ORDINARY COUNCIL MEETING

MINUTES

The Ordinary Council Meeting was held in the Council Chambers, Welcome Road, Karratha, on Monday, 27 July 2026 at 6pm

V Miltrup

VIRGINIA MILTRUP
CHIEF EXECUTIVE OFFICER

City of Karratha

No responsibility whatsoever is implied or accepted by the City of Karratha for any act, omission or statement or intimation occurring during Council or Committee Meetings. The City of Karratha 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 or Committee Meetings.

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In particular, and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation of approval made by any member or Officer of the City of Karratha during the course of any meeting is not intended to be and is not taken as notice of approval from the City of Karratha.

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.

These minutes were confirmed by Council as a true and accurate record of proceedings at the Ordinary Council Meeting held on Monday, 27 July 2026.

Presiding Member ______________________________________

Date: ______________________________________

VMiltrup

Signed:______________________________________
Virginia Miltrup - Chief Executive Officer

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 Interes**t 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 **<u>MUST</u>** 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 **<u>only</u>** exceptions are:

   6.1 Where the Councillor discloses the **<u>extent</u>** 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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ITEM	SUBJECT	PAGE NO

ORDINARY COUNCIL MEETING MINUTES

1 OFFICIAL OPENING

The Ordinary Meeting of Council held in the Council Chambers, Welcome Road, Karratha on Monday 27 July 2026 was declared open at 6:01pm.

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

Mayor Scott notified all attendees that the meeting is being live streamed and recorded.

2 ABOUT THIS MEETING

Mayor Scott provided the following statement at the beginning of the Ordinary Council Meeting:

> ***PURPOSE -*** *The Ordinary Council Meeting is a decision-making forum.*
>
> ***MEETING PROCEDURES -*** *This meeting is conducted as a public meeting of Council, and the City of Karratha's Standing Orders will apply.*
>
> ***COUNCILLOR QUESTIONS -*** *Questions asked by Councillors are to be answered by the CEO or a person nominated by the CEO.*
>
> ***LIVE STREAMED -*** *This meeting will be live streamed and a recording of the meeting will be available. Meeting recordings are copyright material and cannot be used without written permission of the CEO.*

3 RECORD OF ATTENDANCE / APOLOGIES

Councillors:	Cr Daniel Scott [Mayor] Cr Jodie Swaffer [Deputy Mayor] Cr Gillian Furlong Cr Sarah Roots Cr Tony Simpson Cr Daiva Gillam Cr Martin Byrne Cr Geoff Harris	
Staff:	Virginia Miltrup	Chief Executive Officer
	Emma Landers	Director Community Experience
	Chloe Morris	Director Corporate Services
	Lee Reddell	Director Development Services
	Simon Kot	Director Strategic Projects & Business (via Teams)
	Michael Bunting	Director Infrastructure Services
	Jasmine Bray	Manager Governance
	Pieta Bloxsom	Minute Secretary
Apologies:	Cr Brenton Johannsen	
Apologies:	Nil	
Absent:	Nil	
Leave of Absence:	Nil	
Members of Public:	Nil	
Members of Media:	Nil	

4 PUBLIC QUESTION TIME

There were no public questions.

5 PETITIONS/DEPUTATIONS/PRESENTATIONS

There were no Petitions, Deputations or Presentations.

6 REQUESTS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION

Res No : OCM260727-01
MOVED : Cr Swaffer
SECONDED : Cr Simpson

That Council approve a leave of absence for Cr Furlong for the September 2026 Public Briefing and Ordinary Council Meeting.

CARRIED 8/0

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

7 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

8 CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS

OFFICER'S RECOMMENDATION

Res No : OCM260727-02
MOVED : Cr Simpson
SECONDED : Cr Gillam

That the Minutes of the Ordinary Meeting of Council held on Monday, 29 June 2026, be confirmed as a true and correct record of proceedings.

CARRIED EN BLOC 8/0

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

OFFICER'S RECOMMENDATION

Res No : OCM260727-03
MOVED : Cr Simpson
SECONDED : Cr Gillam

That the Minutes of the Special Meetings of Council held on 3 March 2026, 2 June 2026, 8 July 2026 and 20 July 2026 be confirmed as true and correct records of proceedings.

CARRIED EN BLOC 8/0

FOR : Mayor Scott, Cr Swaffer, Cr Gillam, Cr Furlong, Cr Johannsen, Cr Roots, Cr Bryne, Cr Simpson, Cr Harris
AGAINST : Nil

9 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

Date	Mayor Meetings – June 2026	Location
02/06/2026	Weekly meeting with Deputy Mayor, CEO and Manager of Advocacy & Stakeholder Relations	Karratha
08/06/2026	Weekly meeting with Deputy Mayor, CEO and Manager of Advocacy & Stakeholder Relations	Karratha
09/06/2026	Triple M radio interview	Karratha
10/06/2026	KDCCI Business Breakfast Briefing	Karratha
10/06/2026	WA Local Government State Council Agenda Briefing	Online
12/06/2026	Meeting with Peter Long	Karratha
10/06/2026	Men's Health Week Community BBQ Puutu Kunti Kurrama and Pinikura	Karratha
18/06/2026	WA Local Government Pilbara Country Zone Meeting	Perth
18/06/2026	Meeting with Daniel Smith, Chief of Staff to Premier Roger Cook	Perth
20/06/2026	Karratha Filipino Community Celebration of 128*th* Independence Day Event	Karratha
22/06/2026	Weekly meeting with Deputy Mayor, CEO and Manager of Advocacy & Stakeholder Relations	Karratha
22/06/2026	Inspection of Hancock Way Housing Project	Karratha
23/06/2026	Pilbara Development Commission Board Meeting	Karratha
24/06/2026	Pilbara Summit	Karratha
24/06/2026	Australian Mining Cities Alliance social media interview	Karratha
25/06/2026	Pilbara Summit	Karratha
25/06/2026	Woodside Meeting with Vice President Browse Kimberly Walpot	Karratha
25/06/2026	Meeting with Dept of Foreign Affairs and Trade WA Office, State Director Pamela Currie	Karratha
25/06/2026	Meeting with Hon Shane Love, Nationals Party	Karratha
26/06/2026	Meeting with community member regarding rideshare options	Online
29/06/2026	Weekly meeting with Deputy Mayor, CEO and Manager of Advocacy & Stakeholder Relations	Karratha

Mayor Scott expressed condolences on behalf of the City and Council to the Filipino community following the recent fatal motor vehicle accident that resulted in the loss of two community members. Mayor Scott acknowledged the significant impact of the tragedy on the families affected, the Filipino community, and the broader community, and extended Council's thoughts and prayers during this difficult time.

Meeting with the Premier of Western Australia, Minister for the Pilbara and Minister for Mines and Petroleum

Mayor Scott met with the Premier Hon. Roger Cook BA GradDipBus MBA MLA, Hon. Amber-Jade Sanderson BA MLA and Hon. Daniel Pastorelli, on Monday 27 July 2026, to discuss key challenges and opportunities facing the City including:

- The Dampier land transfer and associated infrastructure maintenance responsibilities.
- An overview of the Karratha 2050 Vision and its alignment with the State Government's Seven Regional Cities Initiative.
- An update on securing international status for Karratha Airport and the proposed Singapore route.
- Advocating for increased residential land supply to support future population growth.
- The need for remediation works to heritage assets in Cossack, including urgent repairs to the Cossack Wharf.
- The need for a Roebourne bypass to improve road safety and support future transport demands.
- The Conzinc Bay road project.
- The importance of maintaining community access to the Dampier Archipelago and progressing key infrastructure projects.

Mayor Scott noted that the meetings were positive and reflected the strong working relationship between the City and the State Government.

10 CORPORATE SERVICES REPORTS

10.1 STATEMENTS FOR PERIOD ENDED 31 MAY 2026

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Corporate Accountant
Date of Report:	22 June 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. Statement of Financial Activity 31 May 2026 2. Statement of Financial Position 31 May 2026 3. Variance Commentary – Statement of Financial Activity – 31 May 2026 4. Net Current Funding Position – 31 May 2026

PURPOSE
To provide a summary of Council's financial position for the period ending 31 May 2026.

OFFICER'S RECOMMENDATION

Res No : OCM260727-04
MOVED : Cr Harris
SECONDED : Cr Gillam

That Council RECEIVE the Financial Statements for the financial period ending 31 May 2026 as shown in Attachments 1 to 4.

CARRIED 8/0

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

BACKGROUND
Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires the City to prepare a monthly statement of financial activity including the sources and application of funds, as compared to the budget.

DISCUSSION
The attached Monthly financial reports as at 31 May 2026, have been prepared in accordance with the *Local Government Act 1995* and the associated *Local Government (Financial Management) 1996 Regulations.*

The financial reports presented for May 2026 are subject to audit and adjustment.

The following table is a summary of the Financial Activity Statement compared to the Budget as of 31 May 2026:

2025/26	Original Budget	Current Budget	Year to Date Budget	Year To Date Actual	YTD Variance*	Variance %	Surplus Impact
Operating Activities							
Revenue (incl. Rates)	197,245,877	214,046,735	200,886,407	184,388,989	(16,497,419)	-8.2%	↓
Expenditure	(169,913,966)	(173,675,161)	(159,001,641)	(144,619,329)	14,382,312	9.0%	↑
Investing Activities							
Inflows	1,023,264	2,117,452	1,970,711	1,047,512	(923,199)	-46.8%	↓
Outflows	(97,160,056)	(133,822,957)	(102,162,800)	(58,181,136)	43,981,664	43.1%	↑
Financing Activities							
Inflows	79,174,533	146,845,596	100,155,557	53,275,548	(46,880,009)	-46.8%	↓
Outflows	(51,908,756)	(88,832,490)	(61,731,645)	(52,290,306)	9,441,339	15.3%	↑
Non-Cash Items	30,160,089	22,767,037	28,671,844	18,788,011	(9,883,833)	-34.5%	↓
Restricted PUPP Surplus BFWD 1 July	0	0	0	0	0	0.0%	
Unrestricted Surplus BFWD 1 July	11,385,875	11,385,875	11,385,875	9,109,164	(2,276,711)	-20.0%	
Restricted PUPP Surplus CFWD	0	0	0	0	0	0.0%	
Surplus/(Deficit) 2025/26	**6,859**	**832,087**	**20,174,308**	**11,518,453**	**(8,655,856)**		

*Refer to variance commentary attachment for explanation of material differences.

The comments provided in Attachment 3 - Variance Commentary Statement of Financial Activity, explain material variances contributing to the total YTD budget variance shown in the above table. These variances are due to cash flow and timing issues; however some months can be quite large and generally reflect usual business for the City. Whilst every effort is made to time the cash flow movements appropriately, there may still be months of large variances due to unexpected items processed.

FINANCIAL MANAGEMENT UPDATE
Local Government Financial Ratios

The following table shows the YTD actual financial ratios meet the target ratios.

Period Ended 31 May 2026	Target Ratio	YTD Budget Ratio	Original Annual Budget Ratio	YTD Actual Ratio
Current Ratio	> 1	N/A	N/A	5.12
The Current Ratio identifies a local government’s liquidity: how well it can meet its financial obligations as and when they fall due. A ratio greater than 1 indicates the local government can cover its immediate cash commitments.				
Asset Sustainability Ratio (ASR)	> 0.90	0.76	1.62	0.72
The ASR measures how effectively a local government’s assets are being replaced or renewed. Upgrades, expansions, and new works are not considered for the ASR.				
Operating Surplus Ratio (OSR)	> 15%	36.4%	18.7%	28.4%
The OSR measures how well a local government can cover its operational costs with funds left over for capital projects and other purposes				
Own Source Revenue Coverage Ratio (OSRC)	> 0.90	0.98	0.88	0.97
The OSRC ratio outlines a local government's ability to cover its costs through its own revenue sources, such as rates, fees and charges and interest revenue. A ratio greater than 0.90 indicates the local government is operating in an ‘advanced’ capacity, however it should be noted that each local government has different revenue raising capacities.				
Debt Service Cover Ratio (DSCR)	> 2	8.8	7.2	8.0
The DSCR measures a local government’s ability to repay its debt using cash. As the City has minimal debt, it exceeds the basic standard of greater than 2.0				

Movements
The Debt Service Cover Ratio has changed due to the Westpac Loan increasing the repayments on loans. As the loan increases, this ratio is expected to continue to decrease further.

The Asset Sustainability Ratio is lower than expected due to delays in capital projects, so actual spend is less than anticipated.

Statement of Financial Position

	May 2026	April 2026	% Change	Comments
	Current			
Assets	183,330,917	191,033,980	-4.03%	Decrease in Cash & Cash Equivalents
Liabilities	20,179,379	14,331,638	40.80%	Increase in Trade & Other Payables
	Non-Current			
Assets	831,933,020	829,870,111	0.25%	Increase in Property Plant & Equipment and Increase in Infrastructure
Liabilities	13,967,266	13,983,918	-0.12%	Decrease in Long Term Borrowings
Net Assets	981,117,292	992,588,535		

Debtors Schedule

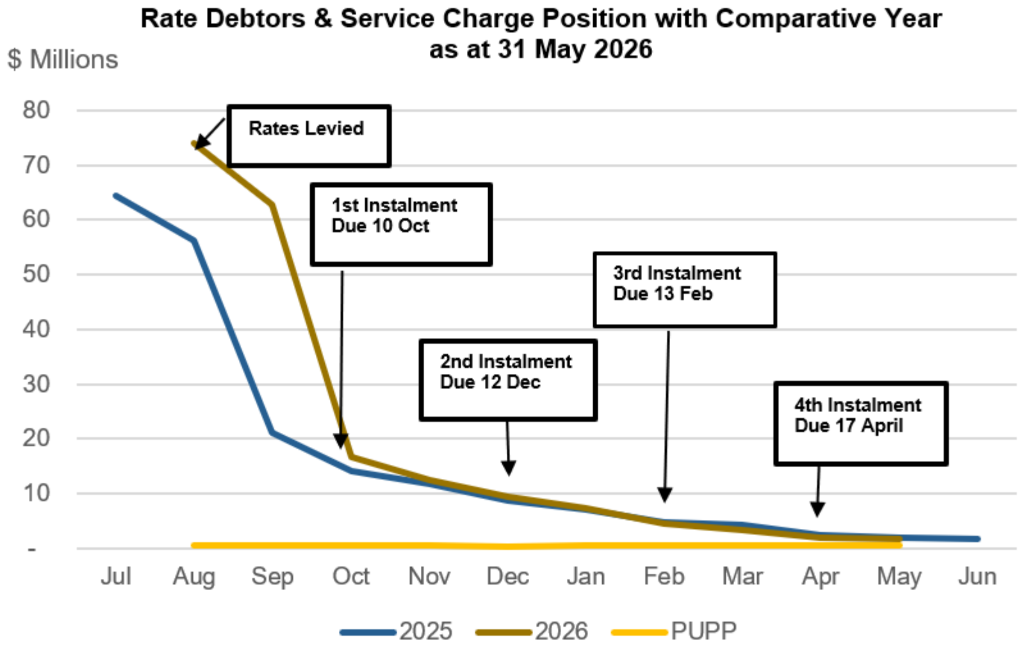
The following table shows Trade Debtors that have been outstanding over 40, 60 and 90 days as at the end of May 2026. The table also includes the total Rates and PUPP Service Charges outstanding.

When the following table is compared to Attachment 2, there is a balance sheet difference of $12.3m, reflecting the loans receivable, accrued revenue and GST receivable.

Debtors Schedule

	May 2026	April 2026	Change %	% of Current Total
	Sundry Debtors			
Current	6,662,040	7,720,233	-14%	96.7%
> 40 Days	136,051	925,201	-85%	2.0%
> 60 Days	173,352	161,750	7%	2.5%
> 90 Days	-80,635	-91,748	-12%	-1.2%
Total	**6,890,808**	**8,715,436**	**-21%**	**100%**
	Rates Debtors			
Total	**1,671,194**	**1,922,853**	-13%	100%
	PUPP Debtors			
Total	**491,598**	**491,337**	0.1%	100%

A total of $73.6m in Rates (including ESL and waste charges) has been paid by the end of May 2026, representing a collection rate of 97.8% to date (this represents a higher collection rate compared to 97.1% on 31 May 2025).



There was no material change in May to the PUPP Debtors' balance. PUPP payments have now been received on 99.76% of properties and of those paid, 99.54% have paid in full, with 0.22% ($491,598) still outstanding. Review of these is currently underway of their debt collection status.

Collection of outstanding debts greater than 40 days is continuing in line with Council policy.

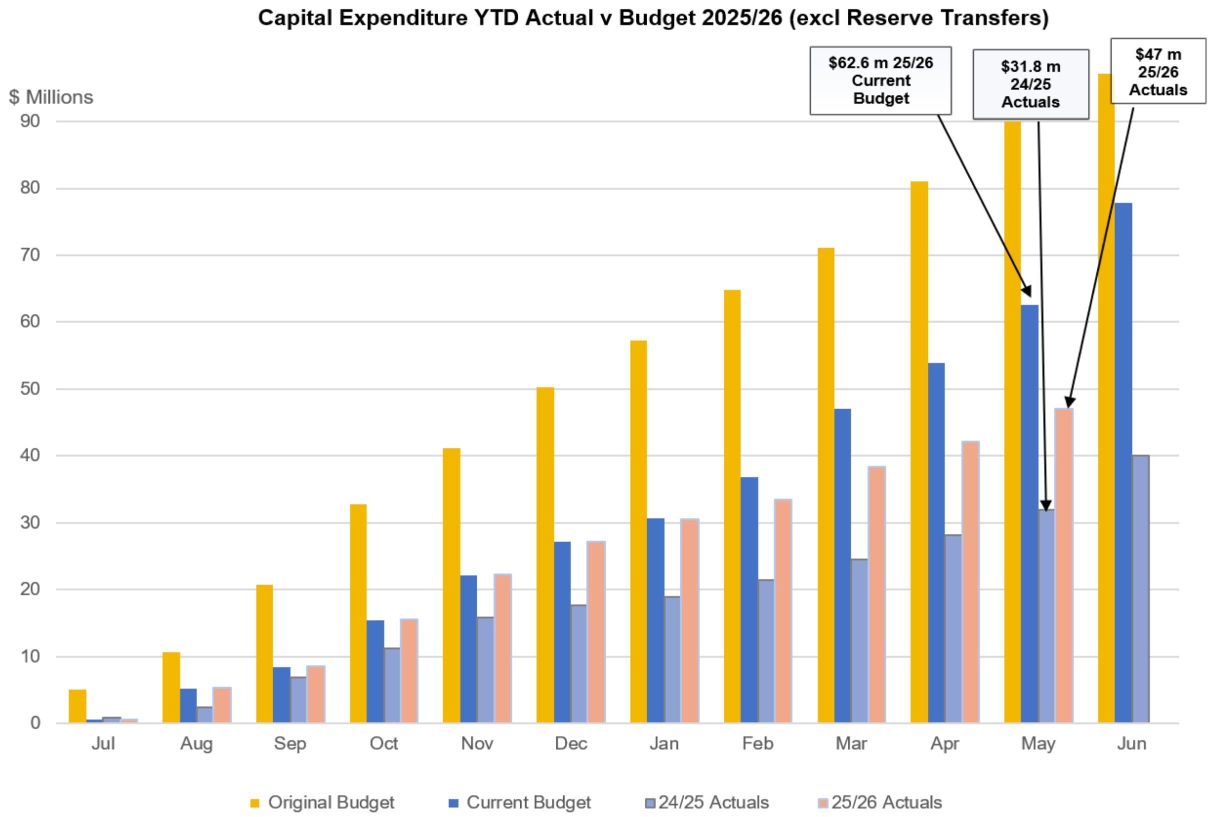
Capital Expenditure
Council's current 2025/26 Capital Expenditure budget is $77.8m which includes significant projects such as: Hancock Way Housing Development, Nickol Shared Footpath, Karratha Airport Water Mains pipe replacement, 7 Mile tip cell construction, new footpaths aligned to the 10-year construction plan, roads reseal program, kerb renewals and completion of the Roebourne streetscape master plan.

The City spent $47.1m on its capital program to the end of May 2026, $15.5m (24.8%) less than the YTD budget.

The following table shows the capital budget performance by asset class:

CAPITAL EXPENDITURE						
Asset Class	YTD			ANNUAL		
	YTD Budget	YTD Actual	Variance %	Annual Original Budget	Annual Current Budget	% of Annual Budget
	31 May 2026			30-June-26		
Infra Misc Structures	6,150,847	4,892,021	-20.5%	17,902,475	9,144,947	53.5%
Parks & Open Spaces	5,841,209	3,492,261	-40.2%	12,874,139	7,768,886	45.0%
Buildings	28,609,432	22,909,108	-19.9%	39,426,174	33,952,334	67.5%
Equipment	1,425,451	1,228,286	-13.8%	2,549,528	1,725,451	71.2%
Furn & Equip	1,059,935	535,547	-49.5%	899,291	1,124,935	47.6%

Plant	3,464,923	1,541,533	-55.5%	3,853,563	4,232,923	36.4%
Inv Property	334,514	529,702	58.3%	333,000	1,123,514	47.1%
Infra Roads	5,782,782	4,416,157	-23.6%	7,743,610	6,292,907	70.2%
Infra Footpaths	5,363,310	3,696,035	-31.1%	5,307,958	7,614,650	48.5%
Infra Aerodromes	4,610,805	3,853,944	-16.4%	6,270,318	4,785,805	80.5%
Totals	**62,643,209**	**47,094,593**	**-24.8%**	**97,160,056**	**77,766,353**	**60.6%**



Financial Statements
The financial statements for the reporting period are provided as attachments in the form of:

- Statement of Financial Activity (Attachment 1).
- Statement of Financial Position (Attachment 2).
- Variance Commentary - Statement of Financial Activity by Nature (Attachment 3).
- Net Current Funding Position (Attachment 4).

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 Council's ability to perform its role.

Financial integrity is essential to the operational viability of the City but also as the custodian of community assets and service provision. An ability to monitor and report on financial operations, activities and capital projects is imperative to ensure that financial risk is managed at acceptable levels of comfort.

The ability for the City to remain financially sustainable is a significant strategy for a region that is continually under pressure from the resources industry, private enterprise, and State Government obligations for the ongoing development of infrastructure and services.

STATUTORY IMPLICATIONS
In accordance with the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*, a Statement of Financial Activity is required to be presented to Council as a minimum requirement. Section 6.4 of the *Local Government Act 1995* provides for the preparation of financial reports.

In accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, a report must be compiled on variances greater than the materiality threshold adopted by Council of $100,000 or 10% whichever is greater. As this report is composed at a nature level, variance commentary considers the most significant items that comprise the variance.

COUNCILLOR/OFFICER CONSULTATION
Executives and Management have been involved in monthly reviews of their operational and departmental budgets and notifying the Financial Services team of trends and variances arising from their operational areas.

COMMUNITY CONSULTATION
No community consultation is required.

POLICY IMPLICATIONS
The Council's financial reporting is prepared in accordance with Council Policy CF12. This is reviewed periodically to ensure compliance with legislative and statutory obligations.

FINANCIAL IMPLICATIONS
The financial implications of this report are noted in the detail sections of the report. The Administration is satisfied that appropriate and responsible measures are in place to protect the City's financial assets.

STRATEGIC IMPLICATIONS
This item is relevant to the Council's approved Council Plan 2025-2035.

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

Objective: 7.5 Providing strong financial management and transparency.

RISK MANAGEMENT CONSIDERATIONS
The level of risk to the City has been assessed and is considered to be as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	Completion of the Monthly Financial Activity Statement report is a control that monitors this risk. Strong internal controls, policies and monitoring ensure risks are assessed regularly and managed appropriately. Expenditure and revenue streams are monitored against approved budgets by management and the financial team with material variances being reported.
Service Interruption	N/A	Nil

Category	Risk level	Comments
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	Financial reports are prepared in accordance with the Local Government Act, Regulations and Accounting Standards.

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

RELEVANT PRECEDENTS
This is a monthly process advising the Council of the current financial position of the City.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
The Council is obliged to receive the monthly financial reports as per statutory requirements. Details relating to the variances and the commentary provided are to be noted as part of the report.

10.2 LIST OF PAYMENTS – 1 MAY 2026 TO 31 MAY 2026

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Senior Creditors Officer
Date of Report:	25 June 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. List of Payments – May 2026 2. Purchase Cards Report – May 2026 3. Fleet Fuel Card Report – April 2026

PURPOSE

To advise Council of payments made for the period from 1 May 2026 to 31 May 2026.

OFFICER'S RECOMMENDATION

Res No : OCM260727-05
MOVED : Cr Furlong
SECONDED : Cr Simpson

That Council RECEIVE the list of payments totalling $15,957,086.78 as detailed in Attachments 1, 2 and 3.

CARRIED 8/0

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

BACKGROUND

Council has delegated authority to the Chief Executive Officer (Delegation 1.6) to make payments from the City's Municipal and Trust funds.

In accordance with *Regulations 12 and 13* of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

The list of accounts paid must be recorded in the minutes of the Council Meeting.

DISCUSSION

Payments for the period 1 May 2026 to 31 May 2026 (including credit card transactions – May 2026) totalled $15,957,086.78 being made up of:

1. Trust Payments: nil;
2. BPay Payments: 1130 to 1156 and
   EFT Payments 097079 to 097648 (Inclusive): $12,017,636.73;
3. Cheque Voucher: nil;
4. Cancelled Payments: nil;

5. Direct Debits: 097499, 097648: $2,392.70;
6. Credit Card Payments (May 2026): $53,856.82;
7. Payroll Payments: $3,883,200.53

A sample of large payments included within these amounts is as follows:

- Acero Construction Pty Ltd – Baynton Apartments PC08 - $871,082
- Karratha Development – DDR6 Bulgarra Apartments - $517,065
- NWMC Mining & Civil – Footpath Construction - Various Sites - $844,230
- Pilbara Building Company – PC03 KGC Compound/Shed Construct - $808,744
- Norwest Sand & Gravel – PC06 Wickham Oval/Carpark Project - $2,279,713
- MSS Security Pty Ltd – Airport Security Services, March/April 2026 - $619,200
- Rapiscan Systems Pty Ltd – Airport 3D Xray System Install - $379,176
- Timik Development Pty Ltd – Bulgarra Housing Construction PC12 - $350,967

Consistent with CG-11 Regional Price Preference Policy, the below table shows the local supplier percentages of invoices paid for the period. Statutory suppliers include insurances, utilities, ATO and bond administrator. Non-local suppliers include the housing development proponents for project payments, which will affect the local supplier spend result each month. It is anticipated the proponents will be contracting with local contractors and once this data is available will be apportioned appropriately.

