



SPECIAL COUNCIL MEETING

MINUTES

**Special Meeting of Council was held
in the Council Chambers, Welcome Road, Karratha,
on Wednesday, 8 July 2026 at 5:30pm**

A handwritten signature in black ink, appearing to read 'VMiltrup', is positioned above a horizontal line.

**VIRGINIA MILTRUP
CHIEF EXECUTIVE OFFICER**



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The City of Karratha warns that anyone who has any application lodged with the City of Karratha must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the City of Karratha in respect of the application.

A handwritten signature in black ink, appearing to read "VMiltrup", is written over a horizontal line.

Signed: _____
Virginia Miltrup - Chief Executive Officer

These minutes were confirmed by Council as a true and accurate record of proceedings at the Ordinary Council Meeting held on Wednesday, 8 July 2026.

Presiding Member _____

Date: _____

DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE) *(updated 13 March 2000)*

A member who has a **Financial Interest** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest:

- (a) In a written notice given to the Chief Executive Officer before the Meeting or;
- (b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- (c) Preside at the part of the Meeting, relating to the matter or;
- (d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest** in a matter. I intend to include these notes in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the *Local Government Act 1995* but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the *Local Government Act*; or
 - 6.2 Where the Minister allows the Councillor to participate under s5.69 (3) of the *Local Government Act*, with or without conditions.

INTERESTS AFFECTING IMPARTIALITY

DEFINITION: *An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'.*

A member who has an **Interest Affecting Impartiality** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- (a) in a written notice given to the Chief Executive Officer before the Meeting; or
- (b) at the Meeting, immediately before the matter is discussed.

IMPACT OF AN IMPARTIALITY CLOSURE

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote.

With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

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MINUTES

1 OFFICIAL OPENING

The Special Council Meeting of Council held in the Council Chambers, Welcome Road, Karratha on Wednesday, 8 July 2026 was declared open at 5:30pm.

Deputy Mayor Swaffer acknowledged the traditions of the Ngarluma people, on whose land we are gathered here today.

Deputy Mayor Swaffer notified all attendees that the meeting is being live streamed and a recorded.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE PREVIOUSLY APPROVED

Councillors: Cr Jodie Swaffer [Deputy Mayor]
Cr Gillian Furlong
Cr Sarah Roots
Cr Tony Simpson
Cr Geoff Harris
Cr Martin Byrne

Staff:	Virginia Miltrup	Chief Executive Officer
	Chloe Morris	Director Corporate Services
	Christine Palmer	Chief Financial Officer
	Jasmine Bray	Manager Governance
	Pieta Bloxsom	Minute Secretary

Apologies: Cr Daniel Scott [Mayor]
Cr Daiva Gillam

Absent: Cr Brenton Johannsen

Leave of Absence: Nil

Members of Public: Nil

Members of Media: 1

3 PUBLIC QUESTION TIME

Deputy Mayor Swaffer provided the following introduction to Public Question Time.

Public questions at this meeting must relate to an item on the Agenda.

You are required to provide your name, address and question in writing on arrival and the Mayor will invite you to ask your question.

Questions are to be directed to the Presiding Member and shall be asked politely, in good faith, and are not to be framed in such a way as to reflect adversely or be defamatory to particular Elected Members or City employees.

Verbal questions are limited to two minutes per person, with a limit of two verbal questions per person and may be responded to at the meeting or taken on notice.

There were no public questions.

4 PETITIONS/DEPUTATIONS/PRESENTATIONS

There were no Petitions/Deputations/Presentations.

5 DECLARATIONS OF INTEREST

There were no declarations of interests.

6 CORPORATE SERVICES REPORTS

6.1 SUBMISSIONS FOR ADVERTISED DIFFERENTIAL RATES AND MINISTERIAL APPROVAL 2026/27

File No: FM.1
Responsible Executive Officer: Director Corporate Services
Reporting Author: Chief Financial Officer
Date of Report: 3 July 2026
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment(s): Nil

PURPOSE

For Council to consider the amendment to its resolution dated 2 June 2026 relating to the submissions for advertised differential rates and ministerial approval 2026/27, by removing the provision of the buy local voucher to owner-occupiers within the GRV residential category.

OFFICER'S RECOMMENDATION

Res No : SCM260708-01
MOVED : Cr Simpson
SECONDED : Cr Roots

That Council:

1. **REAFFIRM** points 1-3 of resolution SCM260602-01 dated 2 June 2026.
2. **RESOLVE** to not provide the \$100 Buy Local voucher to owner-occupiers within the GRV residential category.

CARRIED 6/0

FOR : Cr Swaffer, Cr Furlong, Cr Roots, Cr Simpson, Cr Bryne, Cr Harris
AGAINST : Nil

BACKGROUND

On 2 June 2026, Council resolved as follows:

"That Council:

1. *ACKNOWLEDGE* the submissions received regarding the proposed 2026/27 differential rates model.

