ORDINARY COUNCIL MEETING

MINUTES

**NOTICE IS HEREBY GIVEN that an
Ordinary Meeting of Council will be held
in the Council Chambers, Welcome Road, Karratha,
on Monday, 23 March 2026 at 6pm**

**VIRGINIA MILTRUP
CHIEF EXECUTIVE OFFICER**

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.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee Meeting does so at that persons or legal entity's own risk.

In particular, and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a 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, 23 March 2026.

Presiding Member _____

Date: 28 April 2026

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 **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.

6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:

   6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the *Local Government Act*; or

   6.2 Where the Minister allows the Councillor to participate under s5.69 (3) of the *Local Government Act*, with or without conditions.

INTERESTS AFFECTING IMPARTIALITY

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

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

(a) in a written notice given to the Chief Executive Officer before the Meeting; or

(b) at the Meeting, immediately before the matter is discussed.

IMPACT OF AN IMPARTIALITY CLOSURE

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

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

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ORDINARY COUNCIL MEETING MINUTES

1 OFFICIAL OPENING

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

Mayor Scott notified all attendees that this meeting will be live-streamed and a recording of the meeting will be made.

2 RECORD OF ATTENDANCE / APOLOGIES

Councillors:
Cr Daniel Scott [Mayor]
Cr Jodie Swaffer [Deputy Mayor]
Cr Gillian Furlong
Cr Brenton Johannsen
Cr Sarah Roots
Cr Daiva Gillam (via Teams)
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 (via Teams)
Simon Kot	Director of Strategic Projects & Business (via Teams)
Michael Bunting	Acting Director of Infrastructure Services
Henry Eaton	Manager Governance
Pieta Bloxsom	Minute Secretary

Apologies: Cr Tony Simpson

Absent:

Leave of Absence:

Members of Public: 2

Members of Media:

3 PUBLIC QUESTION TIME

Garry Fitzgerald, LIA
I am speaking to Council regarding the licensing arrangements for restaurants and mobile traders and request that Council undertake a review of the current fees and policies. In particular, the annual hardstand licence fee of $500. Currently, no pro-rata refund is provided if a business is sold part way through their licence period. I suggest that this approach is inconsistent with other government fees, such as motor vehicle registrations, which allow refunds, and that this policy should be reviewed.

I also want to raise concerns about the annual mobile trader licence fee of $2,400, noting that when calculated on a weekly basis it is significantly higher than the hardstand licence fee. I question the equity of this pricing and suggested the difference may be discouraging participation in mobile trading.

Also, is there a possibility of trader's self-managing locations and times through an agreed roster system rather than being administered directly by the City. Traders are best placed to determine suitable trading locations and times.

I further propose that larger or visiting traders from outside the region be subject to higher licence fees, noting their greater commercial capacity and use of space.

In relation to operations at Dreamers Hill, including crowding, lighting, safety, insurance liability, and the use of tables, chairs, and live entertainment. I strongly suggest improved lighting infrastructure, clearer allocation of trading spaces, and a return to previous operational controls.

The primary concern is the absence of a refund policy for licence fees and request that Council consider whether refunds could be provided.

CITY RESPONSE
Fixed and mobile food traders' fees are charged to proprietors under the authority of *Public Health Act 2016* and *Local Government Act 1995* with the fees being set by Council during the annual budget process.

The City of Karratha public health fees and charges include a $481 fee which relates to the annual assessment of medium/high risk food businesses by City Environmental Health officers, to ensure businesses operate in a way that maintains health and safety standards. The City does offer a pro rata rate for new businesses depending on when they are registered during the year. No rebate is offered to proprietors selling a business part way through a year however sellers are welcome to negotiate this with the buyer as part of the sale process.

Mobile businesses are required to obtain a trading permit under the provisions of the *Activities in Thoroughfares and Public Places and Trading Local Law 2016*. The fee is set annually by Council and currently costs $2314.80 for a one-year permit. This is consistent with the fee charged by other local governments.

The City undertook a comprehensive review of its stallholder and street trading policy in 2024, which included community consultation and engagement with stall holders, which resulted in the current rostering system being agreed upon. To date the system appears to be working efficiently and effectively without complaints being received.

The Dreamers Hill situation is well known and enables community members to purchase food and leave the area enabling a safe ongoing turnover of patrons.

Council is currently considering fees and charges as part of the 2026/27 budget process.

Annabelle Little, Pegs Creek
I am here to express my concern regarding Agenda Item 9.9 – Acquisition of Residential Properties and the City's proposal to spend $5 million on the purchase of five houses for staff housing.

While I appreciate the City's intention to support its workforce, I believe this represents a poor allocation of public funds for several reasons.

We are at the peak of a property market cycle, effectively the top of a bull market. Entering the market now – with public funds – means paying the highest possible prices.

In undertaking the acquisition, the City is directly competing with local "mum and dad" homebuyers, many of whom are already struggling to secure a home in an overheated market. This not only places upward pressure on prices but also sends the wrong message about the City's priorities and understanding of its residents' financial pressures. Reducing the opportunity for residents to secure homes, would be in direct conflict with the City's own mission to be the most liveable regional City.

As you are aware, the City of Karratha's Annual Survey results form part of the City's Community Perception Surveys, which track how residents rate the City's performance against three key factors.

- Service expectations
- Facilities
- Liveability

All these support tracking progress toward its stated mission of becoming the most liveable regional city.

Over the past 10 years, the City's own annual performance data show that financial management has consistently been among the bottom five performing areas. These bottom-performing factors are persistent and repeat year after year, indicating systemic issues.

The most recent five-year period, the City's own data show the following consistent poor performance:

- Liveability: housing, cost of living, safety and health
- Facilities: public toilets, parks and gardens, sports fields, Karratha Airport, waste facilities
- Services: illegal dumping, street litter, community engagement, mosquito control, and financial management.

The poorest-performing services, including illegal dumping management, parks and gardens, street litter, community engagement activities, and financial management – require systemic reform rather than additional funding. Throwing money at these problems will not fix them. Instead, the City must rigorously analyse how to rectify the underlying issues:

- Are the current service levels appropriate to meet residents' expectations?
- Does the City have the right staff in place with appropriate skills and qualifications?
- Is the hiring process robust and effective?
- Are staff equipped with the right tools and resources?
- Are operations running efficiently, and is the mix of in-house versus contractor services appropriate?
- Who is holding staff accountable, and is it time for stronger performance oversight?

Addressing these questions is essential before any new expenditure is considered, including staff housing.

Further data from the 2021 Census highlights that unoccupied housing in Karratha sits at 19.7% nearly double the Western Australian average of 10.9%. This issue was previously raised at the 2025 Electors' Meeting to encourage pressure on external departments and industry holding vacant properties, while also acknowledging that flooding the market is not a viable solution. Additionally, the split between renters and owners is stark: 60% of Karratha residents rent with overall home ownership in the city at just 27%.

Given this context, I question what strategies the City currently has in place to meet its stated objectives of becoming the most liveable regional city, ensuring housing availability, reducing the cost of living, while maintaining financial responsibility. Allocating $5 million to purchase just five staff houses does not appear to meaningfully address these systemic challenges.

There are alternative strategies exist that could have a more substantial and sustainable impact:

Some examples are.
1. Release Mulataga blocks at reduced costs to stimulate private sector investment in housing. This would increase housing stock, generate rates income, stimulate local building and associated services, and encourage home ownership without placing the full financial burden on the City.

2. Release larger blocks for hobby farms, small market garden opportunities, and rural lifestyle development. This strategy would create a diversified housing and lifestyle market, attract investment in small-scale agriculture, enhance local food security, support recreational and lifestyle aspirations, and promote sustainable use of available land – all while stimulating the local economy.

It is deeply concerning that financial management remains a persistent area of underperformance, yet the City is committing millions of public funds to speculative property purchases that offer limited community benefit.

At a time when residents are calling for focus on cost of living, public safety, essential infrastructure, and improved community facilities, the City should demonstrate prudent fiscal leadership – not act as a market competitor.