KPI Report – Local Spend
Date Range 01/05/2026 to 31/05/2026

	No of Invoices	%	$ Value	%
Local Supplier	1,007	68.64%	7,526,941	62.62%
Non-Local Suppliers	322	21.95%	3,939,059	32.77%
Statutory Supplier	138	9.41%	554,029	4.61%
Total	**1,467**	**100%**	**12,020,029**	**100%**

LEVEL OF SIGNIFICANCE
In accordance with Council policy CG-8 Significant Decision Making policy, this matter is considered to be of high significance in terms of Council's ability to perform its role.

STATUTORY IMPLICATIONS
Payments are to be made in accordance with Part 6, Division 4 of the *Local Government Act 1995* and as per the *Local Government (Financial Management) Regulations 1996*. Payments are to be made through the municipal fund, trust fund or reserve funds. Payments are to be in accordance with approved systems as authorised by the CEO.

COUNCILLOR/OFFICER CONSULTATION
Officers have been involved in the approvals of any requisitions, purchase orders, invoicing and reconciliation matters.

COMMUNITY CONSULTATION
No community consultation is required.

POLICY IMPLICATIONS
Staff are required to ensure that they comply under Council Policy CG12 – Purchasing Policy and CG11 - Regional Price Preference Policy (where applicable) and that budget provision is available for any expenditure commitments.

FINANCIAL IMPLICATIONS
Payments are made under delegated authority and are within defined and approved budgets. Payment is made within agreed trade terms and in a timely manner.

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	Low	Failure to make payments within terms may render Council liable to interest and penalties
Service Interruption	Moderate	Failure to pay suppliers may lead to delays in the future provision of goods and services from those suppliers
Environment	N/A	Nil
Reputation	Moderate	Failure to pay for goods and services in a prompt and professional manner, in particular to local suppliers, may cause dissatisfaction amongst the community
Compliance	N/A	Nil

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

RELEVANT PRECEDENTS
There are no relevant precedents related to this matter.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
Payments and credit card payments for the period 1 May 2026 to 31 May 2026 totalled $15,957,086.78. Payments have been approved by authorised officers in accordance with agreed delegations, policies, and budget.

COUNCILLOR QUESTION:
Can Council please have clarification on the purpose of the water cart budget allocation and whether the City now owns a water cart for tree watering purposes?

CITY RESPONSE:
The Operations team's water cart required repairs and was unavailable. The hire arrangement was to ensure we could continue with set service track maintenance.

COUNCILLOR QUESTION:
Can Council request more information on the purpose of the $30,000 tree allocation at Forest Vale and whether it is for existing or new tree planting?

CITY RESPONSE:
This purchase was for 150x Eucalypts Victrix and 150x Melaleuca (plus shipping). The trees are for new planting at various locations throughout town, including the replacement of trees damaged through cyclones.

COUNCILLOR QUESTION:
Council sought clarification on the $30,000 expenditure at JB Hi-Fi for headwear and whether local procurement options were considered.

CITY RESPONSE:
Information Communication Technology (ICT) tested a small number of headsets and compared several options before selecting the Yealink model as the best balance of call quality, suitability for open plan offices, ease of support and cost. The headsets enable staff to make Microsoft Teams calls from computers, laptops and mobile devices, reducing the need for physical desk phones, which cost approximately $330 each.

ICT then contacted Yealink directly to negotiate a bulk purchase discount. Yealink advised that further discounts were available through its approved suppliers and confirmed that none of these suppliers were local. Yealink provided a list of approved suppliers that held stock in Western Australia.

Separate local quotes were not requested because local suppliers would not have had access to the additional supplier discount offered by Yealink. The combined discounts lowered the total cost from approximately $62,000 to $36,000. This represents an estimated saving of $26,000, or 42%.

COUNCILLOR QUESTION:
Council sought clarification regarding the $21,000 expenditure for an artwork installation deposit, including details of the artwork or installation associated with the expenditure.

CITY RESPONSE:
This payment is for the installation of artwork at this year's Cossack Art Award.

COUNCILLOR QUESTION:
Council sought clarification regarding the refund made to NBAC, including the reason for the refund.

CITY RESPONSE:
The refund to NBAC was for the return of a bond.

COUNCILLOR QUESTION:
Council sought clarification regarding the refund of $36,582 to the Western Australia Police Force, including the reason for the refund.

CITY RESPONSE:
WA Police had an automatic payment of rent and utilities as well as the Department of Housing and Works paying similar payments. WA Police overpaid $36,582 so it was returned back to them. This was for the Dampier Airwing site at Bayley Avenue, Karratha Airport which Department of Housing and Works are responsible for the lease payments.

COUNCILLOR QUESTION:
Is Pilbara Windscreens a local business?

CITY RESPONSE:
Yes, the business has addresses in both Karratha and Port Hedland.

COUNCILLOR QUESTION:
Council requested further information on the $943.95 cost associated with a letterbox replacement following cyclone clean up.

CITY RESPONSE:
During Cyclone Narelle recovery works, City staff were using a backhoe to remove a large pile of vegetation adjacent to the front garden of a property in Baynton. During these works, the backhoe accidentally struck a custom-designed concrete letterbox, resulting in damage beyond repair.

City officers worked closely with the resident to resolve the matter. The resident obtained a quote for a suitable replacement letterbox, which the City purchased and installed. The resident was appreciative of the City's approach and the efforts made to rectify the damage in a timely and cooperative manner. The matter has since been resolved to the resident's satisfaction.

10.3 INVESTMENTS FOR PERIOD ENDED 31 MAY 2026

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Management Accountant
Date of Report:	23 June 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To provide a summary of Council's investment position for the period ending 31 May 2026.

OFFICER'S RECOMMENDATION

Res No : OCM260727-06
MOVED : Cr Gillam
SECONDED : Cr Simpson

That Council RECEIVE the Investment Report for the financial period ending 31 May 2026.

CARRIED 8/0

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

BACKGROUND

In accordance with section 6.14 of *the Local Government Act 1995* and Regulation 19C of the *Local Government (Financial Management) Regulations 1996*, the City will invest excess funds not required for any specific purpose in authorised deposit taking institutions as defined in the *Banking Act 1959 (Cth)* Section 5 and/or the Western Australian Treasury Corporation established by the *Western Australian Treasury Corporation Act 1986*, for a term not exceeding 3 years.

The City's surplus funds are invested in bank term deposits for various terms and property related investments to facilitate maximum investment returns in accordance with the City's Investment Policy (CF03).

DISCUSSION

Details of the investments that are included in the report

- Schedule of Cash and Financial Investments
- Allocation of Cash and Financial Investments
- Schedule of Maturity of Cash and Financial Investments
- Schedule of Liquidity
- Schedule of Other Investments
- Aging of Outstanding Lessees Balances
- Schedule of Loan Agreement

Table 1. Cash Allocations of City Funds

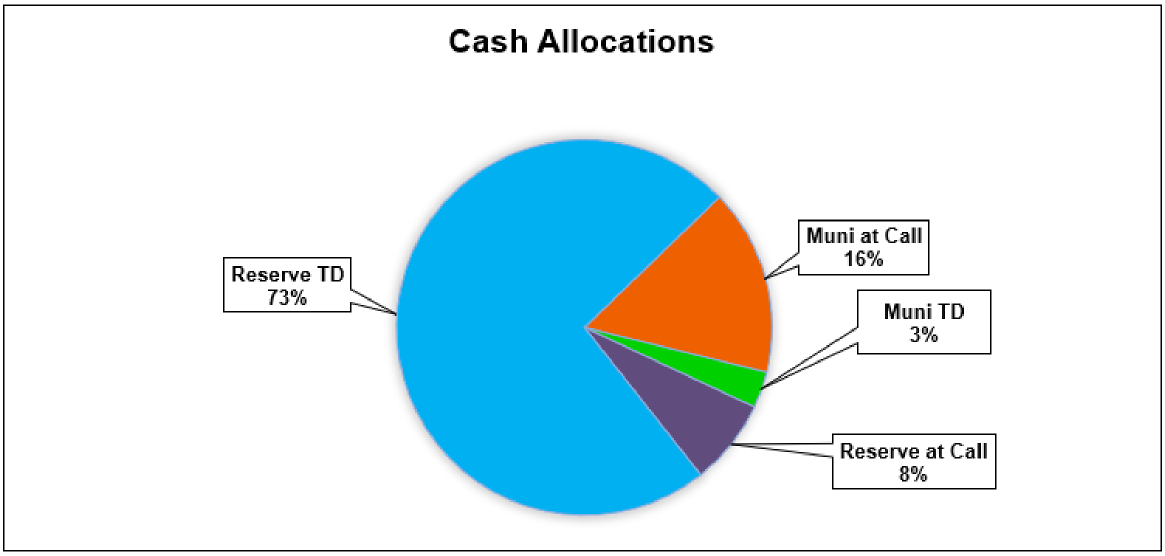
Institution	Accounts	Principal Investment $	Balance 31 May 2026 $	Interest %	Investment Term	Maturity	Source
RESERVE FUNDS							
WBC	Business Premium Cash Reserve		12,141,143	4.20	At Call		Reserve at Call
WBC	Reserve Term Deposit	10,000,000	10,006,093	5.56	12 months	May-27	Reserve TD
WBC	Reserve Term Deposit	12,000,000	12,034,383	4.98	3 months	Jul-26	Reserve TD
WBC	Reserve Term Deposit	6,000,000	6,096,575	4.57	7 months	Aug-26	Reserve TD
WBC	Reserve Term Deposit	10,000,000	11,022,741	5.39	6 months	Nov-26	Reserve TD
WBC	Reserve Term Deposit	19,000,000	19,788,006	4.35	12 months	Jun-26	Reserve TD
WBC	Reserve Term Deposit	20,000,000	20,542,203	4.34	12 months	Oct-26	Reserve TD
WBC	Reserve Term Deposit	9,000,000	9,237,884	4.25	8 months	Jun-26	Reserve TD
WBC	Reserve Term Deposit	12,000,000	12,283,631	4.47	8 months	Jul-26	Reserve TD
WBC	Reserve Term Deposit	13,000,000	13,211,027	4.74	8 months	Sep-26	Reserve TD
WBC	Reserve Term Deposit	6,000,000	6,099,914	4.70	7 months	Aug-26	Reserve TD
MUNICIPAL FUNDS							
WBC	Municipal Term Deposit	5,000,000	5,124,200	4.14	8 months	Jun-26	Muni TD
WBC	Municipal (Transactional)		26,323,383	4.20	At Call		Muni at Call
N/A	Cash on Hand		7,929				
	TOTAL	**123,000,000**	**163,919,112**				
The balance of all Term Deposits includes interest accrued to 31 May 2026							

On average, the City is earning 4.14% across Municipal Term Deposits and 4.74% across Reserve Term Deposits.

The RBA official cash rate (overnight money market interest rate) increased during the month of May, increasing to 435 basis points. Municipal Funds held in the Westpac transaction account are earning 4.20% interest (increased 0.25% from April).

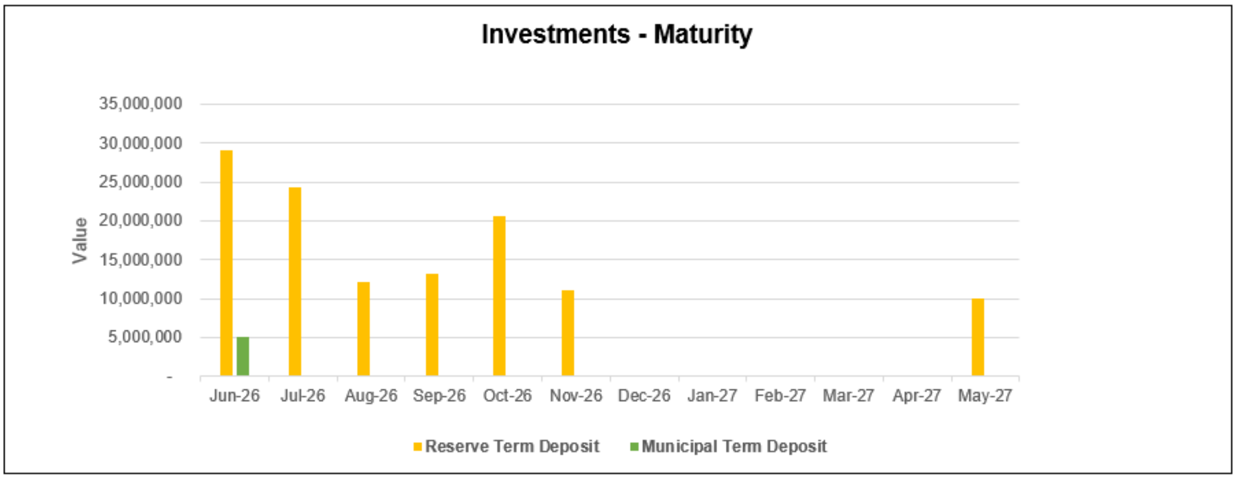
Allocations of Cash and Financial Investments
Council's Municipal and Reserve Bank Accounts are to be maintained so that a maximum return can be achieved from funds required in the short term.

The following graph demonstrates the allocation of our Cash and Financial Investments to maximise return on investment which shows that 76% of our Cash and Financial Investments are invested in Term Deposits.



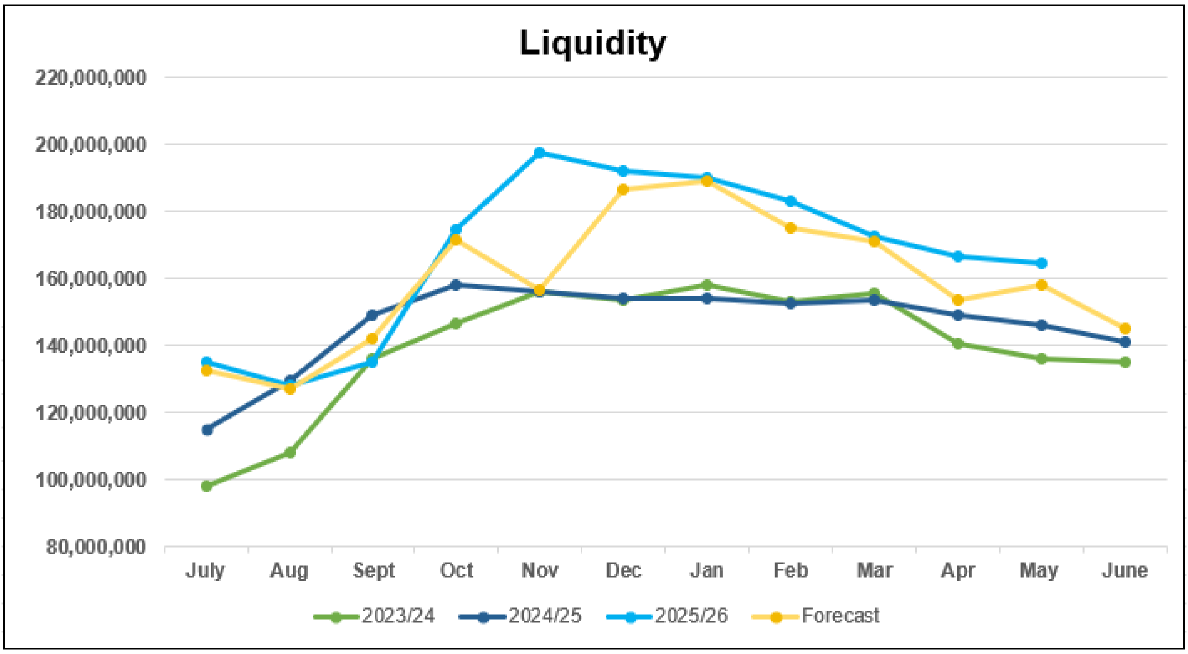
Graph 1. Percentage of Cash Allocations

Schedule of Maturity of Cash and Financial Investments
In accordance with the City's Investment Policy (CF03), in respect to liquidity of funds, the following schedule shows the maturity of our various investments. 56% of Cash and Financial Investments will mature in the next 3 months, 36% maturing in the next 4-6 months and 8% maturing in the next 7-12 months.



Graph 2. Schedule of Maturity of Cash and Financial Investments

Schedule of Liquidity
The Administration reviews availability of funds to ensure there is sufficient liquidity to meet the operational cash flow requirements.



Graph 3. Schedule of Liquidity

Schedule of Other Investments
Hangar Lease – Aspen Medical
On 1 November 2018, a Lease agreement was entered into with Aspen Medical for the use of a newly built Hangar in relation to their provision of emergency medical services. The lease agreement was for an initial term of seven (7) years with two extensions of two (2) years each. Rent increases every two years, as per the schedule set out in the lease agreement. The initial investment incurred was $3,011,975, with the performance of the hangar lease shown in the tables below.

Table 2. Aspen Medical – Hangar Lease Performance

	Month 31 May 2026 $	Year-to-Date 31 May 2026 $	Life-to-Date 31 May 2026 $
Total Income Received	34,414	395,652	3,105,458
Total Expenditure Paid	(1,344)	(7,834)	(157,413)
Net Income	**33,070**	**387,818**	**2,948,045**
Annualised ROI	**13.2%**	**14.0%**	**55.5%**

Ground and Hangar Lease – Babcock Offshore
In March 2019, an agreement was entered into with Babcock Offshore in relation to the construction, purchase, lease and buy-back of a Hangar. The initial lease agreement, including the ground and hangar, covered a term of nine (9) years and no further terms, with annual rent increases of 4.5%. The option is available to repurchase the Hangar for a fixed price, plus a new Ground Lease for a five (5) year term at a pre-determined rate, increasing annually by 4%. The initial investment incurred was $4,243,867, with the performance of the hangar and ground lease shown in the table below.

Table 3. Babcock Offshore – Ground & Hangar Lease Performance

	Month **31 May 2026** **$**	**Year-to-Date** **31 May 2026** **$**	**Life-to-Date** **31 May 2026** **$**
Total Income Received	52,090	588,368	3,859,222
Total Expenditure Paid	-	-	(18,554)
Net Income	**52,090**	**588,368**	**3,840,668**
Annualised ROI	**14.7%**	**15.2%**	**53.5%**

The Quarter HQ

As part of Council's investment strategy, reserve funds were used to purchase a commercial property 'The Quarter HQ' in June 2017 for $20,000,000. The following table provides a summary of all income and expenditure for The Quarter for the current financial year.

Table 4. The Quarter HQ Performance

	Month **31 May 2026** **$**	**Year to Date** **31 May 2026** **$**	**Life to Date** **31 May 2026** **$**
Total Income Received	369,998	4,009,316	31,743,173
Total Expenditure Paid	(29,524)	(1,480,186)	(14,551,870)
Net Income	**340,474**	**2,529,130**	**17,191,303**
Annualised ROI	**20.4%**	**13.8%**	**9.6%**

Ageing of Outstanding Lessees Balances
This portion of the report has been removed from July 2026, due to the *Privacy and Responsible Information Sharing Act 2024* (PRIS Act) coming into effect. This information will now be reported to Council in a separate forum so as to adhere to these legislative changes.

Scope Property Group Loan Agreement
As part of Council's investment strategy, Council resolved at its May 2020 meeting to execute a loan agreement with Scope Property Group Pty Ltd for the acquisition and redevelopment of the Dampier Shopping Centre. The total loan approved was $4.1M for a 10-year period, with the total principal required to be repaid in 2030. This loan is to be funded utilising Reserve funds and borrowings from WATC (if required) and is to be for a maximum initial term of ten years. To date, no borrowings from WATC have been required.

Table 6. Scope Property Group Loan Agreement Schedule

	Month 31 May 2026 $	Year to Date 31 May 2026 $	Life to Date 31 May 2026 $
Funded Amount	-	-	3,800,000
Interest Charges	12,667	126,679	629,755
Remaining Loan Amount	**(300,000)**	**(300,000)**	**(300,000)**

The Scope Property Loan earns the City interest at 4% per annum which may incur an opportunity cost, being the value of alternative investment options foregone. At the average rate indicated in Table 1 of 4.74%, there is an opportunity cost for the year to date of $20,194 and a life to date cost of $28,882 for the current month of May 2026, the opportunity cost is $1,614. This is reflective of current market rates and represents the community benefit to Dampier and the broader community.

Bulgarra Apartments Development

As part of Council's housing development strategy, Council resolved at its July 2025 meeting to execute a development agreement with Karratha Development Pty Ltd for the development of the Bulgarra Apartments project. Part of the Council resolution included a $56 million loan to the developer at a set interest rate of 4%. The development agreement was executed on the 17 October 2025. A loan was obtained from Westpac for $56.0M, with a 3 year loan term on interest only payment arrangements, this loan's current interest rate is 4.74%pa effective date 29 April 2026. Karratha Development will be required to make principal and interest repayments upon construction completion over a 20 year period.

Table 7. Karratha Development Pty Ltd Loan Agreement Schedule

	Month 31 May 2026 $	Year to Date 31 May 2026 $	Life to Date 31 May 2026 $
Developer drawdown	-	11,011,723	11,011,723
Developer Interest Accrued	37,934	192,208	192,208
Developer Remaining Loan Drawdown	**(44,988,277)**	**(44,988,277)**	**(44,988,277)**

Table 8. Westpac Loan Facility Agreement

	Month 31 May 2026 $	Year to Date 31 May 2026 $	Life to Date 31 May 2026 $
WBC Loan Drawdowns	3,654,796	11,011,723	11,011,723
Bank Interest & Charges	80,033	486,652	486,652
Remaining Loan Amount	**(44,988,277)**	**(44,988,277)**	**(44,988,277)**

Baynton Housing Project
As part of Council's housing development strategy, Council resolved at its June 2025 meeting to execute a development agreement with Acero Construction Pty Ltd for the development of the Baynton Housing project. This agreement was executed on the 20 October 2025. This project is to be funded entirely from Council's Infrastructure reserve funds for an amount of $26.2M.

Townhouse module fabrication is now completed in Perth with all 17 townhouses delivered and installed on site in Karratha. In-situ site works for the carport/alfresco/verge works are in progress and moving quickly. Fabrication of the apartment modules has commenced in Perth with the first delivery planned July/August. Project is on track for completion in March 2027.

Table 9. Acero Construction Pty Ltd Payment Schedule

	Month 31 May 2026 $	**Year to Date 31 May 2026 $**	**Life to Date 31 May 2026 $**
Contract Paid Amount	864,172	14,402,232	14,402,232
Infrastructure Reserve (funding)	(864,172)	(14,402,232)	(14,402,232)
Remaining Contract Amount	**11,834,461**	**11,834,461**	**11,834,461**

LEVEL OF SIGNIFICANCE
In accordance with Council policy CG-8 Significant Decision-Making policy, this matter is considered to be of high significance in terms of Council's ability to perform its role.

STATUTORY IMPLICATIONS
In accordance with section 6.14 of the *Local Government Act* and Regulation 19C of the *Financial Management Regulations*, the City will invest excess funds not required for any specific purpose in authorised deposit taking institutions as defined in the *Banking Act 1959 (Cth)* Section 5 and/or the Western Australian Treasury Corporation established by the *Western Australian Treasury Corporation Act 1986*, for a term not exceeding 3 years.

COUNCILLOR/OFFICER CONSULTATION
Executives and Management have been involved in monthly reviews of their operational and departmental budgets and notifying the Administration of trends and variances arising from their operational areas.

COMMUNITY CONSULTATION
No community consultation is required.

POLICY IMPLICATIONS
The Council's financial reporting is prepared in accordance with Council Policy CF03 & CF12. These are reviewed periodically to ensure compliance with legislative and statutory obligations.

FINANCIAL IMPLICATIONS
The financial implications of this report are noted in the detail sections of the report. The Administration is satisfied that appropriate and responsible measures are in place to protect the City's financial assets.

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	Low	Administration has developed effective controls to ensure funds are invested in accordance with City's Investment Policy. This report enhances transparency and accountability for the City's Investments.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	Financial reports are prepared in accordance with the Local Government Act, Regulations and Accounting Standards.

IMPACT ON CAPACITY
There is no impact on capacity or resourcing to conduct the Officer's recommendation.

RELEVANT PRECEDENTS
This is a monthly process advising Council of the current investment position of the City.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
Council is obliged to receive the monthly investment report as per statutory requirements. This report guides Council on the performance of investments the City controls and maintains.

10.4 REVIEW OF COUNCIL POLICIES

File No: CM.124

Responsible Executive Officer: Director Corporate Services

Reporting Author: Manager Governance

Date of Report: 25 June 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s):

1. CF-08 Debt Collection (proposed)
2. CF-08 Debt Collection (current)
3. CF-18 Self Supporting Loan (proposed)
4. CF-18 Self Supporting Loan (current)
5. CF-02 Cash Handling
6. CF-07 Corporate Credit Card
7. CF-12 Financial Reporting to Council – Variations and Timing
8. CF-16 Budget Review
9. Standards for CEO Recruitment, Performance and Termination (proposed amendments tracked)

PURPOSE

For Council to consider a number of Council policies that are presented for adoption, revocation or seeking community consultation.

