$ 275.00		
EFT44704	11/07/2025	THE TRUSTEE FOR CHAPMAN TRUST T/A CARNARVON MITRE 10	SUPPLY OF ITEMS FOR PICTURE HANGING IN THE ADMIN BUILDING	\$ 47.53		
EFT44705	11/07/2025	DISCOVERY PARKS CARNARVON (DISCOVERY HOLIDAY PARKS PTY LIMITED)	OPERATOR PAYMENT FOR BOOKING 14629466	\$ 115.50		
EFT44706	11/07/2025	DUN DIRECT PTY LTD	DUNNING FUEL FOR WORK VEHICLE FOR THE MONTH OF JUNE 2025	\$ 331.79		
EFT44707	11/07/2025	EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	NATIONAL POLICE CLEARANCES FOR NEW EMPLOYEES	\$ 88.00		
EFT44708	11/07/2025	GOODFORM HOLDINGS PTY LTD T/A EVERYWHERE TRAVEL	FLIGHTS FOR EXTERNAL CONSULTANT FOR CEO PERFORMANCE APPRAISAL	\$ 1,184.00		
EFT44709	11/07/2025	JM AND VL FARNE T/A CORAL BAY CONTRACTING	LANDFILL MANAGEMENT SERVICES 2024/2025 - AS PER CONTRACT RFT 12/2021	\$ 21,223.53		
EFT44710	11/07/2025	FIRE AND SAFETY AUSTRALIA PTY LTD	WARDEN TRAINING AND CHIEF WARDEN TRAINING (TRAINING, FLIGHTS, MEALS)	\$ 3,450.00		
EFT44711	11/07/2025	GASCOYNE BAKERY CAFE	CATERING FOR DEADLY GIRLS GROUP FASHION PARADE ON 06/06/2025	\$ 1,250.00		
EFT44712	11/07/2025	THE TRUSTEE FOR THE PLUMBING TRUST T/AS GASCOYNE PLUMBING SOLUTIONS	PUMP OUTS OF DUMP POINTS AND TOILETS AT THE BLOWHOLES CAMPING AREA FOR THE PERIOD OF JULY 2024 - 30TH JUNE 2025	\$ 4,660.52		
EFT44713	11/07/2025	BREAKAWAY HOLDINGS WA PTY LTD T/AS GASCOYNE TRADERS	OFFICE FURNITURE AND EQUIPMENT FOR NEW EMPLOYEES	\$ 5,855.00		

EFT44714	11/07/2025	GNC BUILDING & CONSTRUCTION GROUP WA PTY LTD T/A S GNC QUALITY PRECAST	SUPPLY AND DELIVERY OF 1500 X 1800MM CONCRETE PANELS AT \$1080. SUPPLY AND DELIVERY OF CORNERS TO SUIT 1500MM CONCRETE PANELS AT \$1285. DELIVERY OF PANELS TO CARNARVON SHIRE DEPOT @ \$4750 + \$340	\$ 22,682.00		
EFT44715	11/07/2025	GOODWORK HOLDINGS PTY LTD	AS PER CONTRACT RFT 02/2024 - SUPPLY PLANT AND OPERATORS FOR UNSEALED ROAD WORKS ON QUOBBA GNARALOO RD SLK 47-56 (AS PER RRG WORKS 2024/25) (FUNDED BY RRG AND R2R PROGRAM)	\$ 57,728.00		
EFT44716	11/07/2025	THE TRUSTEE FOR ROADSTONE WEST UNIT TRUST T/A GREENFIELD TECHNICAL SERVICES	PROVISION OF SITE SUPERVISION SERVICES AS PER CONTRACT RFQ 11/2024 - QUOBBA GNARALOO ROAD FOR THE PERIOD 23/06/2025 TO 30/06/2025	\$ 7,760.50		
EFT44717	11/07/2025	GENERAL TERRAIN SERVICES PTY LTD	SUPPLY OF WET HIRE OF 5-6T EXCAVATOR WITH ROCK BREAKER ATTACHMENT	\$ 4,583.70		
EFT44718	11/07/2025	ANDREOLI HOLDINGS PTY LTD T/A AUTOPRO CARNARVON	SUPPLY OF WINDOW REGULATOR AND CLOCK SPRING FOR PTRU5	\$ 2,203.00		
EFT44719	11/07/2025	HORIZON POWER (BENTLEY OFFICE)	ELECTRICITY ACCOUNT 20 532 6 FOR THE PERIOD 7/05/2025 TO 4/07/2025	\$ 2,180.30		
EFT44720	11/07/2025	HOSPITALITY PTY LTD T/A S HOSPITALITY INN CARNARVON	OPERATOR PAYMENT FOR BOOKING 14343131, 14594035	\$ 327.24		
EFT44721	11/07/2025	INDEPENDENT BUEL SOLUTIONS PTY LTD	SUPPLY OF BULK FUEL AND FUEL STORAGE EQUIPMENT	\$ 5,229.81		
EFT44722	11/07/2025	JACQUELINE BIRCH	STAFF ATTRACTION & RETENTION CLAIM FOR EXECUTIVE ASSISTANCE LIFESTYLE & COMMUNITIES	\$ 180.00		
EFT44723	11/07/2025	LESLEY BARNES, PHIL SMITH	PAYMENT FOR CAMP HOSTING DUTIES WEEK ENDING 13 JULY 2025	\$ 250.00		
EFT44724	11/07/2025	LG BEST PRACTICES PTY LTD	RATES SERVICES PER MONTH - MAY 2025 - JUNE 2025	\$ 3,740.00		
EFT44725	11/07/2025	THE TRUSTEE FOR THE LITTLE RED HEN TRUST T/A S THE CARNARVON HOTEL	OPERATOR PAYMENT FOR BOOKING 14578930, 14643553, 14643554	\$ 323.74		
EFT44726	11/07/2025	HELENE PTY LTD T/A LO-GO APPOINTMENTS	EXECUTIVE ASSISTANT - PLANNING AND SUSTAINABILITY JUNE COSTS	\$ 3,015.98		
EFT44727	11/07/2025	BUCHER MUNICIPAL PTY LTD	SUPPLY OF PARTS FOR - P376	\$ 3,758.17		
EFT44728	11/07/2025	MADDOG PROMOTIONAL PRODUCTS PTY LTD T/A S MAD DOG PROMOTIONS	4000 X FRIDGE MAGNETS 70 X 95MM - 2000 OF EACH DESIGN \$2200 + GST	\$ 4,873.00		
EFT44729	11/07/2025	MCLEODS LAWYERS PTY LTD	BRIEF ADVICE REGARDING MOU	\$ 642.40		
EFT44730	11/07/2025	THE TRUSTEE FOR KIMAL TRUST T/A MKB WASTE & RECYCLING (MKB SKIP BINS)	BLOWHOLES CAMPING AREA - WEEKLY COLLECTION OF 2 X 4.5M3 FRONT LIFT BINS UP TO 30TH JUNE 2025	\$ 760.00		
EFT44731	11/07/2025	NORTHERN GOLDFIELDS EARTHMOVING PTY LTD	PROVISION OF UNSEALED ROAD GRADING SERVICES FOR THE SHIRE RURAL ROAD NETWORK	\$ 33,577.50		
EFT44732	11/07/2025	PATHWEST LABORATORY MEDICINE WA	RANDOM ALCOHOL AND OTHER DRUG TESTS AS REQUIRED INCLUSIVE OF CONFIRMATION TESTING AS REQUIRED	\$ 49.50		
EFT44733	11/07/2025	Paula PARORE	GASCOYNE FOOD FESTIVAL FEAST AND GROOVE ENTERTAINMENT FROM AVIDA AS PER QUOTE. 50% DEPOSIT REQUIRED TO SECURE BOOKING.	\$ 2,750.00		
EFT44734	11/07/2025	REAL FUTURES PTY LTD	SUPPLY OF INGREDIENTS AND 2X STAFF MEMBERS TO MAKE MOCKTAILS AT GIRLS GROUP FASHION PARADE ON 06/06/2025	\$ 350.00		
EFT44735	11/07/2025	REPCO PTY LTD	PURCHASE OF FILTER KITS FOR P340, P296, P342	\$ 472.31		
EFT44736	11/07/2025	R & L COURIERS	INFRASTRUCTURE LOCAL FREIGHT FOR THE MONTH OF MAY 2025	\$ 715.00		
EFT44737	11/07/2025	SHIRE OF CARNARVON MUNICIPAL FUND	COMMISSION ON BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND LEVY FOR THE PERIOD OF JUNE 2025. REFERENCE: INV-294198-J4V1X6	\$ 24.75		
EFT44738	11/07/2025	SOUTHERN CROSS AUSTEREO PTY LTD	PROVISION OF PUBLIC RELATIONS SERVICES FOR THE BLOWHOLES ECO RESERVE AND BROADCASTING	\$ 572.00		
EFT44739	11/07/2025	SHANE ANDREW NENCKI T/A S & M SPARKYS	SUPPLY AND INSTALL 2 ATOM CEILING FANS AND SUPPLY AND INSTALL TV OUTLET IN BEDROOM AT 51 YARDI QUAYS	\$ 962.00		
EFT44740	11/07/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT FROM FRONTLINE AND INTERFIRE DELIVERING ORDER FOR PO 50934 & PO 50871 AND FROM CARNARVON TO PATHWEST (WATER SAMPLES) FOR 17/06/025 - 18/06/2025	\$ 545.05		
EFT44741	11/07/2025	NEW IMAGE HOLDINGS PTY LTD T/A TRAC BUILDING SERVICES	SUPPLY AND ERECT NEW OFFICE ADDITIONS TO DEPOT FINAL PROGRESS PAYMENT (BALANCE ON COMPLETION)	\$ 67,300.20		
EFT44742	11/07/2025	UNIFORMS AT WORK AUSTRALIA PTY LTD	UNIFORMS FOR: CAMP HOSTS	\$ 2,457.33		
EFT44743	11/07/2025	VANGUARD UNIT TRUST & VIKING TRUST T/A VANGUARD PRINT	5X TEAR DROP BANNERS AT \$160EA FOR GASCOYNE FOOD FESTIVAL	\$ 880.00		
EFT44744	11/07/2025	WEST AUSTRALIAN NEWSPAPER LTD	ADVERTISING COST NOTICE OF PUBLIC ADVERTISEMENT OF PLANNING PROPOSAL/S TO BE PUBLISHED IN THE MIDWEST TIMES	\$ 1,489.94		
EFT44745	11/07/2025	WOLFCOM AUSTRALIA PTY LTD	4 WOLFCOM BODY WORN CAMERA + DOCK AND CHARGING CABLES INCLUDING ANNUAL MANAGEMENT SOFTWARE	\$ 2,999.00		
EFT44746	18/07/2025	BOOEASY AUSTRALIA PTY LTD	2025 BOOEASY CENTRAL RESERVATION SYSTEM FEE AND ANNUAL PAYMENT GATEWAY FEE (SEP 24 TO AUG 25)	\$ 874.50		
EFT44747	18/07/2025	CORAL COAST WATER PTY LTD	COMMERCIAL CONSUMPTION FOR THE PERIOD 01/06/2025 TO 30/06/2025	\$ 9,003.22		
EFT44748	18/07/2025	DEPARTMENT OF TRANSPORT	REGISTRATION LOOKUPS TO ISSUE INFRINGEMENT NOTICES FOR THE MONTH OF JUNE 2025	\$ 18.20		
EFT44749	18/07/2025	DOMESHELTER AUSTRALIA PTY LTD	CONTAINER HOLD DOWN BRACKET PLUS DELIVERY	\$ 2,090.00		
EFT44750	18/07/2025	JM AND VL FARNE T/A CORAL BAY CONTRACTING	CLEANING OF CORAL BAY ABLUTION DAILY CLEANING TASKS AND CHECKS REQUIRED 7 DAYS PER WEEK, ABLUTION MONTHLY CLEANING TASKS, FISH TABLE DAILY CLEANING TASKS REQUIRED 7 DAYS P.WEEK, AIRSTRIPT TOILET MONTHLY CLEANING TASKS	\$ 6,733.06		
EFT44751	18/07/2025	GAVIN GRIFFITHS INVESTMENTS PTY LTD	PHYSIO APPOINTMENT FOR RANGER	\$ 90.00		
EFT44752	18/07/2025	THE TRUSTEE FOR THE PLUMBING TRUST T/A S GASCOYNE PLUMBING SOLUTIONS	REPLACE AND FIX VARIOUS PLUMBING ISSUES, INCLUDING WALTER FILTRATION SYSTEM AT 51 YARDI QUAYS	\$ 9,155.15		
EFT44753	18/07/2025	GRACE RESOURCES PTY LTD T/A S DESSERT TO COAST TRAINING AND ASSESSING	SNAKE TRAINING ON 20.06.2025 FOR RANGER	\$ 650.00		
EFT44754	18/07/2025	HORIZON POWER (BENTLEY OFFICE)	ELECTRICITY ACCOUNT 16 894 4 FOR THE PERIOD 01/06/2025 TO 30/06/2025	\$ 33,027.95		
EFT44755	18/07/2025	A & N ENTERPRISES (AUSTRALIA) PTY LTD T/A S INTEGRITY COACH LINES	OPERATOR PAYMENT FOR THE PERIOD OF 16.05.2025 - 30.06.2025	\$ 3,325.25		
EFT44756	18/07/2025	LESLEY BARNES, PHIL SMITH	PAYMENT FOR CAMP HOSTING DUTIES WEEK ENDING 20 JULY 2025	\$ 250.00		
EFT44757	18/07/2025	LEELA GIBSON-JOHN	TRAVEL ALLOWANCE FOR TOURISM & ECONOMIC DEVELOPMENT OFFICER WHILE ATTENDING INTERN-MCCUSTER CENTRE FROM THE 23/06/2025 TO 12/07/2025	\$ 1,590.00		
EFT44758	18/07/2025	LOHMAN NOMINEES PTY LTD	ELECTRICITY USAGE FOR US OF CARNARVON BUSINESS CENTRE FOR THE PERIOD OF 03.06.2025 - 01.07.2025	\$ 187.73		
EFT44759	18/07/2025	MITRO PTY LTD	REFUND OF BOND FOR HIRE OF TOWN OVAL 17-22 JUNE 2025 - FUN FAIR	\$ 1,034.00		
EFT44760	18/07/2025	R & L COURIERS	INFRASTRUCTURE LOCAL FREIGHT FOR THE MONTH OF APRIL 2025	\$ 843.70		
EFT44761	18/07/2025	SHIRE OF CARNARVON MUNICIPAL FUND	INTEGRITY COMMISSION PAYMENT FOR JUNE 2025	\$ 859.07		
EFT44762	18/07/2025	SHAYNE SILCOX T/A S STRATEGIC LEADERSHIP CONSULTING	CUSTOMISED CEO PERFORMANCE REVIEW - SHIRE OF CARNARVON. FULL ON-SITE PERFORMANCE REVIEW WITH IN-PERSON INTERVIEWS AND SUPPORTING THE COUNCIL TO DEVELOP CEO KPIs	\$ 6,820.00		