I urge the City to reconsider this expenditure and refocus its efforts on strengthening the areas that have been repeatedly identified as priorities.

While staff housing is a valid consideration, the proposed approach does not align with either sound financial management or the broader strategic goal of improving liveability for Karratha residents. I urge the City to reconsider this proposal and focus instead on strategies that tackle systemic issues, that generate sustainable benefits for the entire community.

CITY RESPONSE

Council advises that this item was withdrawn from the Agenda to allow additional time for detailed review and discussion. No decision has been made at this stage. The perspectives provided will be considered as part of further deliberations, ensuring any future approach aligns with community priorities, financial responsibility and workforce planning requirements.

4 PETITIONS/DEPUTATIONS/PRESENTATIONS

No public petitions or deputations

5 REQUESTS FOR LEAVE OF ABSENCE

There were no requests for leave of absence

6 DECLARATIONS OF INTEREST

Mayor Scott invited Councillors to declare Financial, Impartiality and Proximity Interests relevant to this meeting.

Cr Furlong declared an interest in the following item:

- Direct financial interest in 10.1 Health Services Investigation as Cr. Furlong is a casual employee with Pilbara Kimberly University Centres (PKUC).

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

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-01
MOVED : Cr Swaffer
SECONDED : Cr Gillam

That the Minutes of the Ordinary Meeting of Council held on Monday, 23 February 2026, be confirmed as a true and correct record of proceedings.

CARRIED 8/0

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

8 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

Date	Mayor Meetings – February 2026	Location
02/02/2026	Triple M radio interview	Karratha
03/02/2026	Meeting with Community Member	Karratha
03/02/2026	Sam's Island Invitation from friends of Sam's Island. Attended with CEO and Director of Community Experience	Dampier
09/02/2026	Triple M radio interview	Karratha
11/02/2026	Meeting with Hon Julie Freeman MLC	Karratha
16/02/2026	Triple M radio interview	Karratha
17/02/2026	Australian Mining Cities Alliance (ACMA) media interview	Karratha
17/02/2026	Regional Economic Development (RED) Grants Board	Karratha
17/02/2026	Regional Capitals Australia (RCA) Board Meeting	Karratha
18/02/2026	Meeting with Hon Melissa Price MLA	Karratha
19/02/2026	WALGA Pilbara Zone Meeting	Perth
20/02/2026	Meeting with Hon Basil Zempilas and the Shadow Minister for Housing, Sandra Brewer	Perth
20/02/2026	Chinese New Year Reception and Performance, hosted by Chinese Embassy at His Majesty's Theatre	Perth
23/02/2026	Triple M radio interview	Karratha
24/02/2026	Pilbara Development Commission	Port Hedland

9 CORPORATE & COMMERCIAL REPORTS

9.1 STATEMENTS FOR PERIOD ENDED 31 JANUARY 2026

File No: FM.19

Responsible Executive Officer: Director Corporate Services

Reporting Author: Corporate Accountant

Date of Report: 19 January 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s):

1. Statement of Financial Activity 31 January 2026
2. Statement of Financial Position 31 January 2026
3. Variance Commentary – Statement of Financial Activity – 31 January 2026
4. Net Current Funding Position – 31 January 2026

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

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-02
MOVED : Cr Harris
SECONDED : Cr Johannsen

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

CARRIED 8/0

FOR : Cr Scott, Cr Gillam, Cr Furlong, Cr Johannsen, Cr Roots, Cr Swaffer, Cr Bryne, 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 January 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 January 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 January 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	203,493,325	148,146,606	155,562,307	7,415,701	5.0%	↑
Expenditure	(169,913,966)	(177,323,676)	(93,568,156)	(89,300,852)	4,267,304	4.6%	↑
Investing Activities							
Inflows	1,023,264	57,023,264	21,879,529	1,072,789	760,785	243.8%	↑
Outflows	(97,160,056)	(94,181,592)	(55,657,320)	(37,898,327)	39,326,517	50.9%	↑
Financing Activities							
Inflows	79,174,533	78,802,499	35,475,311	22,302,842	(34,739,994)	-60.9%	↓
Outflows	(51,908,756)	(107,628,856)	(33,495,631)	(15,105,965)	(3,177,857)	-26.6%	↓
Non-Cash Items	30,160,089	30,160,089	17,933,214	16,817,207	(1,116,008)	-6.2%	↓
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	**6,860**	**1,730,928**	**52,099,428**	**62,559,165**	**10,459,737**		

*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 January 2026	Target Ratio	YTD Budget Ratio	Original Annual Budget Ratio	YTD Actual Ratio
Current Ratio	> 1	N/A	N/A	3.12
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	1.64	1.62	0.60
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%	48.4%	18.7%	57.7%
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	1.21	0.88	1.29
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	7.9	7.1	9.1
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 target is >2.

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

	January 2026	December 2025	% Change	Comments
	Current			
Assets	212,324,692	215,638,631	-1.54%	Decrease in Cash & Cash Equivalents Increase in Inventories due to reallocation
Liabilities	23,745,087	21,124,777	12.40%	Increase in Long Term Borrowings.
	Non-Current			
Assets	796,954,929	797,190,811	-0.03%	Decrease in Inventories due to reallocation Increase in Infrastructure.
Liabilities	6,631,208	6,631,208	0.00%	No Movement
Net Assets	978,903,325	985,073,457		

Debtors Schedule

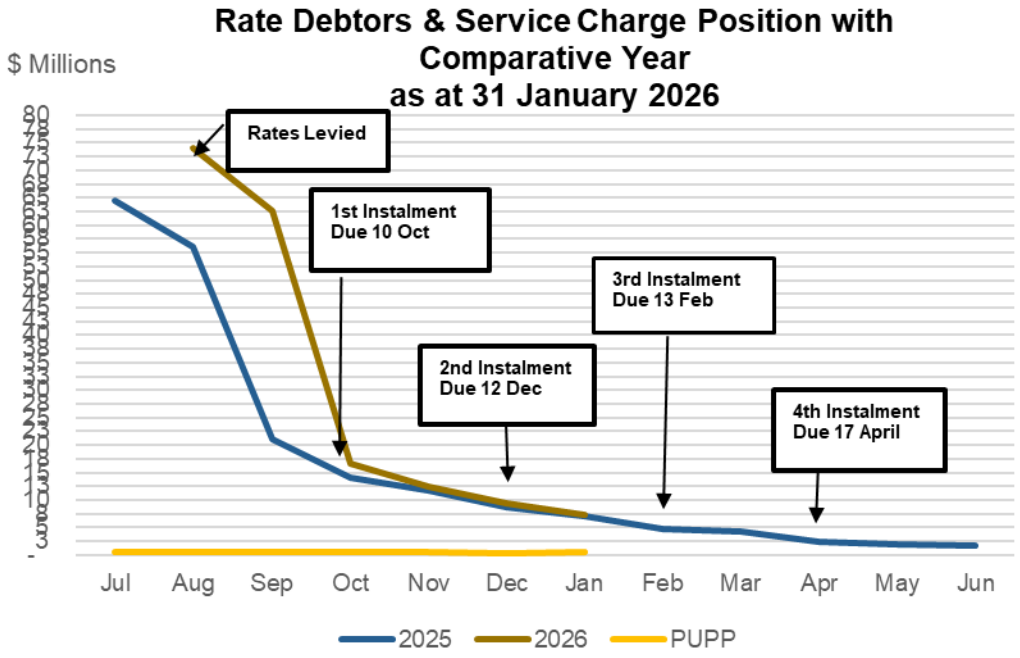
The following table shows Trade Debtors that have been outstanding over 40, 60 and 90 days as at the end of January 2026. The table also includes the total Rates and PUPP Service Charges outstanding.

When the following table is compared to Attachment 2, there is a balance sheet difference of $10.5m, reflecting the loans receivable, accrued revenue and GST receivable.