OFFICER'S RECOMMENDATION

Res No : OCM260727-07
MOVED : Cr Swaffer
SECONDED : Cr Simpson

That Council:

1. **ADOPT the amended:**
   a. **CF-08 Debt Collection as detailed in Attachment 1; and**
   b. **CF-18 Self Supporting Loan as detailed in Attachment 3.**
2. **REVOKE the following policies:**
   a. **CF-02 Cash Handling as detailed in Attachment 5;**
   b. **CF-07 Corporate Credit Card as detailed in Attachment 6; and**
   c. **CF-12 Financial Reporting to Council – Variations and Timing as detailed in Attachment 7; and**
   d. **CF-16 Budget Review as detailed in Attachment 8.**
3. **ADOPT the amended Standards for CEO Recruitment, Performance and Termination as detailed in Attachment 9.**

CARRIED 8/0

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

BACKGROUND

Council policies provide high-level strategic guidance to support informed decision-making, promote consistency, and ensure that operational activities align with the Council's strategic objectives, vision, and legislative obligations. Policies establish a clear framework within which the administration operates, promote equitable and transparent decision-making, and assist in managing organisational risk by defining the parameters for appropriate actions by staff.

Section 2.7(2)(b) of the *Local Government Act 1995* prescribes that it's the role of Council to determine the local government's policies.

Three policies are presented for Council's consideration as part of the administration's broader Policy Review Program, with further detail provided in the Discussion section below.

DISCUSSION

<u>CF-08 Debt Collection</u>

CF-08 Debt Collection Policy (Attachment 2) was adopted in August 2012 and was last reviewed in May 2022.

This policy has undergone a significant review to remove the operational aspects of the policy and retain the high-level Council policy principles (Attachment 1).

<u>CF-18 Self Supporting Loan</u>

CF-18 Self Supporting Loan Policy (Attachment 4) was adopted in April 1997 and was last reviewed in May 2022.

This policy has undergone a significant review to improve governance oversight on self-supporting loans to incorporated community organisations (Attachment 3).

<u>CF-02 Cash Handling</u>

CF-02 Cash Handling Policy (Attachment 5) was adopted in February 1990 and was last reviewed in May 2022.

It is recommended that this policy be revoked due to the operational nature of this function. The content of this Council Policy has been converted into the City's Operational Policy template and will be submitted to the Chief Executive Officer for approval following Council's consideration.

<u>CF-07 Corporate Credit Card</u>

CF-07 Corporate Credit Card Policy (Attachment 6) was adopted in September 2013 and was last reviewed in May 2022.

It is recommended that this policy be revoked due to the operational nature of this function. The content of this Council Policy has been converted into the City's Operational Policy template and will be submitted to the Chief Executive Officer for approval following Council's consideration.

<u>CF-12 Financial Reporting to Council – Variations and Timing</u>

CF-12 Financial Reporting to Council – Variations and Timing Policy (Attachment 7) was adopted in February 2013 and was last reviewed in July 2019.

It is recommended that this policy be revoked as financial reporting to Council is a statutory requirement and the policy repeats what is covered in the legislation.

CF-16 Budget Review
CF-16 Budget Review Policy (Attachment 8) was adopted in February 2013 and was last reviewed in May 2022.

It is recommended that this policy be revoked as the budget review is a statutory requirement and the policy repeats what is covered in the legislation.

Standards for CEO Recruitment, Performance and Termination
CG-19 Standards for CEO Recruitment, Performance and Termination was adopted on 27 April 2021 in accordance with section 5.39B of the *Local Government Act 1995* (the Act).

The content of the model standards is prescribed in the *Local Government (Administration) Regulations 1996*. Where the prescribed model is amended, local governments must amend their adopted standards to incorporate those amendments within three months of the change (s.5.39B(3) of the Act).

The Standards for CEO Recruitment, Performance and Termination was previously documented in a template similar to Council policies. To reduce confusion, the content has been transferred into the same template as the Code of Conduct for Council Members, Committee Members and Candidates. A document revision box has been included and a statement included that the Standards have been adopted in accordance with section 5.39B of the *Local Government Act 1995* (these inclusions are tracked in Attachment 9).

LEVEL OF SIGNIFICANCE
In accordance with Council policy CG-8 Significant Decision Making, this matter is considered to be of moderate significance in terms of Council's ability to effectively perform its role and for the community to have a clear understanding of the Council's strategic direction.

STATUTORY IMPLICATIONS
Section 2.7 of the *Local Government Act 1995* identifies that one of the roles of Council is to determine its policies. Once determined, the CEO is responsible under section 5.41 of the Act to establish procedures and system to implement those policies.

COUNCILLOR/OFFICER CONSULTATION
Consultation has taken place between Officers, Managers and the Executive Leadership Team.

COMMUNITY CONSULTATION
No community consultation is proposed.

POLICY IMPLICATIONS
The policies identified will be amended once adopted by Council.

FINANCIAL IMPLICATIONS
There are no financial implications.

STRATEGIC IMPLICATIONS
Governance is an enabling service in the delivery of the Council Plan 2025-2035. It supports the delivery of the Plan's goals and ensures that we fulfill our statutory obligations.

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	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Moderate	Policies endeavour to provide guidance, transparency and fairness to decisions carried out by the Council and City employees. Compliance with policies maintains the City's reputation with all stakeholders.
Compliance	Moderate	Under s.2.7 of the Act, Council is required to determine and implement its policies. A number of policies are also required to be implemented under other State legislation.

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

RELEVANT PRECEDENTS
Policies are considered regularly when either the policy requires early intervention or when it is due, or overdue, for review.

VOTING REQUIREMENTS
Absolute Majority.

CONCLUSION
Updating of Council's policy documents is a necessary activity to ensure that policies are consistent with current practices and remain contemporary with industry or organisational standards. The reviews ensure that they remain effective and continue to align with the City's goals and values.

COUNCILLOR QUESTION:
How are community members made aware of the Self-Supporting Loan Policy?

CITY RESPONSE:
The City does not actively promote the Self-Supporting Loan Policy through dedicated marketing or communications campaigns. However, the policy is publicly available on the City's website within the Council Policy section, where it can be accessed by community members at any time.

10.5 Q3 KEY PERFORMANCE MEASURES 2025/26

File No:

Responsible Executive Officer:	Director Corporate and Commercial
Reporting Author:	Manager Business Performance
Date of Report:	31 March 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Q3 KPI Report 2025-26

PURPOSE

For Council to consider the reporting of key performance measures of City activities and their alignment to the Council Plan 2025-2035 for the third quarter period January to March 2026.

OFFICER'S RECOMMENDATION

Res No : OCM260727-08
MOVED : Cr Harris
SECONDED : Cr Swaffer

That Council RECEIVE the Q3 Key Performance Measures Report for the period ending 31 March 2026.

CARRIED 8/0

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

BACKGROUND

In June 2025, Council adopted the **Council Plan 2025–2035**, establishing the City's long-term strategic direction following extensive community and organisational consultation.

Under the Integrated Planning and Reporting Framework and section 5.56 of the *Local Government Act 1995*, the City is required to develop and resource its strategic planning documents and report on its performance in achieving community priorities and strategic outcomes.

The Council Plan identifies seven strategic goals that guide the delivery of 58 services, including 13 enabling services. To measure progress against these goals, Council endorsed 125 key performance measures in July 2025, together with a further 11 measures requiring the development of baseline data and performance metrics.

DISCUSSION

Analysis of Q3 Quarterly Reporting

For the reporting period, 50 measures were due for reporting, a further 86 measures were not due this period.

Overall, 40 of the 50 performance measures due for the period (80%) were either On Track or Within Tolerance with 10 measures requiring attention.

Further detail on the Organisational KPIs can be found within Attachment 1.

Q3 Measures Requiring Attention
The following table summarises the Q3 areas requiring attention.

Focus area	Status snapshot	Q3 monitoring note
Goal 2 – Community events and facility utilisation	Attention Required: 5	Measures requiring attention relate to events and activations delivered in towns other than Karratha 20% against the target of 50%, free community events and activations, and utilisation rates at the Wickham Recreation Precinct 13,948 against a target of 15,601, Karratha Indoor Play Centre 6,965 against a target of 8,348 and Roebourne Recreation Precinct 1,785 against the target of 3,107.
Goal 4 – Our places and spaces are functional, attractive and reflect our unique identity	Attention Required: 3	Level A parks and oval maintenance service levels were impacted by cyclone-related disruptions during the reporting period, with a result of 9 achieved against a target of 12. The area of vacant residential land has decreased to 37.8 hectares against a target of 50 hectares, reflecting ongoing construction activity within the latest stages of the Madigan Estate development. An increase in incidents of offensive graffiti impacted performance against the 48-hour response standard, with 92% of incidents addressed within the required timeframe compared to the target of 100%.
Enabling Services	Attention Required: 2	Ensure supplier invoices are paid within the terms of trade, overall 80% achieved against the target of 90%. Average days to payment 23.5, which remains less than the 30 day term. Vacancy rate less than 3% per month (based on permanent roles) sat at 12.8%.

Detailed KPI status information remains available in the attached Q3 KPI Report 2025-26.

LEVEL OF SIGNIFICANCE
In accordance with Council Policy CG-8 Significant Decision Making policy, this matter is considered to be of high strategic significance in terms of Council's ability to perform its role.

STATUTORY IMPLICATIONS
Section 5.56(1) of the *Local Government Act 1995* requires local government authorities in Western Australia to plan for the future for their district.

COUNCILLOR/OFFICER CONSULTATION
Managers responsible and accountable for work areas and key performance measures have been involved in the collation and reporting of the quarterly measures.

COMMUNITY CONSULTATION
No community consultation is required.

POLICY IMPLICATIONS
There are no policy implications.

FINANCIAL IMPLICATIONS
The services in the Council Plan 2025-2035 are reflected in the 2025-2026 adopted Budget.

STRATEGIC IMPLICATIONS
Business Performance is an enabling service in the delivery of the Council Plan 2025-2035. It supports the delivery of the Plan's goals and ensures that we fulfill our statutory obligations.

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	Financial risks are addressed through an annual review of budgetary expenditure associated with the services detailed within the Council Plan and the delivery of key projects/actions.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	The results of the Annual Community Survey will be a clear indicator of the community's perceptions and level of satisfaction regarding the City's performance in delivering the Council Plan.
Compliance	Low	There is a statutory requirement to review the plan for the future document.

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

RELEVANT PRECEDENTS
Key Performance Measuring of service delivery has been undertaken annually since 2012 as part of the integrated planning and reporting framework.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION

This Q3 report confirms that 80% of performance measures due for reporting were On Track or Within Tolerance. Reporting has been prepared against the KPI set previously amended by Council, with no further KPI changes proposed.

COUNCILLOR QUESTION:

Why are several key performance measures below target, including events and activations in other towns, graffiti response times, and the percentage of supplier invoices processed within target timeframes?

CITY RESPONSE:

The activation targets in the Eastern Corridor were not achieved during the summer period due to ambitious targets that will be reviewed and adjusted to better reflect seasonal conditions in future reporting. Missed graffiti response KPI resulted from a limitation in the service contract, which did not require responses within 48 hours over long weekends. The contract has since been varied to align service delivery requirements with the KPI.

11 COMMUNITY EXPERIENCE REPORTS

There are no Community Experience Reports.

12 DEVELOPMENT SERVICES REPORTS

12.1 ROAD DEDICATION FOR DAMPIER LOOKOUT & RED DOG ENTRY BAY

File No:	LP.319
Responsible Executive Officer:	Director Development Services
Reporting Author:	Senior Lands Officer
Date of Report:	26 June 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. Red Dog Entry Bay – Area to be dedicated as road 2. Dampier Lookout – Area to be dedicated as road 3. Deposited Plan 414547 4. Deposited Plan 414548 5. Dampier Lookout & Red Dog Entry Bay Road Dedications Newspaper Public Notice

PURPOSE

For Council to consider the dedication of Red Dog Entry Bay and Dampier Lookout as a road, as per Attachments 1 and 2.

OFFICER'S RECOMMENDATION

Res No : OCM260727-09
MOVED : Cr Furlong
SECONDED : Cr Roots

That Council:

1. **REQUESTS the Minister for Lands, pursuant to section 56 of the *Land Administration Act 1997*, dedicate as road the land shown in Attachments 1 and 2.**

2. **INDEMNIFIES the Minister for Lands with regards to the above actions associated with the road reserve dedication and AUTHORISES the Chief Executive Officer to sign a letter to be sent to the Department of Planning, Lands and Heritage, confirming that:**

   "The City of Karratha agrees that it will indemnify and keep indemnified the State of Western Australia, the Department of Planning, Lands and Heritage and the Minister for Lands (Indemnified Parties) and hold them harmless from and against all liabilities, obligations, costs, expenses or disbursements of any kind including, without limitation, compensation payable to any party under the Native Title Act 1993 (Cth) which may be imposed on, or incurred by the Indemnified Parties relating to or arising directly or indirectly from the dedication of road reserves under section 56 of the Land Administration Act 1997".

CARRIED 8/0

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

BACKGROUND

The Dampier Lands Transfer (DLT) is a long-standing project between Rio Tinto and the City of Karratha to transition Dampier from a mining town to a normalised town under local government ownership and management.

Dampier was originally developed and managed by Hamersley Iron (now Rio Tinto) to support iron ore operations in the Pilbara. As a result, significant portions of land within the Dampier townsite remain under Rio Tinto ownership, lease, or management, including land subject to the State Agreement *Iron Ore (Hamersley Range) Agreement Act 1963*. In addition, several parcels of Crown land reserved for public purposes remain unvested or unmanaged. The DLT seeks to review and, where appropriate, resolve elements of these legacy arrangements to support the transfer of responsibility for land and facilities to the City, consistent with approaches adopted in other towns within the district. While this initiative addresses several priority matters, it forms part of a broader body of work aimed at progressively resolving remaining legacy issues over time, recognising that some matters may require further consideration and stakeholder engagement.

The DLT involves the transfer of land from both Rio Tinto and the State, grouped into three tranches:

- **Tranche 1:** Land subject to State Agreement and administered through a lease under the *Land Administration Act 1997*. Transfer requires the Department of Energy and Economic Diversification (DEED) to release Hamersley Iron (Rio Tinto) from its State Agreement obligations via a Deed of Release.
- **Tranche 2:** Freehold land held by Rio Tinto that will be transferred directly to the City.
- **Tranche 3:** Unmanaged Crown Reserves proposed to be transferred to the City's care, control, and management.

Rio Tinto is progressing the preparation of its Deed of Release submission to DEED for Tranche 1 land, which is understood to be nearing readiness for consideration. In parallel, the City has been progressing internal work to address outstanding technical, governance, and asset management matters to ensure it is prepared to accept the land and associated responsibilities upon release and subsequent transfer.

This report specifically relates to two Tranche 1 land portions - Red Dog Entry Bay and Dampier Lookout - proposed to be dedicated as a road as part of the transfer process.

At its meeting of 18 November 2019 (Resolution 154469), Council supported the dedication of the following proposed lots as road:

- Lot 301 on Deposited Plan 414547 – Red Dog Entry Bay (Attachment 3)
- Lot 300 on Deposited Plan 414548 – Dampier Lookout (Attachment 4)

To implement this decision, the City must now complete the statutory road dedication process under section 56 of the *Land Administration Act 1997*.

DISCUSSION
The DLT involves a complex, multi-party process between Rio Tinto, the State Government, and the City. While transfer of Tranche 1 land is contingent on execution of the Deed of Release by DEED, preparatory work for the subject land can be progressed in advance to enable timely transfer once approvals are finalised.

Red Dog Entry Bay and Dampier Lookout are established public areas and valued community assets. Formal dedication of these parcels as a road will provide clarity of tenure and responsibility, ensure statutory compliance, and facilitate their ongoing management by the City.

Council previously supported the release of these parcels from State Agreement obligations and their dedication as a road. However, that resolution did not constitute a formal decision to dedicate the land as road under section 56 of the *Land Administration Act 1997.* A further resolution is therefore required to complete the statutory process.

Progressing the road dedication now will minimise delays following execution of the Deed of Release and provide certainty to both the State and Rio Tinto that the City supports the proposed land use and is prepared to assume management responsibility.

As required under Part 5 of the *Land Administration Act 1997*, the proposal was publicly advertised in The Pilbara News (Attachment 5) and on the City's website on 20 May 2026, with submissions closing on 24 June 2026. No submissions were received.

If Council resolves in accordance with the Officer's recommendation, a formal request to dedicate the land as a road will be submitted to the Minister for Lands.

LEVEL OF SIGNIFICANCE
In accordance with Council policy CG-8 Significant Decision Making policy, this matter is considered to be of moderate significance in terms of social, economic, cultural & wellbeing issues due to the transfer of ownership of multiple community assets.

STATUTORY IMPLICATIONS
Iron Ore (Hamersley Range) State Agreement Act 1963
Crown land that is subject of Special Leases granted under the State Agreement and that is part of the Dampier Land Transfer Project needs to be excised from the State Agreement before it can be transferred from the State to the City. Rio Tinto is first required to submit to DEED a draft proposal to surrender these parcels. Rio Tinto is then required to submit to the Minister for State Development a final proposal in order to excise the relevant land parcels from the State Agreement.

Land Administration Act 1997
Section 56 enables a local government to request the Minister for Lands to dedicate land as a road. If the Minister grants the request, the local government is required to indemnify the Minister against claims for compensation and costs reasonably incurred by the Minister in considering and granting the request. Accordingly, the City will be required to provide an indemnity to the State in connection with the dedication request.

Land Administration Regulations 1998
Regulation 8 prescribes the information that must accompany a request for dedication, including copies of any submissions received and the local government's comments on those submissions.

COUNCILLOR/OFFICER CONSULTATION
Consultation has been undertaken across relevant teams within the City through an internal DLT working group to ensure alignment on the statutory, land tenure, and asset management implications of the proposed road dedications.

Councillors have previously been briefed on the DLT Project at key stages. In relation to this specific matter, advice was provided to Council on 16 March 2026 outlining the proposed dedication of Red Dog Entry Bay and Dampier Lookout as road.
Officers have also consulted with DPLH to confirm the statutory requirements and documentation necessary to progress the road dedication under the *Land Administration Act 1997*, and to ensure the proposal aligns with the broader DLT process.

COMMUNITY CONSULTATION
Although the community has been extensively consulted as part of the broader DLT project, including through the preparation of an Engagement Strategy jointly developed by the City and Rio Tinto to ensure affected community groups are appropriately engaged, no additional targeted community consultation was undertaken for this specific matter.

Consultation in relation to this item has been limited to the statutory public advertising requirements, with notice placed in The Pilbara News and on the City's website in accordance with the *Land Administration Act 1997*.

POLICY IMPLICATIONS
There are no policy implications.

FINANCIAL IMPLICATIONS
The Deposited Plans required to support the proposed road dedication have already been prepared.

Any costs arising from the road dedication process are expected to be limited to minor administrative and statutory fees associated with processing, registration, and gazettal, which can be accommodated within existing operational budgets.

Ongoing maintenance requirements for the Entry Bay and Lookout are consistent with the City's existing management responsibilities and have been factored into long-term asset planning as part of the DLT.

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

Goal:	Goal 2: Our community is welcoming, connected, vibrant, healthy, and safe
Priority Focus Area:	Community infrastructure
Key projects/actions:	Dampier Land Transfer, following approvals and land assembly process

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	Low	The Deposited Plans have been prepared, and only minor administrative and statutory fees may be incurred as part of the road dedication process. Ongoing maintenance requirements are consistent with the City's existing asset management responsibilities.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	Progressing the statutory dedication aligns with Council's previously stated position and supports the broader townsite normalisation process. Failure to progress the matter could present a reputational risk by delaying elements of the DLT.
Compliance	Low	The proposal follows the statutory process under the *Land Administration Act 1997*, including public advertising. Endorsement by Council reduces compliance risk by ensuring the land dedication is legally valid and transparent.

IMPACT ON CAPACITY
There is no impact on capacity or resourcing to carry out the Officer's recommendation. The proposed action is procedural in nature and can be accommodated within existing staff resources and operational frameworks.

RELEVANT PRECEDENTS
- Res No.: 154469 (18 November 2019)
  - Council resolved to progress the Dampier Lands Transfer by endorsing land transfers, supporting the release of specified State Agreement land, requesting statutory Crown land actions, accepting freehold land transfers, and supporting necessary easements, appropriate land title notifications and memorials to enable long-term local government ownership, management, and normalisation of Dampier.
- Umbrella Property Deed: Dampier Lands
  - The Umbrella Property Deed is the agreement between Rio Tinto and the City that establishes the legal and commercial framework for transferring land and associated responsibilities in Dampier from Rio Tinto to the City of Karratha to support townsite normalisation, including land tenure changes, funding arrangements, risk allocation, protection of critical infrastructure, and transitional arrangements for ongoing community and operational uses.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
The proposed dedication of the Red Dog Entry Bay and Dampier Lookout as a road is a necessary statutory step to implement Council's earlier support for these land parcels as part of the DLT. Formal road dedication will provide clarity of tenure and responsibility and allow the City to take over ongoing management of these established community assets.

The proposal has been progressed in accordance with legislative requirements, including public advertising, which did not result in any submissions. Advancing the dedication at this stage will support the timely progression of Tranche 1 land transfers and provide certainty to the State and Rio Tinto regarding the City's commitment to the agreed land use outcomes.

Endorsement of the Officer's Recommendation will enable the City to proceed with the formal request to the Minister for Lands and complete the statutory process required to facilitate the transfer and management of these areas as part of the broader DLT project.

COUNCILLOR QUESTION:
Can the City clarify the current land tenure and status of the Dampier Lookout and Red Dog Entry Bay land parcels, and the implications of dedicating the land as road reserve?

CITY RESPONSE:
The land is currently subject to the Hamersley Iron State Agreement. In order to formalise the lookout and entry bays under City management, it is proposed that they be dedicated as road reserve. Once removed from State Agreement, the road dedication process can proceed through the Minister for Lands.

COUNCILLOR QUESTION:
What is the anticipated timeframe for the land to be removed from the State Agreement to enable the road dedication process to proceed?

CITY RESPONSE:
This agenda item is preparatory, getting the City ready for the removal of the land from the State Agreement through the Dampier Land Transfer process. It is unclear how long this process will take but once it occurs, the City will be able to lodge the road dedication request with the Minister for Lands.

COUNCILLOR QUESTION:
Can a similar process be applied to other land parcels that are currently awaiting resolution?

CITY RESPONSE:
The road dedication process is only relevant for land intended for road purposes.

COUNCILLOR QUESTION:
Does the proposed road dedication alter the site's recreational use?

CITY RESPONSE:
The proposed road dedication would not affect the current use of the lookout or entry bay. Embayments of this nature can be accommodated within a road reserve.

12.2 TILBROOK CLOSE ROAD RESERVE REALIGNMENT

File No:	LM26026
Responsible Executive Officer:	Director of Development Services
Reporting Author:	Senior Lands Officer
Date of Report:	1 July 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. Map – Tilbrook Road Realignment 2. Tilbrook Newspaper Public Notice

PURPOSE

For Council to consider requesting the Minister for Lands to dedicate land as a road to facilitate the realignment of Tilbrook Close, to close superseded portions of the existing Tilbrook Close road reserve and subsequently amalgamate affected land into Reserve 38919 (see Attachment 1) to facilitate implementation of the Kevin Richards Memorial Oval (KRMO) Masterplan.

OFFICER'S RECOMMENDATION

Res No : OCM260727-10
MOVED : Cr Gillam
SECONDED : Cr Simpson

That Council:

1. **REQUESTS the Minister for Lands, pursuant to section 56 of the *Land Administration Act 1997*, dedicate as road the land identified in Attachment 1.**

2. **INDEMNIFIES the Minister for Lands with regards to the above actions associated with the Tilbrook Close road reserve realignment and AUTHORISES the Chief Executive Officer to sign a letter to be sent to the Department of Planning, Lands and Heritage, confirming that:**

   "The City of Karratha agrees that it will indemnify and keep indemnified the State of Western Australia, the Department of Planning, Lands and Heritage and the Minister for Lands (Indemnified Parties) and hold them harmless from and against all liabilities, obligations, costs, expenses or disbursements of any kind including, without limitation, compensation payable to any party under the Native Title Act 1993 (Cth) which may be imposed on, or incurred by the Indemnified Parties relating to or arising directly or indirectly from the realignment and dedication of Tilbrook Close, road reserve under section 56 of the Land Administration Act 1997".

3. **REQUESTS the Minister for Lands, pursuant to Section 58 of the *Land Administration Act 1997* close the superseded sections of the Tilbrook Close road reserve identified for closure as shown in Attachment 1.**

4. **REQUESTS the Minister for Lands, pursuant to Section 51 of the *Land Administration Act* amalgamate the closed portion of the Tilbrook Close road reserve and a portion of Reserve 54688 into Reserve 38919 as shown in Attachment 1.**

CARRIED 8/0

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

BACKGROUND
The proposed Tilbrook Close road reserve realignment is required to facilitate redevelopment identified in the Kevin Richards Memorial Oval (KMRO) Masterplan.

The original Masterplan, prepared by Peter Hunt Architects, was endorsed by Council at the Ordinary Council Meeting on 19 October 2020.