2. *APPROVE, for the 2026/27 financial year, a:*
 - a. *3% increase for all GRV categories; and*
 - b. *7.5% increase for the UV Strategic Industry category.*
3. *APPROVE Ministerial approval being sought for the Transient Workforce Accommodation/Workforce Accommodation differential rate being greater than two times the lowest rate in the dollar as follows:*

<i>Differential Rates Categories</i>	<i>2025/26 Rate in \$</i>	<i>2026/27 Proposed Rate in \$</i>	<i>% Increase</i>	<i>Multiplier Lowest Rate in \$</i>	<i>Minimum Rate</i>	<i>Proposed 2026/27 Rates Yield</i>
<i>GRV Residential</i>	<i>0.055795</i>	<i>0.057469</i>	<i>3%</i>	<i>Lowest GRV</i>	<i>\$1,750</i>	<i>\$22,319,155</i>
<i>GRV Commercial/Industrial</i>	<i>0.091110</i>	<i>0.093800</i>	<i>3%</i>	<i>1.63</i>	<i>\$1,750</i>	<i>\$9,885,099</i>
<i>GRV Airport/Strategic Industry</i>	<i>0.111589</i>	<i>0.114937</i>	<i>3%</i>	<i>2.00</i>	<i>\$1,750</i>	<i>\$1,445,793</i>
<i>GRV Transient Workforce Accommodation/ Workforce Accommodation</i>	<i>0.223179</i>	<i>0.229874</i>	<i>3%</i>	<i>4.00</i>	<i>\$1,750</i>	<i>\$9,257,566</i>
<i>UV Pastoral</i>	<i>0.130035</i>	<i>0.137837</i>	<i>6%</i>	<i>Lowest UV</i>	<i>\$367</i>	<i>\$260,234</i>
<i>UV Mining/Other</i>	<i>0.145248</i>	<i>0.154000</i>	<i>6%</i>	<i>1.12</i>	<i>\$367</i>	<i>\$1,754,752</i>
<i>UV Strategic Industry</i>	<i>0.219248</i>	<i>0.235692</i>	<i>7.5%</i>	<i>1.71</i>	<i>\$367</i>	<i>\$24,607,520</i>
<i>TOTAL</i>						<i>\$69,530,119</i>

4. *APPROVE the provision of a \$100 Buy Local voucher to each owner-occupier within the GRV residential category.”*

DISCUSSION

The intent of the proposed Buy Local incentive was to support owner-occupiers and local small businesses within the community due to rising costs attributed in part to being situated in a remote location.

Following Council's resolution, a review of the proposed incentive program was required to be undertaken. Due to the complexity in assessment and delay of Ministerial Approval, it is appropriate to remove the Buy Local voucher.

The proposed recommendation reaffirms Council's decision to acknowledge the submissions received in relation to the advertised differential rates, approve the increase of rates for GRV and UV Strategic Industry categories and seek Ministerial approval for the Transient Workforce Accommodation/Workforce Accommodation differential rate due to it being greater than two times the lowest rate in the dollar. The removal of the proposed \$100 Buy Local Voucher for owner-occupiers ensures the City's rating framework remains compliant, supports sound financial management, and provides certainty for the timely adoption and implementation of the 2026/27 rates.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CG-8 Significant Decision-Making, this matter is considered to be of high significance in terms of financial sustainability and the City's ability to perform its role in delivering services to the community.

STATUTORY IMPLICATIONS

Sections 6.33 and 6.36 of the Local Government Act 1995 (the Act) make provision for the application and communication of differential rates. Section 6.33(3) provides that Ministerial approval is required to impose a differential rate which is more than twice the lowest differential rate.

The requirement to move a motion to revoke or change a decision of Council is deemed not to apply to the proposed change to Council's previous decision as it is not considered substantial (r.10(3) of the *Local Government (Administration) Regulations 1996*). The original intent of the previous report and decision was to consider submissions received on the proposed rates and seek Ministerial approval for the Transient Workforce Accommodation/Workforce Accommodation differential rate as it is greater than two times the lowest rate in the dollar.

COUNCILLOR/OFFICER CONSULTATION

Nil

COMMUNITY CONSULTATION

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Based on current valuation information, the proposed differential rates model would raise \$69.8 million in rates in the 2026/27 financial year, representing an additional \$3.4 million in revenue compared with the 2025/26 GRV and UV categories.

STRATEGIC IMPLICATIONS

This item is relevant to the City of Karratha's approved Council Plan 2025-2035.

Goal: 7 Our civic leaders are innovative, listening and balanced in meeting community needs.

Objective: 7.5 Provide strong financial management and transparency

RISK MANAGEMENT CONSIDERATIONS

The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	Moderate	Council is reliant on levying rates sufficient to maintain cash flows for the efficient and effective delivery of services at required service levels and project timeframes.
Service Interruption	Low	Delays in the rates approval process may have short term impacts on service levels and the commencement of capital initiatives.
Environment	N/A	Nil
Reputation	High	Council has to ensure decisions made are compliant to mitigate reputational damage.

Category	Risk level	Comments
Compliance	Moderate	The rating process is a legislated process under the <i>Local Government Act 1995</i> and associated Regulations.

IMPACT ON CAPACITY

There is no impact on capacity or resourcing to carry out the Officer's recommendation.

RELEVANT PRECEDENTS

Nil

VOTING REQUIREMENTS

Simple Majority.

CONCLUSION

Council's resolution of 2 June 2026 regarding the consideration of submissions for the advertised differential rates and the seeking of Ministerial approval for the Transient Workforce Accommodation/Workforce Accommodation differential rate remains appropriate and unchanged.

However, it is recommended that Council resolve not to proceed with the proposed Buy Local voucher incentive. Removing the incentive ensures the City's rating framework remains compliant and defensible, supports sound financial management, and provides certainty for the timely adoption and implementation of the 2026/27 differential rates.

7 CLOSURE & DATE OF NEXT MEETING

The meeting closed at 5:39pm.

The next meeting is to be held on Monday, 27 July 2026 at 6pm at Council Chambers - Welcome Road, Karratha.