EFT44763	18/07/2025	SOUTHERN CROSS AUSTERIO PTY LTD	RADIO ADS FOR 2025 COURTYARD CRAFT MARKETS FROM 17 APRIL 2024 TO JUNE 2025 INCLUDING PRODUCTION. ADVERTISING ON WEDNESDAY, THURSDAY, FRIDAYS AND SATURDAY	\$ 528.00		
EFT44764	18/07/2025	STUART MCMILLAN	IMMERSIVE ARTS DEVELOPMENT RESIDENCY 7 JULY TO 17 AUGUST 2025. ARTIST FEE \$1300/WEEK, TRAVEL \$100/WEEK, MISC \$500 TO BE REIMBURSED ON RECEIPTS. (50% UP FRONT AND 50% ON COMPLETION)	\$ 4,200.00		
EFT44765	18/07/2025	VEND LIMITED	SUBSCRIPTION VEND LIGHTSPEED FOR THE VISITOR CENTRE 1 JUNE 2025 - 30 JUNE 2025	\$ 290.00		
EFT44766	25/07/2025	GREYMACH PTY LTD T/A AGWEST MACHINERY	TRANSMISSION SEAL, DECK ARM PARTS AND ASSOCIATED HARDWARE FOR KUBOTA ZERO TURN MOWER - P371 AS PER QUOTE 83437 INCLUDING FREIGHT TO GERALDTON. PARTS WILL BE COLLECTED BY D.LESTER ON THURSDAY 3RD JULY	\$ 434.97		
EFT44767	25/07/2025	ANGELIKA CZAPP	GRANT-FUNDED ARTIST PAYMENT FOR REGIONAL ARTS TRIENNIEL3, SOLID GROUND EXHIBITION - 50% PAYMENT (\$400 ON AGREEMENT), REMAINDER TO BE PAID ON DELIVERY OF ARTWORK	\$ 400.00		
EFT44768	25/07/2025	AUSTRALASIAN PERFORMING RIGHT ASSOC. LTD T/A ONEMUSIC AUSTRALIA	ONEMUSIC ANNUAL LICENCE FEE - COUNCIL MUSIC RURAL LICENCE FOR THE PERIOD 01.07.25-30.06.26	\$ 880.40		
EFT44769	25/07/2025	BRIANA LEE HARDIE	UNIT 2/6 JAMES STREET LEASE WEEKLY RENT FOR THE TERM OF THE LEASE (\$340 PER WEEK X 52 WEEKS + \$17,680) PLUS BOND \$1360	\$ 1,360.00		
EFT44770	25/07/2025	CARNARVON MOTOR GROUP PTY LTD	PARKING CABLE ASSY FOR TOYOTA HILLUX - C12942 - PUTE 30	\$ 819.31		
EFT44771	25/07/2025	CARNARVON CENTRAL APARTMENTS 2	ADDITIONAL 2 NIGHTS ACCOMMODATION FOR TAYLA BEYNON AND SALLY RIDGE AS PART OF THE RAC IGNITE YOUTH STREET MAKEOVER PROGRAM	\$ 720.00		
EFT44772	25/07/2025	CENTRAL REGIONAL TAFE	HEALTH AND SAFETY REP FULL COURSE BETWEEN 28 JULY - 1 AUG FOR EXECUTIVE ASSISTANT LIFESTYLE AND COMMUNITIES, SENIOR MECHANIC, LEADING HAND WASTE ADMIN, BUILDING SERVICES ASSISTANT. \$1297 PER PERSON	\$ 5,188.00		
EFT44773	25/07/2025	CHANDAN KUMAR SAH	REIMBURSEMENT OF PROFESSIONAL MEMBERSHIP \$625.00 AND MEDICAL EXAM \$484.31	\$ 1,109.31		
EFT44774	25/07/2025	CHILDREN'S DISCOVERY MUSEUM LIMITED	BIG BANG SCIENCE KIT - DINGO DOINGS, AWESOME ASTRONOMY, SEE LIGHT IN A NEW LIGHT AND TRICKS OF THE EYE	\$ 2,385.00		
EFT44775	25/07/2025	CORAL COAST VETERINARY HOSPITAL	MICROCHIP AND (AAR) AUSTRALASIAN REGISTRATION	\$ 75.00		
EFT44776	25/07/2025	ColPol Cutting Pty Ltd t/a Vital Line CNC Routing	RAC IGNITE YOUTH PRECINCT STREET MAKEOVER PROGRAM 3X SET DREAM COUCH \$305 + GST EACH 1X SET ALLEN BIKE RACK \$560 EACH + GST	\$ 1,622.50		
EFT44777	25/07/2025	CS LEGAL	FEES TO ACT ON THE SHIRE'S BEHALF FOR CONVEYANCING - ST JOHN AMBULANCE LAND SWAP, 5 RUSHTON STREET - 358 ROBINSON STREET, CARNARVON	\$ 1,843.38		
EFT44778	25/07/2025	RK & LJ SMITH CORPORATION PTY LTD T/A CARNARVON AUTO ELECTRICS	NEW EARTH WIRE TO TAIL LIGHTS AND TEST ON MISUBISHI CANTER - GNG1513-PTRU4	\$ 760.13		
EFT44779	25/07/2025	CARNARVON GROWERS ASSOCIATION INC	1X PRIMING FLUID PVC 500ML, 1X SOLVENT CEMENT PVC 500ML, 2X PVC END CAP FOR HUTCHINSON PARK	\$ 24.68		
EFT44780	25/07/2025	A.C.P. INDUSTRIES PTY LTD T/A CARNARVON FRESH IGA	ORDER FOR CINEMA KIOSK SUPPLIES ON 04.07.2025	\$ 439.89		
EFT44781	25/07/2025	THE TRUSTEE FOR CHAPMAN TRUST T/A CARNARVON MITRE 10	DRILL BITS, PAINT AND TAPE FOR FLOORING IN MECHANICS ROOM AT DEPOT	\$ 2,455.40		
EFT44782	25/07/2025	MESSAGE4U PTY LTD T/A DIRECTSMS BY SINCH MESSAGEMEDIA	PROFESSIONAL 49 PLAN (INCLUDES 650 STANDARDPLUS SMS PER MONTH) FOR THE PERIOD 01/07/2025 - 31/07/2025	\$ 53.90		
EFT44783	25/07/2025	THE WALT DISNEY COMPANY (AUSTRALIA) PTY LIMITED	SCREENING OF MOVIES DURING JULY 2025 SCHOOL HOLIDAYS: LILO & STITCH	\$ 312.50		
EFT44784	25/07/2025	DOWLING GIUDICI AND ASSOCIATES	GRANT-FUNDED ARTIST PAYMENT FOR REGIONAL ARTS TRIENNIEL 3, SOLID GROUND EXHIBITION, 50% PAYMENT (\$400 ON AGREEMENT), REMAINDER TO BE PAID ON DELIVERY OF ARTWORK	\$ 400.00		
EFT44785	25/07/2025	ECONISIS PTY LTD	REWRITE OF THE PROJECT PROFILE FOR THE CARNARVON EVACULATION CENTRE UPGRADES ECONOMIC AND IMPACT ASSESSMENT REPORT - INCLUSION OF DISABILITY ACCESS DATA.	\$ 2,200.00		
EFT44786	25/07/2025	ELDERS RURAL SERVICES AUSTRALIA LIMITED	10KG RABBIT BAIT'S AS PER QUOTE DATED 10/07/2025	\$ 162.78		
EFT44787	25/07/2025	ENVISIONWARE AUSTRALIA PTY LTD	ENVISIONWARE SOLUTIONS ANNUAL RENEWAL 01/09/2025 TO 31/08/2026	\$ 1,712.02		
EFT44788	25/07/2025	GOODFORM HOLDINGS PTY LTD T/A EVERYWHERE TRAVEL	FLIGHTS FOR SCHERRI-LEE VENABLES AND RHYS RIGBY CHANNEL NINE VISIT GASCOYNE FOOD FESTIVAL PERTH - CARNARVON THURS 24 JULY RETURN CARNARVON - PERTH SAT 26 JULY	\$ 11,179.82		
EFT44789	25/07/2025	GAVIN GRIFFITHS INVESTMENTS PTY LTD	PRE-EMPLOYMENT MEDICAL ASSESSMENT FOR FINANCE OFFICER	\$ 308.00		
EFT44790	25/07/2025	THE TRUSTEE FOR THE PLUMBING TRUST T/A GASCOYNE PLUMBING SOLUTIONS	EMERGENCY REPAIR REQUIRED FOR FRESH WATER LEAK ON FASCINE - EXCAVATE AND REPAIR 40MM WATER MAINS	\$ 1,285.39		
EFT44791	25/07/2025	GASCOYNE OFFICE EQUIPMENT	PRINTING OF 24 PAGER COMMUNITY NEWSLETTER	\$ 871.20		
EFT44792	25/07/2025	BREAKAWAY HOLDINGS WA PTY LTD T/A GASCOYNE TRADERS	WELDING REPAIRS TO VINYL FLOORING AT SHIRE DEPOT	\$ 225.00		
EFT44793	25/07/2025	BUP HOLDINGS PTY LTD T/A S HANG ME U.P	RESTOCK OF MACRAE ITEMS FOR THE VISITOR CENTRE	\$ 965.00		
EFT44794	25/07/2025	HELEN TIPTON	REIMBURSEMENT FOR COMMUNITY DEVELOPMENT TEAM LEAD PURCHASING ITEMS FOR LOVE CARNARVON CORFLUTE FOR CARNARVON MARKET STALL	\$ 132.00		
EFT44795	25/07/2025	ANDREOLI HOLDINGS PTY LTD T/A AUTOPRO CARNARVON	5 X BAGS OF MECHANIC RAGS @ \$29.35 EACH 2 X PACKS SORBENT PADS @ \$354.64 EACH AS PER QUOTE 110719	\$ 856.03		
EFT44796	25/07/2025	HOSPITALITY PTY LTD T/A S HOSPITALITY INN CARNARVON	ACCOMMODATION FOR EXTERNAL CONSULTANT FOR CEO PERFORMANCE APPRAISAL X2 NIGHTS CHECK IN 14/07/25 OUT 16/07/25	\$ 370.00		
EFT44797	25/07/2025	HOMESTEAD HAMPERS	MOROCCAN GOAT PIES, CHICKEN PIES, MIXED PIES & PLOUGHMANS	\$ 960.00		
EFT44798	25/07/2025	INDEPENDENT FUEL SOLUTIONS PTY LTD	SUPPLY OF BULK FUEL (2000 LTRS) ON 03.07.2025, GST	\$ 6,379.29		
EFT44799	25/07/2025	J & J KIDS PTY LTD (PELICAN POINT WATERFRONT RESORT)	ACCOMMODATION FOR SENIOR EHO 4TH JULY 2025 - 1ST AUGUST 2025	\$ 4,100.80		
EFT44800	25/07/2025	JOANNA YORKE	GRANT-FUNDED ARTIST PAYMENT FOR REGIONAL ARTS TRIENNIEL3, SOLID GROUND EXHIBITION - 50% PAYMENT (\$400 ON AGREEMENT), REMAINDER TO BE PAID ON DELIVERY OF ARTWORK	\$ 400.00		
EFT44801	25/07/2025	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	WHEEL ALIGNMENT FOR P392 AS PER QUOTE 103755	\$ 210.00		
EFT44802	25/07/2025	KARIN BOERRIGTER	GRANT-FUNDED ARTIST PAYMENT FOR REGIONAL ARTS TRIENNIEL 3, SOLID GROUND EXHIBITION, 50% PAYMENT (\$400 ON AGREEMENT), REMAINDER TO BE PAID ON DELIVERY OF ARTWORK	\$ 400.00		
EFT44803	25/07/2025	KLEENIT PTY LTD	CLEAN AT BASTON PAVILION AFTER BREAK IN	\$ 396.00		
EFT44804	25/07/2025	LILY JANE VITORIA	GRANT-FUNDED ARTIST PAYMENT FOR REGIONAL ARTS TRIENNIEL 3, SOLID GROUND EXHIBITION, 50% PAYMENT (\$400 ON AGREEMENT), REMAINDER TO BE PAID ON DELIVERY OF ARTWORK	\$ 400.00		
EFT44805	25/07/2025	THE TRUSTEE FOR THE LITTLE RED HEN TRUST T/A S HOSPITALITY INN CARNARVON HOTEL	RAC IGNITE - LAUNCH PARTY PURCHASE OF 10X PIZZAS	\$ 286.00		