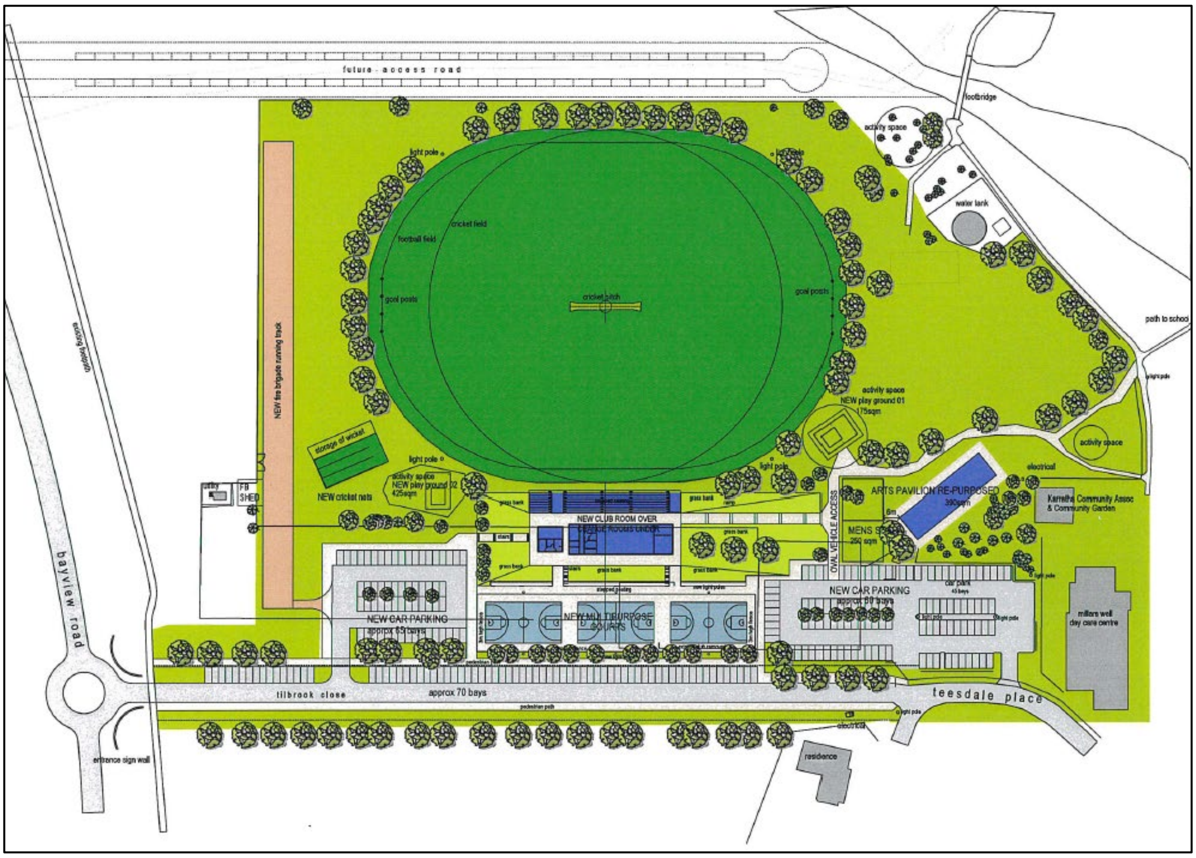


Figure 1 – KRMO Masterplan October 2020

A revised Masterplan was subsequently endorsed on 28 July 2025. Amongst other things, community and stakeholder feedback identified concerns that the original road alignment identified in the 2020 plan could create an unintended through-road connection between Bayview Road and Teesdale Place, resulting in increased traffic movements through the recreation precinct.

The alignment was subsequently modified to remove this potential connection while maintaining access requirements for the redevelopment. Additionally, this reconfiguration allowed a shade structure over the hardcourts to be accommodated and prevents the need for relocation of services. The revised Masterplan is shown in Figure 2 below.

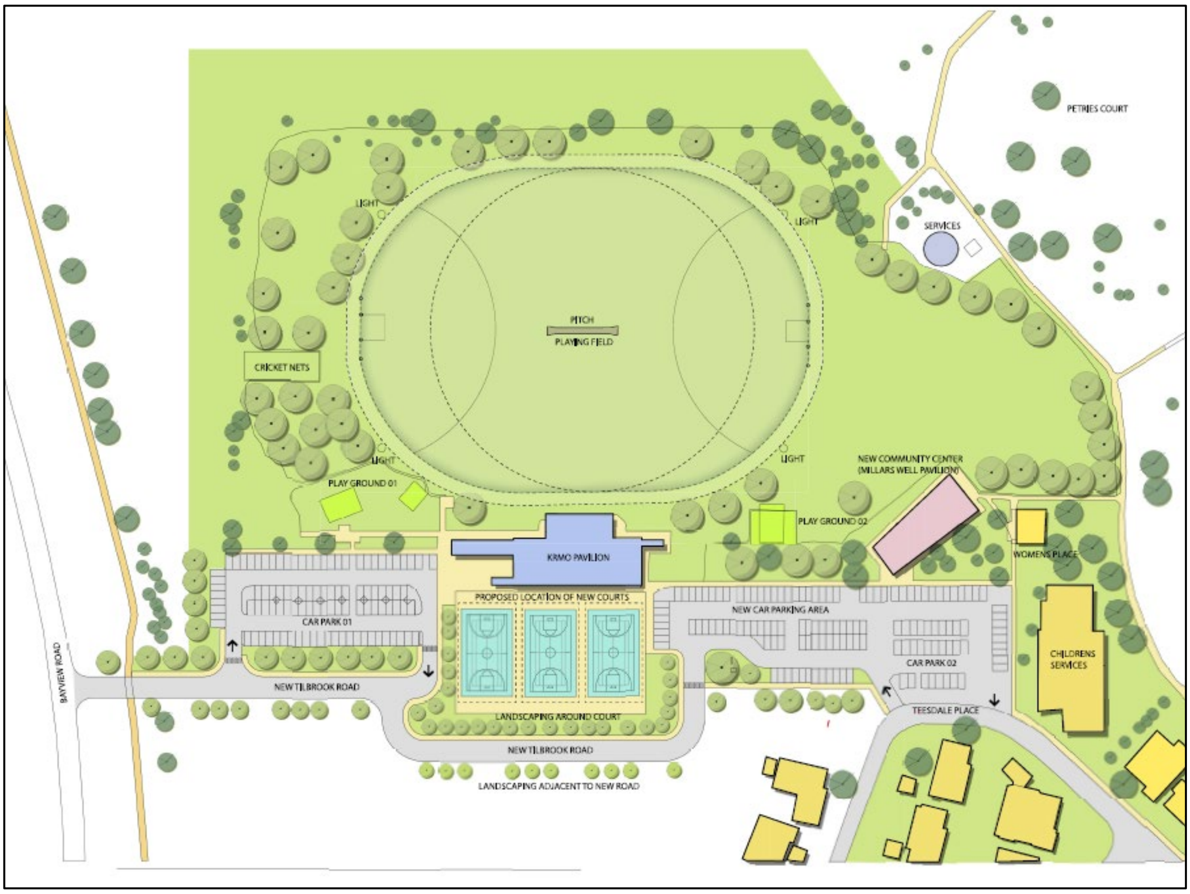


Figure 2 – KRMO Masterplan July 2025

DISCUSSION

<u>Proposed Road Reserve Realignment</u>
To facilitate the revised Masterplan, the alignment of Tilbrook Close and the associated road reserve require adjustment. Realigning the legal road reserve to reflect the proposed road alignment will reduce the potential for future tenure conflicts with adjoining land parcels, clearly define ownership and maintenance responsibilities, and support the delivery of future infrastructure in accordance with the Masterplan.

The realignment does not create a new public road network. Rather, it adjusts the legal road reserve boundaries, so they correspond with the road layout already approved through the KRMO Masterplan.

Attachment 1 illustrates:

- the existing Tilbrook Close road reserve (outlined in red);
- the proposed road reserve realignment (highlighted in green);
- the redundant portion of road reserve to be closed and amalgamated into Reserve 38919 (highlighted in red); and
- the area of land to be amalgamated from adjoining Reserve 54588 (currently used as an overflow caravan park) into Reserve 38919 (highlighted in blue).

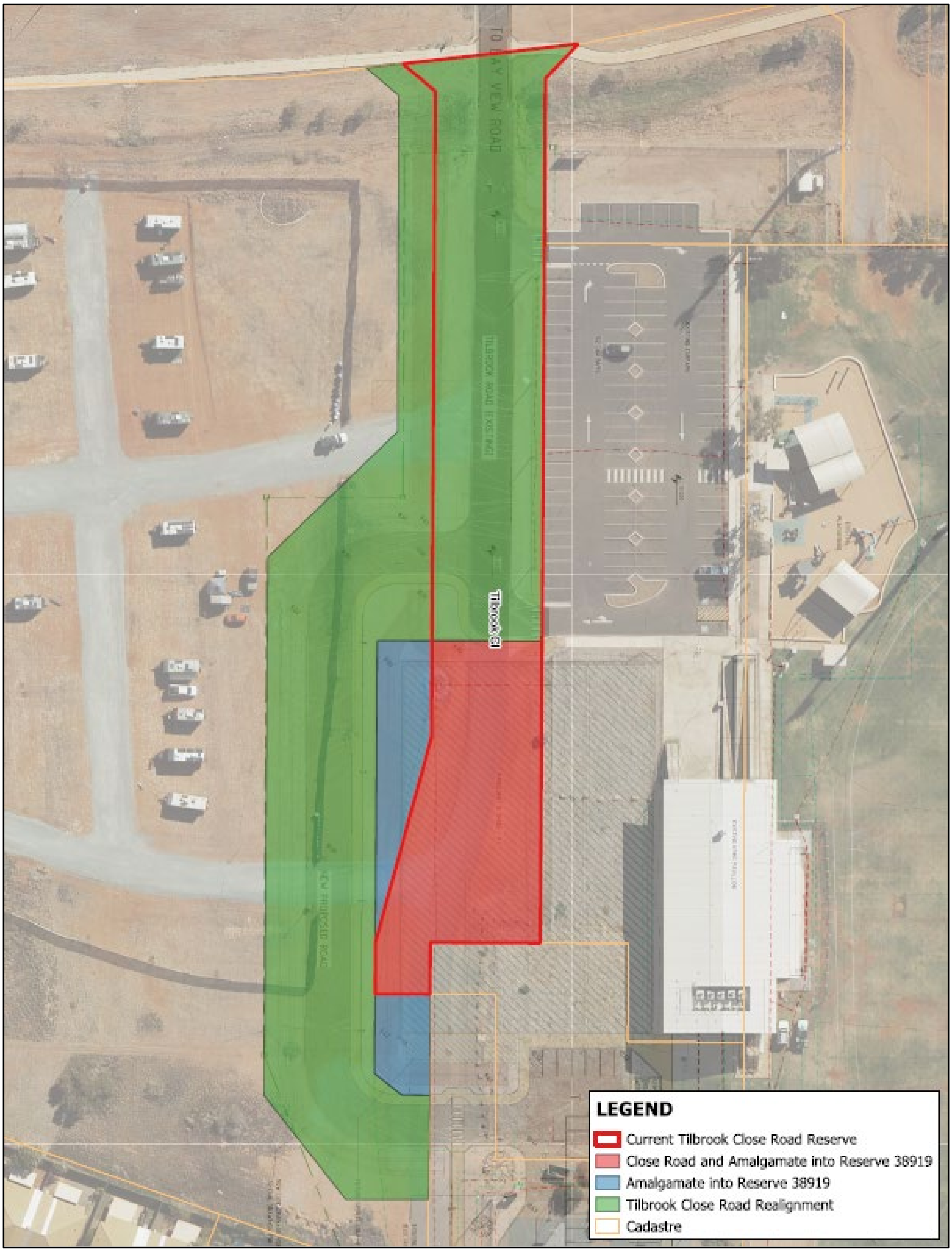


Figure 3 – Proposed Road Reserve Realignment

<u>Statutory Process</u>

The road reserve closure and dedication process is being undertaken in accordance with Part 5 of the *Land Administration Act 1997*. As required under section 58 of the Act, the proposal was advertised in the Pilbara News (Attachment 2) and on the City's Public Notices webpage on 20 May 2026. The submission period closed on 24 June 2026 and no submissions were received.

Reserve Rationalisation
The proposed road reserve realignment forms part of broader land administration work being undertaken by the City to rationalise land tenure in the area. This work is aimed at consolidating fragmented reserve boundaries around the KRMO precinct. Consolidation of these reserves will simplify future management responsibilities and ensure reserve boundaries align with the intended long-term use of the area.

The City currently has an active application with the Department of Planning, Lands and Heritage (DPLH) to amalgamate Reserve 40185 (blue) and a portion of Reserve 38920 (red) into Reserve 38919 (green), as shown in Figure 4 below.

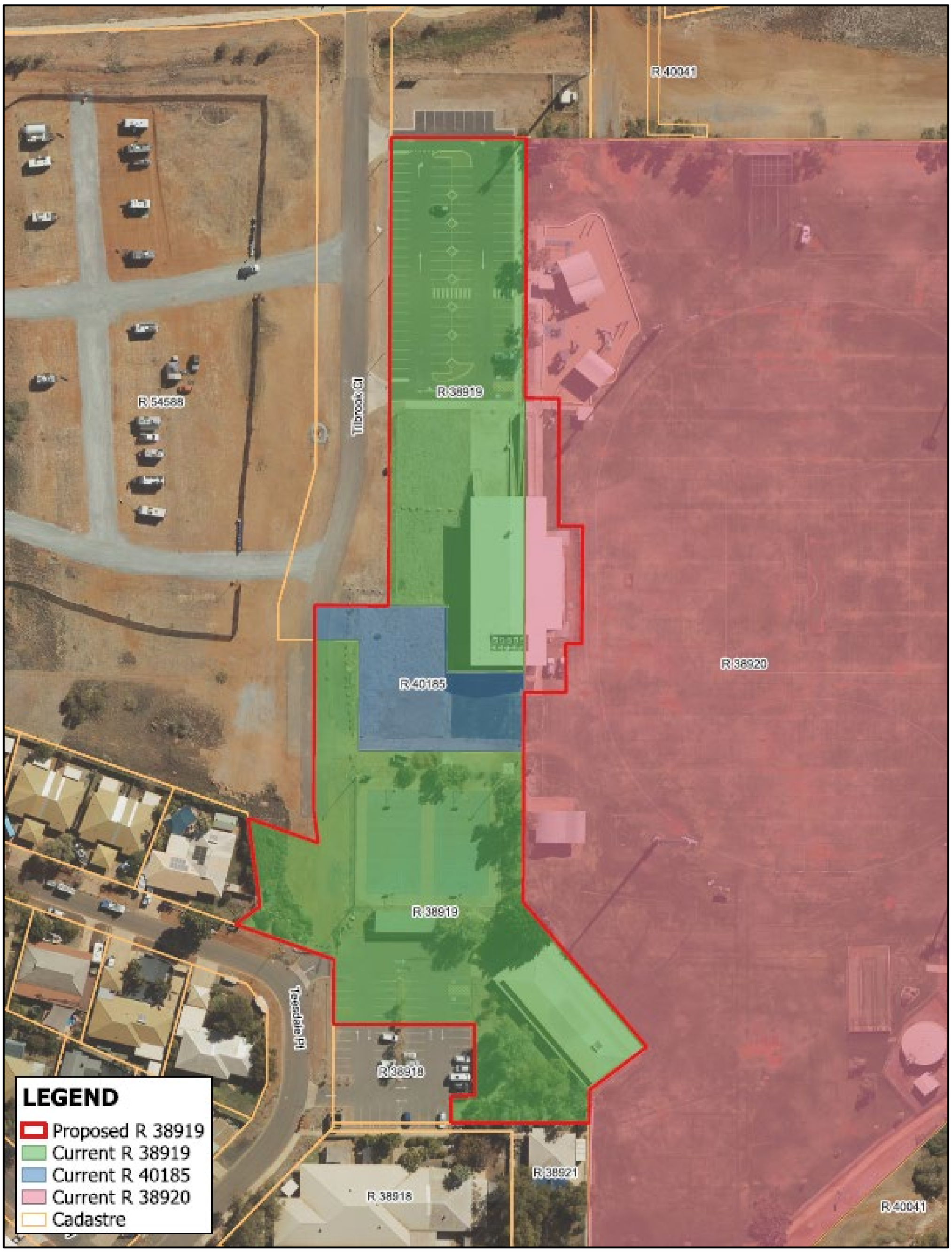


Figure 4 – Proposed Reserve Rationalisation

As part of the road reserve realignment process, the City intends to update this existing DPLH application to also include:

- the redundant portion of road reserve proposed to be closed; and
- the small portion of Reserve 54588 proposed to be incorporated into Reserve 38919.

Combining these land administration actions into a single process will ensure that reserve boundaries accurately reflect the intended land use and road network following implementation of the Masterplan, while delivering a coordinated and efficient tenure outcome for the area.

LEVEL OF SIGNIFICANCE
In accordance with Council policy CG-8 Significant Decision Making policy, this matter is considered to be of low significance in terms of Council's ability to perform its role.

STATUTORY IMPLICATIONS
Land Administration Act 1997
Section 56: Enables a local government to request the Minister for Lands to dedicate land as a road. If the Minister grants the request, the local government is required to indemnify the Minister against claims for compensation and costs reasonably incurred by the Minister in considering and granting the request. Accordingly, the City will be required to provide an indemnity to the State in connection with the dedication request.

Section 58: Enables a local government to request the Minister to permanently close a road.

Land Administration Regulations 1998
Regulation 8: Prescribes the information that must accompany a request for dedication.

Regulation 9: Requires the proposed road closure to be advertised for a period of 35 days and for any submissions received to be considered by the local government prior to passing a resolution to request closure.

COUNCILLOR/OFFICER CONSULTATION
Consultation has taken place between Planning Services and the City Projects teams.

Council has previously been consulted on the KRMO Masterplan, which relates to the proposed road reserve realignment.

COMMUNITY CONSULTATION
Community consultation was undertaken as part of both the KRMO Masterplan process and the statutory road closure process under the Land Administration Act 1997. The statutory advertising period concluded with no submissions received.

POLICY IMPLICATIONS
There are no policy implications.

FINANCIAL IMPLICATIONS
Following due diligence and assessment of the proposed road reserve realignment, the Department of Planning, Lands and Heritage (DPLH) will issue survey instructions for the preparation of a Deposited Plan to define the new road reserve. Survey costs are estimated to be between $5,000 and $8,000. Minor administrative and statutory fees may also be incurred in relation to processing, registration, and gazettal. All costs can be accommodated within existing operational budgets.

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

Goal:	2 Our community is welcoming, connected, vibrant, healthy, and safe
Objective:	2.3 Provide sport, recreation, cultural and leisure facilities and year-round activities, for all ages and abilities
Priority Focus Area:	Community infrastructure
Key projects/actions:	Kevin Richards Memorial Oval redevelopment (multi-purpose hardcourts, upgrade pavilion, carpark, and road linkages)

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	Low	Minor administrative and statutory fees may be incurred as part of the road dedication process.
Service Interruption	N/A	Delay in road reserve realignment may affect project staging and implementation of the KRMO redevelopment.
Environment	N/A	Nil
Reputation	Low	Progressing the road reserve realignment aligns with Council's previously resolutions regarding the broader KRMO Masterplan project. Failure to progress the matter could present a reputational risk by delaying elements of the KRMO Masterplan.
Compliance	Low	The proposal follows the statutory process under the *Land Administration Act 1997*, including public advertising. Endorsement by Council reduces compliance risk by ensuring the land dedication is legally valid and transparent.

IMPACT ON CAPACITY
There is no impact on capacity or resourcing to carry out the Officer's recommendation. The proposed action is procedural in nature and can be accommodated within existing staff resources and operational frameworks.

RELEVANT PRECEDENTS
- Resolution No.: 154680 (19 October 2020)
  - Endorsed the original KRMO Masterplan including the proposed road access arrangements.

- Resolution No.: OCM250728-19 (28 July 2025)
  - Endorsed the revised KRMO Masterplan requiring corresponding amendments to the Tilbrook Close road reserve.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION

The proposed realignment of the Tilbrook Close road reserve is required to support the implementation of the updated and endorsed Kevin Richards Memorial Oval Masterplan. Aligning the legal road reserve with the planned constructed road configuration will ensure appropriate land tenure, clarify ongoing management responsibilities, and support future infrastructure delivery.

Approval of the Officers recommendation will enable the City to formally align land tenure with Council's adopted KRMO Masterplan and progress associated reserve rationalisation activities through a coordinated statutory process.

The proposal has been publicly advertised in accordance with legislative requirements, attracted no submissions, and does not create any material financial, operational or strategic risks for the City. It is therefore recommended for approval.

12.3 LOCAL PLANNING POLICY REVIEW (DEVELOPMENT POLICIES 07, 22, 24, 25 & 26)

File No: LPP REVIEW 2026 | LP.36

Responsible Executive Officer: Director Development Services

Reporting Author: Senior Strategic Planner

Date of Report: 23 June 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s):
1. Review Summary Comparison Table
2. LPP 07 – Proposed Amendments
3. LPP 22 – Proposed Amendments
4. LPP 24 – Proposed Amendments
5. LPP 25 – Proposed Amendments
6. LPP 26 – Proposed Amendments

PURPOSE

For Council to consider and adopt a suite of minor modifications to its existing local planning policies DP07, DP22, DP24, DP25 and DP26 to ensure consistency with the draft *Planning and Development Amendment Regulations (Review of Planning Instruments) Regulations 2025* and associated updated guidance.

These policies were identified as generally operating effectively but requiring minor updates to structure, terminology and formatting to align with the draft WA Planning Manual.

OFFICER'S RECOMMENDATION

Res No : OCM260727-11
MOVED : Cr Simpson
SECONDED : Cr Swaffer

That Council:

1. **ENDORSES the outcome of the review of Local Planning Policy 07 – Residential Development Requirements, Local Planning Policy 22 – Advertising Signs, Local Planning Policy 24 – Complex Applications, Local Planning Policy 25 – Design Review and Local Planning Policy 26 – Requirements for Local Planning Scheme Amendments, pursuant to Schedule 2, Clause 5B (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015.***

2. **PROCEEDS with amendments to Local Planning Policy 07 – Residential Development Requirements, Local Planning Policy 22 – Advertising Signs, Local Planning Policy 24 – Complex Applications, Local Planning Policy 25 – Design Review and Local Planning Policy 26 – Requirements for Local Planning Scheme Amendments, as modified and contained within Attachments 2 to 6, pursuant to Schedule 2, Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015.***

3. DETERMINES that Local Planning Policy 07 – Residential Development Requirements, Local Planning Policy 22 – Advertising Signs, Local Planning Policy 24 – Complex Applications, Local Planning Policy 25 – Design Review and Local Planning Policy 26 – Requirements for Local Planning Scheme Amendments, is to continue in effect for a further 5 years beginning immediately after the end of the effective period, pursuant to Schedule 2, Clause 5B (5) of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

4. REQUESTS the Chief Executive Officer to arrange for publication of notice of the adoption and extended duration of amended Local Planning Policy 07 – Residential Development Requirements, Local Planning Policy 22 – Advertising Signs, Local Planning Policy 24 – Complex Applications, Local Planning Policy 25 – Design Review and Local Planning Policy 26 – Requirements for Local Planning Scheme Amendments, in accordance with Schedule 2, Clauses 4 (4), 5B (6)(a) and 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

CARRIED 8/0

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

BACKGROUND

The City of Karratha administers a suite of local planning policies (currently referred to as development policies) prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations). These policies provide guidance on how the City will exercise discretion when determining planning proposals under the City of Karratha Local Planning Scheme No. 8 (LPS 8).

The Department of Planning, Lands and Heritage (DPLH) is progressing a package of reforms to improve the consistency and transparency of planning instruments across Western Australia. These reforms include the *Planning and Development Amendment Act 2023*, the draft *Planning and Development Amendment Regulations (Reviews of Planning Instruments) Regulations 2025* (‘draft Regulations’) and updates to the WA Planning Manual including a new chapter on local planning policies. The Amendment Act was given royal assent on 11 December 2023, and the draft Regulations are still in draft status pending finalisation of the relevant chapters of the WA Planning Manual.

The reforms introduce requirements for local planning policies to be prepared in a WAPC-approved manner and form, and to be formally reviewed at least every five years.

While the draft Regulations have not yet been gazetted, the City has elected to proactively review its policy suite to ensure policies are fit for purpose and capable of transitioning into the emerging State framework.

Five existing policies have been reviewed for this report:

- DP 07 – Residential Development Requirements;
- DP 22 – Advertising Signs;
- DP 24 – Complex Applications;
- DP 25 – Design Review; and
- LPP 26 – Requirements for Local Planning Scheme Amendments.

DISCUSSION

The City is undertaking an incremental review of local planning policies against the adoption and review criteria set out in the draft Regulations and the updated WA Planning Manual.

The review confirms that all five policies continue to serve a valid planning purpose, remain consistent with LPS 8 and the broader State planning framework, and should continue in effect following the implementation of minor amendments.

The amendments proposed are minor in nature. They do not alter the intent, application or development outcomes of any policy. The changes focus on:

- renaming policies from ‘Development Policy’ to ‘Local Planning Policy’;
- restructuring each policy to align with the WAPC-approved manner and form;
- removing mandatory language (‘shall’, ‘must’) in favour of guidance language (‘should’, ‘may’); and
- updating document control tables to the prescribed format.

The draft Regulations and the updated WA Planning Manual confirm that amendments of this nature are classified as minor amendments and do not require public advertising prior to adoption by Council.

The proposed amended policies are contained within Attachments 2 to 6. A consolidated review summary outlining the changes to the policies is provided within Attachment 1.

LEVEL OF SIGNIFICANCE

In accordance with Council policy CG-8 Significant Decision-Making policy, this matter is considered to be of low significance as the proposed amendments are minor in nature to correct manner and form and administrative matters in the policies.

STATUTORY IMPLICATIONS

The proposed amendments are minor amendments to local planning policies prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Minor amendments do not require public advertising prior to Council adoption, in accordance with both Schedule 2, Clause 5(2) of the Regulations, and the *draft Planning and Development Amendment Regulations (Reviews of Planning Instruments) Regulations 2025* and the updated WA Planning Manual. Following Council adoption, notice of the amended policies is to be published in accordance with Schedule 2, Clauses 4(4), 5B(6)(a) and 87 of the Regulations.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between the Managers group and Executive team in the preparation of these policies.

COMMUNITY CONSULTATION

No community consultation is required.

Both the existing Regulations and the draft *Planning and Development Amendment Regulations (Reviews of Planning Instruments) Regulations 2025,* together with the updated WA Planning Manual confirm that amendments that are minor in nature, being those that do not materially alter the intent, application or outcomes of a policy, do not require public advertising prior to adoption by Council. The proposed amendments satisfy this definition. Following Council adoption, notice of the amended policies is to be published in accordance with the Regulations.

POLICY IMPLICATIONS
This item is relevant to the City's obligations under the *Planning and Development (Local Planning Schemes) Regulations 2015* to administer local planning policies in accordance with the Deemed Provisions.

The City's significant decision-making policy (CG-8) has been considered; this matter is assessed as low significance given the minor administrative nature of the proposed amendments.

FINANCIAL IMPLICATIONS
There are no financial implications.