Debtors Schedule

	January 2026	December 2025	Change %	% of Current Total
	Sundry Debtors			
Current	5,112,703	5,970,734	-14%	85.4%
> 40 Days	922,490	117,013	688%	15.4%
> 60 Days	43,677	70,102	-38%	0.7%
> 90 Days	-94,168	-51,588	83%	-1.6%
Total	**5,984,702**	**6,106,261**	-2%	**100%**
	Rates Debtors			
Total	**7,285,111**	**9,473,943**	-23%	100%
	PUPP Debtors			
Total	**490,589**	**488,529**	0.4%	100%

A total of $67.8m in Rates (including ESL and waste charges) has been paid by the end of January 2026, representing a collection rate of 90.3% to date (higher collection rate compared to 89.3% on 31 January 2025).



There was no material change in January 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% ($490,589) 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. The table below highlights outstanding balances for each ageing period for Trade Debtor balances in excess of $5,000.

Debtor Code	Name	40 Days	60 Days	Over 90 Days	Commentary
K373	Guadalupe Del Carmen Kocsis	-	49.91	9,487.88	Directions issued by Rangers for reimbursement for unsightly property clean ups at property in Bulgarra. Affidavit of attempted service received from AMPAC 09/10/25. Debt collection continuing.
H026	Housing Authority	1,298.00	138.10	3,630.05	Replacement Mobile Garbage Bins for Department of Housing. Reminder notices have been sent. Continuing to attempt collection of outstanding amount.
G240	Lateisha Gracie (12/6 Shakespeare)	-	-	10,018.78	Rent and Vacate Items U12/6 Shakespeare St. Vacated 30/04/25. Has gone to court, advised to write off balance of account as per court orders minus the bond of $740 which has now been applied.
Q021	Qantas Airways Limited	-	8,403.60	133.06	January 2026 Rent at Karratha Airport. Dispute with CPI Increase Amount. Currently being investigated

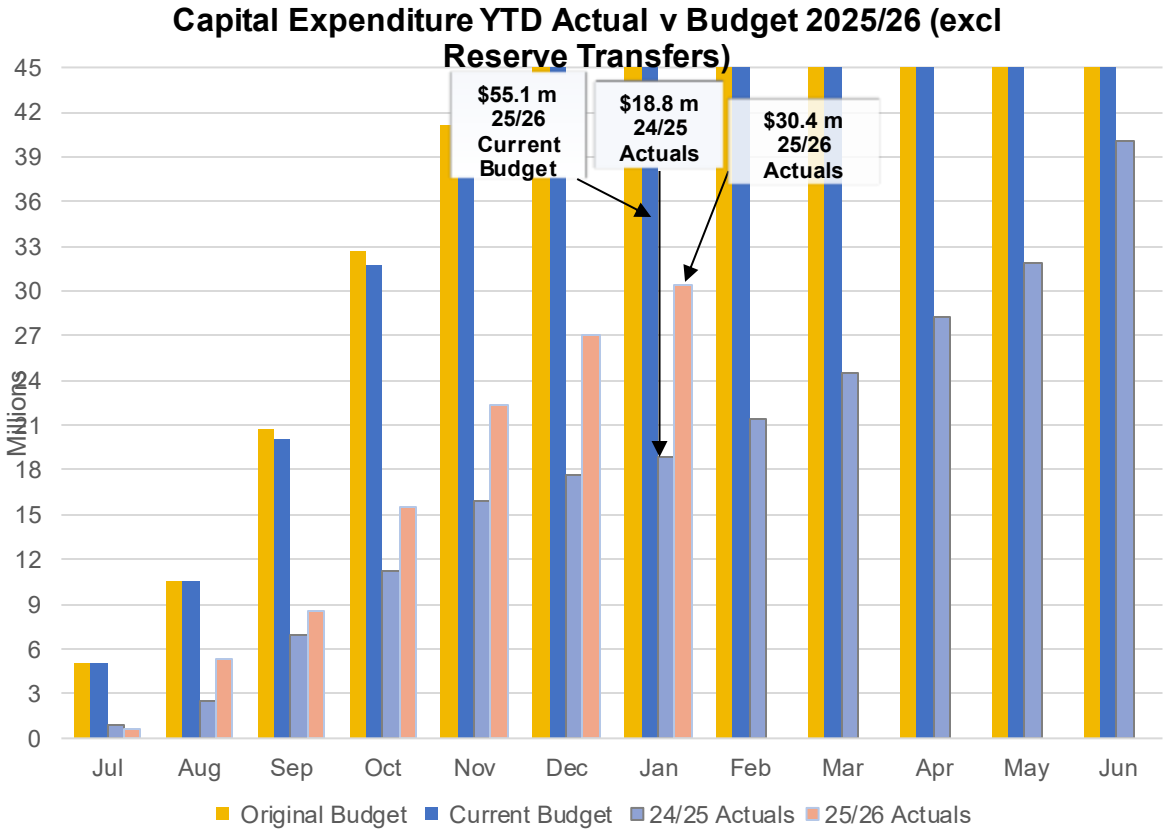
H279	Scartisha Ningella & Trevwai Hicks	-	-	10,853.72	Rent and Vacate Items U32/6 Shakespeare St. Vacated 18/07/24. Original court date 30/10/25. Adjourned to 09/02/26. Court ruled Tenant to pay applicant $3,212.49 less bond of $1,600. Total to be paid $1,612.49 by 31/03/26. Balance to be written off.

Capital Expenditure
Council's current 2025/26 Capital Expenditure budget is $93.8 million which includes significant projects such as: Hancock Way Housing Development, Nickol Shared Footpath, Karratha Airport Water Mains pipe replacement, 7 Mile tip cell construction, KRMO multi-use hardcourts & lighting (Stage 4), 10 year footpath plan, roads reseal program, kerb renewals and completion of the Roebourne streetscape master plan.

The City spent $30.4m on its capital program to the end of January 2026, $24.7m (44.9%) 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 January 2026			30-June-26		
Infra Misc Structures	7,857,785	3,760,365	-52.1%	17,902,475	14,133,706	26.6%
Parks & Open Spaces	6,932,345	2,044,718	-70.5%	12,874,139	13,124,139	15.6%
Buildings	22,530,867	14,206,830	-36.9%	39,426,174	39,426,174	36.0%
Equipment	2,194,528	819,774	-62.6%	2,549,528	2,549,528	32.2%
Furn & Equip	497,291	342,493	-31.1%	899,291	899,291	38.1%
Plant	1,052,363	647,642	-38.5%	3,853,563	3,853,563	16.8%
Inv Property	268,000	71,366	-73.4%	333,000	333,000	21.4%
Infra Roads	6,223,981	4,540,801	-27.0%	7,743,610	7,743,610	58.6%
Infra Footpaths	2,593,233	598,720	-76.9%	5,307,958	5,748,658	10.4%
Infra Aerodromes	5,019,923	3,390,224	-32.5%	6,270,318	6,069,923	55.9%
Totals	**55,170,316**	**30,422,933**	**-44.9%**	**97,160,056**	**93,881,592**	**32.4%**



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 Accounting 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
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.

COUNCILLOR QUESTION:
Regarding capital expenditure in Table on page 15, why is there $20 million (44%) variances between the year-to-date budget and actuals?

CITY RESPONSE:
The variance is attributable to timing differences between estimated and actual delivery. The capital delivery program is tracking better than both the previous year and the year prior, with ongoing improvements in aligning expenditure estimates with actual project delivery. Delays impacting expenditure are primarily related to procurement processes and contractor availability. Project timing will continue to be adjusted throughout the year to reflect the status of individual projects.

COUNCILLOR QUESTION:
Does Council need to review policies on overdue debts, specifically on the Shakespeare rental agreements, noting that there are currently two agreements showing significant outstanding arrears.

CITY RESPONSE:
The matter is not considered to be a systems or process issue. The overdue amounts relate to individual tenancy circumstances associated with service worker housing. It was advised that the recovery of outstanding debts is subject to specific legislative requirements under the *Residential Tenancies Act 1987*, which governs the processes available to Council to finalise and recover such debts. Due to the confidential nature of the individual matters, it is proposed that further detail can be provided separately.