EFT44806	25/07/2025	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	LHAAC SAMPLING SCHEME ANNUAL FEE 25/26	\$ 1,318.25		
EFT44807	25/07/2025	HELENE PTY LTD T/A LO-GO APPOINTMENTS	EXECUTIVE ASSISTANT - PLANNING AND SUSTAINABILITY JUNE COSTS WEEK ENDING 05 JULY 2025	\$ 7,125.22		
EFT44808	25/07/2025	MARKET CREATIONS AGENCY PTY LTD	COUNCIL CONNECT WEBSITE SUBSCRIPTION RENEWAL 25/26	\$ 18,931.00		
EFT44809	25/07/2025	DEVINIA WAINWRIGHT T/AS MARA LAMAR	GRANT-FUNDED ARTIST PAYMENT FOR REGIONAL ARTS TRIENNIEL 3, SOLID GROUND EXHIBITION - 50% PAYMENT (\$400 ON AGREEMENT), REMAINDER TO BE PAID ON DELIVERY OF ARTWORK	\$ 400.00		
EFT44810	25/07/2025	MALGORZATA TAYLOR T/AS @G STOP	GRANT-FUNDED ARTIST PAYMENT FOR REGIONAL ARTS TRIENNIEL 3, SOLID GROUND EXHIBITION - 50% PAYMENT (\$400 ON AGREEMENT), REMAINDER TO BE PAID ON DELIVERY OF ARTWORK	\$ 400.00		
EFT44811	25/07/2025	MICHAEL JAMES COOKE	REIMBURSEMENT OF TRAVEL RELATED EXPENSES - PERTH TO CARNARVON - DEPART PERTH 2ND JULY 2025 ARRIVE CARNARVON 4TH JULY 2025	\$ 561.05		
EFT44812	25/07/2025	THE TRUSTEE FOR KIMAL TRUST T/A MKB WASTE & RECYCLING (MKB SKIP BINS)	BLOWHOLES CAMPING AREA - DELIVERY OF 2 X 4.5M3 FRONT LIFT BINS	\$ 1,460.00		
EFT44813	25/07/2025	RENEE SIMONE TURNER T/AS WOORAMULLA ECO CULTURAL TOURS	BLOWHOLES NIGHT SKY EXPERIENCE ON 11 JULY 2025 - NAIDOC WEEK	\$ 1,500.00		
EFT44814	25/07/2025	NAOMI MELITA MCMAHON	RECONCILIATION ARTWORK EXHIBITION - PURCHASE OF PAINTING MANY MOTHS MAKE LIGHTER WORK"	\$ 1,500.00		
EFT44815	25/07/2025	NEROLI NEEDHAM	GRANT-FUNDED ARTIST PAYMENT FOR REGIONAL ARTS TRIENNIEL 3, SOLID GROUND EXHIBITION, 50% PAYMENT (\$400 ON AGREEMENT), REMAINDER TO BE PAID ON DELIVERY OF ARTWORK	\$ 400.00		
EFT44816	25/07/2025	TURTLE TIME PTY LTD T/AS NINGALOO ROAST	150 X WATERFRONT CAFE COFFEE VOUCHERS FOR OUR CLEAN UP VOLUNTEERS LITTER LEGENDS" 150 @ \$5EA"	\$ 750.00		
EFT44817	25/07/2025	NORTHERN ASPECT CONSTRUCTIONS	PROGRESS CLAIM FOR RESIDENTIAL HOUSE CONSTRUCTION OF PARNA WAY	\$ 144,366.20		
EFT44818	25/07/2025	NO DIG EQUIPMENT PTY LTD	HIGH PRESSURE WATER LANCE, NOZZLE AND FITTINGS AS PER QUOTE 14079 INCLUDING DELIVERY TO CARNARVON	\$ 340.45		
EFT44819	25/07/2025	CAM HOLLA PTY LTD T/AS NORWEST SURF	\$100 VOUCHER DONATION FOR CORAL BAY ANNUAL AUCTION	\$ 100.00		
EFT44820	25/07/2025	OFFICEWORKS LTD	JULY STATIONARY ORDER	\$ 829.97		
EFT44821	25/07/2025	KIMMARC PTY LTD T/A W&C CO. MECHANICAL AND CIVIL	14-NM1106 - 6 MM F-100 NYLON BLACK 6MM NYLON AIR LINE 20-QFM.505 - QFM5 6MM X 1/4 QUICK-FIT ELB FOR P294	\$ 74.22		
EFT44822	25/07/2025	RK & LJ SMITH CORPORATION PTY LTD T/AS THE PRINTSMITH CO	DESIGN AND SUPPLY SIGN FOR EMERGENCY IN DEPOT	\$ 298.19		
EFT44823	25/07/2025	REPCO PTY LTD	2 X RYCO TRUCK FILTER SERVICE KIT - RSK135, 1 X RYCO AIR FILTER - HDA6034 FOR P395	\$ 1,960.34		
EFT44824	25/07/2025	SADIE JAMES	GRANT-FUNDED ARTIST PAYMENT FOR REGIONAL ARTS TRIENNIEL 3, SOLID GROUND EXHIBITION, 50% PAYMENT (\$400 ON AGREEMENT), REMAINDER TO BE PAID ON DELIVERY OF ARTWORK	\$ 400.00		
EFT44825	25/07/2025	SALLY RIDGEWAY T/AS SALLY RIDGE ILLUSTRATION	"THE FUTURE IS ME" HALF COURT MURAL	\$ 7,292.00		
EFT44826	25/07/2025	SHAYDON INDICH	GRANT-FUNDED ARTIST PAYMENT FOR REGIONAL ARTS TRIENNIEL 3, SOLID GROUND EXHIBITION, 50% PAYMENT (\$400 ON AGREEMENT), REMAINDER TO BE PAID ON DELIVERY OF ARTWORK	\$ 400.00		
EFT44827	25/07/2025	SOFIE ALICE HAYES	GRANT-FUNDED ARTIST PAYMENT FOR REGIONAL ARTS TRIENNIEL 3, SOLID GROUND EXHIBITION, 50% PAYMENT (\$400 ON AGREEMENT), REMAINDER TO BE PAID ON DELIVERY OF ARTWORK	\$ 400.00		
EFT44828	25/07/2025	SUPERPOP PTY LTD	POPCORN SUPPLIES AND FREIGHT FOR CINEMA KIOSK AS PER QUOTE DATED 09/07/2025	\$ 690.06		
EFT44829	25/07/2025	CLARKE FISH PTY LTD T/AS TEL-O-MAC TACKLE SHOP	\$100 VOUCHER DONATION FOR CORAL BAY ANNUAL AUCTION	\$ 100.00		
EFT44830	25/07/2025	TALLULAH NUNEZ	GRANT-FUNDED ARTIST PAYMENT FOR REGIONAL ARTS TRIENNIEL 3, SOLID GROUND EXHIBITION, 50% PAYMENT (\$400 ON AGREEMENT), REMAINDER TO BE PAID ON DELIVERY OF ARTWORK	\$ 400.00		
EFT44831	25/07/2025	KARLA MONIQUE TITTIMS T/AS THANARDI ARTS & WEAVING	GRANT-FUNDED ARTIST PAYMENT FOR REGIONAL ARTS TRIENNIEL 3, SOLID GROUND EXHIBITION, 50% PAYMENT (\$400 ON AGREEMENT), REMAINDER TO BE PAID ON DELIVERY OF ARTWORK	\$ 400.00		
EFT44832	25/07/2025	A & M H ZAKNICH TRUST T/AS CARNARVON TRADE CENTRE TROPICS HARDWARE	\$100 VOUCHER DONATION FOR CORAL BAY ANNUAL AUCTION	\$ 100.00		
EFT44833	25/07/2025	VALERIA LUCCHITTO	50 x TASTE OF ITALY COFFEE VOUCHERS FOR OUR CLEAN UP VOLUNTEERS LITTER LEGENDS" 50 x \$7 EA"	\$ 350.00		
EFT44834	25/07/2025	THE TRUSTEE FOR THE SAPPHIRE INVESTMENT TRUST T/A WESTLINE CONTRACTING	LINE MARKING OR CARPARK ON HILL STREET- DUMP POINT PARKING IN YELLOW, MRWA ARROW AND GIVEWAY THERMOPLASTIC PER M	\$ 2,880.90		
EFT44843	29/07/2025	ACCWEST PTY LTD	FINANCIAL CONSULTING SERVICES AS PER RFQ 11- 2023 FOR MAY AND JUNE 2025	\$ 4,928.00		
EFT44844	29/07/2025	BRIANA LEE HARDIE	RENT PAYMENT FOR 2/6 JAMES STREET WEEK ENDING 27.07.2025	\$ 340.00		
EFT44845	29/07/2025	CALL ASSOCIATES PTY LTD	CONNECT CALL CENTRE SERVICES FOR CONTRACT CA0496 FOR MONTH OF JUNE 2025	\$ 339.75		
EFT44846	29/07/2025	CARNARVON YACHT CLUB	VENUE HIRE FOR COMEDY NIGHT WEDNESDAY 12 FEBRUARY 2025	\$ 1,279.50		
EFT44847	29/07/2025	CITY OF GREATER GERALDTON	PROVISION OF BUILDING SURVEYING SERVICES - JUNE 2025	\$ 1,599.82		
EFT44848	29/07/2025	CREATIVE COMMUNITIES INTERNATIONAL PTY LTD (7 DAY MAKEOVER)	7 DAY MAKEOVER EVENT WITH DAVID ENGWICHT - 2 - 5 APRIL 2025	\$ 1,089.00		
EFT44849	29/07/2025	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	PUNRV LOOSE PUNCTURE REPAIR - 4WD/RV/TRAILERS/OTHER	\$ 50.00		
EFT44850	29/07/2025	KLEENIT PTY LTD	PUBLIC SPACE AND FOOTPATH CLEANING FORTNIGHT ENDING - 29TH JUNE 2025	\$ 13,915.00		
EFT44851	29/07/2025	THE TRUSTEE FOR THE LITTLE RED HEN TRUST T/AS THE CARNARVON HOTEL	OPERATOR PAYMENT FOR BOOKING NO: 14424637 FOR MISSED INVOICE FROM 11.04.2025	\$ 131.25		
EFT44852	29/07/2025	Paula PARORE	GASCOYNE FOOD FESTIVAL FEAST AND GROOVE ENTERTAINMENT FROM AVIIDA AS PER QUOTE. 50% DEPOSIT REQUIRED TO SECURE BOOKING.	\$ 2,750.00		
EFT44853	29/07/2025	SHIRE OF CARNARVON MUNICIPAL FUND	BOOEASY COMMISSION PAYMENT BOOKING NO: 14424637 FOR MISSED INVOICE FROM 11.04.2025	\$ 18.75		
EFT44854	29/07/2025	SUPAGAS PTY LIMITED	LATE PAYMENT FEE	\$ 10.00		
DD41649.6	18/07/2025	MAXXIA PTY LTD	PR295 - SALARY SACRIFICE FOR THE PERIOD 02/06/2025 - 15/06/2025	\$ 3.29		
DD41655.8	05/07/2025	MAXXIA PTY LTD	PR239 - SALARY SACRIFICE FOR THE PERIOD 19/5/25 - 01/06/2025	\$ 2,352.29		
DD41736.1	1/07/2025	ANZ BANK LIMITED	ANZ BANK MERCHANT FEES FOR JULY 2025	\$ 571.80		
DD41736.2	1/07/2025	IINET LIMITED	IINET CHARGES FOR THE PERIOD 5/7/25 - 4/08/2025	\$ 25.00		
DD41736.3	1/07/2025	WESTNET PTY LTD	251800ABC25C957 - WESTNET CHARGES FOR JULY 2025	\$ 23.95		
DD41738.1	3/07/2025	SG FLEET AUSTRALIA PTY LTD	FLEET CHARGES FOR THE MONTH OF JULY - P339	\$ 395.25		
DD41738.2	3/07/2025	PIVOTEL SATELLITE PTY LTD	PIVOTEL INTERNET CHARGES FOR THE PERIOD 15/6/25 - 14/07/2025	\$ 75.00		

DD41740.1	10/07/2025	BEAM CLEARING HOUSE	PR310 - SUPERANNUATION FOR THE PERIOD 30/06/2025 - 04/07/2025		\$ 220.49	
DD41742.1	14/07/2025	ANZ BANK LIMITED	ANZ BANK - ACCOUNT SERVICING FEES JULY 2025		\$ 57.50	
DD41742.2	14/07/2025	IINET LIMITED	IINET - INTERNET CHARGES FOR THE PERIOD 20/07/2025 - 19/08/2025		\$ 60.00	
DD41744.1	18/07/2025	IINET LIMITED	IINET INTERNET CHARGES FOR THE PERIOD 25/07/2025 - 24/08/2025		\$ 35.00	
DD41750.1	15/07/2025	SG FLEET AUSTRALIA PTY LTD	MONTHLY FLEET LEASE FOR JULY 2025		\$ 11,307.60	
DD41751.1	16/07/2025	BEAM CLEARING HOUSE	PR307 SUPERANNUATION FOR THE PERIOD 30/06/2025 - 13/07/2025		\$ 44,824.89	
DD41753.1	17/07/2025	IINET LIMITED	IINET MOBILE PLAN CHARGES FOR THE PERIOD 24/7/25 - 23/08/2025		\$ 25.00	
DD41753.2	17/07/2025	SHIRE OF CARNARVON MUNICIPAL FUND	PR307 EMPLOYEE SALARIES AND WAGES FOR THE PERIOD 30/06/2025 - 04/07/2025		\$ 254,397.56	
DD41753.3	17/07/2025	AUSTRALIAN TAXATION OFFICE (PAYG)	PR307 ATO TAX FOR THE PERIOD 30/06/2025 - 04/07/2025		\$ 89,478.00	
DD41753.4	17/07/2025	ATO - CHILD SUPPORT AGENCY	PR307 CHILD SUPPORT FOR THE PERIOD 30/06/2025 - 13/07/2025		\$ 1,935.29	
DD41753.5	17/07/2025	AUSTRALIAN SERVICES UNION	PR307 AUSTRALIAN SERVICES UNION FEES FOR THE PERIOD 30/06/2025 - 13/07/2025		\$ 26.50	
DD41755.1	21/07/2025	BEAM CLEARING HOUSE	PR314 SUPERANNUATION FOR THE PERIOD 30/06/2025 - 13/07/2025		\$ 49.55	
DD41756.1	22/07/2025	SHIRE OF CARNARVON MUNICIPAL FUND	PR314 PAYMENT FOR THE PERIOD 14/07/2025 - 19/07/2025		\$ 1,358.77	
DD41756.2	22/07/2025	AUSTRALIAN TAXATION OFFICE (PAYG)	PR314 ATO TAX FOR THE PERIOD 14/07/2025 - 19/07/2025		\$ 468.00	
DD41757.1	23/07/2025	3E Advantage Pty Limited	3E ADVANTAGE COPIER PRINCIPAL AND LEASE PAYMENT FOR JULY 2025		\$ 410.30	
DD41757.2	23/07/2025	W.A. TREASURY CORPORATION	WA TREASURY GUARANTEE FEE FOR LOAN 216,217,219,220 AND 221		\$ 9,800.34	
DD41760.1	29/07/2025	IINET LIMITED	IINET MOBILE CHARGE FOR THE PERIOD 05/08/2025 - 04/09/2025		\$ 25.00	
DD41762.1	30/07/2025	DE LAGE LANDEN PTY LIMITED	DE LAGE 303-0678753-001 LEASE PAYMENT FOR JULY 2025		\$ 6,786.45	
DD41764.1	31/07/2025	BEAM CLEARING HOUSE	PR318 SUPERANNUATION FOR THE PERIOD 14/07/2025 - 27/07/2025		\$ 44,234.63	
DD41764.2	31/07/2025	ANZ BANK LIMITED	ANZ WORLDLINE 000464660024531 FEES FOR THE PERIOD JULY 2025		\$ 908.73	
DD41764.3	31/07/2025	SHIRE OF CARNARVON MUNICIPAL FUND	PR318 EMPLOYEE SALARIES AND WAGES FOR THE PERIOD 14/07/2025 - 27/07/2025		\$ 249,558.60	
DD41764.4	31/07/2025	AUSTRALIAN TAXATION OFFICE (PAYG)	PR318 ATO TAXATION FOR THE PERIOD 14/07/2025 - 27/07/2025		\$ 86,294.00	
DD41764.5	31/07/2025	ATO - CHILD SUPPORT AGENCY	PR318 CHILD SUPPORT FOR THE PERIOD 14/07/2025 - 27/07/2025		\$ 1,552.29	
DD41764.6	31/07/2025	AUSTRALIAN SERVICES UNION	PR318 AUSTRALIAN UNION SERVICES FEE FOR THE PERIOD 14/07/2025 - 27/07/2025		\$ 26.50	
DD41764.7	31/07/2025	W.A. TREASURY CORPORATION	LOAN 221 PRINCIPAL AND INTEREST PAYMENT FOR 1/7/25 - 30/09/2025		\$ 20,286.49	
DD41773.1	25/07/2025	DEPARTMENT OF TRANSPORT	VEHICLES LICENSING - 12 MONTHS VEHICLE REGISTRATION		\$ 19,070.40	
DD41773.2	25/07/2025	SHIRE OF CARNARVON MUNICIPAL FUND	PR316 COUNCILLORS PAYMENT FOR THE PERIOD 01/07/2025 - 31/07/2025		\$ 17,023.51	
DD41775.1	7/07/2025	ANZ BANK LIMITED	ANZ BANK - BPOINT TRANSACTION FEES FOR THE PERIOD JULY 2025		\$ 5,758.91	
DD41775.2	7/07/2025	IINET LIMITED	IINET - MOBILE PLAN CHARGES FOR THE PERIOD 12/07/2025 - 11/08/2025		\$ 60.00	
					\$ 1,329,783.12	\$ 869,486.88
				TOTAL MUNI EFT	\$1,329,783.12	
				TOTAL BANK DIRECTS	\$869,486.88	
				CHEQUES	\$0.00	
				TOTAL	\$2,199,270.00	



ANZ CORPORATE CARD

STATEMENT PERIOD: 23/05/25 to 22/06/25

ACCOUNT NUMBER: 4564-8002-9909-9005

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

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

STATEMENT OF ACCOUNT	
Opening Balance	\$4,847.52
Payment Due Date	07/07/2025
Closing Balance	\$5,101.29

Date	Description	Amount \$A
IMPORTANT MESSAGES		
YOUR AGREED PAYMENT WILL BE DEBITED FROM YOUR ACCOUNT 016610 00433409426 ON 07/07/25		
05/06/2025	PAYMENT - THANK YOU	4,847.52CR
22/06/2025	PURCHASES	5,101.29
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.



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



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.



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



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



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	07/07/2025

1 55 1 800 188 888 888 5

ANZ1700C7-4000141414

ANZ CORPORATE CARD

ACCOUNT NUMBER: 4564-8002-9909-9005

Cheque Particulars: Proceeds not available until cleared. Please make cheques payable to ANZ. Do not staple, pin or fold your payment.

Drawer	Bank	Branch	Amount
			\$
			\$
			\$
Teller Stamp	Signature		Subtotal \$
			Notes \$
			Coins \$
			Total \$



Cardholder Summary Report

STATEMENT PERIOD: 23/05/2025 to 22/06/2025

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

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

13,000
06/25

Cardholder Details	Spend Cap	Transaction Limit	Total Purchases		Total Cash Advances		Other CR/DR & Payments	Total Month Expenditure	YTD Expenditure
			\$A	No.	\$A	No.			
DAVID NIELSEN(C) 000XXXXXXXXX493418	3,000		0.00	0	0.00	0	0.00	0.00	10,768.09
ANDREA SELVEY (C) 000XXXXXXXXX867909	5,000	2,000	0.00	0	0.00	0	0.00	0.00	2,489.40
KIERAN COOMEY 000XXXXXXXXX016910	2,000	1,500	242.40	1	0.00	0	0.00	242.40	4,357.72
DANNIELLE HILL 000XXXXXXXXX197900	3,000		2,875.34	23	0.00	0	0.00	2,875.34	28,053.56
STEPHANIE LECA 000XXXXXXXXX413075	2,000		1,983.55	23	0.00	0	0.00	1,983.55	21,641.01
ALAN THORNTON(C) 000XXXXXXXXX443585	5,000	5,000	0.00	0	0.00	0	0.00	0.00	8,531.05
MS AMANDA DEXTER 000XXXXXXXXX073993	500		0.00	0	0.00	0	0.00	0.00	480.00
SUB-TOTAL (\$A)								5,101.29	76,320.83
Account Fee Summary									
		Number							
Annual Fee		0 cards						0.00	130.00
Additional Card Fee		0 cards						0.00	514.58
Rewards Fee		0 cards						0.00	0.00
Cash Advance (over-the-counter)		0 withdrawals						0.00	0.00
Cash Advance (ATM)		0 withdrawals						0.00	0.00
Cash Advance (Other)		0 withdrawals						0.00	0.00
All other fees and charges								0.00	0.00
TOTALS (\$A) including all fees and charges			5,101.29		0.00		0.00	5,101.29	76,965.41

KIERAN COOMEY
SHIRE OF CARNARVON
PO BOX 459
CARNARVON WA 6701

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



Cardholder Activity Report

STATEMENT PERIOD: 23/05/2025 to 22/06/2025

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

Card Number 000XXXXXXXXX016910

Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Remarks		
						Actual GST Amount	GST Code	FBT
21/05/2025	BAYVIEW CRL BAY PL COTTESLOE	242.40			22.03			
TOTAL (\$A)		242.40	0.00	0.00	22.03			


Opening Expenditure Nominated Financial YTD 4,115.32

Total for this month 242.40

Total Expenditure Nominated Financial YTD 4,357.72

Certified by (Cardholder Name)

Kieran Coomey - 

Authorised by 

Date 31-07-26

Date 05/08/2025

*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	EM
21.5.25	Bayview - Coral Bay	Accommodation - EHO	115820		

Signed: (cardholder)

Date: (insert date) 31-07-25

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 declaration of expenditure must be provided for consideration to the Chief Executive Officer. I certify that all the purchases are of a business nature.