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

Goal:	Goal 4: Our places and spaces are functional, attractive and reflect our unique identity
Objective:	Land use planning – ensuring the City's planning framework is contemporary, clear and effective

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	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	These amendments ensure the City's policy framework is contemporary, clear and transparent to all users.
Compliance	Low	The proposed amendments are prepared in accordance with the relevant planning legislation and associated guidance.

IMPACT ON CAPACITY
The implementation of the amended LPPs is not expected to have any significant impact on the City's operational capacity. The changes proposed are for minor in nature, reflecting administrative and manner and form matters only.

It is noted that the *Planning and Development Amendment Regulations (Review of Planning Instruments) Regulations 2025* introduces a requirement for local government to review its local planning policies every five years, and so a future impact on capacity is anticipated to ensure the framework remains contemporary and active. However, this review framework is generally consistent with the City's existing approach to policy governance and the regular review of planning instruments.

RELEVANT PRECEDENTS
There are no relevant precedents related to this matter. The review of local planning policies is required to follow a new legislative process as introduced by the draft *Planning and Development Amendment Regulations (Review of Planning Instruments) Regulations 2025.*

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION

The proposed amendments to the City's local planning policies are minor in nature and are required to ensure the local planning framework remains consistent with the State Government's planning reform agenda. All five policies continue to serve a valid planning purpose, and the proposed amendments do not alter their intent or development outcomes. Council's adoption of the amended policies will ensure the City's policy suite is well positioned to transition into the emerging regulatory framework under the draft Regulations.

COUNCILLOR QUESTION:

What is the rationale for replacing mandatory language such as "shall" and "must" with discretionary language such as 'should' and "may" within the policies, and does this affect their enforceability?

CITY RESPONSE:

The amendments align with guidance from the Department of Planning, Lands and Heritage. As local planning policies are not legislative instruments and are required to be given due regard rather than strict compliance, mandatory terms such as "shall" and "must" have been replaced with discretionary language.

13 INFRASTRUCTURE SERVICES REPORTS

There are no Infrastructure Services Reports.

14 STRATEGIC PROJECTS AND BUSINESS REPORTS

14.1 DRAFT KARRATHA 2050 VISION AND PLAN

File No:	LP.371
Responsible Executive Officer:	Director Strategic Projects & Business
Reporting Author:	Director Strategic Projects & Business
Date of Report:	3 July 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	DRAFT Karratha 2050 Vision and Plan

PURPOSE
For Council to consider the draft Karratha 2050 Vision and Plan for further stakeholder engagement

OFFICER'S RECOMMENDATION

Res No : OCM260727-12
MOVED : Mayor Scott
SECONDED : Cr Roots

That Council:

1. **ENDORSE the Draft Karratha 2050 Vision and Plan for the purpose of further strategic engagement and consultation with key stakeholders, including Traditional Owners, State and Commonwealth Government agencies, industry and regional organisations;**

2. **REQUEST the Chief Executive Officer to undertake further consultation and refinement of the Draft Karratha 2050 Vision and Plan, including:**

   a. **alignment with the Western Australian Government's 7 Regional Cities Initiative and other relevant State and Commonwealth strategies;**
   b. **engagement with key stakeholders to identify and validate strategic priorities, enabling projects and implementation actions;**
   c. **development of an implementation framework identifying the respective leadership, support, collaboration and partnership responsibilities of the City, government agencies, industry and other stakeholders; and**
   d. **incorporation of stakeholder feedback into the final Draft Karratha 2050 Vision and Plan; and**

3. **REQUEST the Chief Executive Officer provide Council with regular updates on the refined Karratha 2050 Vision and Plan based on further stakeholder engagement.**

CARRIED 8/0

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

BACKGROUND
The City of Karratha (City) has a long history of planning for growth and regional leadership. In 2010, the Western Australian Government launched the Pilbara Cities initiative, establishing a vision for Karratha as a "City of the North" with a diversified economy, high-quality amenity, improved housing affordability and coordinated government investment. While significant progress has been achieved over the past decade and a half, the governance arrangements, coordinated investment framework and strategic focus that underpinned the initiative have diminished.

At the same time, the Pilbara is entering a new period of unprecedented investment, driven by renewable energy, critical minerals, advanced manufacturing and major industrial expansion. These opportunities present significant economic benefits but also place increasing pressure on housing, infrastructure, community services and the environment.

The Karratha 2050 Vision and Plan has therefore been developed to deliberately articulate a long-term preferred future for the City beyond traditional local government planning horizons. Rather than responding incrementally to emerging issues, the Vision establishes an aspirational direction to 2050 that aims to align government, industry, Traditional Owners and the community around a shared ambition for Karratha as Australia's New Northern City. It is supported by a Plan that is intended to guide strategic decision-making, advocacy, investment attraction and partnership development over the next 25 years while complementing, rather than replacing, the City's Council Plan and other statutory planning documents.

The Vision and Plan recognise that many of the opportunities and challenges facing Karratha—including population growth, housing affordability, energy transition, climate resilience, Aboriginal self-determination, economic diversification and liveability—require coordinated action well beyond the responsibilities of local government. The document has therefore been prepared as a collective vision for government, industry, Traditional Owners and the broader community, providing a common framework for future investment, policy development and collaboration.

To assist in developing this long-term Vision and Plan, the City engaged internationally recognised urban futurist and former Lord Mayor of Adelaide, Stephen Yarwood, to facilitate the visioning process and prepare the strategic framework. Mr Yarwood was engaged to bring national and international experience in future city planning, urban transformation and community visioning, while ensuring the Vision reflected the unique opportunities, culture and aspirations of Karratha.

The development of the draft Karratha 2050 Vision and Plan followed a comprehensive and evidence-based methodology. The project commenced with a review of historical planning initiatives, current local, State and Commonwealth strategies, industry plans, and emerging policy directions. Existing strategic documents were supplemented by contemporary research, global best practice in future city planning, and analysis of emerging economic, environmental and technological trends. Artificial Intelligence (AI) was utilised to analyse significant volumes of strategic documents, consultation feedback and workshop outputs, enabling the project team to identify common themes, emerging opportunities, areas of duplication and strategic gaps while providing an additional quality assurance process throughout preparation of the draft Vision and Plan.

A significant stakeholder engagement program formed the foundation of the Vision. Workshops, interviews and consultation sessions were undertaken with:

- City of Karratha Council and Executive Leadership Team;
- Traditional Owner organisations;
- major industry representatives including Rio Tinto, Woodside, Yara and Perdaman;
- Pilbara Development Commission;
- Regional Development Australia;
- community leaders;
- youth representatives;
- seniors and community members;
- State and Commonwealth Government representatives; and
- a broad range of regional stakeholders and partner organisations.

These engagement activities were complemented by structured visioning workshops facilitated by Stephen Yarwood, targeted stakeholder meetings in both Karratha and Perth, review by an internal working group, project steering group oversight, and iterative refinement following stakeholder feedback before preparation of the draft Vision. The methodology was intentionally designed to ensure the final Vision represented a shared regional aspiration rather than the views of any single organisation.

The resulting draft Karratha 2050 Vision and Plan establishes a comprehensive strategic framework comprising six strategic goals supported by 41 objectives that collectively describe Karratha's preferred future to 2050, that is to become Australia's New Northern City. To support this vision, the goals focus on:

- Walking Together;
- Connected City;
- Green Future;
- Innovative Economy;
- Liveable Communities; and
- Collaborative Governance.

Together, these goals provide a long-term strategic framework intended to guide future advocacy, planning, investment and collaboration between all levels of government, Traditional Owners, industry and the community, ensuring Karratha is well positioned to capitalise on the significant opportunities emerging across Northern Australia while maintaining its unique identity, culture and quality of life.

DISCUSSION
The draft Karratha 2050 Vision and Plan represents the first stage in establishing a long-term strategic direction for the City and the broader region. The document is intended to provide a shared vision that can guide advocacy, influence investment decisions and align the priorities of government, industry, Traditional Owners and the community over the next 25 years.

Council endorsement of the draft Vision and Plan will enable the City to progress the next phase of engagement and refinement. This phase will focus on ensuring the Plan is aligned with emerging State and Commonwealth priorities while confirming the strategic actions required to achieve the preferred future.

The next phase will include the following activities:

Alignment with Government Priorities
Engage with the Western Australian Government to align the Karratha 2050 Vision and Plan with the recently announced 7 Regional Cities Initiative, together with other relevant State and Commonwealth strategies, to ensure Karratha's long-term aspirations complement broader government policy and investment priorities.

There is a particular opportunity to align the Vision and Plan with the State Government's announcement that Infrastructure WA will transition to the 2050 Commission. The 2050 Commission is intended to be the State's first productivity commission, providing strategic advice to government on productivity, growth and economic transformation ahead of and beyond 2050.

Strategic Stakeholder Engagement
Continue engagement with Traditional Owners, State and Commonwealth agencies, major industry, regional organisations, infrastructure providers and community stakeholders to validate the draft Vision, identify opportunities for collaboration and strengthen collective ownership of the Plan.

Priority Mapping and Implementation Planning
Work collaboratively with key stakeholders to map strategic priorities, major projects and enabling actions against the Vision's goals and objectives. This process will identify existing initiatives, future opportunities, dependencies and implementation sequencing.

Clarifying Roles and Responsibilities
Develop an implementation framework that clearly identifies where the City of Karratha will:

- Lead initiatives that are within the City's responsibility or influence.
- Support projects led by other organisations through advocacy, facilitation or coordination.
- Collaborate with government, industry and Traditional Owners on shared priorities.
- Partner with external organisations to jointly deliver transformational projects and strategic outcomes.

Governance and Delivery Framework
Consider the most appropriate governance arrangements to oversee implementation of the Plan, including opportunities for joint traditional owner, government and industry leadership, strategic advisory groups or regional partnership models that maintain momentum and accountability over the life of the Plan.

Performance Measures and Monitoring
Develop measurable outcomes, indicators and reporting mechanisms to monitor progress towards the Vision and ensure the Plan remains relevant and responsive to changing economic, environmental and community conditions.

It is important to note that the Karratha 2050 Vision and Plan remains a draft strategic document. The purpose of the current Council consideration is to endorse the draft as the basis for broader strategic engagement and refinement rather than final adoption.

Feedback received during the next stage of consultation will be incorporated into the Vision and Plan, including any amendments required to strengthen alignment with government priorities, stakeholder expectations and implementation arrangements. Following completion of this refinement process, the final Karratha 2050 Vision and Plan will be presented back to Council for consideration and endorsement as the City's long-term strategic vision for Karratha to 2050.

LEVEL OF SIGNIFICANCE
In accordance with Council policy CG-8 Significant Decision Making policy, this matter is considered to be of moderate significance in terms of social, economic, environmental, cultural & wellbeing issues.

STATUTORY IMPLICATIONS
There are no statutory implications.

COUNCILLOR/OFFICER CONSULTATION
Consultation has taken place between Officers and the Council in the development of the draft Karratha 2050 Vision and Plan at a series of workshops held in March and November 2025.

COMMUNITY CONSULTATION
Community engagement activities in accordance with the iap^2 public participation spectrum process to inform, consult, involve, collaborate and empower have occurred as follows:

Who	How	When	What	Outcome
Major industry stakeholders (Yara, Rio Tinto, Woodside, Perdaman)	Targeted stakeholder meetings	March 2025	Discuss long-term economic development, industry growth, infrastructure requirements, workforce trends and opportunities to inform the Karratha 2050 vision.	Industry perspectives incorporated into the development of the Karratha 2050 strategy.
State Government and regional and economic development organisations (Premier of Western Australia, DevelopmentWA, Regional Development Australia, Pilbara Development Commission, Karratha & Districts Chamber of Commerce and Industry, EPIC)	Facilitated stakeholder workshops and meetings	March - May 2025	Seek regional development priorities, economic opportunities, investment attraction and strategic growth initiatives.	Regional priorities and economic development opportunities identified and considered in the strategy.
Internal stakeholders (City of Karratha Executive Management Group)	Strategic workshop	20 March 2025	Discuss organisational priorities, strategic challenges, opportunities and the City's long-term vision for Karratha.	Internal strategic priorities and organisational insights incorporated into the development of the strategy.
Aboriginal organisations (Ngarliyarndu Bindirri Aboriginal Corporation and Ngarluma Yindjibarndi Foundation)	Face-to-face meeting	March - May 2025	Discuss Aboriginal aspirations, economic participation, cultural values and future opportunities for the region.	Aboriginal perspectives incorporated into the strategic planning process.
Government agencies and service providers (Water Corporation)	Face-to-face meeting	21 March 2025	Discuss servicing requirements, infrastructure planning and future growth considerations.	Infrastructure planning and servicing requirements identified to support future growth.

Who	How	When	What	Outcome
Community representatives (Youth Advisory Group)	Facilitated workshop	20 March 2025	Gather feedback from young people on their aspirations, priorities and vision for Karratha in 2050.	Youth perspectives incorporated into the development of the strategy.
Community leadership (Councillors)	Strategic workshop	17 March 2025	Confirm strategic priorities, opportunities, challenges and Council's long-term vision for Karratha.	Council priorities used to guide development of the Karratha 2050 strategy.

Broader public consultation has not been undertaken at this stage as the Karratha 2050 Vision and Plan has been developed using a substantial body of existing community engagement and strategic planning undertaken by the City over recent years. The preparation of the draft Vision and Plan incorporated findings from previous community consultation associated with the City's Strategic Community Plan 2025–2035, together with engagement undertaken through numerous Council strategies, master plans, infrastructure planning, economic development initiatives, housing studies and community planning projects. This existing engagement represents thousands of community contributions and provides a comprehensive understanding of the community's long-term aspirations, priorities and expectations for Karratha's future.

The intent of the current phase has been to synthesise this extensive body of community input with targeted engagement involving Traditional Owners, government agencies, industry, regional organisations and subject matter experts to develop a strategic long-term vision for the City. The draft Vision and Plan is therefore founded on both historical and current engagement rather than commencing a new community visioning exercise. Should Council endorse the draft Vision and Plan for further refinement, the next stage of engagement will focus on validating strategic priorities, implementation responsibilities and alignment with key stakeholders before the refined Vision and Plan is presented back to Council for consideration. At that stage, Council will determine whether broader public consultation on the final community-facing document is appropriate prior to its formal adoption

POLICY IMPLICATIONS
There are no policy implications.

FINANCIAL IMPLICATIONS
There are no financial implications.

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
Objectives:	7.2	Advocate and partner with government and industry for the wellbeing and future of the community
Project/Action:		Progress and advocate for the delivery of Karratha 2050.

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	From a financial perspective, progressing the Karratha 2050 Vision and Plan strengthens the City's ability to secure external funding, attract investment and align future capital expenditure with agreed long-term priorities. A clearly articulated strategic vision provides confidence to State and Commonwealth governments, industry and funding agencies that investment decisions are coordinated, evidence-based and directed towards projects that deliver enduring economic, social and community benefits while reducing the financial risks associated with fragmented or reactive investment.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Moderate	From a risk management perspective, progressing the Karratha 2050 Vision and Plan reduces the strategic risk of fragmented planning, uncoordinated investment and missed opportunities arising from the significant economic and population growth anticipated across the Pilbara. It provides a shared long-term framework to align government, industry and community priorities, enabling the City to proactively advocate for infrastructure, housing, services and investment required to support sustainable growth while mitigating the risks associated with reactive decision-making.
Compliance	N/A	Nil

IMPACT ON CAPACITY
There is no impact on capacity or resourcing to carry out the Officer’s recommendation.

RELEVANT PRECEDENTS
The former Shire of Roebourne adopted a Karratha 2020 Vision in 2008 that laid the foundation for the transformational community and state development projects including the Karratha City Centre redevelopment, Pam Buchanan Facility Centre, Karratha Youth Shed, Frank Butler Community Centre and Karratha Leisureplex amongst others.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION

The Karratha 2050 Vision and Plan has been developed to establish a clear, long-term strategic direction for Karratha that extends beyond traditional planning horizons and responds to the significant opportunities and challenges facing the region over the next 25 years. Building on extensive stakeholder engagement, strategic research, expert facilitation by Stephen Yarwood, and evidence-based analysis, the draft Vision and Plan provides an aspirational framework to guide future investment, advocacy and collaboration between government, Traditional Owners, industry and the community.

Endorsing the draft Vision and Plan for further engagement represents the next step in refining a shared vision for Karratha's future. The subsequent phase will focus on aligning the Vision and Plan with the Western Australian Government's 7 Regional Cities Initiative and other strategic priorities, working collaboratively with key stakeholders to identify implementation priorities, clarify leadership and partnership responsibilities, and develop an effective governance framework for delivery.

As the document remains a draft, further consultation and refinement will be undertaken before the final Karratha 2050 Vision and Plan is presented back to Council for consideration and endorsement. This staged approach will ensure the final Plan reflects a genuinely shared vision and provides a practical and enduring framework to guide Karratha's transformation as Australia's New Northern City.

COUNCILLOR QUESTION:

What is the anticipated timeframe for the next phase of stakeholder engagement on the draft Karratha 2050 Vision and Plan, and how will progress updates would be provided to Council?

CITY RESPONSE:

Stakeholder engagement on the draft Karratha 2050 Vision and Plan is ongoing, but Officers anticipate presenting the draft back to Council by the end of the 2026. Regular updates will be provided to Council at Workshops as discussions progress. Note a logo and branding material is being developed to support the broader stakeholder engagement.

15 CHIEF EXECUTIVE OFFICER REPORTS

15.1 ITEMS FOR INFORMATION ONLY

Responsible Officer: Chief Executive Officer

Reporting Author: Minute Secretary

Disclosure of Interest: Nil

PURPOSE
To advise Council of the information items for July 2026.

VOTING REQUIREMENTS
Simple Majority.

OFFICER'S RECOMMENDATION

Res No : OCM260727-13
MOVED : Cr Harris
SECONDED : Cr Swaffer

That Council note the following information items:

15.1.1 Information Report – Community Experience – May 2026
15.1.2 Concession on Fees for City Facilities
15.1.3 Arts Development and Events Advisory Group update
15.1.4 Development Services Update
15.1.5 Karratha Leisureplex PA System Upgrade – Tender Outcome
15.1.6 Public Briefing Additional Information – 20 July 2026

CARRIED 8/0

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

15.1.1 INFORMATION REPORT - COMMUNITY EXPERIENCE – MAY 2026

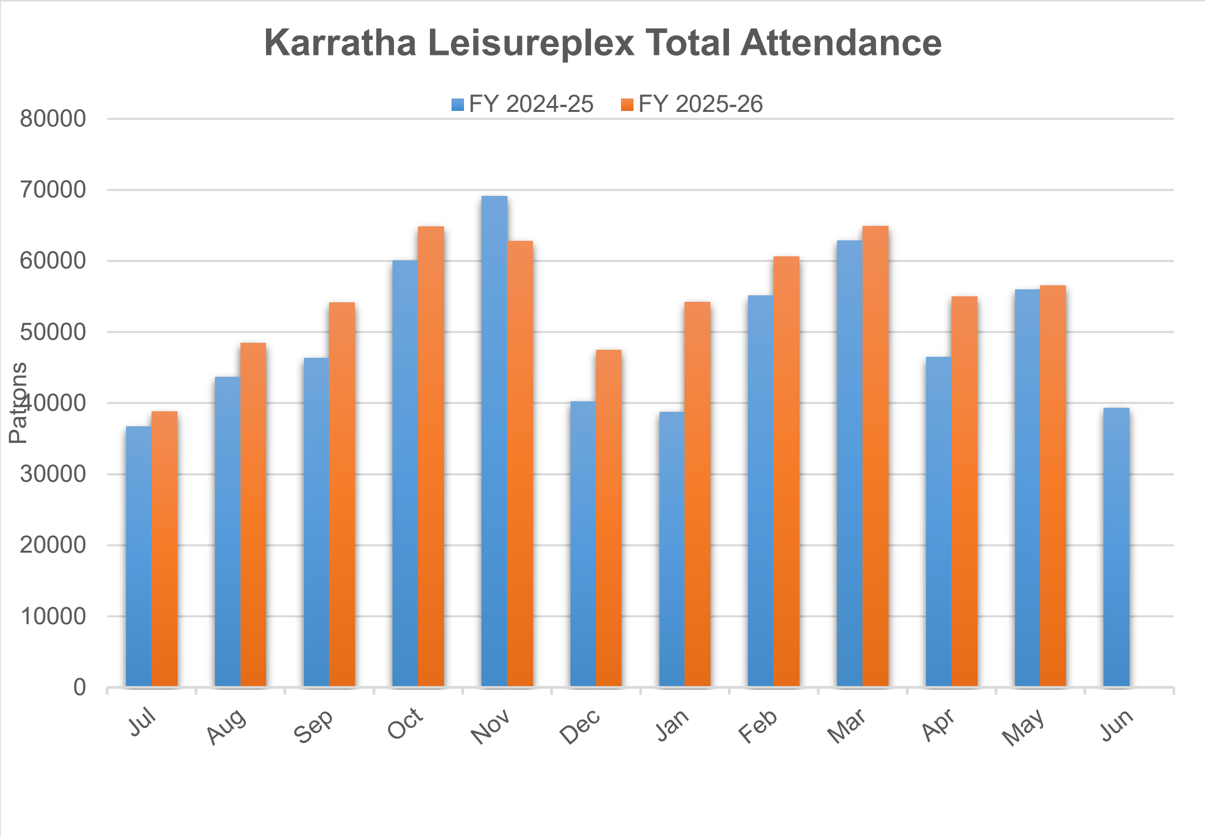
File No:	CS.23
Responsible Executive Officer:	Director Community Experience
Reporting Author:	EA Community Experience
Date of Report:	30 June 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

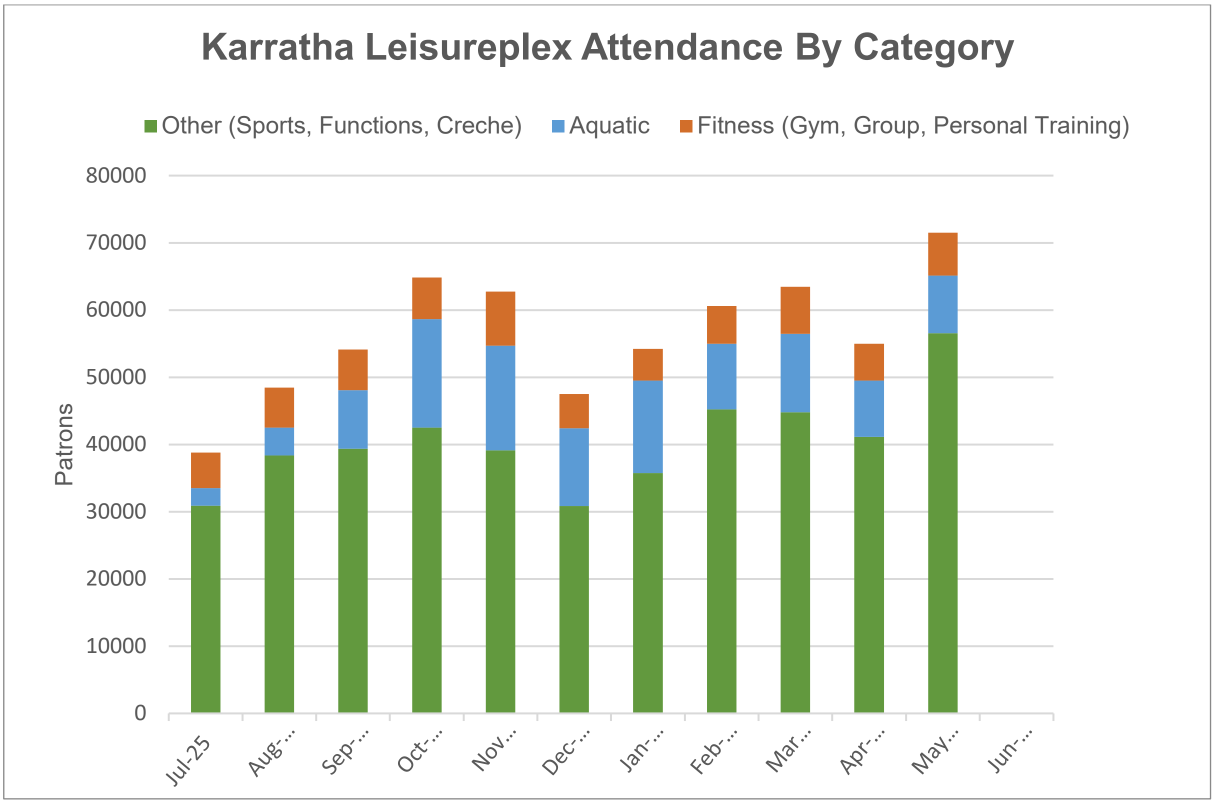
PURPOSE
To provide Council with an update on Community Experience services and programs for May 2026.