9.2 LIST OF PAYMENTS – 31 JANUARY 2026

File No: FM.19

Responsible Executive Officer: Director Corporate Services

Reporting Author: Senior Creditors Officer

Date of Report: 12 February 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s):
1. List of Payments – January 2026
2. Purchase Cards Report – January 2026
3. Fleet Fuel Card Report – December 2025

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

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-03
MOVED : Cr Swaffer
SECONDED : Cr Furlong

That Council RECEIVE the list of payments totalling $13,595,891.58 as detailed in Attachments 1, 2 and 3.

CARRIED 8/0

FOR : Cr Scott, Cr Gillam, Cr Furlong, Cr Johannsen, Cr Roots, Cr Swaffer, Cr Bryne, 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 January 2026 to 31 January 2026 (including credit card transactions – January 2026) totalled $13,595,891.58 being made up of:

1. Trust Payments: nil;
2. BPay Payments: 1022 to 1054 and
   EFT Payments 094745 to 095258 (Inclusive): $9,805,567.36;
3. Cheque Voucher: nil;
4. Cancelled Payments: nil;

5. Direct Debits: 95003, 95004; 95005; 95258 : $4,506.90;
6. Credit Card Payments (January 2026): $27,404.06;
7. Payroll Payments: $3,758,413.26

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

- Acero Construction Pty Ltd – Baynton Apartments PC04 - $1,890,250
- Australian Taxation Office – BAS December 2025 - $372,488
- Dampier Plumbing – Airport Water Mains Upgrade PC04 – $585,266
- LGIS (WALGA) – Insurance Workers Compensation Adjustment 23/24 - $546,199
- Timik Development – Hancock Housing Construction Claim 8 - $435,371
- Norwest Sand & Gravel – Wickham Oval & Carpark Upgrade – PC04 - $1,404,852

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 project payments for the housing developments.

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

	Number of Invoices	%	$ Value	%
Local Supplier	780	66.16%	5,081,618	51.80%
Non-Local Suppliers	252	21.37%	2,978,234	30.36%
Statutory Supplier	147	12.47%	1,750,222	17.84%
Total	**1,179**	**100%**	**9,810,074**	**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 January 2026 to 31 January 2026 totalled $13,595,891.58. Payments have been approved by authorised officers in accordance with agreed delegations, policies, and budget.

COUNCILLOR QUESTION:
Regarding the amount of $23,900, payment 14708, seeking clarification on what the expenditure relates to.

CITY RESPONSE:
This is a payment for the headline act for this year's FeNaCING Festival.

COUNCILLOR QUESTION:
What does an act cost for FeNaCING?

CITY RESPONSE:
This cost related to the payment for the headline act for this year's FeNaCING Festival. This reflects a payment of a 50% deposit.

COUNCILLOR QUESTION:
Is the selected headline act, the best available option for the allocated budget?

CITY RESPONSE:
The City advised that the cost of engaging artists to travel to the Pilbara is significant, particularly when production crews and associated logistics are considered. It was noted that the $23,900 amount represents a deposit rather than the full fee. It is very difficult to secure artists for this amount, with headline acts typically commanding fees in the order of $100,000 to $200,000 or more. It was further advised that the deposit amount does not specify the percentage of the total cost it represents.

COUNCILLOR QUESTION:
Could an alternative artist be secured if a higher budget is allocated? What set the limit we were willing to pay for an artist?

CITY RESPONSE:
The City advised that if Council were willing to allocate additional funding, a broader range of artist options would be available. It was further advised that the current artist selection was made within the approved budget allocation for the event, which set the financial limit for artist engagement. The decision reflects a balance between available funding, timing, and overall event costs.

COUNCILLOR QUESTION:
What is the payment of $44,919.60 to Treadwell Management Services (Payment Number 15744), noted as a 40 per cent claim for a feasibility study?

CITY RESPONSE:
The City advised that the payment relates to work undertaken on the water park feasibility study. The amount of $44,919.60 represents a 40 per cent claim for the study and does not reflect the total expenditure incurred to date. Further stages of work and associated payments are yet to occur.

COUNCILLOR QUESTION:
What is the payment, Number 12552, to Wow Wipes regarding? Is this a local business?

CITY RESPONSE:
These are eco friendly, anti-bacterial wipes purchased online. The supplier is based in Queensland.

9.3 INVESTMENTS FOR PERIOD ENDED 31 JANUARY 2026

File No: FM.19

Responsible Executive Officer: Director Corporate Services

Reporting Author: Management Accountant

Date of Report: 16 February 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 January 2026.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-04
MOVED : Cr Harris
SECONDED : Cr Swaffer

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

CARRIED 8/0

FOR : Cr Scott, Cr Gillam, Cr Furlong, Cr Johannsen, Cr Roots, Cr Swaffer, Cr Bryne, 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 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

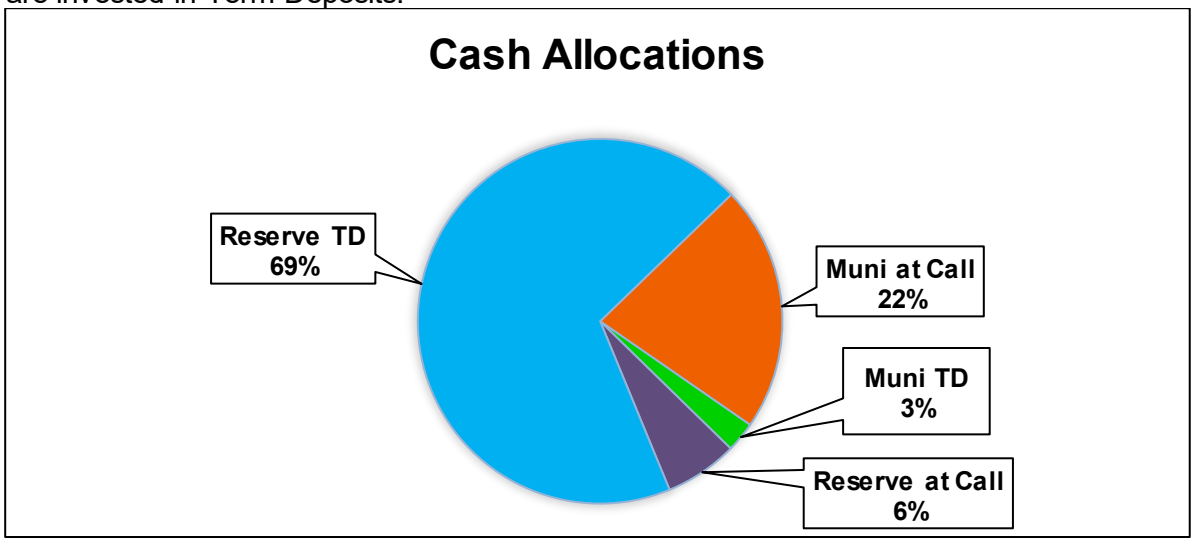
Institution	Accounts	Principal Investment $	Balance 31 January 2026 $	Interest %	Investment Term	Maturity	Source
RESERVE FUNDS							
WBC	Business Premium Cash Reserve		12,268,133	1.25	At Call		Reserve at Call
WBC	Reserve Term Deposit	5,000,000	5,051,008	4.28	4 months	Mar-26	Reserve TD
WBC	Reserve Term Deposit	11,000,000	11,136,725	4.24	7 months	May-26	Reserve TD
WBC	Reserve Term Deposit	4,000,000	4,038,911	4.33	5 months	Apr-26	Reserve TD
WBC	Reserve Term Deposit	12,000,000	12,018,635	4.36	3 months	Apr-26	Reserve TD
WBC	Reserve Term Deposit	6,000,000	6,009,766	4.57	7 months	Aug-26	Reserve TD
WBC	Reserve Term Deposit	10,000,000	10,298,118	4.37	12 months	May-26	Reserve TD
WBC	Reserve Term Deposit	19,000,000	19,516,279	4.35	12 months	Jun-26	Reserve TD
WBC	Reserve Term Deposit	20,000,000	20,256,833	4.34	12 months	Oct-26	Reserve TD
WBC	Reserve Term Deposit	9,000,000	9,112,130	4.25	8 months	Jun-26	Reserve TD
WBC	Reserve Term Deposit	2,000,000	2,018,744	4.33	5 months	Apr-26	Reserve TD
WBC	Reserve Term Deposit	12,000,000	12,107,280	4.47	8 months	Jul-26	Reserve TD
WBC	Reserve Term Deposit	13,000,000	13,008,441	4.74	8 months	Sep-26	Reserve TD
WBC	Reserve Term Deposit	6,000,000	6,003,863	4.70	7 months	Aug-26	Reserve TD
MUNICIPAL FUNDS							
WBC	Municipal Term Deposit	5,000,000	5,056,145	4.14	8 months	Jun-26	Muni TD
WBC	Municipal (Transactional)		41,343,546	3.45	At Call		Muni at Call
N/A	Cash on Hand		7,929				
	TOTAL	**134,000,000**	**189,252,486**				
The balance of all Term Deposits includes interest accrued to 31 January 2026							

On average, the City is earning 4.14% across Municipal Term Deposits and 4.41% across Reserve Term Deposits.