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)



Cardholder Activity Report

STATEMENT PERIOD: 23/05/2025 to 22/06/2025
Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844

Card Number 000XXXXXXXXXX413075

Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Actual GST Amount	Remarks	GST Code	FBT
23/05/2025	FACEBK *YSVWLQ4LX2 fb.me/ads <i>LIVE, WORK, INVEST</i>	290.65 ✓		130920.04	26.42				
23/05/2025	INCL OVERSEAS TXN FEE 8.47 AUD								
23/05/2025	SP MYFONTS INC MYFONTS.COM	17.89 ✓		3570/270/510	1.62				
23/05/2025	INCL OVERSEAS TXN FEE 0.52 AUD								
23/05/2025	STARLINK INTERNET Sydney <i>UPGRADE - CAMP HOST</i>	22.60		COO1/359/510	2.05				
26/05/2025	FACEBK *EBA69RG8Q2 fb.me/ads <i>LIVE WORK & INVEST</i>	3.09 ✓		1957/367/510	0.28				
26/05/2025	INCL OVERSEAS TXN FEE 0.09 AUD								
27/05/2025	FACEBK *LU473TL8Q2 fb.me/ads <i>LIVE WORK & INVEST</i>	3.09 /		1957/367/510	0.28				
27/05/2025	INCL OVERSEAS TXN FEE 0.09 AUD								
27/05/2025	FACEBK *HFGZGSC8Q2 fb.me/ads <i>LIVE WORK & INVEST</i>	3.09 ✓		1957/367/510	0.28				
27/05/2025	INCL OVERSEAS TXN FEE 0.09 AUD								
28/05/2025	FACEBK *ANM2JSC8Q2 fb.me/ads <i>LIVE, WORK & INVEST</i>	3.09 ✓		1957/367/510	0.28				
28/05/2025	INCL OVERSEAS TXN FEE 0.09 AUD								
28/05/2025	FACEBK *4SCG2SU8Q2 fb.me/ads <i>LIVE, WORK & INVEST</i>	3.09 ✓		1957/367/510	0.28				
28/05/2025	INCL OVERSEAS TXN FEE 0.09 AUD								
29/05/2025	FACEBK *796TKT89Q2 fb.me/ads <i>LIVE, WORK & INVEST</i>	5.15 /		1957/367/510	0.46				
29/05/2025	INCL OVERSEAS TXN FEE 0.15 AUD								
29/05/2025	FACEBK *MYQR3SY8Q2 fb.me/ads <i>LIVE WORK & INVEST</i>	8.24 /		1957/367/510	0.74				
29/05/2025	INCL OVERSEAS TXN FEE 0.24 AUD								
31/05/2025	FACEBK *4PTGHTC9Q2 fb.me/ads <i>LIVE, WORK & INVEST</i>	12.36 /		1957/367/510	1.12				
31/05/2025	INCL OVERSEAS TXN FEE 0.36 AUD								
01/06/2025	FACEBK *9SUBARQKX2 fb.me/ads <i>YARRA YARRA GET READY TO ROCK</i>	105.20 ✓		130920.04	9.56				
01/06/2025	INCL OVERSEAS TXN FEE 3.06 AUD								

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



Cardholder Activity Report (continued)

Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Actual GST Amount	Remarks GST Code	FBT
01/06/2025	FACEBK *9PTJ9SY8Q2 fb.me/ads / LIVE.WORK, INVEST	16.48		1957/367/510	1.49			
01/06/2025	INCL OVERSEAS TXN FEE 0.48 AUD							
01/06/2025	PLIXI 213-4101531 MARKETING.	159.21		1700 20.04				
01/06/2025	99.00 USD							
01/06/2025	INCL OVERSEAS TXN FEE 4.64 AUD							
01/06/2025	STARLINK INTERNET Sydney	933.00		VARIOUS AS ATTACHED.	84.81			
02/06/2025	FACEBK *6E2GMT49Q2 fb.me/ads LIVE WORK INVEST	19.57		1957/367/510	1.77			
02/06/2025	INCL OVERSEAS TXN FEE 0.57 AUD							
04/06/2025	FACEBK *22ECWTQ8Q2 fb.me/ads LIVE, WORK, INVEST	26.78		1957/367/510	2.43			
04/06/2025	INCL OVERSEAS TXN FEE 0.78 AUD							
05/06/2025	TELSTRA PREPAID MELBOURNE	180.00			16.36			
06/06/2025	FACEBK *VGAB7TC8Q2 fb.me/ads	30.90		1957/367/510	2.80			
06/06/2025	INCL OVERSEAS TXN FEE 0.90 AUD							
08/06/2025	FACEBK *6N8DBU89Q2 fb.me/ads LIVE WORK INVEST	35.02		1957/367/510	3.18			
08/06/2025	INCL OVERSEAS TXN FEE 1.02 AUD							
11/06/2025	FACEBK *HY5J8U49Q2 fb.me/ads LIVE WORK INVEST	40.17		1957/367/510	3.65			
11/06/2025	INCL OVERSEAS TXN FEE 1.17 AUD							
14/06/2025	FACEBK *74VLHUC9Q2 fb.me/ads	44.29		1957/367/510	4.02			
14/06/2025	INCL OVERSEAS TXN FEE 1.29 AUD							
15/06/2025	FACEBK *Meta Verified fb.me/cc	20.59		1957/367/510	1.87			
15/06/2025	INCL OVERSEAS TXN FEE 0.60 AUD							
TOTAL (\$A)		1,983.55	0.00	0.00	165.75			



Cardholder Activity Report (continued)

Opening Expenditure Nominated Financial YTD	19,657.46
Total for this month	1,983.55
Total Expenditure Nominated Financial YTD	21,641.01

Certified by (Cardholder Name)

Date

7.8.2025

Authorised by

Date

07/08/2025



CORPORATE CREDIT CARD RECONCILIATION

TRANS DATE	CREDITOR	DESCRIPTION	COA/JOB	CC	EM	
23/05/25	FACEBOOK	LIVE, WORK, INVEST	1957	367	510	\$290.65
23/05/25	MY FONTS		3570	270	510	17.89
23/05/25	STARLINK (RENEE)	UPGRADE - CAMPHOST	CO001	359	510	22.60
26/05/25	FACEBOOK	LIVE, WORK, INVEST	1957	367	510	3.09
27/05/25	"	"	1957	367	510	3.09
27/05/25	"	"	1957	367	510	3.09
27/05/25	"	"	1957	367	510	3.09
28/05/25	"	"	1957	367	510	3.09
29/05/25	"	"	1957	367	510	5.15

Signed: (cardholder) 

Date: (insert date) 07/08/25

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 declaration of expenditure must be provided for consideration to the Chief Executive Officer. I certify that all the purchases are of a business nature.



CORPORATE CREDIT CARD RECONCILIATION

TRANS DATE	CREDITOR	DESCRIPTION	COA/JOB	CC	EM	
29/05/25	FACEBOOK	LIVE, WORK, INVEST	1957	367	510	\$8.24
31/05/25	FACEBOOK	LIVE, WORK, INVEST	1957	367	510	12.36
01/06/25	FACEBOOK	YIRRA YAAKIN, GET READY TO ROCK	130920.04			105.20
01/06/25	FACEBOOK	LIVE, WORK, INVEST	1957	367	510	16.48
01/06/25	PLIXI	MARKETING	170020.04			159.21
01/06/25	STARLINK (RENEE LEOW)	ADMIN BUILDING	CO004	359	510	139.00
		BUSHFIRE BRIDGAGE	0073	359	510	139.00
		CAMPHOST	CO001	359	510	80.00
		DEFES CAR	11FE04			80.00

Signed: (cardholder) 

Date: (insert date) 07.08.2025

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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

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CORPORATE CREDIT CARD RECONCILIATION

UNKNOWN

TRANS DATE	CREDITOR	DESCRIPTION	COA/JOB	CC	EM	
01/06/25	STARLINK	WASTE	CO009			\$66.00
		DEPOT	147720.03			210.00
		MEDIA	FE0001			80.00
		VISITOR CENTRE	193320			139.00
02/06/25	FACEBOOK	LIVE, WORK, INVEST	1957	367	510	19.57
04/06/25	FACEBOOK	LIVE, WORK, INVEST	1957	367	510	26.78
05/06/25	TELSTRA PREPAID MELBOURNE A		0342			180.00
06/6/25	FACEBOOK	LIVE, WORK, INVEST	1957	367	510	30.90
08/06/25	FACEBOOK	LIVE, WORK, INVEST	1957	367	510	35.02

Signed: (cardholder) 

Date: (insert date) 7.8.2025

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 declaration of expenditure must be provided for consideration to the Chief Executive Officer. I certify that all the purchases are of a business nature.



CORPORATE CREDIT CARD RECONCILIATION

TRANS DATE	CREDITOR	DESCRIPTION	COA/JOB	CC	EM
11/06/25	FACEBOOK	LIVE, WORK, INVEST	1957	367	510
14/06/25	FACEBOOK	LIVE, WORK, INVEST	1957	367	510
15/06/25	FACEBOOK	LIVE, WORK, INVEST	1957	367	510

\$ 40.17
44.29
20.59

Signed: (cardholder) Date: (insert date)

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 declaration of expenditure must be provided for consideration to the Chief Executive Officer. I certify that all the purchases are of a business nature.

DANNIELLE 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)



Cardholder Activity Report

STATEMENT PERIOD: 23/05/2025 to 22/06/2025

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

Card Number 000XXXXXXXXX197900

Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Remarks		
						Actual GST Amount	GST Code	FBT
23/05/2025	WANEWSDTI Osborne Park ✓	32.00			2.90			
25/05/2025	MATE COMMUNICATE PTY LTD WETHERILL PAR ✓	70.00			6.36			
25/05/2025	MATE COMMUNICATE PTY LTD WETHERILL PAR ✓	70.00			6.36			
26/05/2025	PHILLED PTY LTD SYDNEY ✓	199.00			18.09			
27/05/2025	Coral Bay Bakery Coral Bay ✓	49.74			4.52			
29/05/2025	SP JB HI-FI ONLINE SOUTHBANK ✓	460.27			41.84			
29/05/2025	Harvey Norman Online Homebush West ✓	299.00			27.18			
03/06/2025	CEDA MELBOURNE ✓	55.00			5.00			
03/06/2025	CEDA MELBOURNE ✓	55.00			5.00			
04/06/2025	LANDGATE MIDLAND ✓	105.15			9.55			
06/06/2025	SP JIM KIDD SPORTS WANGARA ✓	311.25			28.29			
10/06/2025	SP JIM KIDD SPORTS WANGARA ✓	16.95			1.54			
10/06/2025	Intuit Mailchimp Sydney ✓	76.77			6.97			
11/06/2025	STARLINK INTERNET Sydney ✓	92.37			8.39			
11/06/2025	BOSS ALUMINIUM KILSYTH SOUTH ✓	464.95			42.26			
11/06/2025	SP CAMPERVANBUILDERS NEWCOMB ✓	106.00			9.63			
11/06/2025	SP AMF MAGNETICS ROZELLE ✓	52.80			4.80			
12/06/2025	BIGW ONLINE BELLA VISTA ✓	139.95			12.72			
12/06/2025	WOOLWORTHS/CARNARVON BVD CARNARVON ✓	12.65			1.15			
12/06/2025	WOOLWORTHS/CARNARVON BVD CARNARVON ✓	98.23			8.93			
14/06/2025	Intuit Mailchimp Sydney ✓	34.26			3.11			

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



Cardholder Activity Report (continued)

Date	Transaction Details	Purchases	Cash Advances	Cardholder Payments & Adjustments	Estimated GST*	Remarks		
						Actual GST Amount	GST Code	FBT
15/06/2025	WANEWSDTI Osborne Park ✓	32.00			2.90			
18/06/2025	WOOLWORTHS/CARNARVON BVD CARNARVON ✓	42.00			3.81			
TOTAL (\$A)		2,875.34	0.00	0.00	261.30			

Opening Expenditure
Nominated Financial YTD 25,178.22

Certified by (Cardholder Name)

Date
28.7.25

Total for this month 2,875.34

Authorised by

Date
05/08/2025

Total Expenditure
Nominated Financial YTD 28,053.56

STATEMENT PERIOD: FROM 23.04.25 TO 22.06.25 NAME CREDIT CARD HOLDER: DANNIELLE HILL						
TRANS DATE	CREDITOR	DESCRIPTION	COA/JOB	CC	ET	AMOUNT (\$)
23.05.25	WA NEWS	E NEWS SUBSCRIPTION - MAY	1651	280	510	32.00
25.05.25	MATE COMMUNICATE	INTERNET – 20/10 MARMION STREET	CO008	359	510	70.00
25.05.25	MATE COMMUNICATE	INTERNET – 10 FOSS CRESCENT	CO008	359	510	70.00
26.05.25	PHILLED PTY LTD	JOB ADVERTISEMENT	154520			199.00
27.05.25	CORAL BAY BAKERY	CATERING – COUNCIL, CORAL BAY	101420			49.74
29.05.25	JB HIFI ONLINE	DISCOUNTED DVD'S	134320.04			460.27
29.05.25	HARVEY NORMAN	SINGLE DOOR FRIDGE	138120.04			299.00
03.06.25	CEDA	FUTURE LOCAL GOVERNMENT – WEBINAR (COVELLA)	111920.04			55.00
03.06.25	CEDA	FUTURE LOCAL GOVERNMENT – WEBINAR (DEXTER)	111920.04			55.00
04.06.25	LANDGATE	ACTIONS FOR TENNIS CLUB LEASE	0011	103	510	105.15
06.06.25	SP JIMKIDD SPORTS	SPORTS EQUIPMENT SCHOOL HOLIDAY PROGRAM	169620.04			311.25
10.06.25	SP JIMKIDD SPORTS	CHARGE FOR HEAVY SHIPPING	169620.04			16.95
10.06.25	MAILCHIMP	SUBSCRIPTION – CONTACTS PLAN – 1500 CONTACTS	06C6	271	510	76.77
11.06.25	STARLINK	WASTE TRANSFER FROM ICT TO SHIRE ACCOUNT	CO009	359	510	92.37
11.06.25	BOSS ALUMINIUM	STARLINK MOUNT FOR CAMP HOST	ECE001			464.95
11.06.25	SP CAMPERVAN BUILDERS	MAGNET FOR STARLINK MOUNT - CAMP HOST	ECE001			106.00
11.06.25	SP AMF MAGNETICS	MAGNET FOR STARLINK MOUNT – CAMP HOST	ECE001			52.80
12.06.25	BIG W	TODDLER SAFETY FENCING WITH GATE	135H20.04			139.95
12.06.25	WOOLWORTHS	CLEANING PRODUCT FOR LIBRARY	135H20.04			12.65
12.06.25	WOOLWORTHS	REFRESHMENT AND ITEMS FOR LIBRARY PROGRAM 13.6.25	135H20.04			98.23
14.06.25	MAILCHIMP	SUBSCRIPTION – CONTACTS PLAN - 500 CONTACTS	06C6	271	510	34.26
15.06.25	WA NEWS	E NEWS SUBSCRIPTION - JUNE	1651	280	510	32.00

F056 - Corporate Credit Card Reconciliation

18.06.25	WOOLWORTHS	BEVERAGES AND COFFEE FOR CHAMBERS	101420			42.00
						2875.34

Name (cardholder)*Dannielle*.....

Date: (insert date)*28.7.25*.....

Signed: (cardholder)*[Signature]*.....