Attendance & Utilisation Summary

Facility Attendance	May 2025	May 2026	Year on Year %
The Youth Shed	834	935	+ 12%
The Base	896	904	+ 1%
Total Library	10,061	10,068	0%
Karratha Leisureplex	55,951	56,538	+ 1%
Wickham Recreation Precinct	2,143	2,180	+ 2%
Roebourne Aquatic Centre	0	0	0%
Indoor Play Centre	1,363	1,533	+ 12%
Red Earth Arts Precinct	4,645	6,392	+ 38%
Arts Development & Events	9,250	7,135	- 23%
Community Programs	**April 2026**	**May 2026**	**Month on Month %**
Security Subsidy Scheme	2	23	+ 1050%
Meet the Street Parties	0	0	0%

Karratha Leisureplex

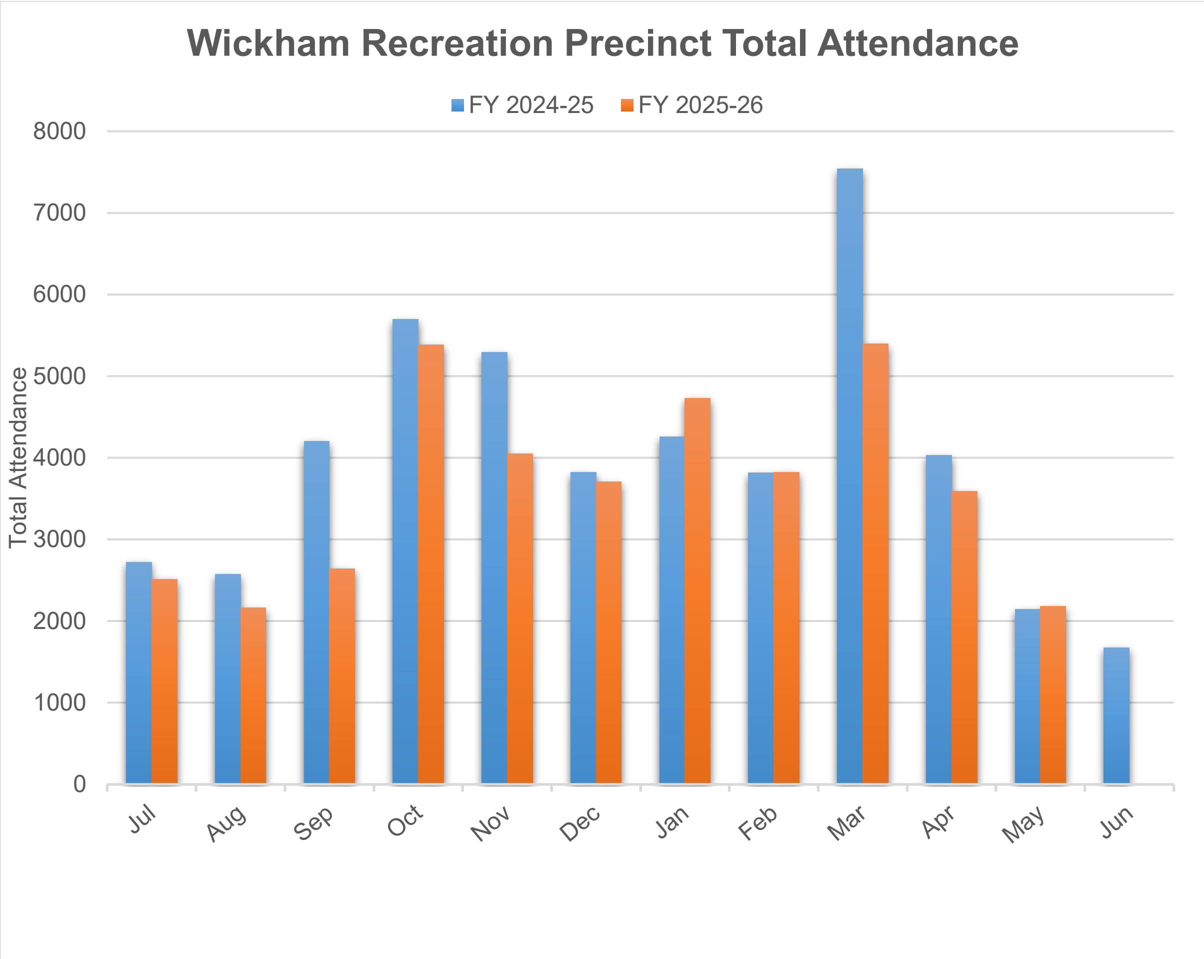


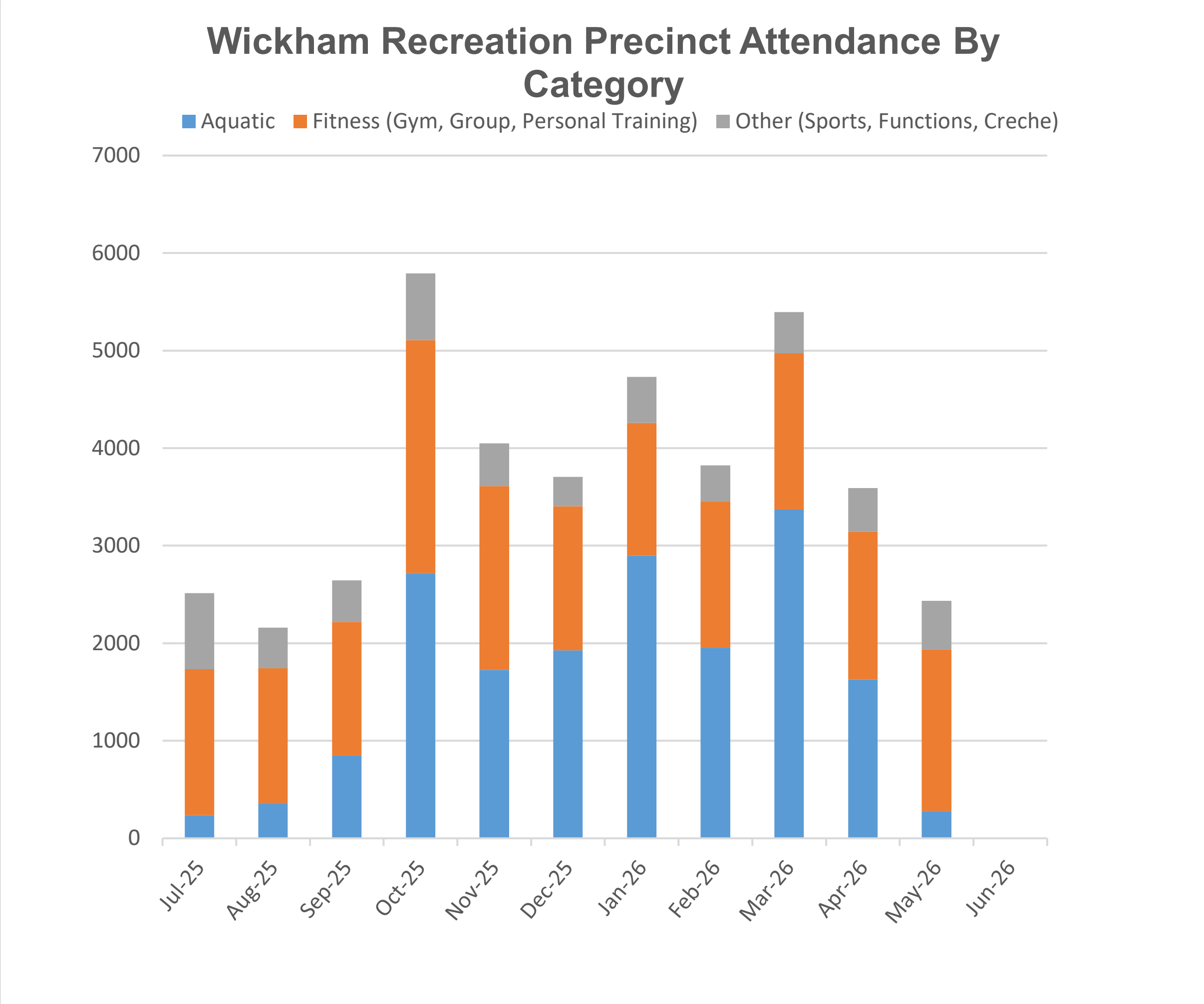


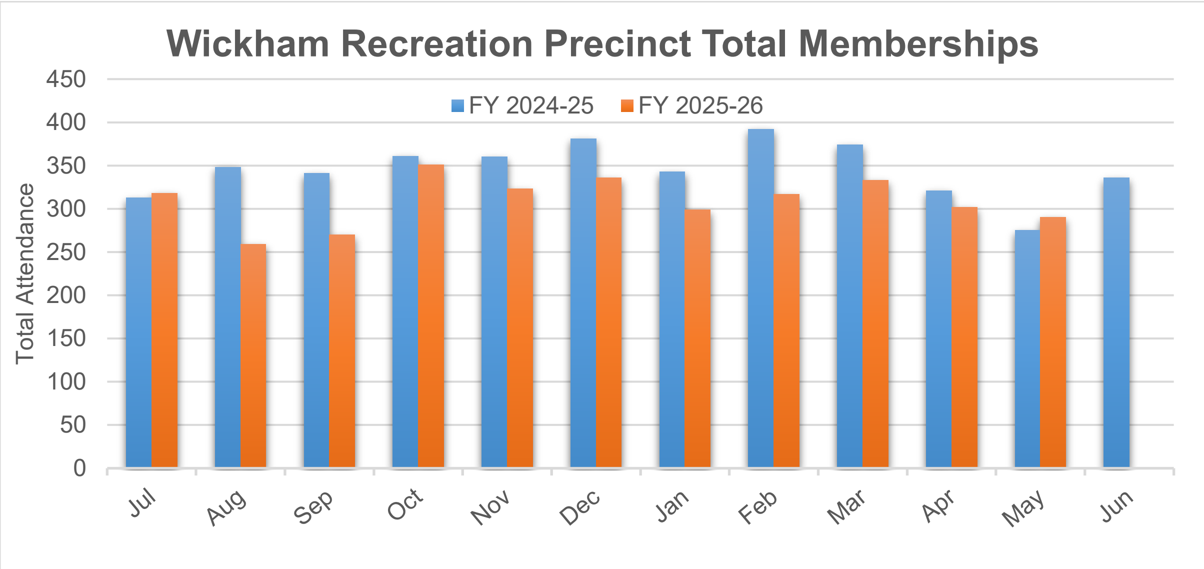
May 2026 delivered consistent overall visitation for Karratha Leisureplex, with total visits reaching 56,538 compared to 55,951 in May 2025 (+1%). Aquatic visits increased to 8,592 from 8,032 in May 2025 (+7%), a solid result as the facility moves into the cooler winter months. The free senior swim program continued to support aquatic attendance, recording 55 sessions during the month. Fitness visits increased to 6,361 from 5,855 in May 2025 (+9%), with Reformer Pilates recording 200 bookings for the month, reflecting continued strong demand for the program.

"Other" visits totalled 56,538 against 42,064 in May 2025 (+34%). Crèche remained steady with consistent morning and afternoon attendance, with the cooler conditions continuing to moderate outdoor activity and support facility visitation. Membership sits at 2,213, broadly stable compared to 2,206 in April 2026 (+0.3%).

Wickham Recreation Precinct



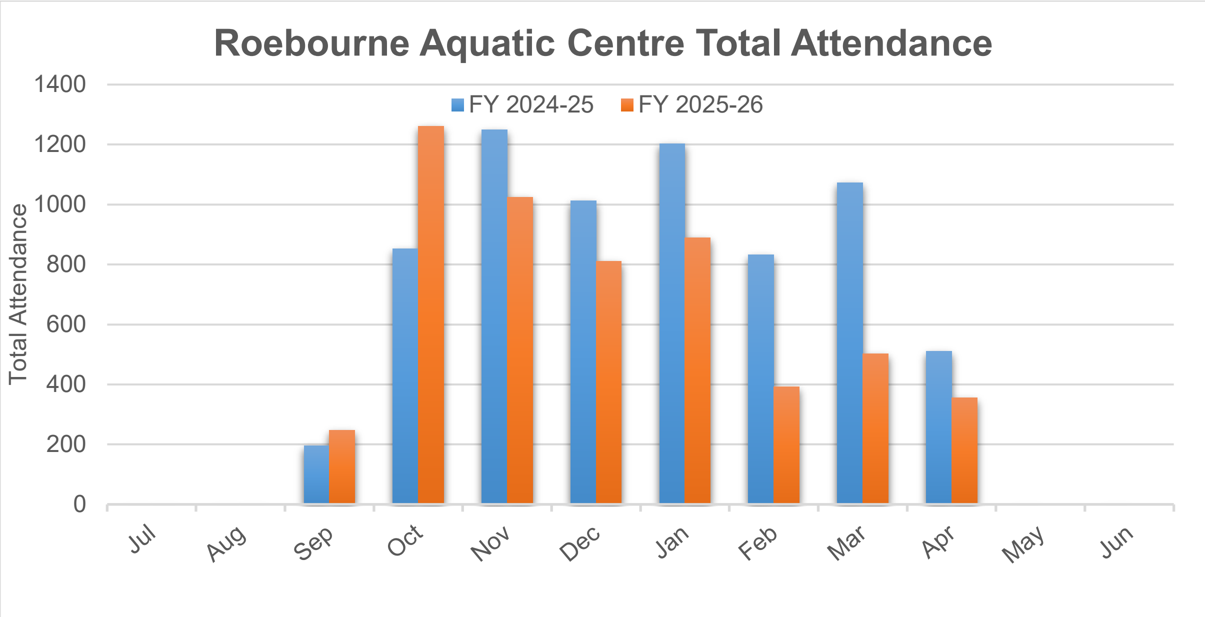

Wickham Recreation Precinct Attendance By Category
Aquatic
Fitness (Gym, Group, Personal Training)
Other (Sports, Functions, Creche)
7000
6000
5000
4000
3000
2000
1000
0
Jul-25
Aug-25
Sep-25
Oct-25
Nov-25
Dec-25
Jan-26
Feb-26
Mar-26
Apr-26
May-26
Jun-26


Wickham Recreation Precinct Total Memberships
FY 2024-25
FY 2025-26
Total Attendance
450
400
350
300
250
200
150
100
50
0
Jul
Aug
Sep
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun

May 2025

Total attendance is up 1.7% on the same period last year, primarily driven by the increase in fitness numbers and reflected in the 5.4% increase in memberships, this year to last. This is a promising result given the work that has gone into the gym move and installation of new equipment. This has now been complimented by a new gym class timetable that is attracting positive feedback from the community. Feedback box is in place in the gym with daily and weekly reviews of feedback and planned actions to accommodate requests as we can. Aquatic attendance has reduced now with cooler pool temperatures, May average temperature for the pool was 21.89 degrees.

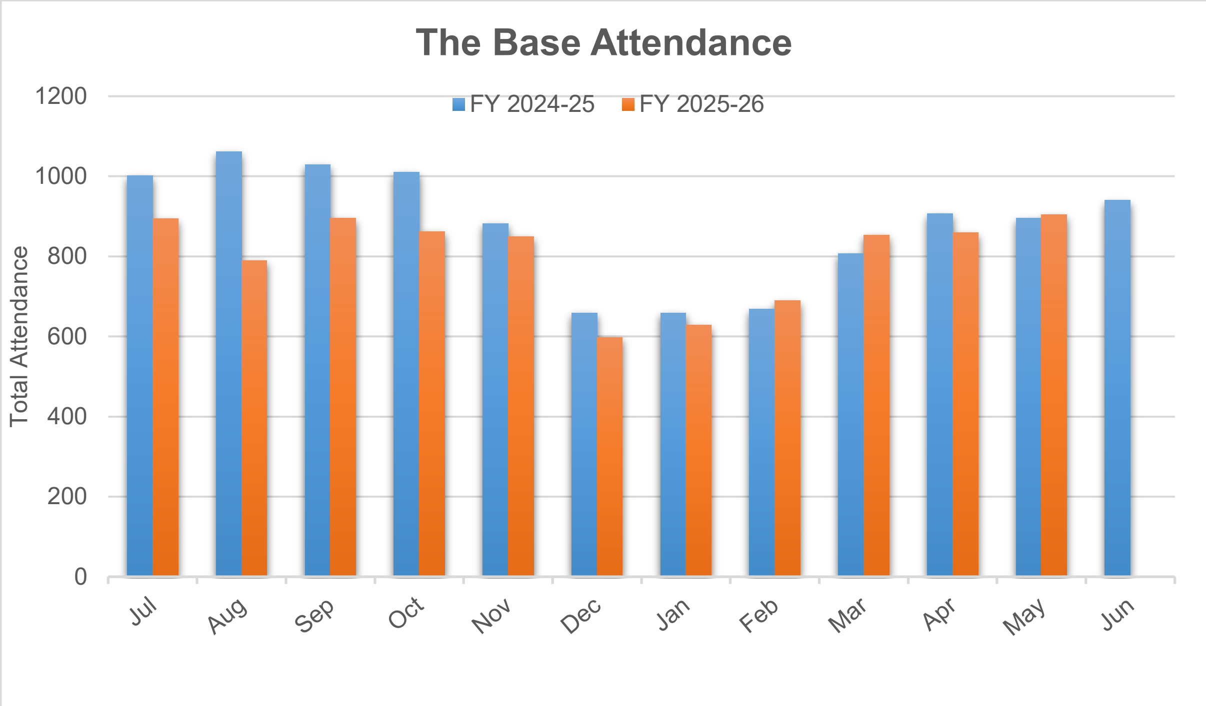
Roebourne Aquatic Centre



N/A - The Centre has closed for Winter.

Youth Services

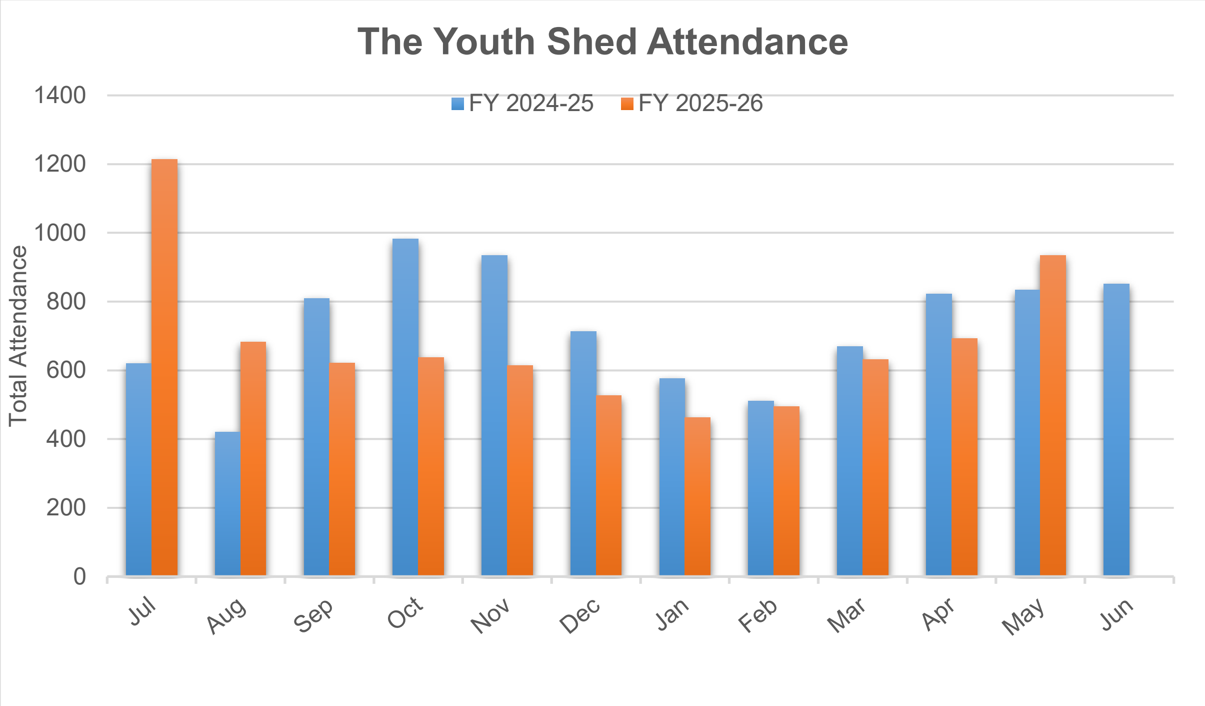
The Base, Wickham



The Base continued to experience positive growth throughout the month with attendance increasing from 859 to 904 young people. Participation was supported by a range of collaborative programs and services. The Swans Bike Build Up program remained popular providing practical skills and hands - on learning maintenance activities. Headspace plays an important role providing access to information, resources and conversations focused on mental health and wellbeing, helping young people navigate everyday challenges. Black Swans was also well received, encouraging creativity and self-expression.

As the cooler months arrive, there has been a noticeable increase in older young people returning to The Base. A positive reflection, with young people seeking a comfortable space to socialise, connect and participate in structured activities. Overall the month highlighted strong community engagement, valued partnership and the continued importance of The Base as a safe and inclusive space for young people