The RBA official cash rate (overnight money market interest rate) did not change during the month of January, remaining at 360 basis points. Municipal Funds held in the Westpac transaction account are earning 3.45% interest (no change from December).

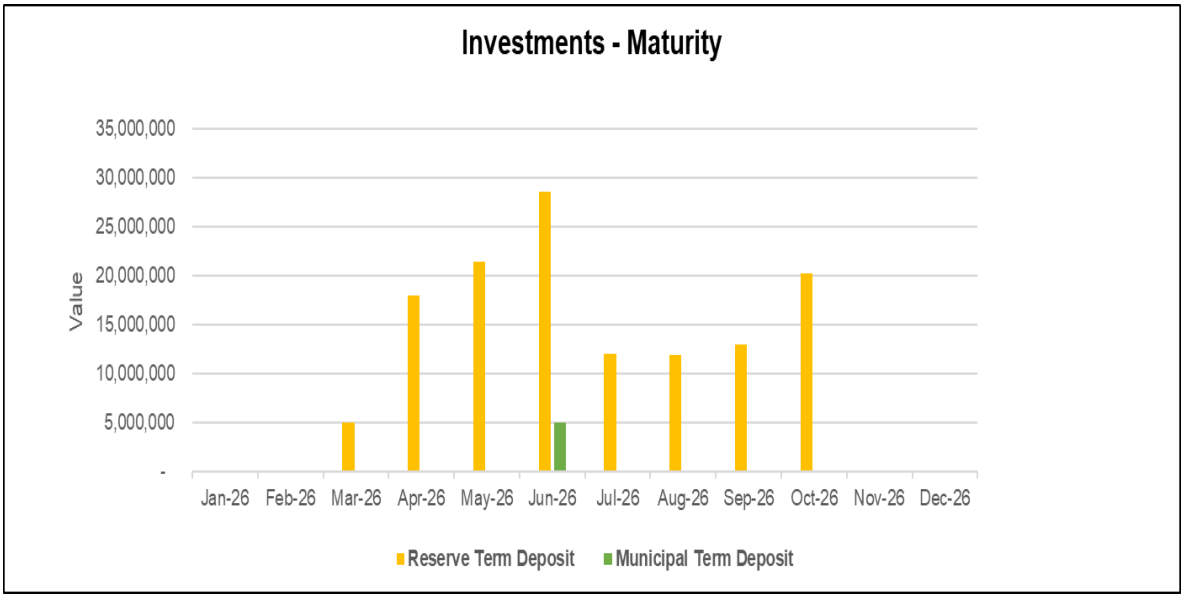
Allocations of Cash and Financial Investments
Council's Municipal and Reserve Bank Accounts are to be maintained so that a maximum return can be achieved from funds required in the short term.

The following graph demonstrates the allocation of our Cash and Financial Investments to maximise return on investment which shows that 72% of our Cash and Financial Investments are invested in Term Deposits.



Graph 1. Percentage of Cash Allocations

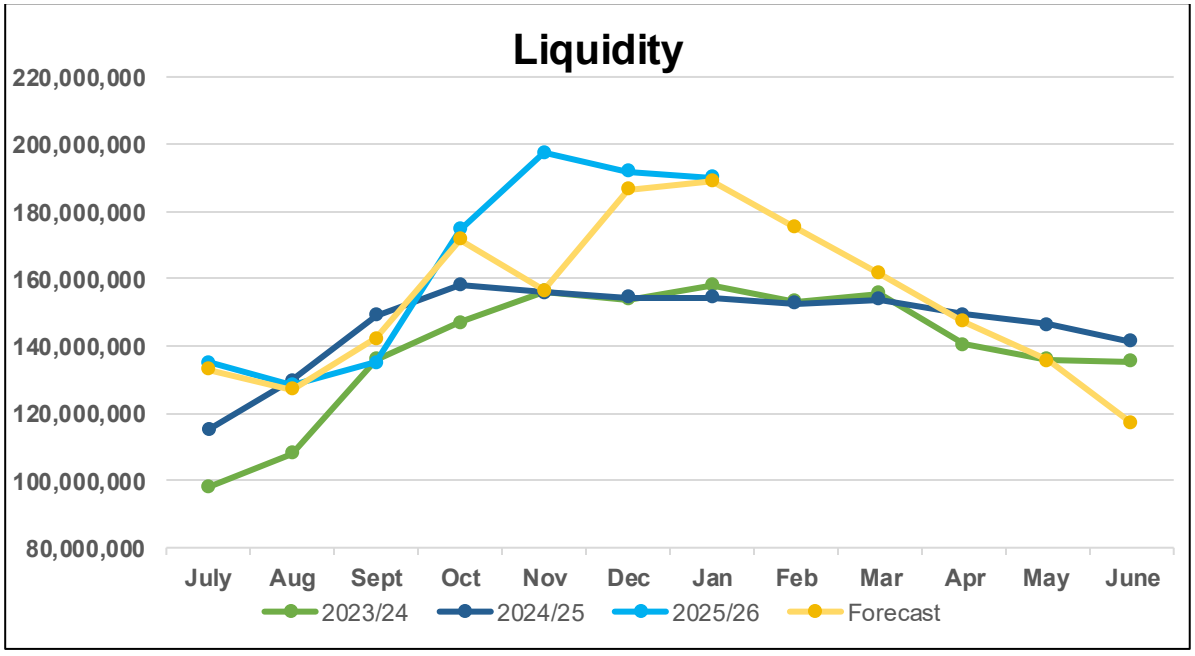
Schedule of Maturity of Cash and Financial Investments
In accordance with the City's Investment Policy (CF03), in respect to liquidity of funds, the following schedule shows the maturity of our various investments. 17% of Cash and Financial Investments will mature in the next 3 months, 50% maturing in the next 4-6 months and 33% 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. In line with Council's investment strategy, the investment was funded out of the aerodrome reserve. 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 Jan 2026 $	Year-to-Date 31 Jan 2026 $	Life-to-Date 31 Jan 2026 $
Total Income Received	34,414	257,999	2,967,804
Total Expenditure Paid	-	(3,743)	(153,321)
Net Income	**34,414**	**254,256**	**2,814,483**
Annualised ROI	**13.7%**	**14.5%**	**57.8%**

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. In line with Council's investment strategy, the investment was funded out of the infrastructure reserve. 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 Jan 2026 $	Year-to-Date 31 Jan 2026 $	Life-to-Date 31 Jan 2026 $
Total Income Received	52,090	380,008	3,650,862
Total Expenditure Paid	-	-	(18,554)
Net Income	**52,090**	**380,008**	**3,632,308**
Annualised ROI	**14.7%**	**15.4%**	**54.6%**

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 Jan 2026 $	Year to Date 31 Jan 2026 $	Life to Date 31 Jan 2026 $
Total Income Received	351,013	2,571,180	30,305,036
Total Expenditure Paid	(48,137)	(1,084,840)	(14,156,524)
Net Income	**302,876**	**1,486,340**	**16,148,512**
Annualised ROI	**18.2%**	**12.7%**	**9.4%**

Ageing of Outstanding Lessees Balances

The following table highlights The Quarter lessees with aged balances in excess of $5,000 as of 31 January 2026.