Finance Officer (Verified).....*[Signature]* *29/7/2025.*

SHIRE OF CARNARVON**MONTHLY FINANCIAL REPORT****(Containing the required statement of financial activity and statement of financial position)****For the period ended 31 July 2024*****LOCAL GOVERNMENT ACT 1995******LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*****TABLE OF CONTENTS**

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SHIRE OF CARNARVON
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JULY 2025

	Note	Actual 30 June 2025 \$	Actual as at 31 July 2025 \$
CURRENT ASSETS			
Cash and cash equivalents	3	5,788,342	6,219,453
Trade and other receivables	12	2,337,279	2,040,528
Inventories		59,973	59,973
Contract assets		266,249	266,249
TOTAL CURRENT ASSETS		8,451,843	8,586,203
NON-CURRENT ASSETS			
Trade and other receivables		113,317	113,317
Other financial assets		173,815	173,815
Property, plant and equipment		33,445,688	33,612,218
Infrastructure		270,809,122	271,200,825
Right-of-use assets		131,992	131,992
TOTAL NON-CURRENT ASSETS		304,673,934	305,232,167
TOTAL ASSETS		313,125,777	313,818,370
CURRENT LIABILITIES			
Trade and other payables		1,059,348	1,569,408
Other liabilities		918,373	1,519,457
Lease liabilities	9	(24,614)	(41,109)
Borrowings	8	464,694	457,265
Employee related provisions		903,571	903,571
TOTAL CURRENT LIABILITIES		3,321,372	4,408,592
NON-CURRENT LIABILITIES			
Lease liabilities		0	0
Borrowings		2,187,030	2,187,030
Employee related provisions		136,395	136,395
TOTAL NON-CURRENT LIABILITIES		2,323,425	2,323,425
TOTAL LIABILITIES		5,644,797	6,732,017
NET ASSETS		307,480,980	307,086,353
EQUITY			
Retained surplus		52,321,338	51,924,880
Reserve accounts		2,468,991	2,470,822
Revaluation surplus		252,690,651	252,690,651
TOTAL EQUITY		307,480,980	307,086,353

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

SHIRE OF CARNARVON
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2025

	Note	Adopted Budget (a) \$	YTD Budget (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Variance Comment
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	10	7,772,846	0	0	0	0.00%	Rates levied in August
Grants, subsidies and contributions		9,197,407	1,116,631	1,017,413	(99,218)	(8.89%)	Minor budget phasing corrections required - Refer operating grants note
Fees and charges		3,695,402	181,393	248,626	67,233	37.06%	Bin charges levied with Rates in August. Minor budget phasing corrections required for other Fees & Charges
Interest revenue		492,000	28,749	3,347	(25,402)	(88.36%)	Phasing to be corrected. YTD budget includes interest on rates instalments not yet applied
Other revenue		322,550	28,208	33,850	5,642	20.00%	Phasing of budgets to be corrected to align with realistic recovery cycle of income
		21,480,205	1,354,981	1,303,236	(51,745)	(3.82%)	
Expenditure from operating activities							
Employee costs		(11,613,172)	(1,054,396)	(868,824)	185,572	17.60%	Variance due to vacant positions not filled
Materials and contracts		(10,858,217)	(897,122)	(394,959)	502,163	55.97%	The majority of this variance is due to budget phasing that needs correcting due to timing of projects and creditors invoicing. For example - \$105k was budgeted for Synergy Software in July however this invoice will be processed in August, \$50k audit fees, \$30k Structure plans, \$20k Fire Inspections, \$25k mesquite eradication, \$30k parks and gardens, \$70k Country Roads Maintenance, \$30k Economic Dev. Planning, \$40k Art Gallery programs
Utility charges		(879,208)	(144,009)	(96,437)	47,572	33.03%	Variance due to bi-monthly utilities billing cycles. Variance will even out next month.
Depreciation		(8,815,610)	(734,596)	0	734,596	100.00%	Depreciation has not been processed to date, pending finalisation of 2024/25 FY asset reconciliation.
Finance costs		(109,567)	(13,092)	(13,197)	(105)	(0.80%)	Within variance
Insurance		(697,887)	(348,903)	(349,456)	(553)	(0.16%)	Within variance
Other expenditure		(380,470)	(40,858)	(242,024)	(201,166)	(492.35%)	Variance due to repayment of \$223k for Improving Flood Preparedness Overpaid Grant funds. May need to be accrued in 2024/25 Financial Year - pending Auditor's preference.
		(33,354,131)	(3,232,976)	(1,964,897)	1,268,079	39.22%	
Expenditure from operating activities							
Depreciation excluded from operating activities		8,815,610	734,596	0	(734,596)	(100.00%)	Depreciation has not been processed to date, pending finalisation of 2024/25 FY asset reconciliation.
Amount attributable to operating activities		(3,058,316)	(1,143,399)	(661,661)	481,738	42.13%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	7	14,868,174	1,344,939	267,037	(1,077,902)	(80.15%)	Budget phasing to be corrected to align better with project timelines. See Capital Grants note.
		14,868,174	1,344,939	267,037	(1,077,902)	(80.15%)	
Outflows from investing activities							
Payments for property, plant and equipment	5	(1,441,691)	(112,499)	(166,558)	(54,059)	(48.05%)	Budget phasing to be corrected to align better with project timelines. See Capital Acq Detailed note.
Payments for construction of infrastructure	5	(15,583,462)	0	(391,676)	(391,676)	0.00%	Budget phasing to be corrected to align better with project timelines. See Capital Acq Detailed note.
		(17,025,153)	(112,499)	(558,233)	(445,734)	(396.21%)	
Amount attributable to investing activities		(2,156,979)	1,232,440	(291,196)	(1,523,636)	(123.63%)	
FINANCING ACTIVITIES							
Inflows from financing activities							
Leases liabilities recognised	9	9,300	0	0	0	0.00%	YTD Budget and actuals aligned
Proceeds from new borrowings	8	365,000	0	0	0	0.00%	Loan for Street Sweeper not acquired as plant not ordered
Transfer from reserves	4	1,311,260	0	0	0	0.00%	YTD Budget and actuals aligned. Reserves transfers will occur once relevant expenditure incurred
		1,685,560	0	0	0	0.00%	
Outflows from financing activities							
Payments for principal portion of lease liabilities		(131,074)	(16,494)	(16,494)	0	0.00%	Within variance
Repayment of borrowings		(464,694)	(7,429)	(7,429)	0	0.00%	Within variance
Transfer to reserves		(475,366)	0	(1,834)	(1,834)	0.00%	Interest earned in Reserves bank account transferred to reserve equity accounts
		(1,071,134)	(23,923)	(25,757)	(1,834)	(7.66%)	
Non-cash amounts excluded from financing activities		(9,300)	0	0	0	0.00%	
Amount attributable to financing activities		605,126	(23,923)	(25,757)	(1,834)	(7.66%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a)	4,219,463	4,219,463	4,005,131	(214,332)	(5.08%)	Opening surplus lower than predicted surplus when completing budget, due to additional expenditure
Amount attributable to operating activities		(3,058,316)	(1,143,399)	(661,661)	481,738	42.13%	
Amount attributable to investing activities		(2,156,979)	1,232,440	(291,196)	(1,523,636)	(123.63%)	
Amount attributable to financing activities		605,126	(23,923)	(25,757)	(1,834)	(7.66%)	
Surplus or deficit after imposition of general rates		(390,707)	4,284,581	3,026,517	(1,258,064)	(29.36%)	

KEY INFORMATION

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

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

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

**RE OF CARNARVON
RES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2025**

BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

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

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

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 10 August 2025

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

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

The estimates and associated assumptions are based on historical experience and various other factors 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.

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

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

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Assets held for sale
- Investment property
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease

SHIRE OF CARNARVON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2025

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

Current assets

Cash and cash equivalents
Trade and other receivables
Inventories
Contract assets

Less: current liabilities

Trade and other payables
Other liabilities
Lease liabilities
Borrowings
Employee related provisions

Net current assets

Less: Total adjustments to net current assets

Closing funding surplus / (deficit)

Note	Adopted Budget Opening 1 July 2025	Unaudited Actual as at 30 June 2025	Actual as at 31 July 2025
	\$	\$	\$
	5,133,147	5,788,342	6,219,451
	2,264,011	2,337,279	2,040,521
	83,988	59,973	59,971
	266,249	266,249	266,249
	7,747,395	8,451,843	8,586,201
	(140,569)	(1,059,348)	(1,569,408)
	(918,373)	(918,373)	(1,519,451)
	(131,074)	24,614	41,109
	(464,694)	(464,694)	(457,266)
	(916,119)	(903,571)	(903,571)
	(2,570,829)	(3,321,372)	(4,408,595)
	5,176,566	5,130,471	4,177,611
	(957,104)	(1,125,340)	(1,151,094)
	4,219,462	4,005,131	3,026,517

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets

Less: Reserve accounts
Add: Current liabilities not expected to be cleared at the end of the year
- Current portion of lease liabilities
- Current portion of borrowings
- Current employee benefit provisions
- Rounding

Total adjustments to net current assets

(2,468,991)	(2,468,991)	(2,470,829)
131,074	(24,614)	(41,109)
464,694	464,694	457,266
916,119	903,571	903,571
0	0	
(957,104)	(1,125,340)	(1,151,094)

Adopted Budget Estimates 30 June 2026	YTD Budget Estimates 31 July 2025	YTD Actual 31 July 2025
\$	\$	\$

(c) Non-cash amounts excluded from financing activities

Adjustments to financing activities

Lease liability recognised

Total non-cash amounts excluded from financing activities

(9,300)	0	
(9,300)	0	

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 local governments' operational cycle.

SHIRE OF CARNARVON
SUPPLEMENTARY INFORMATION
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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information is not required as per Legislation and not comply with the disclosure requirements of the Australian accounting Standards.

**SHIRE OF CARNARVON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025**

3 CASH AND FINANCIAL ASSETS

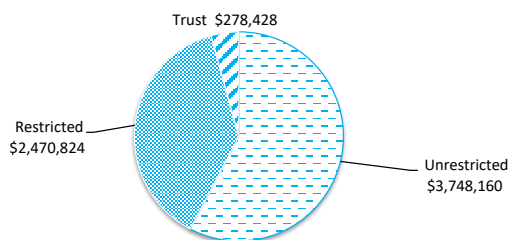
As per bank statements

Description	Unrestricted \$	Restricted \$	Total \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand							
Municipal Bank Account - 4334-09426	1,476,246	0	1,476,246	0	ANZ Bank	0.00%	On Call
Municipal Online Account - 4510-69349	2,271,914	0	2,271,914	0	ANZ Bank	3.45%	On Call
Trust Bank Account - 4334-09434	0	0	0	278,428	ANZ Bank	0.00%	On Call
Reserve Bank Account - 4334-75677	0	0	0	0	ANZ Bank	0.00%	On Call
Reserve Online Account - 4516-72666	0	448,442	448,442	0	ANZ Bank	3.45%	On Call
Investments - Term Deposits							
Term Deposit - Reserves	0	2,022,382	2,022,382	0	ANZ Bank	4.19%	10/2025
Total	3,748,160	2,470,824	6,218,984	278,428			
Comprising							
Cash and cash equivalents	3,748,160	2,470,824	6,218,984	278,428			
	3,748,160	2,470,824	6,218,984	278,428			

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.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.



**SHIRE OF CARNARVON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025**

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by legislation								
Coral Bay Tip Reserve	78,683	375,366	(375,366)	78,683	78,683	58	0	78,741
Reserve accounts restricted by Council								
Leave Reserve	383,649	0	(100,570)	283,079	383,649	285	0	383,934
Plant Reserve	65,356	0	0	65,356	65,356	49	0	65,405
Waste Disposal Reserve	166,684	0	0	166,684	166,684	124	0	166,808
Blowholes Management Reserve	144,202	0	0	144,202	144,202	107	0	144,309
Mosquito Management Reserve	11,118	0	0	11,118	11,118	8	0	11,126
Airport Renewal And Upgrade Reserve	64,413	0	0	64,413	64,413	48	0	64,461
Asset Upgrades And Renewal Reserve	278,512	0	(194,494)	84,018	278,512	207	0	278,719
Emergency Management Reserve	289,779	0	0	289,779	289,779	215	0	289,994
Fascine Upgrade And Renewal Reserve	263,476	0	0	263,476	263,476	196	0	263,672
Strategic Projects Reserve	723,119	0	(640,830)	82,289	723,119	537	0	723,656
Enterprise Resource Planning Reserve	0	100,000	0	100,000	0	0	0	0
	2,468,991	475,366	(1,311,260)	1,633,097	2,468,991	1,834	0	2,470,825

**SHIRE OF CARNARVON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025**

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	880,331	84,889	153,197	68,308
Furniture and equipment	141,360	27,610	13,361	(14,249)
Plant and equipment	420,000	0	0	0
Acquisition of property, plant and equipment	1,441,691	112,499	166,558	54,059
Infrastructure - Roads	4,093,069	0	306,276	306,276
Infrastructure - Footpaths	75,000	0	0	0
Infrastructure - Drainage	40,790	0	0	0
Infrastructure - Airport	8,000,000	0	1,124	1,124
Infrastructure - Other Infrastructure	3,374,603	0	84,275	84,275
Acquisition of infrastructure	15,583,462	0	391,676	391,676
Total capital acquisitions	17,025,153	112,499	558,233	445,734
Capital Acquisitions Funded By:				
Capital grants and contributions	14,868,174	1,344,939	502,003	(842,936)
Lease liabilities	9,300	0	0	0
Borrowings	365,000	0	0	0
Reserve accounts				
Leave Reserve	100,570	0	0	0
Asset Upgrades And Renewal Reserve	194,494	0	0	0
Coral Bay Tip Reserve	375,366	0	0	0
Strategic Projects Reserve	640,830	0	0	0
Contribution - operations	471,419	(1,232,440)	56,230	1,288,670
Capital funding total	17,025,153	112,499	558,233	445,734

KEY INFORMATION

Initial recognition

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

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

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

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

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

SHIRE OF CARNARVON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Job	Account Description	Adopted		Purchase Orders			YTD Variance (Under)/Over	Comments
		Budget	YTD Budget	YTD Actual	Outstanding	Total		
		\$	\$	\$			\$	
	Land & Buildings							
BC01	Housing Development Northwater	494,337	82,389	131,242	175,219	306,461	(48,853)	
BC02	Shire Buildings	10,000	2,500	0	0	0	2,500	
G011	Civic Centre Refurbishment	375,994	0	0	364,121	364,121	0	
1501	Depot Improvements	0	0	1,335	7,283	8,618	(1,335)	Carry forward from 24/25
C2501	Depot Storage Project	0	0	20,620	3,990	24,610	(20,620)	Carry forward from 24/25
		880,331	84,889	153,197	550,613	703,810	(68,308)	
	Furniture & Equipment							
CO012	Cctv Server & Security Upgrades	85,000	21,250	13,361	33,934	47,295	7,889	
CO016	Shire Firewall Upgrades	20,000	0	0	0	0	0	
CO017	Council Chambers Video Conferencing Hardware Refresh	30,000	0	0	0	0	0	
FE0010	Canon Large Format Printer/Scanner	6,360	6,360	0	6,559	6,559	6,360	PO issued in August
		141,360	27,610	13,361	40,493	53,854	0	
	Plant & Equipment							
PC007	Isuzu/Rosmech Street Sweeper	365,000	0	0	0	0	0	
A020	FoodBoss Runway Sweeper	25,000	0	0	0	0	0	
PC0436	Canopy For Ranger Ute P379	30,000	0	0	0	0	0	
		420,000	0	0	0	0	0	
	Infrastructure - Roads							
3740 9010	Temporary Budget Job No - Roads To Recovery (Coa 3740)	476,710	0	0	0	0	0	
LRC027	Electric Road Condition Monitoring & Response System	0	0	756	0	756		Salaries & Wages related to LRC027. To be included with 24/25 acquittal
RRG121	Quobba Gnaraloo	1,076,006	0	260,416	136,556	396,972	(260,416)	Phasing needs fixing
R2R121	Quobba-Gnaraloo Road - Roads To Recovery	0	0	45,103	5,086	50,190	(45,103)	Carry-forward. Will be accrued as part of EOFY processing.
BLS174	Minilya Lyndon Road - Blackspot	367,000	0	0	186,867	186,867	0	
R2R174	Minilya Lyndon Road - Roads To Recovery	184,000	0	0	0	0	0	
BLS204	Speedway Road A - Black Spot	377,845	0	0	0	0	0	
R2R204	Speedway Road - Roads To Recovery	205,000	0	0	0	0	0	
R2R240	French Street - Roads To Recovery	200,000	0	0	0	0	0	
BLS240	French Street Blackspot	400,000	0	0	0	0	0	
RRG086	Wahroonga Pimbee Road (Rrg)	806,508	0	0	0	0	0	
		4,093,069	0	306,276	328,509	634,785	0	
	Infrastructure - Footpaths							
9004	Kerbing & Footpath Replacement - Allocation Tbc	75,000	0	0	0	0	0	
		75,000	0	0	0	0	0	
	Infrastructure - Drainage							
D010	Pump Station Upgrades	40,790	0	0	40,790	40,790	0	PO issued
		40,790	0	0	40,790	40,790	0	
	Infrastructure - Airport							
A016	Carnarvon Airport Upgrade Q400	8,000,000	0	1,124	0	1,124	(1,124)	Advertising of Tender
		8,000,000	0	1,124	0	1,124	0	
	Infrastructure - Other Infrastructure							
CAP01	Cap Design & Project Management	0	0	82,329	114,766	197,095	(82,329)	Budget to be reallocated from CAP02.
CAP02	Carnarvon Activation Plan	3,357,603	0	0	540,596	540,596	0	
3624	Fascine Jetties Renewal	0	0	1,946	11,403	13,350	(1,946)	Carry-forward from 24/25
3763	Coral Bay Cenotaph	17,000	0	0	0	0	0	
		3,374,603	0	84,275	666,766	751,041	(84,275)	
		17,025,153	112,499	558,233	1,627,172	2,185,405	(597,561)	