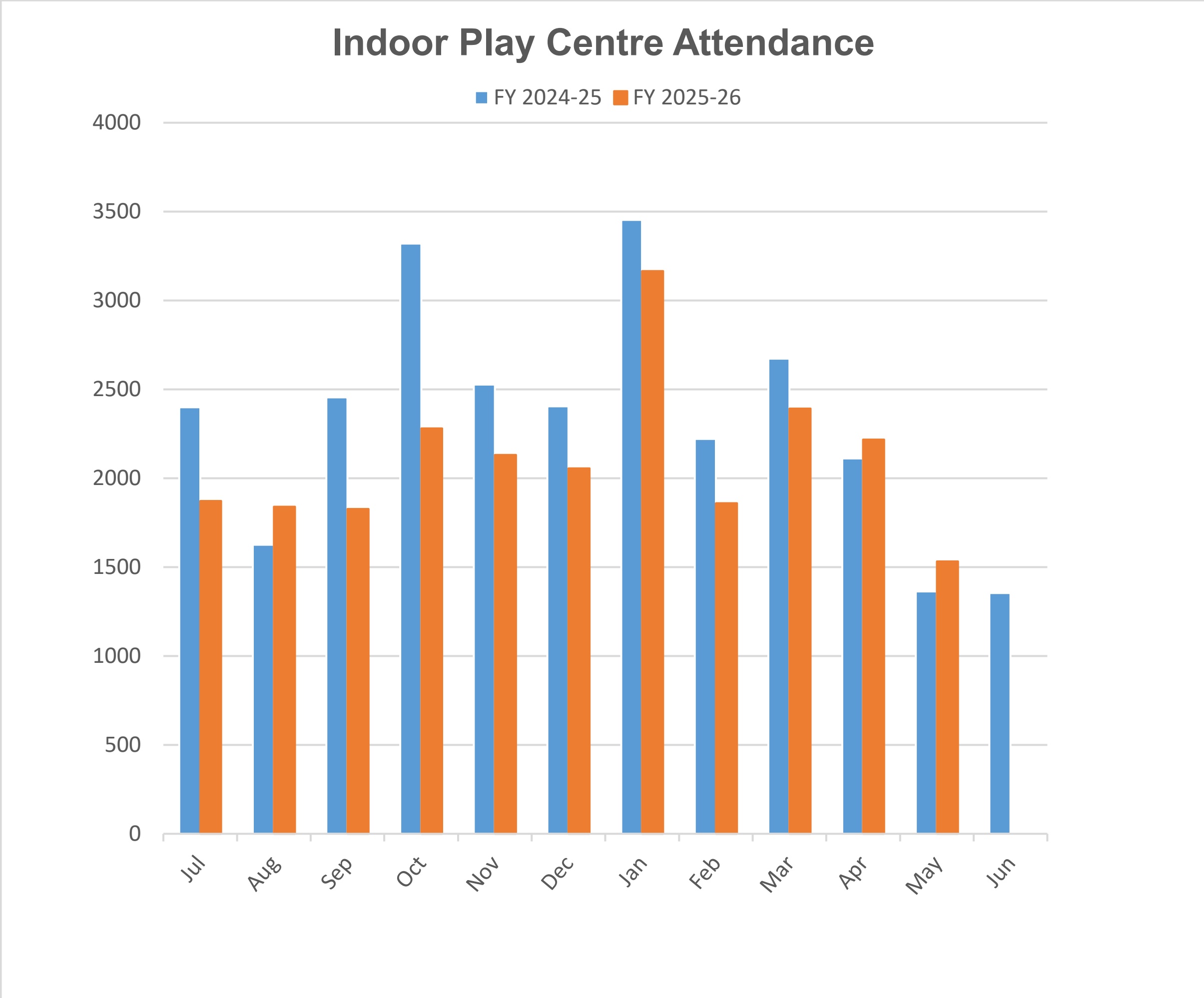
The Youth Shed, Karratha

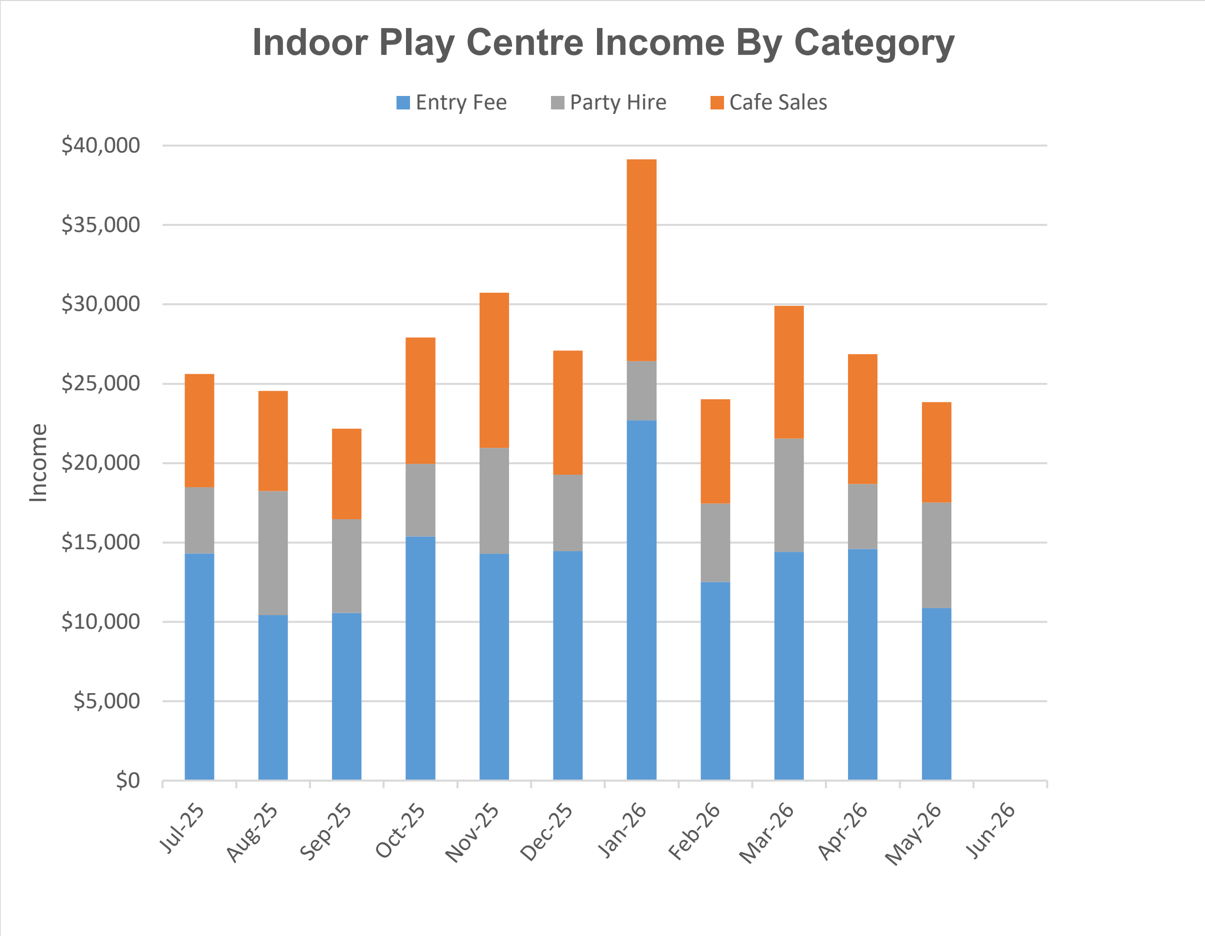


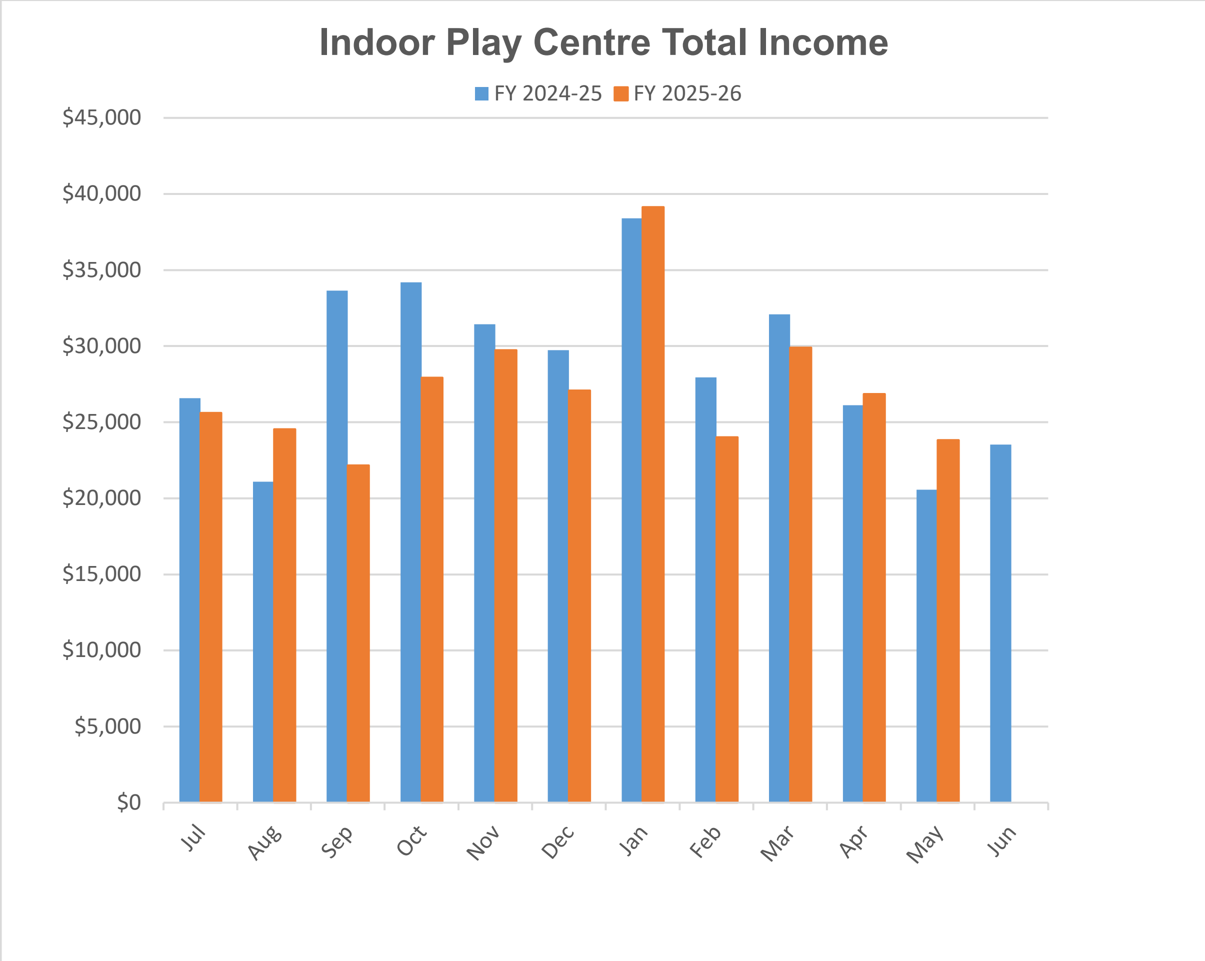
The Youth Shed recorded a strong month of May, with 935 young people attending the Centre - a 17% increase from last year's 799 and the highest May attendance in five years. Growth was supported by expanded daytime programs delivered with local partners, including the STARS Program, Girls Group with Pilbara Cosmetics, and Homeschool sessions. Staff also delivered a varied program lineup, featuring the Barking Gecko drama workshop, Days at Ease young men's mentoring (basketball), and skate sessions.

Cooler weather has contributed to consistently high participation, aligning with our usual May–July busy season, a trend reflected across the past three years. Overall, May highlighted strong engagement, effective partnerships, and well-received programming as we move further into our peak period.

Indoor Play Centre

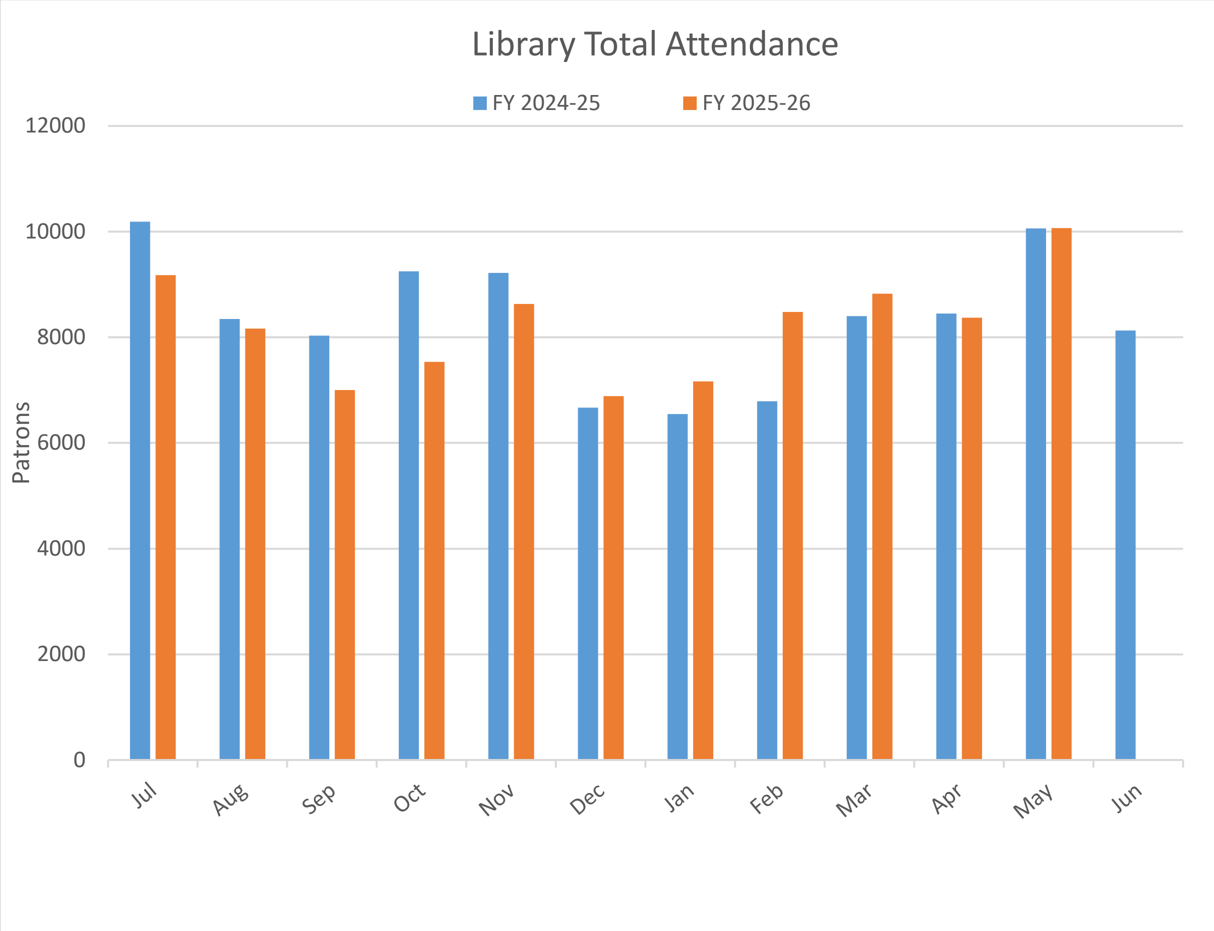


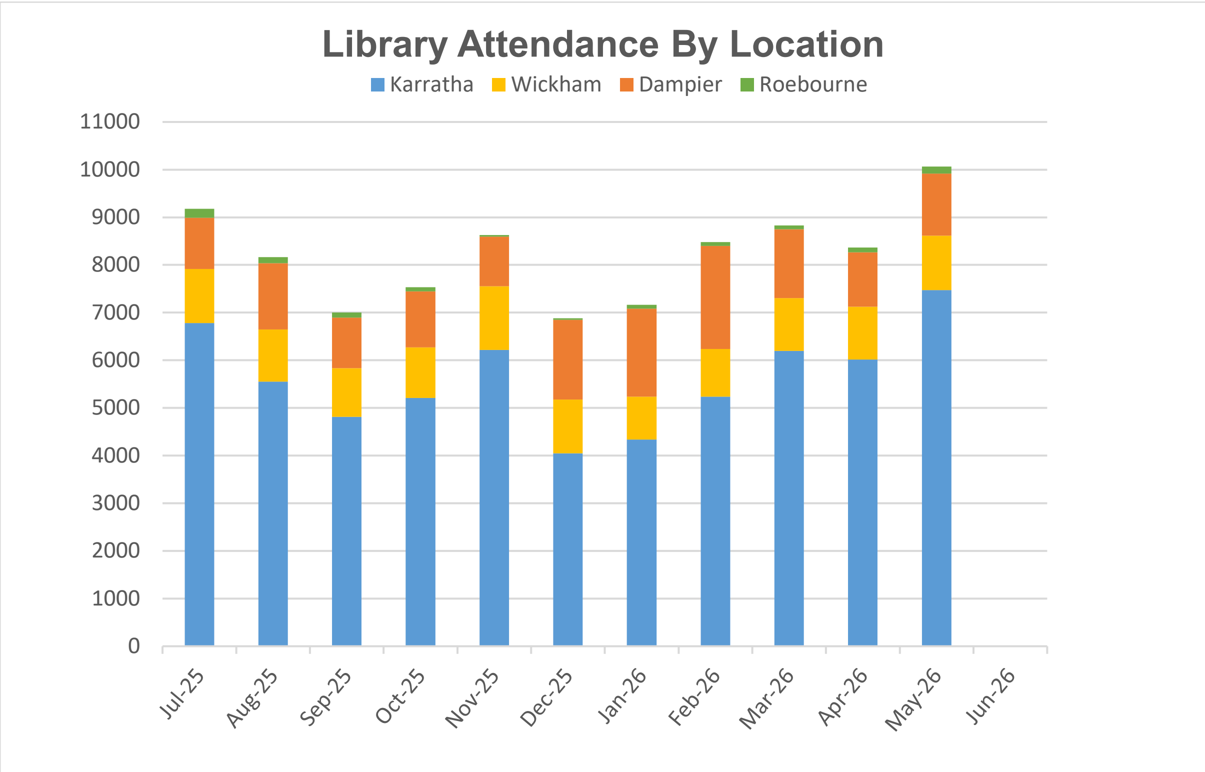

Indoor Play Centre Income By Category
Entry Fee
Party Hire
Cafe Sales
Income
$40,000
$35,000
$30,000
$25,000
$20,000
$15,000
$10,000
$5,000
$0
Jul-25
Aug-25
Sep-25
Oct-25
Nov-25
Dec-25
Jan-26
Feb-26
Mar-26
Apr-26
May-26
Jun-26



May has seen a decrease in attendance compared to recent months – this is a seasonal variation as the weather is more conducive to residents seeking to participate in outdoor activities. May has seen an increase by 12% and revenue increased by 15% compared to the same period in 2025 – revenue increase has been largely attributed to an increase in popularity of Laser Tag and Silent Disco parties.

Library Services





13,203 Total memberships (69 new members signed up in May).	**2,914** Physical items (372 down from last month and **1,389** eResources borrowed (71 down from last month).
792 Individual computer log ins by members and guests (excludes Wi-Fi) (112 up from last month).	**1,103** Technical enquiries (including assistance with Computers, Wi-Fi, printing and scanning (113 up from last month).
1,001 Program participants at **76** programs (including In Term Programming, Renae Hayward Author Visit (in-library and outreach sessions), and Sydney Writers' Festival Livestreaming).	**10** Better Beginnings Packs were distributed to Population Health, Kindy classes and Library patrons.

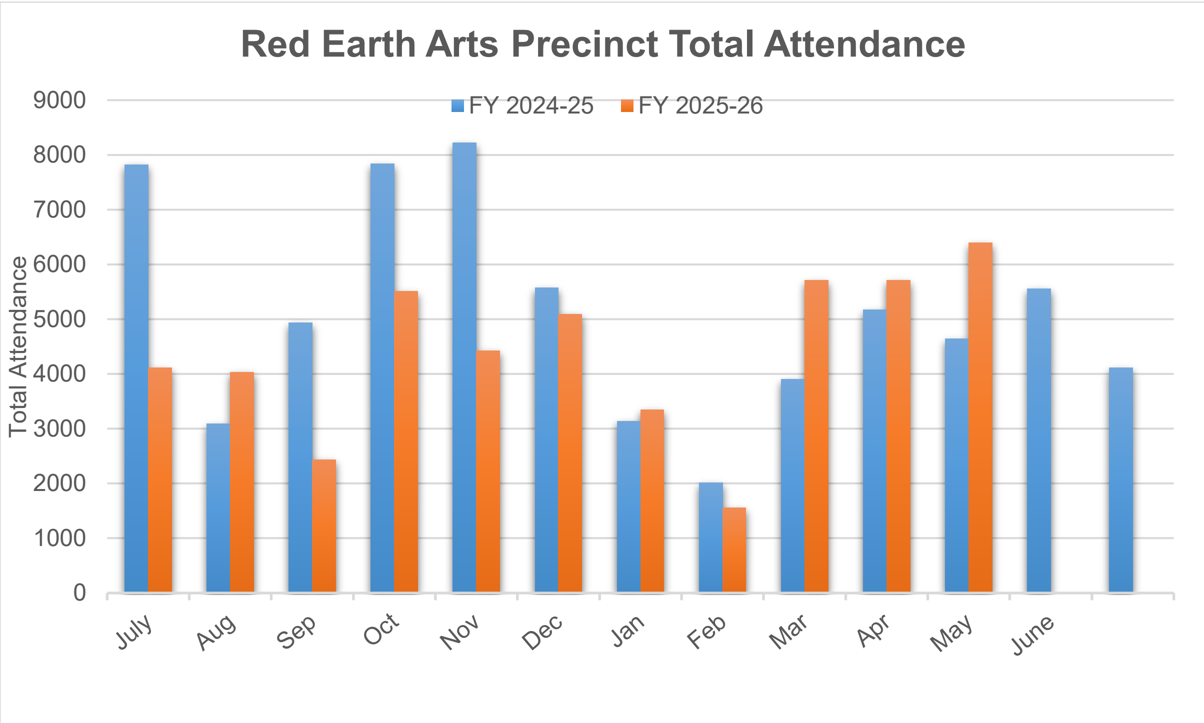
Overall visitation between May 2-25 and May 2026 increased by 0.1%. Karratha (1.4%), Dampier (+8.5%) and Roebourne (+173.2%) all recorded growth. Wickham recorded a decline of 20.7% from May 2025 to May 2026, a drop of 298 visits).

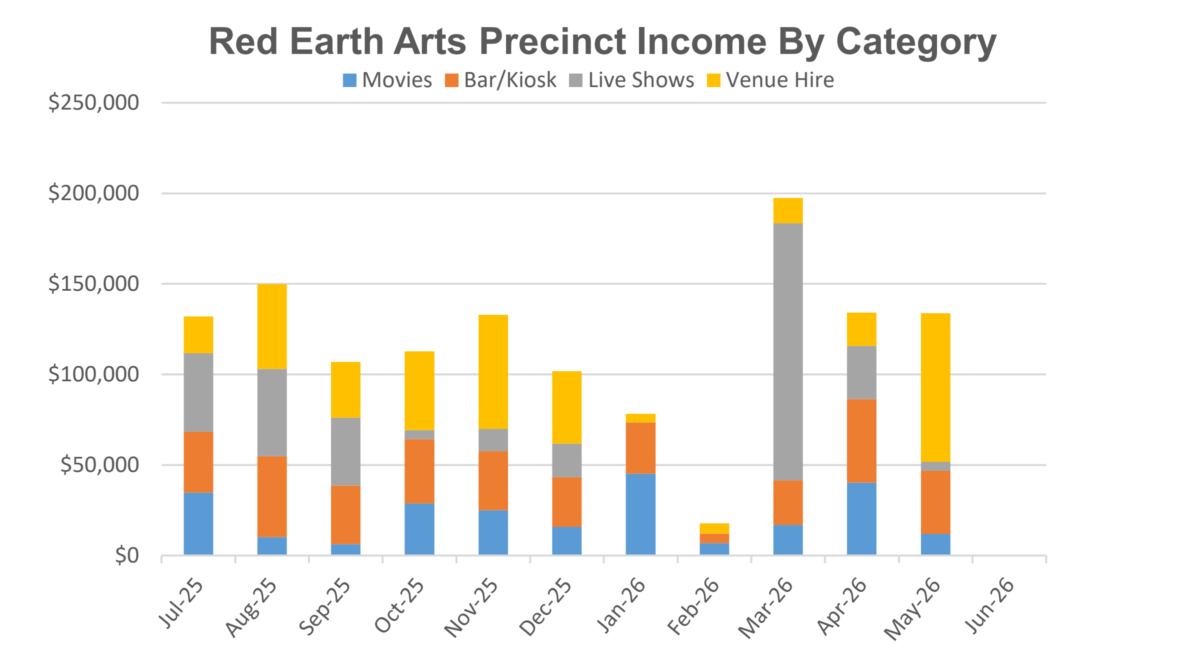
Extended Hours Pilot

Daily Average per hour for extended hours:

Library Branch	Tuesday	Thursday	Sunday	Total – Average per hour
Karratha	7.75	13	18.8	**13.18**
Wickham	0.5	N/A	0.84	**0.67**

Red Earth Arts Precinct





Events and Programming

May delivered a strong program of events, featuring school programs, high-performing box office films, community dance and private corporate bookings. Key highlights for May were REAF and Melbourne International Comedy Festival, both events were very successful. Total income for the month reached $147,644.54, representing a 12.5% increase compared to May 2025.

Cinema Operations

The May cinema program has performed well showcasing popular titles such as Michael, Devil Wears Prada 2 and Sheep Detectives.

Cinema ticket revenue totalled $11,908, showing an 64.5% increase compared to May 2025.

- Total cinema attendance: 978 patrons
- Number of films screened: 20
- Average attendance: 48 patrons per film

The highest-performing sessions included:

- The Devil Wears Prada 2 (adult audiences) - 281 patrons across 2 screenings
- Wolfram (adult audiences) - 154 patrons, 1 screening

Bar and Kiosk Revenue

Bar and kiosk sales are remaining steady, in May 2026 we generated $34,918 in bar and kiosk revenue which is only a 4% decrease from last year.

Community Programs and Venue Hire

Studio space utilisation remained steady, supporting a mix of recurring and one-off community activities.

Recurring weekly bookings included:

- Dance classes & Casual Dance bookings
- Tai Chi

- Drawing classes
- Citizenship ceremony

Live Programming Highlights

Stellarphant (20 May - 21 May)

This child focused production was experienced by primary school students in Karratha and surrounds:

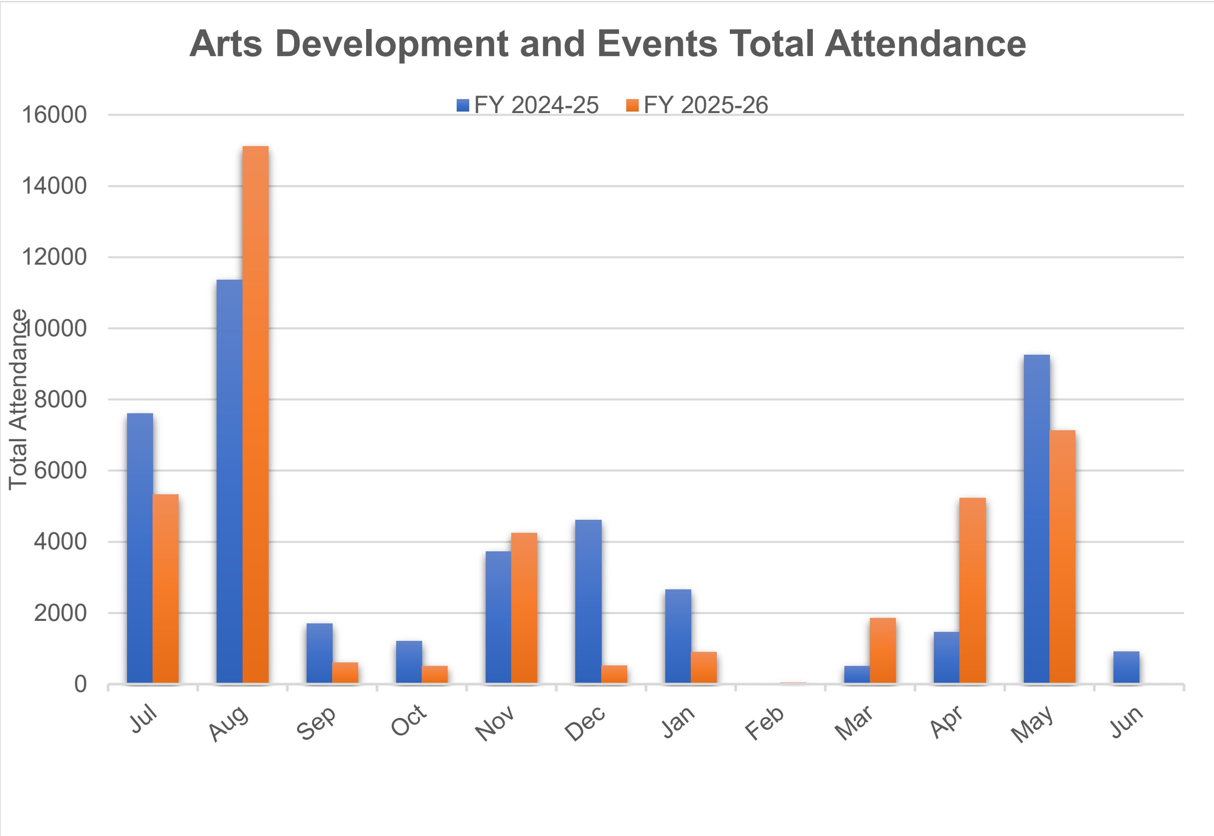
- 411 patrons

Melbourne International Comedy Festival (30 May - 31 May)

This nationally touring production boosted theatre attendance for the month, with:

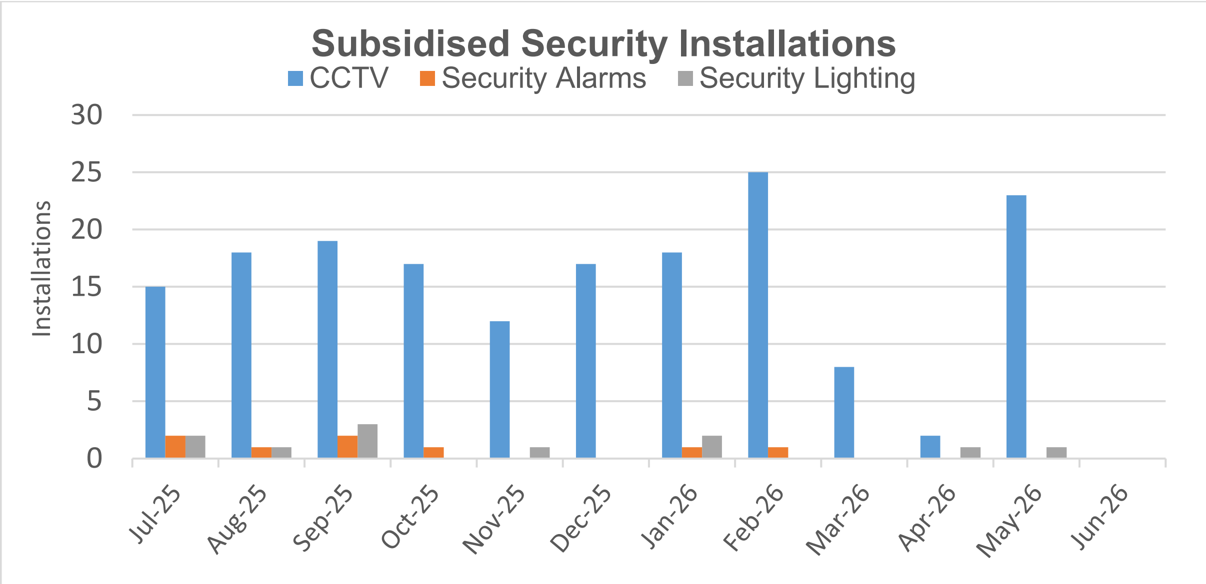
- 2 public performances - 523 patrons

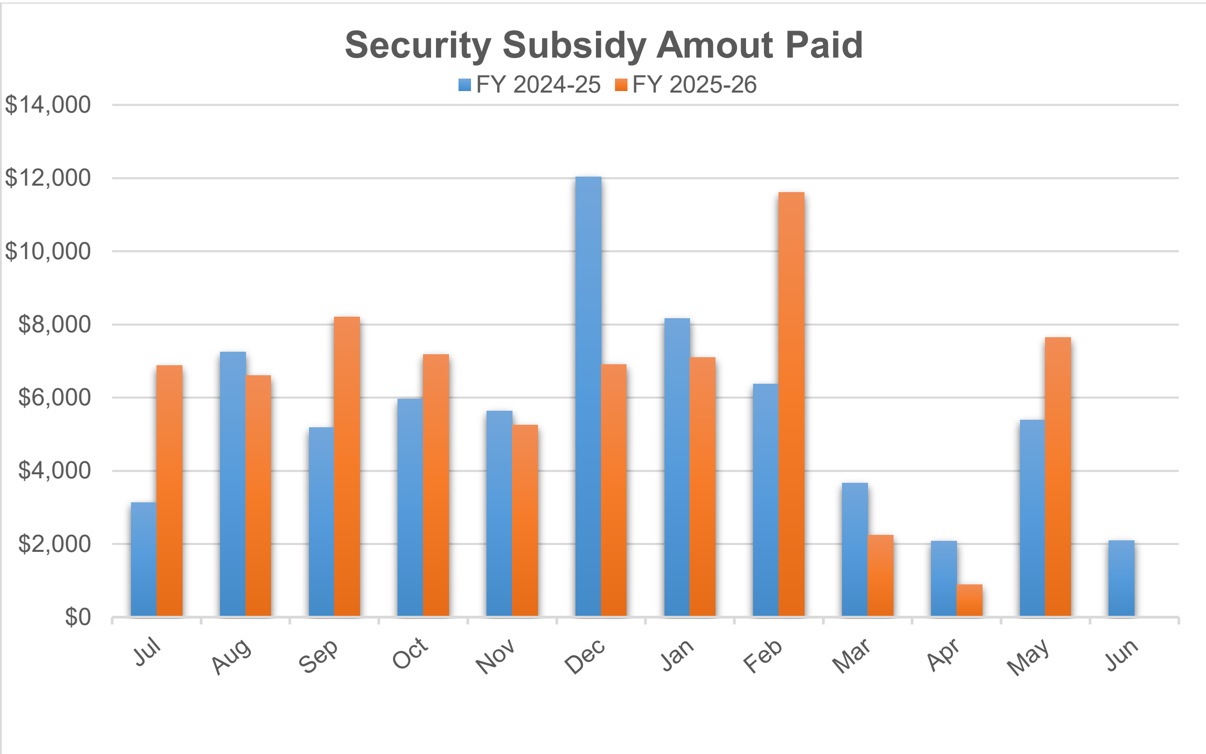
Arts Development & Events



We delivered REAF to Karratha, Dampier, Roebourne, Cossack, Wickham, and Point Sampson, attracting 7075 patrons. We have received lots of positive feedback. We also held a Citizenship ceremony attended by 60 guests.