Table 5. Aged Debtors of The Quarter

Suite ID	Lessee	Total Amount Outstanding ($)	Commentary
3	T0000699 - Pilbara Weddings & Events	10,544.34	Lessee had entered into a payment plan with the City, for which payments have not been met. AMPAC have been engaged to assist with debt recovery, with in person contact being attempted at debtors residential address.
9	T0000716 – Onyx Group WA Pty Ltd	5,945.38	Debtor in liquidation proceedings. They are pursuing a related party for recovery actions but at this stage there are insufficient funds to enable a dividend to creditors. Awaiting response from liquidator with further update.

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, with 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 Jan 2026 $	Year to Date 31 Jan 2026 $	Life to Date 31 Jan 2026 $
Funded Amount	-	-	3,800,000
Interest Charges	12,667	76,011	579,087
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 4.41%, there is an opportunity cost for the year to date of $13,728 and a life to date cost of $22,415. For the current month of January 2026, the opportunity cost is $1,366. 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. The development agreement was executed on the 17th October 2025. A loan was obtained from Westpac for $56 million, with a 3 year loan term on interest only payment arrangements. 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 Jan 2026 $	Year to Date 31 Jan 2026 $	Life to Date 31 Jan 2026 $
Developer drawdown	-	7,356,927	7,356,927
Developer Interest Accrued	18,497	55,956	55,956
Developer Remaining Loan Drawdown	**(48,643,073)**	**(48,643,073)**	**(48,643,073)**

Table 8. Westpac Loan Facility Agreement

	Month 31 Jan 2026 $	Year to Date 31 Jan 2026 $	Life to Date 31 Jan 2026 $
WBC Loan Drawdowns	3,729,204	7,356,927	7,356,927
Bank Interest & Charges	65,304	194,434	194,434
Remaining Loan Amount	**(48,643,073)**	**(48,643,073)**	**(48,643,073)**

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 20th October 2025. This project is to be funded entirely from Councils Infrastructure reserve funds for an amount of $26.2 million.

Table 9. Acero Construction Pty Ltd Payment Schedule

	Month 31 Jan 2026 $	Year to Date 31 Jan 2026 $	Life to Date 31 Jan 2026 $
Contract Paid Amount	1,905,097	9,793,935	9,793,935
Infrastructure Reserve (funding)	(1,905,097)	(9,793,935)	(9,793,935)
Remaining Contract Amount	**16,442,757**	**16,442,757**	**16,442,757**

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 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 Accounting Policy CF03 & 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 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.

9.4 RESERVE REVIEW 2026/27

File No: FM.1

Responsible Executive Officer: Director Corporate Services

Reporting Author: Chief Financial Officer

Date of Report: 18 February 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s): Nil

PURPOSE

For Council to consider amendments to the City's reserves as identified through the 2026/27 Annual Budget process.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-05
MOVED : Cr Furlong
SECONDED : Cr Gillam

That Council RESOLVE to:

a. **ESTABLISH a Digital Transformation Reserve for the purpose of funding the digital transformation and data initiatives of the City;**
b. **CLOSE the Economic Development Reserve and transfer remaining funds to the Strategic Reserve;**
c. **AMEND the purpose of the Infrastructure Reserve as outlined in this report;**
d. **AMEND the purpose of the Aerodrome Reserve as outlined in this report;**
e. **AMEND the purpose of the Waste Management Reserve as outlined in this report;**
f. **AMEND the purpose of the Rio Tinto Partnership Reserve as outlined in this report;**
g. **AMEND the purpose of the Strategic Reserve as outlined in this report.**

CARRIED BY ABSOLUTE MAJORITY 8/0

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

BACKGROUND

Reserves are created when the City identifies funds are required to be quarantined for a specific purpose. Pursuant to section 6.11 of the *Local Government Act 1995*, if the City has a specific purpose for funds the Council has the power to establish and maintain these reserves. Currently, the City has eleven (11) reserves as listed below with their respective purposes:

Reserve	Purpose
Aerodrome Reserve	The purpose of this reserve is to fund the development, operation, and maintenance of the Karratha Airport, inclusive of any repayments of borrowings.
Dampier Drainage Reserve	The Dampier drainage reserve aligned to a Rio Tinto agreement that contributed $10,000 annually to the maintenance of the reserve.
Economic Development Reserve	To fund economic development activities within the City, including destination marketing, business attraction, property development, and tourism.
Employee Entitlement Reserve	To fund employee leave entitlements when on extended leave, including long service leave as well as periods of annual leave for periods greater than 4 weeks duration, thereby retaining salary and wages budgets for the funding of replacement staffing during extended periods of leave.
Infrastructure Reserve	The purpose of this reserve is to allow for the use of these reserve funds for the enhancement, replacement, refurbishment and purchase of infrastructure assets or project works of the City inclusive of the associated repayment of borrowings on infrastructure. Project works funded from this reserve may not necessarily belong to the City but must be carried out for the benefit of the City.
Medical Services Assistance Package Reserve	The purpose of this reserve is to fund future assistance to Medical Services in accordance with the City's participation in the Medical Services Incentive Scheme. This is inclusive of retention payments to General Practitioner's in accordance with the Medical Services Incentive Scheme.
Public Open Space Reserve	To fund development of land set aside for the purpose of public enjoyment and protection of unique, environmental, social, and cultural values for existing and future generations.
Rio Tinto Partnership Reserve	This reserve is maintained as part of the Community Infrastructure and Services Partnership (the Partnership) and the related funding agreements between the City and Rio Tinto Iron Ore. The purpose of the reserve is to preserve funds received under each funding agreement under the partnership and restrict the funds for the purpose of each funding agreement.
Strategic Reserve	The purpose of this reserve is to quarantine revenue funds that relate to contentious issues, projects, or programs. The funds are placed into reserve whilst an outcome or timing is established and released upon resolution of these.

Reserve	Purpose
Waste Management Reserve	The purpose of this reserve is to fund development, operation, and maintenance of the City's waste management facilities inclusive of repayments of borrowings.
Woodside Partnership Reserve	This reserve is maintained as part of the Woodside Partnership agreement between the City and Woodside. The purpose of the reserve is to preserve funds received under the funding agreement for the purpose of the agreement.

DISCUSSION
Reserves are part of the City's overall equity position. Reserves are funds which have been set aside for purposes and projects to be undertaken in future years.

Reserves are established by Council to achieve Council Plan objectives and are to be extinguished once the Reserve purpose has been achieved. The retention of obsolete Reserves restricts cash that could be utilised for funding other initiatives and can impact on cash ratios.

In accordance with CF14 Reserve Funding Policy, the City will review the number of, and funding of, all Reserves on an annual basis which has been completed through the 2026/27 budget process.

Wording amendments
Officers recommend that the wording be amended for the following reserves:

Reserve	Purpose
Rio Tinto Partnership Reserve	This reserve is maintained as part of the City's Community Partnership Agreement (CPA) and other related funding agreements between the City and Rio Tinto Iron Ore.
Infrastructure Reserve	To fund the upgrade, replacement, refurbishment, construction and purchase of infrastructure assets inclusive of the associated repayment of borrowings on infrastructure or contributions towards assets that benefit the community.
Aerodrome Reserve	To fund the development, operation, and maintenance of the Karratha Airport and associated infrastructure, inclusive of any repayments of borrowings.
Waste Management Reserve	To fund development, operation, and maintenance of the City's waste management facilities and services inclusive of repayments of borrowings.
Strategic Reserve	To fund larger projects that are anticipated, but not yet funded, in the Council Plan 2025 – 2035.