**SHIRE OF CARNARVON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025**

INVESTING ACTIVITIES

6 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

		Capital grants, subsidies and contributions revenue		
		Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
		\$	\$	\$
Capital grants and subsidies				
Recreation & Culture				
Historical Grants		10,000	0	(
Carnarvon Activation Plan Income		3,357,603	839,400	(
Grants Seroja Resilience - Civic Centre		375,994	0	(
Housing				
Housing Development Northwater - Grant		48,000	0	(
Transport				
Rrg086 Funding Wahroonga Pimbee Road		537,672	0	215,069
Rrg121 Funding Quobba Gnaraloo Road		717,338	239,112	286,934
Blackspot Funding Minilya Lyndon Rd		367,000	0	(
Blackspot Funding Speedway Road		377,845	0	(
Blackspot Funding French Street		399,999	0	(
Roads To Recovery Funding		1,065,710	266,427	(
Aerodrome				
R.A.D.S Grant Asphalt Overlay Q400		7,611,013	0	(
		14,868,174	1,344,939	502,003
TOTALS		14,868,174	1,344,939	502,003

SHIRE OF CARNARVON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025

FINANCING ACTIVITIES

7 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2025	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing										
RED House	221	492,759	0	0	(7,429)	(15,052)	485,330	477,707	(12,858)	(25,512)
Transport										
Airport Corrective works	216	76,480	0	0	0	(50,601)	76,480	25,879	0	(1,940)
Plant and Equipment	217	1,224,905	0	0	0	(254,589)	1,224,905	970,316	0	(44,000)
Other property and services										
Heavy Plant	219	664,888	0	0	0	(99,280)	664,888	565,608	0	(27,700)
Light Fleet	220	192,688	0	0	0	(45,174)	192,688	147,514	0	(7,700)
Heavy Plant	TBC	0	0	365,000	0	0	0	365,000	0	0
Total		2,651,722	0	365,000	(7,429)	(464,694)	2,644,291	2,552,026	(12,858)	(107,000)
Current borrowings		464,694					0			
Non-current borrowings		2,187,028					2,644,291			
		2,651,722					2,644,291			

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

New borrowings 2025-26

The Council has approved borrowings in the Budget of \$365,000 for the purchase of a Heavy Plant item - Street Sweeper. This loan will be applied for prior to ordering the item of plant.

Unspent borrowings

The Shire had no unspent debenture funds as at 30th June 2025, nor is it expected to have unspent funds as at 30th June 2026.

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

**SHIRE OF CARNARVON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025**

FINANCING ACTIVITIES

8 LEASE LIABILITIES

Movement in carrying amounts

Information on leases Particulars	Lease No.	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments		
		1 July 2025	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Copier		1,851	0	2,800	(585)	(4,651)	1,266	0	0	(294)
IT Equipment		66,692	0	6,500	(9,210)	(73,192)	57,482	0	(199)	(1,821)
Fleet		53,231	0	0	(6,698)	(53,231)	46,533	0	(140)	(421)
Total		121,774	0	9,300	(16,494)	(131,074)	105,280	0	(339)	(2,536)
Current lease liabilities		-24,614 *					-41,109 *			
Non-current lease liabilities		0					0			
		-24,614					-41,109			

* End of year lease transactions are in progress

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

SHIRE OF CARNARVON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025

OPERATING ACTIVITIES

10 RATE REVENUE

General rate revenue					Budget			YTD Actual		
	Rate in Dollar	# of Properties	Rateable Value		2025/26 Rate Revenue	2025/26 Interim Rates	2025/26 Total Rate Revenue	Rate Revenue	Interim Rates	Total Rate Revenue
RATE TYPE					\$	\$	\$	\$	\$	\$
General Rates										
Residential	GRV	0.107975	1,420	28,646,650	3,093,122	5,000	3,098,122	0	0	0
Commercial/Industrial	GRV	0.120515	267	16,472,718	1,985,210	5,000	1,990,210	0	0	0
Special Use/Rural	GRV	0.119510	56	1,951,241	233,193		233,193	0	0	0
Mining	UV	0.281070	31	1,010,738	284,088	20,000	304,088	0	0	0
Pastoral	UV	0.138130	32	3,072,132	424,354	5,000	429,354	0	0	0
Intensive Horticultural	UV	0.028743	171	24,903,000	715,787	5,000	720,787	0	0	0
Sub-Total			1,977	76,056,479	6,735,753	40,000	6,775,754	0	0	0
Minimum payment										
Gross rental value										
Residential	GRV	1,454	264	2,301,665	383,856	0	383,856	0	0	0
Commercial/Industrial	GRV	1,454	67	510,018	97,418	0	97,418	0	0	0
Special Use/Rural	GRV	1,454	48	441,205	69,792	0	69,792	0	0	0
Mining	UV	1,454	32	56,844	46,528	0	46,528	0	0	0
Pastoral	UV	1,454	8	20,700	11,632	0	11,632	0	0	0
Intensive Horticultural	UV	1,454	0	0	0	0	0	0	0	0
Sub-total			419	3,330,432	609,226	0	609,226	0	0	0
Total General Rates			2,396	79,386,911	7,344,979	40,000	7,384,980	0	0	0
Specified Area Rate										
GRV Coral Bay		0.08419		4,458,531	375,366	0	375,366	0	0	0
Total specified area rates					375,366	0	375,366	0	0	0
Ex-gratia Rates										
Dampier-Bunbury Pipeline					14,000	0	14,000	0	0	0
Total Ex-gratia rates					14,000	0	14,000	0	0	0
Concessions										
					(1,500)	0	(1,500)			
					(1,500)	0	(1,500)	0	0	0
Total Rates							7,772,846	0	0	0

KEY INFORMATION

* Rates were levied in August 2025

**SHIRE OF CARNARVON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025**

OPERATING ACTIVITIES

11 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Grants, subsidies and contributions revenue		
	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$
Operating Grants & Subsidies			
General Purpose Funding			
F.A.G.- General Purpose	2,085,942	0	0
F.A.G. - Roads	783,077	0	0
Governance			
Grant Income - Sp-05	40,000	6,666	0
RJED Grant Income	64,360	0	0
Law, Order, Public Safety			
Bushfire Grant	36,500	3,041	15,455
Other Grants - Sp-06	70,000	5,833	0
Emergency Svces Grant	33,820	8,455	0
Grants And Contributions	119,762	39,920	0
Education And Welfare			
Grants- Early Years	70,805	5,900	0
Department Of Communities Grant- Mayu Mia	182,442	45,610	48,590
Department Of Communities Grant- Community Connec	228,000	19,000	114,000
Other Grant Income- Youth Services	209,000	17,416	69,000
Seniors Grant (Income)	3,000	0	0
Health			
Grants (Mosquito Funding)	3,000	250	0
Community Amenities			
Grants - Protection Of The Environment	242,895	20,241	234,966
Town Planning Grants	62,211	5,184	0
Grant For Charmap Development	15,000	1,250	0
Grant -Coral Bay Settlement Structure Plan	250,218	20,851	0
Recreation And Culture			
Grant - Pelican Pt. Sand Drift & Erosion Project - Dplh C	24,991	0	0
Art Gallery Grants	194,360	16,196	9,382
State Library Subsidy	1,000	83	0
Grants Library	3,000	750	0
Grants - Library	5,000	416	5,000
Community Development Grants Income	72,500	6,041	13,535
Community Art Hub Income	28,405	958	0
Transport			
Grant- Drfwa Agrn 1118	1,820,000	0	0
Grant - Improving Flood Preparedness Project	50,000	0	0
Mrwa Direct Grant	507,485	507,485	507,485
R2R Funding - Operating	1,340,549	335,137	0
Economic Services			
Other Grants & Contributi	15,000	1,250	0
Strategic Projects Income - Other Economic Services	584,385	48,698	0
	9,146,707	1,116,631	1,017,413
Contributions			
Transport			
Mrwa Streetlighting Contribution	24,200	0	0
Mrwa Robinson Street Sweeping Contribution	10,000	0	0
Mrwa Verge Mtncce Contribution	16,500	0	0
	50,700	0	0
TOTALS	9,197,407	1,116,631	1,017,413

**SHIRE OF CARNARVON
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025**

OPERATING ACTIVITIES

12 RECEIVABLES

Rates receivable	30 Jun 2025	31 Jul 2025
	\$	\$
Opening arrears previous year	1,333,915	1,692,556
Levied this year	7,264,318	0 * Levied in August
Less - collections to date	(6,679,343)	160,728
Gross rates collectable	1,918,890	1,853,284
Allowance for impairment of rates receivable	(226,334)	(226,334)
Net rates collectable	1,692,556	1,626,950
% Collected	77.7%	(9.5%)

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(3,169)	255,615	29,268	24,451	406,488	712,653
Percentage	(0.4%)	35.9%	4.1%	3.4%	57.0%	
Balance per trial balance						
Trade receivables	(3,169)	255,615	29,268	24,451	406,488	712,653
Other receivables	0	79	0	0	0	79
GST receivable	0	50,316	0	0	0	50,316
* Provision for Doubtful Debts	0	0	0	0	(397,575)	(397,575)
FESA Control	0	48,105	0	0	0	48,105
Total receivables general outstanding						187,240

Amounts shown above include GST (where applicable)

* \$390,707 of the Provision for Doubtful Debts is for REX under administration. Administration period has been extended to December 2025.

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.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment).

The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

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

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

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Government of **Western Australia**
Department of **Transport**



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MEMORANDUM OF UNDERSTANDING

DATED

This Memorandum of Understanding ('MoU') is dated xx/xx/xxxx.

PARTIES

This MoU is made between:

1. the Director General of the **Department of Transport** (ABN 27 285 643 255) of 140 William Street, Perth, Western Australia 6000
and
2. **Shire of Carnarvon** (ABN 89 534 312 469 7) of 3 Francis Street, Carnarvon, Western Australia 6701

INTRODUCTION

This is an Agreement between the Department of Transport (DoT) and the Shire of Carnarvon (SoC). The Agreement seeks to establish the highest standards of cooperation and understanding between DoT and SoC for the purpose of enabling the SoC to undertake compliance activities under the *Local Government Act 1995 (LGA)* and other subsidiary legislation and by-laws, on land vested in the Minister for Transport, namely the Coral Bay Maritime Facility.

Coral Bay Maritime Facility is located south of the Coral Bay town centre and services recreational, tourism, charter and commercial vessels. The facility is operated by the Department of Transport on land that is vested in the Minister for Transport under the *Marine and Harbours Act 1981*.

1. The purpose of this MoU is to achieve:
 - (a) Establish practices within the Coral Bay Maritime Facility that lead to improved outcomes for community safety and public amenity.
 - (b) Maintain the consistent application of regulations under the LGA across land vested in the Minister for Transport and SoC.
 - (c) To address ongoing community feedback on expressed concerns in the area.
With particular focus on:
 - Illegal camping;
 - Illegal dumping of rubbish;
 - Dogs off leash in prohibited areas;
 - Diving and swimming in prohibited areas.

Objective ID: A22385302

Memorandum of Understanding
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Approved Date: xx/xx/25
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2. This MoU is based on the following principles:
- (a) Commit to establish working relationships based on common objectives, communicating effectively with each other and the community in an open, ethical and honest way.
 - (b) Acknowledge common interest in achieving high standards of land use and transport integration.

1. STATEMENT OF UNDERSTANDING

The Parties acknowledge that the purpose of this MoU is to set out the Parties' understanding on their respective roles. Further, the Parties acknowledge and agree that there is no intention to create legal relations, and that this MoU does not create a contractual or other legal relationship between the Parties.

2. INTERPRETATION

2.1 Definitions

- 2.1.1 In this MoU, unless contrary intention appears:

SoC	means the Shire of Carnarvon.
Department	means the Department of Transport that assists the Minister for Transport and the CEO in carrying out functions under the <i>Marine & Harbors Act 1981</i> and other maritime legislation under the Department's portfolio
Director General	means the Director General of the Department, also known as the Chief Executive Officer.
MoU	means this Memorandum of Understanding.
Local Laws	mean the acts, regulations and local laws administered or enforced by the SoC, including: <ul style="list-style-type: none"> • <i>Caravan Parks and Camping Grounds Act 1995</i>; • <i>Litter Act 1979</i>; • <i>Control of Vehicles (Off-road Areas) Act 1978</i>; • <i>Bush Fires Act 1954</i>; • <i>Local Government Act 1995</i>; • <i>Public Places and Local Government Property Local Law 2021</i>; • <i>Bush Fire Brigades Local Law 2021</i>; • <i>Waste Local Law 2021</i>; • <i>Cats Local Law 2021</i>; • <i>Dogs Local Law 2021</i>; and • <i>Parking Local Law 2021</i>.

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Premises means the Coral Bay Maritime Facility, including areas under the control of the Department and adjacent surrounding land accessible from, associated with and used in connection with the facility.

2.2 Commencement of this MoU

2.2.1 This MoU will commence on the date when it is signed by the last party to sign.

2.3 Term of this MoU

2.3.1 This MoU is for an initial term of two (2) years beginning on the commencement date.

2.3.2 The Parties may agree to an extension of the term of this MoU.

3. RESPONSIBILITIES AND ROLE OF THE DEPARTMENT

3.1 Responsibilities and role of the Department are:

3.1.1 To provide formal permission to allow for the enforcement of all the Local Laws, on the parts of Premises under the control of the Department.

3.1.2 To share intelligence and any community reports with the SoC on any issues arising in connection with the Premises relating to noncompliance with the Local Laws.

3.1.3 To ensure that all reasonable assistance is provided to the SoC in enforcing the Local Laws at the Premises, including but not limited to facilitating access to the Premises and ensuring that an employee or representative is available to supply relevant documents and attend Court in the event the SoC commences court proceedings.

3.1.4 To advise Departmental contractors of the MOU and instruct contractors to facilitate their cooperation with the SoC when required.

4 RESPONSIBILITIES AND ROLE OF THE Shire of Carnarvon

4.1 Responsibilities and role of the SoC

4.1.1 To work with the Department and the Department's contractors in the addressing community feedback and concerns, in the vicinity of the Premises and surrounding areas. Primarily:

- illegal camping;
- illegal dumping of rubbish; and
- dogs off leash in prohibited areas.

4.1.2 To undertake regular patrols of the Premises in line with operational priorities of SoC and in response to reports or complaints reported to the Department.

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- 4.1.3 To patrol, investigate and action alleged contraventions of the Local Laws on the Premises.
- 4.1.4 To instigate legal proceedings for any alleged contravention of the Local Laws including issuing and enforcement of any infringement notices, where SoC considers it appropriate to do so.
- 4.1.5 To maintain full responsibility for all aspects of the employment and operational management of all council employees, contractors or authorised persons involved in enforcing compliance with the Local Laws.
- 4.1.6 SoC will cover all SoC employee related cost for accommodation and transport associated with running patrols at the Premises.