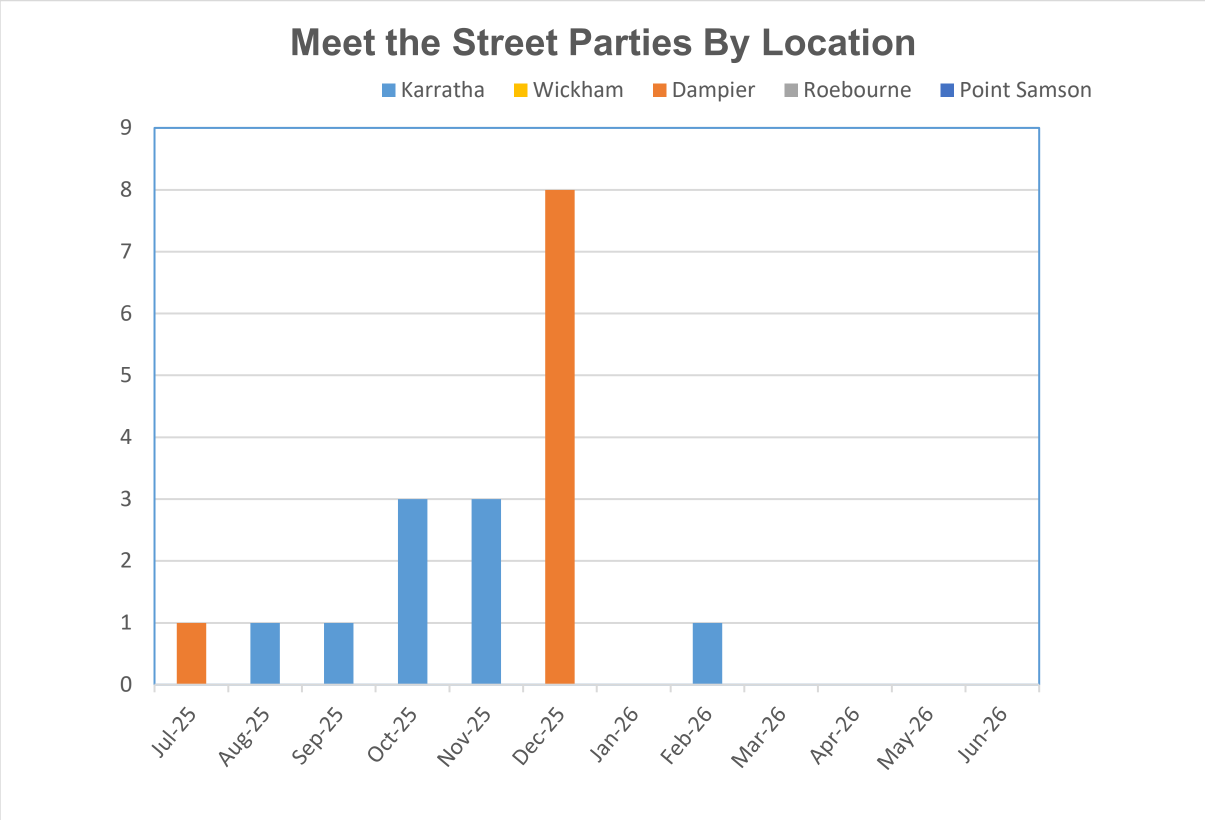
Security Subsidy Scheme





23 Security Subsidy applications were received and eligible for reimbursement in May 2026.

Meet the Street



No Meet the Street parties hosted in May 2026.

Small Community Grants – May 2026

Town	Who	What	Awarded ex GST
Karratha	Filipino Community in Karratha Incorporated	Celebration of 128th Philippines Independence Day Event. Funding Venue Hire and Facilities, Event Banners, Crowd Control and Security for their event.	$4,639.99
Karratha	Karratha Community Garden	Karratha Community Garden 2026 Season. Purchase of new equipment and signage for gardens as well as 3 workshops.	$4,881.30
Karratha	Karratha Hockey Association	North West Hockey Championships - Venue hire, catering and equipment to hold the championships event	$1,623.60
Karratha	Karratha BMX	Individual Application - Joe Kurilowski representing Team Australia at the 2026 UCI BMX World Championships in Brisbane.	$1,000.00
Karratha	Karratha BMX	Individual Application - Mac Hanley representing Team Australia at the 2026 UCI BMX World Championships in Brisbane.	$1,000.00

Town	Who	What	Awarded ex GST
Karratha	Karratha BMX	Individual Application - Lacy Robinson representing Team Australia at the 2026 UCI BMX World Championships in Brisbane.	$1,000.00
Karratha	Karratha BMX	Individual Application - Bailie Egerton representing Team Australia at the 2026 UCI BMX World Championships in Brisbane.	$1,000.00
Karratha	Karratha BMX	Individual Application - Nate Robinson representing Team Australia at the 2026 UCI BMX World Championships in Brisbane.	$1,000.00
Karratha	Karratha BMX	Individual Application - Jace Robinson representing Team Australia at the 2026 UCI BMX World Championships in Brisbane.	$1,000.00
Karratha	Karratha BMX	Individual Application - Gemma Rodgers representing Team Australia at the 2026 UCI BMX World Championships in Brisbane.	$1,000.00
Karratha	Karratha BMX	Individual Application - Mat Norman representing Team Australia at the 2026 UCI BMX World Championships in Brisbane.	$1,000.00

COUNCILLOR QUESTION:
Council sought clarification on the significant increase in uptake of the Security Subsidy Scheme and asked whether the City had undertaken any specific promotional activities that may have contributed to the increase?

CITY RESPONSE:
The increase was not attributable to any specific City promotion. The increase reflected a rise from a small base number of applications and was likely influenced by seasonal factors, with residents more inclined to undertake security installations during the cooler months.

15.1.2 CONCESSION ON FEES FOR CITY FACILITIES

File No: CR.38

Responsible Executive Officer: Director Community Experience

Reporting Author: Director Community Experience

Date of Report: 30 June 2026

Disclosure of Interest: Nil

PURPOSE

To provide Council with a summary of all concessions on fees for the City's Community Services facilities under Delegation 1.10 of the Delegations Register since the last Ordinary Council Meeting.

Name	Reason	Authorising Officer	Amount (ex GST)
Wickham Wolves Football Club	Waive Roebourne Oval hire fees incurred during the period of redevelopment works at Wickham Oval.	Acting Director Community Experience	$553.00

15.1.3 ARTS DEVELOPMENT AND EVENTS ADVISORY GROUP UPDATE

File No:	RC.113
Responsible Executive Officer:	Director Community Experience
Reporting Author:	Arts and Culture Development Officer
Date of Report:	2 June 2026
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

For Council to be informed of the key discussions, feedback and outcomes from the first meeting of the newly appointed Arts Development and Events Advisory Group (ADEAG) held on 12 May 2026.

BACKGROUND

The Arts Development and Events Advisory Group (ADEAG) was established to provide advice and feedback to Council on matters relating to arts, culture, events and creative development across the City of Karratha.

The first meeting following the appointment of the new ADEAG membership was held on 12 May 2026 and included a facilitated workshop delivered by FORM as part of the development of the City's new Arts and Culture Strategy. The workshop provided an opportunity for members to identify cultural assets, discuss opportunities and challenges, and contribute to the long-term vision for arts and culture within the City.

DISCUSSION

Agenda Item	Points of Discussion
Member Introductions and Group Orientation	Members introduced themselves and discussed their interest in joining the Arts Development and Events Advisory Group. Participants identified key strengths of arts and culture in the region, including Aboriginal culture, inclusiveness, community, diversity, and the people who drive local arts and cultural initiatives.
Cultural Heat Map Activity	Members identified key cultural assets, experiences and activities across the City of Karratha region. Discussion highlighted the diversity of cultural experiences available, including heritage tourism, Aboriginal cultural experiences, local markets, festivals, arts organisations, environmental volunteering, youth arts programs and community-led initiatives.
Cultural Strengths Activity	Members identified the City's strongest cultural assets and points of difference. Key themes included the region's landscapes and natural environment, strong community participation, Aboriginal culture, local artists and musicians, cultural leadership, the Cossack Art Awards, Red Earth Arts Festival, Red Earth Arts Precinct and opportunities for cultural tourism.

Agenda Item	Points of Discussion
Opportunities and Challenges	Members discussed barriers and opportunities within the local cultural ecosystem. Key themes included the importance of truth-telling and local history, access to heritage sites, arts education pathways, visibility and promotion of arts activities, accessibility of facilities, and the need for additional creative, exhibition and workshop spaces throughout the region.
Cultural Identity	Members discussed the characteristics that define the City's cultural identity. Themes included strong community connections, sporting culture, the Pilbara lifestyle, water-based recreation, emerging contemporary arts practice, and the influence of the resources sector on community life and participation.
Cultural Priorities	Members identified immediate and long-term priorities for arts and culture. Priorities included the development of purpose-built arts infrastructure, an art gallery, activation of existing heritage assets, and advocacy for increased investment in arts and cultural development.
Vision for Success	Members reflected on what a successful arts and culture sector could look like in ten years. Discussion focused on increased participation, stronger recognition of the value of arts and culture, reduced seasonality, improved infrastructure, and greater integration of arts and culture into community life.
Draft Terms of Reference	Members were invited to review draft terms of reference and provide feedback at the next meeting. Preferred meeting times were also collected to assist in establishing an ongoing meeting schedule.

CONCLUSION

The first meeting of the newly appointed Arts Development and Events Advisory Group focused on orienting members, building relationships between members, and contributing to the development of the City's new Arts and Culture Strategy. Members demonstrated strong engagement throughout the workshop and identified a range of opportunities and priorities for the future of arts and culture across the City.

Feedback from the workshop will inform the development of the draft Arts and Culture Strategy, which will be presented to the community and stakeholders for further consultation later in 2026.

15.1.4 DEVELOPMENT SERVICES UPDATE

File No:	DB.32
Responsible Executive Officer:	Director Development Services
Reporting Author:	A/Manager Strategic Planning
Date of Report:	30 June 2026
Disclosure of Interest:	Nil
Attachment(s)	1. List of Current RDAP Applications, SAT Reviews & Wardens Court Matters 2. Mining Objection Location Maps

PURPOSE

To provide information to Council and the community on current:

- Development applications that will be determined by the Regional Development Assessment Panel (RDAP) rather than the City;
- Decisions made under planning legislation that are being challenged in the State Administrative Tribunal (SAT); and
- Mining applications that the City has objected to that are before the Wardens Court.

15.1.5 KARRATHA LEISUREPLEX PA SYSTEM UPGRADE – TENDER OUTCOME

File No: RFT0000072

Responsible Executive Officer: Chief Executive Officer

Date of Report: 24 June 2026

Disclosure of Interest: Nil

Attachment(s) Nil

PURPOSE
To inform Council of the outcome of tenders that have been determined under delegation since the last Ordinary Council Meeting.

BACKGROUND
Under Delegation 1.1 'Tenders & Expressions of Interest', the Chief Executive Officer (CEO) is able to award a tender where the consideration does not exceed $1,000,000 and Directors $250,000 (excluding GST) on the provision there is an approved budget.

Alternatively, under section 5.42 of the *Local Government Act 1995*, Council may specifically delegate to the CEO the authority to award a particular tender up to a specific value limit.

Policy CG-12 'Purchasing Policy' requires that on each occasion a tender is determined under delegated authority a report is to be provided to Council at its next ordinary meeting that provides the information as detailed below:

Tender No:	RFT0000072	**Project Budget:**	$480,000 excluding GST
Tender Title:	Karratha Leisureplex PA System Upgrade		
State-wide Advertising Commenced:	21/04/2026	**Tender Closing Date/ Time:**	2/06/2026
Scope of Works:	The contract requires an Audiovisual (AV) Contractor to supply and install public address (PA) system equipment at Karratha Leisureplex, using an established scope of works.		
Selection Criteria:	Relevant Experience		20%
	Methodology		20%
	Capacity to Deliver		15%
	Sustainability		5%
	Price		40%
Submissions Received:	- CAV Management Pty Ltd ATF Concept Audio Visual (NSW) Trust T/As Concept Audio Visual - Megavision Australia Pty Ltd - Redfish Technologies Pty Ltd		
Tender Awarded:	☒ Yes ☐ No	**Date of Decision:**	25/06/2026
Tender Awarded to:	Redfish Technologies Pty Ltd		
Contract Value:	$310,709.46 (excluding GST)		
Contract Term:	2 years	**Contract Options:**	N/A

15.1.6 PUBLIC BRIEFING ADDITIONAL INFORMATION – 20 JULY 2026

File No:	CM.191
Responsible Executive Officer:	Chief Executive Officer
Reporting Author:	Minute Secretary
Date of Report:	20 July 2026
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE
To record meeting proceedings of the Public Agenda Briefing Session held on Monday 20 July 2026 and outline areas of the July 2026 Ordinary Council Meeting agenda with additional information following the meeting.

BACKGROUND
The Public Briefing session is a meeting whereby councillors can ask questions and obtain additional information related to Council Agenda items. No decisions can be made at this meeting. Meeting is also open to members of the public, where questions can be asked, and deputations/presentations can be made (time limited) to Council Agenda items only.

MEETING PROCEEDINGS
Official Opening
Deputy Mayor Swaffer acknowledged the traditions of the Ngarluma people, on whose land we are gathered here today. The meeting was officially opened by Deputy Mayor Swaffer at 6:00pm on Monday 20 July 2026.

Record of Attendance

Councillors:	Cr Daniel Scott [Mayor] (via Teams)	
	Cr Jodie Swaffer [Deputy Mayor]	
	Cr Gillian Furlong	
	Cr Brenton Johannsen (via Teams)	
	Cr Sarah Roots	
	Cr Daiva Gillam	
	Cr Tony Simpson	
	Cr Geoff Harris	
Staff:	Virginia Miltrup	Chief Executive Officer
	Chloe Morris	Director Corporate Services
	Emma Landers	A/Director Community Experience
	Lee Reddell	Director Development Services
	Simon Kot	Director Strategic Projects & Business
	Michael Bunting	Director Infrastructure Services
	Jasmine Bray	Manager Governance
	Pieta Bloxsom	Minute Secretary

Apologies:	Cr Martin Byrne
Absent:	Nil
Leave of Absence:	Nil
Members of Public:	Nil
Members of Media:	Nil

Public Question Time:
There were no Public Questions.

Petitions/Deputations/Presentations
There were no Petitions/Deputations/Presentations.

Declarations of Interest
There were no Declarations of Interest.

Agenda Items with Additional Information

10 CORPORATE SERVICES REPORTS
10.1 STATEMENTS FOR PERIOD ENDED 31 MAY 2026

No questions asked.

10.2 LIST OF PAYMENTS – 1 MAY 2026 TO 31 MAY 2026

Questions arising.

10.3 INVESTMENTS FOR PERIOD ENDED 31 MAY 2026

No questions asked.

10.4 REVIEW OF COUNCIL POLICIES

Questions arising.

10.5 Q3 KEY PERFORMANCE MEASURES 2025/26

Questions arising.

11 COMMUNITY EXPERIENCE REPORTS
There were no Community Experience reports.

12 DEVELOPMENT SERVICES REPORTS
12.1 ROAD DEDICATION FOR DAMPIER LOOKOUT & RED DOG ENTRY BAY

Questions arising.

12.2 TILBROOK CLOSE ROAD RESERVE REALIGNMENT

No questions asked.

12.3 LOCAL PLANNING POLICY REVIEW (DEVELOPMENT POLICIES 07, 22, 24, 25 & 26)

Questions arising.

13 INFRASTRUCTURE SERVICES REPORTS
There were no Infrastructure Services reports.

14 STRATEGIC PROJECTS AND BUSINESS REPORTS
14.1 DRAFT KARRATHA 2050 VISION AND PLAN

Questions arising.

15 CHIEF EXECUTIVE OFFICERS REPORTS
15.1 ITEMS FOR INFORMATION ONLY

No questions asked.

15.1.1 INFORMATION REPORT – COMMUNITY EXPERIENCE – MAY 2026

Questions arising.

15.1.2 CONCESSION ON FEES FOR CITY FACILITIES

No questions asked.

15.1.3 ARTS DEVELOPMENT AND EVENTS ADVISORY GROUP UPDATE
COUNCILLOR QUESTION:

No questions asked.

15.1.4 DEVELOPMENT SERVICES UPDATE

No questions asked.

15.1.5 KARRATHA LEISUREPLEX PA SYSTEM UPGRADE – TENDER OUTCOME

No questions asked.

16 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There were no motions of which previous notice has been given.

17 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

There were no questions by members of which due notice has been given.

18 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

There was no urgent business approved by the person presiding or by decision.

19 MATTERS BEHIND CLOSED DOORS

Mayor Scott and Cr Johannsen confirmed they could maintain confidentiality.

MOVED : Cr Furlong
SECONDED : Cr Roots

In accordance with Section 5.23 of the *Local Government Act 1995*, that Council move in camera at 6:37pm to discuss the following items:

> **19.1 THE QUARTER HOTEL DEVELOPMENT – EXPRESSIONS OF INTEREST OUTCOME**
>
> **19.2 KARRATHA AIRPORT CHECKED BAGGAGE SCREENING EQUIPMENT REPLACEMENT – PROJECT UPDATES**

FOR : Mayor Scott, Cr Swaffer, Cr Gillam, Cr Furlong, Cr Roots, Cr Simpson, Cr Johannsen, Cr Harris,
AGAINST : Nil

MOVED : Cr Roots
SECONDED : Cr Furong

That Council move out of camera at 7:25pm.

FOR : Mayor Scott, Cr Swaffer, Cr Gillam, Cr Furlong, Cr Roots, Cr Simpson, Cr Johannsen, Cr Harris,
AGAINST : Nil

Closure

The meeting closed at 7:25pm.

16 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There were no Motions of Which Previous Notice Has Been Given.

17 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

There were no Questions by Members of Which Due Notice Has Been Given.

18 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

There was no Urgent Business Approved by the Person Presiding or by Decision.

19 MATTERS BEHIND CLOSED DOORS

Director Simon Kot confirmed that he could maintain confidentiality.

PROCEDURAL MOTION

MOVED : Cr Simpson
SECONDED : Cr Swaffer

In accordance with Section 5.23 of the *Local Government Act 1995*, that Council move in camera at 6:35pm to discuss the following items:

19.1 THE QUARTER HOTEL DEVELOPMENT – EXPRESSIONS OF INTEREST OUTCOME

ATTACHMENT 1 TO ITEM 19.1 EOI0000003 THE QUARTER HOTEL DEVELOPMENT

19.1 is confidential in accordance with section 5.23(4)(g) of the *Local Government Act 1995* and regulation 4A of the *Local Government (Administration) Regulations 1996* as it relates to the price, or potential price, for the sale or purchase of property by the local government and any information relating to the price or potential price.

19.2 KARRATHA AIRPORT CHECKED BAGGAGE SCREENING EQUIPMENT REPLACEMENT – PROJECT UPDATES

19.2 is confidential under section 5.23(4)(a) of the *Local Government Act 1995* as it relates to legal advice, or other information, over which the local government holds legal professional privilege legal advice, or other information, over which the local government holds legal professional privilege.

CARRIED 8/0

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

PROCEDURAL MOTION

MOVED : Cr Roots
SECONDED : Cr Simpson

In accordance with Clause 17.1 of the *City of Karratha Standing Orders Local Law 2018¸* that Council suspend standing orders at 6:38pm.

CARRIED 8/0

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

PROCEDURAL MOTION

MOVED *:* Cr Harris
SECONDED : Cr Swaffer

In accordance with Clause 17.1 of the *City of Karratha Standing Orders Local Law 2018¸* that Council resume standing orders at 6:52pm.

CARRIED 8/0

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

19.1 THE QUARTER HOTEL DEVELOPMENT – EXPRESSIONS OF INTEREST OUTCOME

This matter is confidential in accordance with section 5.23(4)(g) of the *Local Government Act 1995* and regulation 4A of the *Local Government (Administration) Regulations 1996* as it relates to the price, or potential price, for the sale or purchase of property by the local government and any information relating to the price or potential price.

OFFICER'S RECOMMENDATION

Res No : OCM260727-14
MOVED : Cr Swaffer
SECONDED : Cr Simpson

That Council:

1. **ENDORSE Centurion Properties Pte Ltd as the shortlisted respondent to progress to the next stage of negotiations for the proposed hotel development on Lot 7078 Sharpe Avenue, Karratha;**

2. **AUTHORISE the Chief Executive Officer to commence negotiations with Centurion Properties Pte Ltd during a 90-day exclusive working period regarding the commercial, legal and development arrangements for the proposed hotel development in accordance with the framework provided in this report; and**

3. **NOTE that any proposed Agreement, land transaction or financial assistance will be presented to Council for decision at a future meeting.**

CARRIED 8/0

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

19.2 CONFIDENTIAL ITEM – KARRATHA AIRPORT CHECKED BAGGAGE SCREENING EQUIPMENT REPLACEMENT – PROJECT UPDATES

This matter is confidential in accordance with section 5.23(4)(a) of the *Local Government Act 1995* as it relates to legal advice, or other information, over which the local government holds legal professional privilege legal advice, or other information, over which the local government holds legal professional privilege.

OFFICER'S RECOMMENDATION

Res No : OCM260727-15
MOVED : Cr Roots
SECONDED : Cr Gillam

That Council:

1. **NOTE the project update for the Checked Baggage Screening (CBS) Equipment replacement;**

2. **APPROVE the retrospective award of RFXW000045 Karratha Airport - CBS System Belt Modifications to Alstef Australia Pty Ltd as a sole supplier procurement for $1.42M (excluding GST);**

3. **AUTHORISE the Chief Executive Officer to formally execute a contract with Alstef Australia Pty Ltd, SUBJECT to any variations of a minor nature; and**

4. **APPROVE by Absolute Majority an increased allocation of $1.99M to be funded from the Airport Reserve to complete the ancillary building works and modifications to the baggage handling systems to accommodate the equipment.**

Project Name	Account Number	Current 26/27	Proposed 26/27	Variation
CBS Replacement Project	4100-88003-6125-8002 4240-88002-6392-3027	$2,288,231 $500,000	$2,288,231 $500,000	($0) ($0)
Requested Budget Amendment	4100-88003-6125-8002	($0)	$1,987,196	$1,987,196
Net impact to the City		$2,788,231	$4,775,427	$1,987,196
Funding	Airport Reserve			($1,987,196)

CARRIED 8/0

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

PROCEDURAL MOTION

MOVED : Cr Roots
SECONDED : Cr Gillam

That Council move out of camera at 6:55pm.

CARRIED 8/0

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

20 CLOSURE & DATE OF NEXT MEETING

The meeting closed at 6:55pm.

The Ordinary Council Meeting is to be held on Monday, 24 August 2026 at 6pm at Council Chambers - Welcome Road, Karratha.