The wording of the Strategic Reserve has been aligned to assist strategies and allows the flexibility to support:

Community wellbeing – parks, community centres, events, youth facilities;

Environmental stewardship – conservation areas, coastal management, sustainability initiatives;
Economic development – tourism, business attraction, activation spaces, property development and funding initiatives;
Cultural development – heritage interpretation, public art, Aboriginal cultural recognition;
Civic functions – public amenities, service infrastructure, emergency management uses.

Reserve Closure
The Economic Development Reserve is earmarked for closure and the funds amalgamated into the Strategic Reserve. The purpose of the Strategic Reserve has been re-worded to account for funding of strategies that would have previously been funded from the Economic Development Strategy, thereby not changing the proposed use of the funds.
New Reserve
To enable the City to sustainably fund digital and data initiatives, we recommend establishing a dedicated Digital Transformation Reserve. By setting aside resources specifically for digital and data transformation, the City strengthens its ability to invest in secure, efficient, and future-focused technologies that enhance service delivery, improve organisational resilience, and ensure that critical upgrades can proceed.

The below details the proposed new reserve and its specific purpose:

Reserve	Purpose
Digital Transformation Reserve	To fund initiatives and infrastructure that support the City's Digital and Data Transformation.

A final breakdown reviewing each of the reserves are as follows:

Reserve	Recommendation
Aerodrome Reserve	**The officer's recommendation is to retain this reserve with suggested minor wording amendments.**
Dampier Drainage Reserve	**The officer's recommendation is to retain this reserve.**
Digital Transformation Reserve	To fund initiatives and infrastructure that support the City's Digital and Data Transformation. **The officer's recommendation is to open this new reserve to fund its purpose.**
Economic Development Reserve	**The officer's recommendation is to close this reserve and transfer the funds to the Strategic Reserve.**
Employee Entitlement Reserve	**The officer's recommendation is to retain this reserve.**
Infrastructure Reserve	**The officer's recommendation is to retain this reserve with suggested minor wording amendments.**
Medical Services Assistance Package Reserve	**The officer's recommendation is to retain this reserve.**

Reserve	Recommendation
Public Open Space Reserve	**The officer's recommendation is to retain this reserve.**
Rio Tinto Partnership Reserve	**The officer's recommendation is to retain this reserve with suggested minor wording amendments.**
Strategic Reserve	**The officer's recommendation is to retain this reserve and amend the purpose to include funding of strategies.**
Waste Management Reserve	**The officer's recommendation is to retain this reserve with suggested minor wording amendments.**
Woodside Partnership Reserve	**The officer's recommendation is to retain this reserve.**

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 economic issues affecting Council's ability to perform its role.

STATUTORY IMPLICATIONS
Pursuant to section 6.11 of the *Local Government Act 1995*, reserves are established if the City has a specific purpose for funds, the Council have the power to establish and maintain these reserves.

Subject to section 6.11(2)(b) of the *Local Government Act 1995*, any changes to uses of the money in a reserve account for another purpose requires public notice of the proposed use and requires an absolute majority from Council.

COUNCILLOR/OFFICER CONSULTATION
Consultation has taken place between the Chief Financial Officer and the Executive's that monitor individual reserves. This consultation was to ensure that legislative requirements were considered to ensure current reserves still have a relevant purpose.

COMMUNITY CONSULTATION
No community consultation is required.

POLICY IMPLICATIONS
The Reserves policy CF14 states that the review of reserves is completed on an annual basis through the planning and budget process.

FINANCIAL IMPLICATIONS
There will be financial implications as the reserve earmarked for closure has a remaining balance. Upon Council approval, this reserve will be closed, and the funds transferred as part of the Annual Budget for 2026/27:

Reserve	Funding allocations for balances
Economic Development Reserve	The estimated balance of this reserve for the 2025/26 FY is $1,190,000. This balance will be transferred to the Strategic Reserve to be utilised.

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	Closure of one reserve is recommended, however the funds will still remain in the reserve balances.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Moderate	Compliance to legislation and the City's policies are required to mitigate any compliance risks.

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

RELEVANT PRECEDENTS
OCM250428-06 Reserve Review 2025/26 demonstrates the previous year's review of reserves as this is an annual process before the Annual Budget is set.

VOTING REQUIREMENTS
Absolute majority.

CONCLUSION
Diligent financial management requires the reserves to be regularly reviewed to ensure the purpose of reserves and restricted funds held align to the budget and the direction of the City's strategic plans. This review supports the reserve policy and the purpose of the reserves to ensure that they are aligned to the current strategic plans.

COUNCILLOR QUESTION:
What was the Economic Development Reserve intended for?

CITY RESPONSE:
The Economic Development Reserve was originally established to support economic development initiatives. However, a subsequent review identified that there were no clearly defined mechanism governing contributions to the reserve, and that its objectives could be effectively met through the broader Strategic Reserve.

COUNCILLOR QUESTION:
Regarding the proposed Digital Transformation Reserve, specifically seeking clarification on the source of funds to be allocated to the reserve, what is the amount required to be contributed, and the anticipated overall cost of Council's digital transformation program?

CITY RESPONSE:
The City has advised that the purpose of establishing a Digital Transformation Reserve is to support ongoing and future investment in digital and data initiatives. There is an increasing reliance on digital systems across all aspects of Council operations, including service delivery, internal processes, and engagement with customers and suppliers. Council is currently behind in this area, and continued investment will be required, particularly as emerging technologies such as artificial intelligence become more integral to business operations.

The primary future cost drivers are expected to relate to Council's enterprise resource planning (ERP) system and data warehousing capabilities. While the full costs and funding mechanisms are still being determined, a draft IT Strategy has been developed to outline the overall approach, investment stages, and indicative funding requirements.

Councillors will be engaged through a workshop in the coming months to provide further detail on the proposed digital transformation program, including cost estimates, timeframes, and funding considerations. The establishment of the reserve is a proactive measure to support long-term planning and future budget provision.

COUNCILLOR QUESTION:
What is the current balance of the Strategic Reserve?

CITY RESPONSE:
The City advised that the Strategic Reserve currently has a quarantined balance of approximately $8 million.

COUNCILLOR QUESTION:
How are the funds managed within the Strategic Reserve? Are funds effectively earmarked in advance and later drawn down as required?

CITY RESPONSE:
The City advised that presently funds are placed into the Strategic Reserve as quarantined amounts for specific, identified purposes.

9.5 2025/26 REVIEW OF BUDGET

File No: FM.19

Responsible Executive Officer: Director Corporate Services

Reporting Author: Management Accountant

Date of Report: 23 February 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s): Review of Budget Report ended 31 December 2025

PURPOSE
For Council to consider the Review of Budget for the 2025/26 financial year.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-06
MOVED : Cr Swaffer
SECONDED : Cr Harris

That Council ADOPTS the 2025/26 Review of Budget which results in a proposed surplus of $9,663 for the financial year ended 30 June 2026.

CARRIED BY ABSOLUTE MAJORITY 8/0

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

BACKGROUND
The City ordinarily undertakes one statutory budget review each financial year, which is conducted after the second Quarter ending 31st December. This review is a statutory review and must be approved by Council before the 31st of March of each year.

DISCUSSION
A statutory review of Council's budget was conducted by City Officers in February 2026. Budget modifications have been recommended to forecast the most likely financial outcomes. The following table identifies items that are expected to have material or confirmed variances compared to the current budget and therefore require amendment:

Operating Movement		
Revenue		
Operating grants, subsidies and contributions	$8,064,684	$8m Gifted asset – Hearson Cove Road Upgrade
Fees and charges	$2,429,822	$1.8m due to increase in Airport revenue. $400k due to increased Waste revenue.
Interest earnings	($1,379,797)	$1m reduction in interest received from infrastructure reserve due to the Baynton development being funded from reserves

Other revenue	($611,684)	Workers' compensation reimbursements not originally budgeted for.
Expenditure		
Employee costs	$7,467,116	$6.5m of employee remuneration expenses, additional $431k for training & conferences and $283k additional in staff housing.
Insurance expenses	$575,038	Unexpected performance based premiums received during the year.
Materials and contracts	($12,080,321)	$12m reduction relating to the Mulataga development, delayed to the next financial year.
Interest expenses	($614,131)	The delay in the Bulgarra housing development has postponed the requirement for financing, thereby reducing interest expense.