5. ADMINISTRATION

- 5.1.1 Each Party will bear its own costs of administration and management activities undertaken in support of this MoU.
- 5.1.2 The Department acknowledges that any penalties and costs imposed in relation to infringement notices issued by SoC or prosecutions commenced by SoC will be payable to and recoverable by SoC.

6. NOTICES

Any notices under this MoU will be sent to the Parties at the following addresses:

Chief Executive Officer
Shire of Carnarvon
3 Francis Street
CARNARVON WA 6701

Executive Director Maritime
Department of Transport
5 Newman Court
FREMANTLE WA 6160

Contact:

Stefan Louw
Executive Manager
Community Planning & Sustainability
Phone: 08 9941 0000
Fax: N/A
Email: louw.c@carnarvon.wa.gov.au

Contact:

Anthony (Tony) McCann
Manager Operations and Projects
Regional Services
Phone: 0427 099 207
Fax: N/A
Email: Tony.McCann@transport.wa.gov.au

7. REVIEW AND VARIATION OF THIS MoU

- 7.1 The Parties may review this MoU at any time to determine whether it remains relevant to their respective roles.

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- 7.2 This MoU may be varied at the request of either Party by the mutual understanding between the Director General of the Department and the Executive Manager of SoC.

8. DISPUTE RESOLUTION

- 8.1 The Department and SoC commit to working together in good faith to implement this MoU.
- 8.1 The Parties agree that any operational issues will be resolved by the negotiation.
- 8.2 The Parties acknowledge and agree there is no dispute until a matter is formally identified as such by one of the parties.

9. WITHDRAWAL FROM THIS MoU

- 9.1 The Parties acknowledge and agree that one party may by written notice to the other party withdraw from this MoU and such notice will take effect one (1) week from the date of that notice, unless the Parties determine an alternative date in writing, or the notice to withdraw has been cancelled by the originating party.
- 9.2 On withdrawal of a party from this MoU, the Parties agree and acknowledge that the withdrawing party will have no right to claim compensation or any repayment in respect of any monies the withdrawing party it has contributed.

10. COMMUNICATIONS

- 10.1 Any and all communications with the media in relation to the Project are to be directed, in the first instance, to the Department of Transport.
- 10.2 All media releases and communication activities are to be discussed and agreed with both Parties. Media releases will be issued by Department of Transport.

11. PARKING LOCAL LAW 2021

- 11.1 The Department and SoC agree that the Shire of Carnarvon Parking Local Law 2021 applies to any parking facilities or parking stations within the facility, in accordance with clause 1.7(2) of the Shire of Carnarvon Parking Local Law 2021.

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This document is signed as a MoU by the following signatories on behalf of their agencies.

Signed: _____

Signed: 

(Print Full Name)

Amanda Dexter
(Print Full Name)

Executive Director Maritime
Department of Transport

Chief Executive Officer
Shire of Carnarvon

[insert Date here]

08/07/2025

Signed 

Signed 

Anthony Bruce McCann
(Print Full Name)

Stefan Louw
(Print Full Name)

Manager Operations and Projects
Gascoyne Region
Regional Services
Department of Transport

Executive Manager
Community Planning & Sustainability
Development & Community
Shire of Carnarvon

02/07/2025

08/07/2025



SHIRE OF CARNARVON
MINUTES
COMMUNITY GROWTH FUND COMMITTEE
MEETING
TUESDAY 19 AUGUST 2025

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

19 August 2025

1 ATTENDANCES AND APOLOGIES

The Presiding Member declared the meeting open at 12:00pm

Cr Marco Ferreira Councillor, Plantation Ward
 Cr Burke Maslen Councillor, Gascoyne/Minilya Ward
 Cr Paul Kelly Councillor, Town Ward
 Miss Stephanie Leca Executive Manager, Lifestyle & Community
 Mrs Jacqui Birch Executive Assistant, Lifestyle & Community

Apologies

Cr Luke Vandeleur Councillor, Town Ward

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.)

Meeting was Closed 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 - 25 February 2025

COMMITTEE RESOLUTION CGFC 01/08/25

Moved: Cr Marco Ferreira

Seconded: Cr Paul Kelly

That the minutes of Community Growth Fund Committee Meeting held on 25 February 2025 be confirmed as a true record of proceedings.

FOR: Cr Marco Ferreira, Cr Burke Maslen and Cr Paul Kelly

AGAINST: Nil

ABSENT: Crs L Vandeleur

CARRIED BY SIMPLE MAJORITY 3/0

5 REPORTS

5.1 COMMUNITY GROWTH FUND & OUTGOING SPONSORSHIP APPLICATIONS - ROUND 2, JULY 2025

FILE NO:	ADM0080
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
NAME OF OWNER:	SHIRE OF CARNARVON
AUTHOR(S):	STEPHANIE LECA, EXECUTIVE MANAGER, LIFESTYLE AND COMMUNITY
AUTHORISER:	AMANDA LEIGHTON, ACTING CEO
DECLARATION OF INTEREST:	IMPARTIALITY
VOTING REQUIREMENT:	
PREVIOUS REPORT:	MARCH 2025
SCHEDULES:	1. COMMUNITY GROWTH FUND APPLICATIONS 2. OUTGOING SPONSORSHIP APPLICATIONS

Authority/Discretion:

Nil

Summary of Report

This report presents the applications from Round Two of the Community Growth Fund and Outgoing Sponsorship and seeks the Community Growth Fund committee to assess applications.

Background

The Shire of Carnarvon's Community Growth Fund and Outgoing Sponsorship Round Two opened for applications on 1 July and closed on 12 August 2025, allowing six weeks for community groups and organisations to submit funding applications. Round two received a total of ten applications across both categories as listed below:

COMMUNITY GROWTH FUND

1. Carnarvon Race Club Incorporated
2. Gascoyne Community Services Aboriginal Corporation
3. Carnarvon Junior Cricket Association
4. Parent Controlled Carnarvon Christian School
5. Surfing WA

OUTGOING SPONSORSHIP

1. Carnarvon Fishing Club Incorporated
2. Gascoyne Food Council Incorporated
3. Events Carnarvon Incorporated
4. Carnarvon Windfest Incorporated
5. Carnarvon Chamber of Commerce and Industry Incorporated

It is recommended that the committee reviews the submitted applications and makes recommendations using the provided Grant Assessment Matrix for the Community Growth Fund. Additionally, the committee should assess the applications for the Outgoing Sponsorship and recommend approvals based on the available budget.

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, 26 August 2025.

Community Growth Fund Committee Meeting Minutes

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Stakeholder and Public Consultation

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

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

Statutory Environment

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

Relevant Plans and Policy

Shire of Carnarvon's Strategic Community Plan
CD004 - Carnarvon Growth Fund Policy
CD0014 - Outgoing Sponsorship 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 \$104,500.00. In this round, a total of \$25,897.00 has been requested through Community Growth Fund applications, and \$45,000 has been requested through Outgoing Sponsorship applications, bringing the total requested amount to \$70,897.00. There are two more rounds of funding scheduled to open in October 2025 and January 2026.

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	High	Community Growth Fund committee reviews all applications to ensure they

Community Growth Fund Committee Meeting Minutes

19 August 2025

	with the Community Growth Fund policy.		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*
- *Our community acknowledges our history and celebrates our diverse cultures*
- *Our community is engaged, inclusive and supportive*

ADDITIONAL FOCUS AREAS:

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

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- *N/A*

Comments

Each application has undergone a comprehensive evaluation by the Shire and has been entered into a matrix. This matrix provides a summary for the Community Growth Fund committee, for review at the meeting on Tuesday, 19 August 2025.

OFFICER'S RECOMMENDATION

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

(List to be completed in the minutes)

COMMITTEE RESOLUTION CGFC 02/08/25

Moved: Cr Marco Ferreira

Seconded: Cr Paul Kelly

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

Carnarvon Fishing Club Incorporated - \$5,000.00

Carnarvon Chamber of Commerce and Industry Incorporated - \$10,000

Events Carnarvon - \$10,000

Carnarvon Windfest Incorporated - \$5,000

Gascoyne Food Council Incorporated - \$10,000

Carnarvon Junior Cricket Association - \$2,500

Community Growth Fund Committee Meeting Minutes

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Gascoyne Community Services Aboriginal Corporation - \$897.00**FOR:** Cr Marco Ferreira, Cr Burke Maslen and Cr Paul Kelly**AGAINST:** Nil**ABSENT:** Crs L Vandeleur**CARRIED BY SIMPLE MAJORITY 3/0**

6 DATE OF NEXT MEETING

To be confirmed

7 CLOSE

The Presiding Member declared the meeting closed at 12.34pm.



ACKNOWLEDGEMENT TO COUNTRY

The Shire of Carnarvon acknowledges and respects the Yinggarda (Carnarvon) and Baiyungu (Coral Bay) as the traditional custodians of the lands where we live and work.

We pay our respects to Elders, past, present and emerging. The Shire of Carnarvon is committed to honouring the traditional custodians' unique cultural and spiritual relationships to the land, waters and seas and their rich contribution to society. The Shire's commitment to reconciliation is embedded in our Reconciliation Action Plan.



SHIRE PRESIDENT'S FOREWORD

It is my pleasure to present the Shire of Carnarvon Public Health Plan 2025–2029, a document that reflects our community's vision for a healthier, more connected, and more vibrant future. This plan demonstrates the Shire's strong commitment to public health initiatives and outlines how we will work in partnership with our community, stakeholders, and government to achieve meaningful outcomes.

Growing a healthier community requires more than goodwill, it demands effective planning, robust research, open consultation, and coordinated action across all areas of the Shire's work. By integrating public health priorities into everything we do, and by working closely with our partners and residents, we are confident that we can build a community where health and wellbeing are part of everyday life.

This plan draws on extensive engagement with our community over recent years. Informed by the findings of the 2022 Community Survey and the insights of our Citizen Jury,

We have also undertaken targeted consultation with key stakeholder organisations in 2023 to ensure the plan addresses local needs, reflects current priorities, and aligns with our community's health profile.

The Public Health Plan will not only guide our programs and services, it will serve as a valuable advocacy tool, enabling us to highlight community priorities, attract investment, and collaborate more effectively to deliver results. It aligns closely with our Corporate Business Plan, building on the work we already do and ensuring our efforts remain focused, achievable, and relevant.

Together, we can create an environment that supports healthy lifestyles, strengthens community connections, and enhances the liveability of the Shire of Carnarvon for everyone.



President, Eddie Smith



INTRODUCTION

The Shire of Carnarvon has a legislative responsibility under the Public Health Act 2016 to prepare, implement, and regularly review a Local Public Health Plan (LPHP). This plan is a key strategic document that identifies the factors influencing the health and wellbeing of our community and sets out coordinated, achievable actions to address them.

The LPHP takes an integrated approach to improving public health, bringing together environmental health priorities with broader social, economic, and community wellbeing objectives. It recognises that good health is shaped by more than the absence of illness, it is influenced by the quality of our natural and built environment, access to services, opportunities for physical activity, community connection, and cultural vitality.

Drawing on recent community and stakeholder engagement, local health data, and the Shire's existing strategic and operational priorities, the LPHP focuses on actions that are both locally relevant and achievable. These actions align with the Shire's roles as Advocate, Facilitate, Fund, Partner, Provide, and Regulate, ensuring that the plan builds on our core business while supporting innovation and collaboration.

The LPHP is structured around the following priority themes:

- **Growing Liveable Environments** – Creating and maintaining spaces and infrastructure that support active, connected, and healthy lifestyles.
- **Growing a Safe and Sustainable Community** – Protecting the community from health risks and fostering safe, inclusive environments.
- **Growing Accessible Services** – Working with partners to improve equitable access to health, education, housing, and social services.

Through these themes, the plan provides a clear framework for guiding the Shire's work, supporting advocacy to State and Federal Governments, and strengthening funding applications for initiatives that contribute to a healthier Carnarvon community now and into the future.

METHODOLOGY

The Shire has developed this plan following the methodology outlined in the WA Department of Health's Public Health Planning Guide for Local Governments (2018). This ensured a clear, evidence-based process that aligns with State priorities and best practice in public health planning.

A wide range of inputs have informed this plan, including:

- Statistical data and local health profiles
- Relevant research and benchmarking against State averages
- Findings from recent community surveys
- Feedback from targeted stakeholder engagement
- A review of existing corporate plans, strategies, and operational programs

This integrated approach has ensured that the plan is grounded in current community priorities, practical for local implementation, and aligned with existing Shire functions.



STATE PRIORITY OBJECTIVES

State Government Departments such as Health, Education, Disabilities, Communities and Mental Health Commission, have been considered in preparing the plan which ensures the Shire's efforts and resources are enhanced and are also more likely to be effective in meeting the needs of the Carnarvon community. Importantly, is also means attention is focused on those areas identified with greatest need. This plan also references the State Public Health Plan priority objectives and these have been represented below:



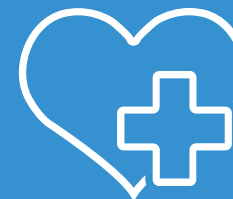
Empowering & Enabling people to live healthy lives

1. Healthy eating
2. A more active WA
3. Curbing the rise in overweight and obesity
4. Making Smoking History
5. Reducing harmful alcohol use
6. Reduce harmful drugs use
7. Optimise mental health



Providing health protection for the community

1. Reduce exposure to environmental health risks
2. Administer public health legislation
3. Mitigate the impacts of public health emergencies
4. Support immunisation
5. Prevention and control of communicable diseases
6. Promote oral health improvement



Improving Aboriginal health & wellbeing

1. Promote culturally-secure initiatives and services
2. Enhance partnerships with the Aboriginal community
3. Continue to promote Aboriginal-controlled services
4. Ensure programs and services are accessible and equitable
5. Promote Aboriginal health and wellbeing

SHIRE PRIORITY THEMES



SHIRE PRIORITY HEALTH OBJECTIVES

1



PHYSICAL ACTIVITY

Engaging in at least 150 minutes of physical activity per week provides significant health benefits, helping prevent and manage conditions such as cardiovascular disease, cancer, and diabetes. It also reduces symptoms of depression and anxiety, supports healthy development in young people, enhances learning, and improves overall wellbeing.

2



EATING HEALTHY

Healthy eating lowers the risk of overweight and obesity, helps prevent high blood pressure and high cholesterol, and reduces the likelihood of developing type 2 diabetes, cardiovascular disease, and certain cancers.

3



MENTAL HEALTH & WELL-BEING

Good mental health is a state of wellbeing, confidence, and self-esteem, enabling people to enjoy life, connect with others, and engage with their environment. The Mental Health Commission provides a toolkit with resources to address many issues impacting the Shire's community.

SHIRE PRIORITY HEALTH OBJECTIVES

4

HEALTH PROTECTION, EMERGENCY MANAGEMENT

Local governments play a key role in minimising the impacts of, and supporting recovery from, public health emergencies such as bushfires, floods, and storms. They also help protect communities from risks including food poisoning, and chemical, radiological, and biological hazards, ensuring safety from non-communicable diseases.

5

PREVENTING INJURIES, PROMOTING SAFE COMMUNITIES

Injuries cause around 1,400 deaths, 50,000 hospitalisations, and over 175,000 emergency department presentations in WA each year. Local governments can help prevent avoidable injuries and fatalities by maintaining safe roads, footpaths, and buildings, monitoring water bodies, and ensuring playgrounds meet safety standards.

6

ABORIGINAL HEALTH & WELL-BEING

The WA Aboriginal Health and Wellbeing Framework 2015–2030 outlines strategic directions and priority areas to improve the health and wellbeing of Aboriginal people in WA. For the Shire, addressing reconciliation and the broader determinants of health is a high priority, with a focus on reducing life expectancy gaps and enabling healthier lives through coordinated local government action.

SHIRE PRIORITY HEALTH OBJECTIVES

7



ACCESSIBLE HEALTH SERVICES

Local governments play a vital role in planning community services and developing infrastructure that supports access to health, education, housing, and recreation. Ensuring equitable access to these services is essential for achieving positive public health outcomes.



8



REDUCING HARM FROM SMOKING, ALCOHOL & DRUGS

Smoking and harmful alcohol and drug use contribute to many preventable deaths and diseases. Local governments can help create safer environments by actively supporting and delivering a variety of programs that suit the demographic of the community, ensuring there are opportunities for alcohol-free events, reducing exposure to second-hand tobacco smoke, and limiting drug use in public areas and at community gatherings.

PROFILE OF THE SHIRE OF CARNARVON

The Carnarvon is the principal settlement and regional centre, located approximately 1,000 kilometres north of Perth. In 2021, the estimated resident population was 5,251.

Covering an area of around 46,500 square kilometres, the Shire encompasses 450 kilometres of Western Australia's northern coastline and extends approximately 200 kilometres inland. It lies within the Gascoyne Region, bordered by the Shire of Exmouth to the north, the Shire of Upper Gascoyne to the east, and the Shire of Shark Bay to the south.

Coral Bay, located in the Shire of Carnarvon is 220 kilometres north of the Carnarvon, is one of Australia's premier holiday destinations, renowned for its proximity to Ningaloo Reef and associated recreational activities.

The remainder of the Shire supports diverse horticultural production in the fertile Gascoyne River delta, pastoral activities in the arid inland areas, and a significant stretch of coastline that is a focal point for tourism, recreational fishing, and commercial fishing industries.



THE ROLE OF THE SHIRE

Local governments today deliver a far broader range of services than is often recognised. Beyond traditional responsibilities such as town planning, civil infrastructure, and environmental health surveillance, the Shire of Carnarvon provides community-focused programs and services including libraries, community facilities, animal management, early learning, youth engagement, senior support, and family programs.

These services help ensure a safe, well-maintained environment, strong access to sport and recreation, and protection of our ecologically significant surroundings. Carnarvon is uniquely positioned in a global biodiversity hotspot and is home to Coral Bay, one of Australia's premier tourism destinations.

The Shire delivers these services in an integrated way through the Integrated Planning and Reporting Framework adopted by all WA local governments. At the highest level, our Strategic Community Plan, shaped by community input, sets the vision and direction. This is implemented through the Corporate Business Plan and supported by informing strategies and plans including this Public Health Plan which guides annual business planning, monitoring, and reporting.



OUR HEALTH PROFILE

According to the 2021 Census, the Shire of Carnarvon has a population of 5,251 people, with a median age of 40 and more than 16% identifying as Aboriginal and Torres Strait Islander, compared to 3.3% across WA. Census data shows that 54.7% of residents reported no long-term health condition, with the most common conditions being arthritis (6.6%), asthma (5.9%), diabetes (5.1%), mental health conditions (4.7%), and heart disease (3.9%).

The Country WA PHN Needs Assessment highlights that local residents experience higher rates of health risk factors compared with the State average, including obesity (37%) and high-risk alcohol consumption (34%). Chronic disease such as coronary heart disease, COPD, and lung cancer remain key challenges, while mental health is the second leading cause of disease burden in the region.

Carnarvon also faces challenges of socioeconomic disadvantage, remoteness, and limited service access, with low uptake of GP mental health plans, Indigenous health checks, and aged care services. However, the Census also reflects community strengths, with higher-than-average rates of walking to work (11.8% vs 2.2% WA), strong participation in work and volunteering, and a proud Aboriginal cultural identity that supports community-led health initiatives



COMMUNITY ENGAGEMENT

This Public Health Plan has been informed by key findings from three previous surveys that explored public health and community wellbeing within the Shire of Carnarvon. These include:

- 2020 Public Open Space Survey
- 2022 Community Survey
- 2023 Public Health Survey (conducted with stakeholder organisations and agencies)

The insights gained from these surveys have shaped the recommendations in this Plan, ensuring they are grounded in community feedback and aligned with identified public health needs. A summary of findings from each survey is provided in the following pages.



COMMUNITY CONSULTATION

Shire of Carnarvon Public Open Space Survey Key Findings

The consultation process employed multiple engagement methods over a three-month period in 2020 to ensure broad community participation. These included interactive surveys at pop-up events, community surveys distributed both online and in-person, and online student surveys.

The Public Open Space Survey was a key source of data for this Public Health Plan, as it provided valuable insights into how the community uses and values public spaces, their preferred outdoor activities, and the role of open spaces in supporting physical activity, social connection, and overall wellbeing. The findings helped inform actions aimed at creating healthier, more accessible, and inclusive public environments.

Top 5 Favourite Outdoor Activities



Public Open Space refers to publicly accessible land set aside for sport, recreation and community purposes and may include parklands, sporting fields, playgrounds, bushland, foreshores and built areas such as skate parks.

Most Popular Parks



COMMUNITY CONSULTATION



Community Satisfaction

The average satisfaction rating for Carnarvon's public open spaces was 2.2 out of 5, where 1 = "Poor" and 5 = "Excellent"

Barriers of Use

We asked the community to share what stops them from visiting and enjoying our parks and local spaces.

51% said fear of antisocial behaviour.

43% space is not appealing.

32% poor shelter or shade.

18%

of respondents said they were satisfied with their level of public open space use, while others cited barriers such as lack of cleanliness, poor maintenance, high vandalism, the presence of glass, and limited grassed areas.

Most Popular Nature Spaces

80%

of respondents reported regularly using nature spaces, with beaches being the most frequently visited. This is likely due to their versatility in supporting a wide range of social and recreational activities.

57%

of respondents reported spending, on average, between 30 minutes to 2 hours in public open spaces during each visit.



COMMUNITY CONSULTATION

Opportunities & Ideas

As part of the community consultation, we asked for ideas to help activate and increase the use of our public spaces. The following points highlight some of the key themes and issues raised by the community.



Improve Quality

The community shared a significant number of comments focused on improving park quality, calling for actions such as clean-ups, increased maintenance, more durable infrastructure, better grass coverage, enhanced greenery, additional shade, and increased seating.



Play Equipment

The community also expressed a desire for more or upgraded play equipment that is durable, well-maintained, and suitable for all ages. Popular suggestions included a nature playground, new slides, "something really big," and interactive options like games and ping pong tables.

The community was asked what would improve liveability in our town and which additional community assets the Shire should prioritise if funding became available.



77 requests specifically for a water park

47 requests were received for an improved or secondary skate park



In addition, the community highlighted the value of informative signage and cultural trails, with strong support for recognising local history through these features.

COMMUNITY CONSULTATION

Community Perceptions of Liveability

The community rated Carnarvon an average of 6.2 out of 10 as a place to live, with 50% giving it a score of 7 or higher and 13% rating it 3 or lower. There was a strong perception that liveability has declined, with 71% believing the region has worsened in the last 3–5 years, including 40% who felt it is “much worse.”

Future residency intentions reflected these views, with 12% of respondents expecting to leave within 12 months and 31% within five years. Those most dissatisfied and most likely to feel the region is worsening were also the most likely to plan to move away.

The region's greatest strengths were seen as the climate, lifestyle, rivers, ocean and beaches, and fresh local produce. Women placed higher value on food and produce, while men rated sport, watersports, recreation, and the natural landscape more highly. Older residents valued the climate and foreshore, while younger residents were more drawn to the river, oceans, and beaches.

While these lifestyle factors are celebrated, residents identified crime and antisocial behaviour as the issues most urgently needing attention.

We asked the community to identify the top five strengths of the region, which were:



Top 5 Barriers to the Region Achieving Its Potential

1. Crime and antisocial behaviour
2. Problematic behaviour and damage caused by some young children in the community
3. Underutilisation of tourism opportunities
4. Limited shops and entertainment options
5. Insufficient government investment in the area



THE ROLE OF THE SHIRE

The Shire of Carnarvon plays a central role in supporting community health and wellbeing through leadership, collaboration, and service delivery. Our Public Health Framework outlines six key roles: Advocate, Facilitate, Fund, Partner, Provide, and Regulate, that guide how we work with the community and stakeholders to create a safe, healthy, and connected Carnarvon for all.

Advocate

The Shire actively champions community health and wellbeing by advocating for improved services, policies, and funding from State and Federal Governments. This includes advocating for better access to housing, healthcare, mental health services, and infrastructure that supports public health outcomes.

Facilitate

The Shire plays a crucial role in enabling public health outcomes by supporting connections, consultations, and forums that bring stakeholders together. This may include enabling access to facilities, helping community groups run programs, and assisting with logistics for health initiatives.

Fund

The Shire provides financial support to groups and initiatives that align with public health priorities, including grants (such as the Community Growth Fund), sponsorships, and direct investment in public amenities and programs that improve quality of life.

Partner

The Shire collaborates with community organisations, service providers, health agencies, and others to co-design and deliver culturally appropriate, impactful programs that target community needs.

Provide

The Shire directly delivers infrastructure, programs, and services that support health from maintaining parks and playgrounds to offering after-school programs, operating libraries and delivering public events that encourage healthy, active lifestyles.

Regulate

The Shire protects public health through the administration of laws, regulations, and standards relating to environmental health, food safety, waste management, building and planning, and public safety.



GROWING LIVEABLE ENVIRONMENTS

Creating and maintaining liveable environments means planning, building, and looking after spaces that encourage healthier lifestyles, support community interaction, and enhance safety. This involves thoughtful asset management, sustainable environmental practices, and infrastructure that promotes active living.

Action	Measure	State Health Priority Alignment
Provide: Develop and maintain inclusive and accessible public spaces that support active living, social connection, and environmental sustainability.	Increase in park visitation and community satisfaction (annual survey)	A More Active WA
Provide: Maintain and enhance public aquatic and recreation facilities that support community health and active lifestyles.	Pool visitation numbers; satisfaction from facility users	A More Active WA
Provide: Maintain street lighting and CCTV; review needs and install in dark or high-risk areas.	Number of lights/CCTV installed; reduction in antisocial behaviour	Preventing Injuries and Promoting Safer Communities
Provide: Kerbside waste collection and landfill disposal in Carnarvon and Coral Bay, and support waste diversion initiatives.	Waste diverted from landfill; community waste satisfaction	Health Protection for the Community

Advocate: Advocate for funding to upgrade community infrastructure including lighting, footpaths, recreation, and shade to enhance safety and liveability.	Funding secured; Number of advocacy submissions made	Preventing Injuries; A More Active WA
Facilitate: Investigate funding for a water park to enhance recreational offerings during summer.	Feasibility study completed; funding secured for upgrade	A More Active WA
Provide: Upgrade play equipment to be inclusive and durable, with nature playground features and interactive elements.	Number of new play equipment upgrades; community feedback	A More Active WA
Provide: Improve Park and public space quality through regular clean-ups, more greenery, shade, seating and maintenance.	Number of shade structures/trees planted; park usage increase	A More Active WA
Facilitate: Deliver community programs and initiatives that encourage use of open space and facilities, including parks, trails, and civic precincts.	Number of programs delivered; Participation numbers	A More Active WA; Optimising Mental Health
Partner: Work with service providers and community groups to support sustainable living and environmental health education.	Number of partnerships established; Attendance at workshops	Health Protection; Healthy Eating

GROWING A SAFE & SUSTAINABLE COMMUNITY

A safe and sustainable community is one where people feel protected from health risks, have access to secure environments, and can participate in inclusive, alcohol- and drug-free activities. Local Government plays a vital role in prevention, regulation, and partnership to protect public health and foster social connection.

Action	Measure	State Health Priority Alignment
Facilitate: Deliver inclusive and culturally appropriate community events, programs, and workshops that build connection and resilience.	Number of inclusive events delivered; Participant satisfaction	Mental Health; Aboriginal Health
Regulate: Develop and implement crime prevention strategies including Eyes on the Street and community patrols.	Number of lighting upgrades; community perception of safety	Preventing Injuries and Promoting Safer Communities
Partner: Work with stakeholders to support drug- and alcohol-free programs that engage youth, families, and vulnerable groups.	Number of programs supported; participation numbers	Reducing Harmful Alcohol Use; Mental Health
Fund: Drug- and alcohol-free events and programs that promote healthy lifestyles.	Number of projects funded; participation numbers	Making Smoking History / Reducing Harmful Alcohol Use
Regulate: Maintain mosquito management, food safety inspections, and respond to complaints promptly.	Response time for health complaints; inspection compliance rates	Health Protection for the Community

Regulate: Extend and promote smoke-free public environments by updating signage and implementing community awareness initiatives in areas where children and families gather.	Number of smoke-free zones established or updated; Signage installed; Community awareness campaign reach.	Making Smoking History
Fund: Support community-led initiatives that address local health challenges and promote public safety through the Community Growth Fund.	Number of health-related projects funded; Evaluation reports from recipients; Community feedback	Health Protection; Mental Health and Wellbeing; Reducing Harmful Alcohol Use
Partner: Support and participate in the Carnarvon Alcohol and Other Drug Working Group to coordinate local responses, strengthen stakeholder collaboration, and advocate for funding to implement community-led initiatives.	Number of meetings supported; Actions implemented from the local plan; Funding secured	Reducing Harmful Alcohol Use; Mental Health and Wellbeing
Facilitate: Community-based programs that promote healthy ageing by encouraging physical activity, social connection, mobility, and inclusion for older adults across a variety of settings, including the library and public open spaces.	Number of seniors programs delivered; Participation and satisfaction rates; Feedback on mobility and inclusion	Ageing Well; Optimising Mental Health and Wellbeing
Provide: Arts and cultural initiatives that foster community connection, self-expression, and mental wellbeing across all age groups.	Number of arts and cultural programs or events delivered or supported	Optimising Mental Health and Wellbeing; Improving Aboriginal Health and Wellbeing; Ageing Well

GROWING ACCESSIBLE SERVICES

Accessible services ensure every resident can connect with the health, education, housing, and employment opportunities they need, regardless of age, background, or ability. By advocating, partnering, and facilitating, the Shire works to bridge gaps and make essential services equitable for all.

Action	Measure	State Health Priority Alignment
Facilitate: Support community gardens, promote food trails, and community organisations and services to promote healthy food choices.	Number of food gardens supported; engagement from schools/groups	Healthy Eating
Advocate: Advocate to State and Federal Governments for improved healthcare, childcare, and education infrastructure.	Successful advocacy outcomes (e.g. commitments, funding secured)	Accessible Health Services
Advocate: Advocate for improved housing supply and quality to support healthy living conditions and reduce overcrowding.	Number of advocacy submissions or meetings held	Accessible Health Services
Partner: Implement Reconciliation Action Plan, conduct cultural awareness training and support Aboriginal employment.	Reconciliation actions implemented; Indigenous employment rates	Improving Aboriginal Health and Wellbeing
Fund: Support childcare, senior's programs, and community groups through funding programs such as the Community Growth Fund.	Number of groups funded; variety and reach of funded programs	A More Active WA

Advocate: Increased mental health outreach services and crisis supports in Carnarvon.	Number of additional mental health outreach services available.	Optimising Mental Health and Wellbeing
Partner: Establish a Community Directory (print + digital) that maps available services in health, youth, housing, aged care, and family support.	Website hits; Directory distribution count	Access to Health Services
Provide: Share up-to-date information about available services through online directories, noticeboards, and in-person events.	Website hits; social media interactions	Access to Health Services
Partner: Collaborate with service providers to improve local access to primary health, allied health, mental health, and social services.	Number of outreach services delivered; Service usage rates	Access to Health Services; Aboriginal Health
Facilitate: Support initiatives that build digital and health literacy through the library, particularly for seniors, young people, and Aboriginal families.	Number of sessions held; Pre/post evaluation of literacy levels	Optimising Mental Health and Wellbeing; Ageing Well
Provide: Improve access and inclusion across Shire facilities, programs, and services by embedding universal design principles and removing participation barriers for people of all ages and abilities.	Number of facilities audited or upgraded for accessibility; Inclusion of access and inclusion considerations in event planning; Community satisfaction survey results.	Optimising Mental Health and Wellbeing; Health Protection; Ageing Well
Facilitate: Programs that support employment, entrepreneurship, and economic wellbeing.	Number of sessions delivered participant outcomes	A More Active WA

Advocate: Advocate to the State Government for the reinstatement local birthing services and expanded perinatal support.	Evidence of progress towards reinstating local birthing services and expanded perinatal support.	Access to Health Services
Advocate: More aged care facilities and transitional homes for older residents.	Evidence of progress towards increased residential aged care beds and transitional housing.	Access to Health Services; Ageing Well
Advocate: Expanded NDIS services and supports for people living with disability.	Evidence of progress towards increased disability support services.	Access to Health Services



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