Non-Operating Movement		
Project	**Variance to Original Budget**	**Comment**
Ten Year Footpath Program	$1,982,270	Increased to align with revised contract price.
Property Acquisition	$1,750,000	Purchase of additional housing to meet the demand for staff housing.
Coolawanyah & Dewitt Rd Intersection Reconstruction	$1,721,951	Adjustment required due to amounts not being carried forward from the 2025 financial year.
The Quarter HQ - Capital	$790,514	Fit out required for the quarter to support office administration.
Karratha Leisureplex - Capital	($580,000)	The full PA system upgrade has been deferred to 26/27 due to contractor availability. A scope increase has added a further $170k to the project; however, this is offset by $350k in reduced reactive capital and underspent works.
Community Storage Sheds Design and Construct	($590,000)	Reduced as per December OCM, funding reallocated to various other projects relating to the Community Infrastructure Plan.
Airside Upgrade	($604,761)	Expenditure has been reallocated from the Airport to City Projects under a new project, with some expenditure being deferred to the 26/27 financial year.
Waste Water Treatment Plant (WWTP) Capital	($605,645)	The budget has been reduced in the 25/26 financial year as the construction of the ablution block has been rescheduled to next year.
Karratha Airport - Capital	($612,186)	The full PA system upgrade has been deferred to 26/27 due to contractor availability, In addition, $81k relating to the IFE lift upgrade has been deferred to the 26/27 financial year, while $174k relates to ceiling replacement completed under budget.
Roebourne Recreation Precinct Masterplan - Capital	($669,082)	Project start date later than anticipated, expenditure moved to the following financial year. Report to March OCM to award the design contract with costs planned to carry across two financial years.

Golf Course Maintenance Compound D&C	($734,096)	Contract awarded, budget adjusted across FY to reflect OCM endorsed budget allocation post tender, as well as construction schedule supplied in the tender phase.
Bayview Road Culvert Replacement	($806,386)	Current budget allocation covers Horizon Power's upfront preliminary costs for the streetlight relocation. Contract award expected in May 2026, budget profile has been updated to match the likely construction timeline.
Purchase Equipment-Airport	($815,941)	$876k carried forward to 26/27 FY and additional $60k for a baggage handling system.
Karratha Bike Park	($850,000)	Karratha Bike Park detailed design and Tender have been deferred to November 2026, and the budget reallocated to the Wickham Bike Park.
Park Enhancement	($1,419,785)	Dog Exercise Park, Richardson Way Master Plan and Wickham Park South allocated to other projects and postponed to the 26/27 FY.
Kerb Renewals	($1,960,750)	Adjusted to current construction schedule with NWMC contract and alignment with footpaths. Scope reduction for this FY due to alignment with footpath and reseal programs.
Road Reseal Program	($2,284,153)	Carry forward scope to 26/27 due to scope availability pending footpath & kerbs work to be completed.
7 Mile Waste Cell Development - Construct	($3,999,130)	Tender award planned for Feb OCM, budget forecast updated to reflect the tender construction timeline. Tender has come in under budget so an overall reduction in approved budget required.
Housing Development - Baynton Apartments - Bajamalu	($4,307,921)	Updated timing based on contract signing date and revised construction schedule as per the agreement.

As a result of this review, a surplus of $9,663 is projected for 30 June 2026.

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 Council's ability to perform its role.

STATUTORY IMPLICATIONS
Regulation 33A Section 3 of the *Local Government (Financial Management) Regulations 1996* provides for a review of budget. This review has a statutory deadline of the 31st March.

COUNCILLOR/OFFICER CONSULTATION
The Executive and Management officers have been involved in regular reviews of operational and capital budgets as part of ongoing financial management and variance reporting to Council.

COMMUNITY CONSULTATION
No community consultation is required.

POLICY IMPLICATIONS
The City's Review of Budget is completed in accordance with CF16 Budget Review Policy.

FINANCIAL IMPLICATIONS

The Statement of Budget Review summarises the overall adjustments required to the budget as a result of the review and to reflect the decision from Ordinary Council Meetings since adoption of the 2025/26 Original Budget.

CITY OF KARRATHA		
STATEMENT OF BUDGET REVIEW		
FOR THE PERIOD ENDED 31 DECEMBER 2025		
	Adopted Budget	Budget Review
OPERATING ACTIVITIES		
Revenue from operating activities	204,075,890	213,565,003
Expenditure from operating activities	(177,636,240)	(173,425,150)
Less Non- cash amounts	31,055,217	22,767,035
	57,494,867	62,906,888
INVESTING ACTIVITIES		
Capital grants, subsidies and contributions	440,700	1,295,021
Capital Purchases	(94,181,592)	(78,725,805)
	(93,740,892)	(77,430,784)
FINANCING ACTIVITIES		
Proceeds from new borrowings	0	56,000,000
Transfers from reserve accounts	78,802,499	90,845,596
Payment of borrowings	0	(54,865,421)
Transfers to reserve accounts	(52,763,435)	(88,832,491)
	26,039,064	3,147,684
MOVEMENT IN SURPLUS OR DEFICIT		
Surplus or deficit at the start of the financial year	11,385,875	11,385,875
Amount attributable to operating activities	57,494,867	62,906,888
Amount attributable to investing activities	(93,740,892)	(77,430,784)
Amount attributable to financing activities	26,039,064	3,147,684
Surplus/(deficit)	**1,178,914**	**9,663**

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	The budget review identified a surplus variance to the 2025/26 Original Budget.
Service Interruption	N/A	Nil

Category	Risk level	Comments
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	The City's statutory budget review is a legislative requirement.

IMPACT ON CAPACITY
Impact on capacity or resourcing has been factored into the evaluation of each of the proposed changes.

RELEVANT PRECEDENTS
Two budget reviews were conducted in the 2024/25 financial year in line with statutory provisions and management practices.

VOTING REQUIREMENTS
Absolute Majority.

CONCLUSION
The proposed amendments from the Review of Budget for the 2025/26 Budget reflect the City's operations for the remainder of the financial year, resulting in an expected surplus of $9,663 as at 30 June 2026.

COUNCILLOR QUESTION:
Regarding the variance from the original budget for the Quarter fit out, does this expenditure relate to accommodating City office administration staff at the Quarter due to capacity constraints at the current offices.

CITY RESPONSE:
Correct.

COUNCILLOR QUESTION:
Which department is going to be based in the quarter?

CITY RESPONSE:
The City advised that specific Departmental allocations have not yet been finalised. The City is currently undertaking a review of office accommodation arrangements, with the intention of co-locating teams that work closely together and matching team sizes to the capacity of available spaces. Allocation decisions are being progressed as part of this overall space planning process.

COUNCILLOR QUESTION:
Does the current office accommodation pressures indicate that consideration of a new City administration facility should be brought back to the forefront for Council's consideration.

CITY RESPONSE:
The City acknowledged that it is experiencing pressure on office accommodation capacity. Two streams of work are currently underway: in the short term, the City is focused on optimising existing seating and accommodation arrangements using current facilities; and in the longer term, work is progressing to investigate broader accommodation solutions. The package of work is about to be released to the market to inform longer term decision making regarding future City facilities.

9.6 LONG TERM FINANCIAL PLAN

File No: FM.1

Responsible Executive Officer: Director Corporate Services

Reporting Author: Corporate Accountant

Date of Report: 19 January 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s): Long Term Financial Plan 2026-2036

PURPOSE
For Council to consider the draft Long Term Financial Plan for the period 2026/27 to 2035/36.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-07
MOVED : Cr Johannsen
SECONDED : Cr Harris

That Council RESOLVE to ADOPT the Long-Term Financial Plan 2026-36 (as attached).

CARRIED 8/0

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

BACKGROUND
Section 5.56(1) of the *Local Government Act 1995* requires local government authorities in Western Australia to plan for the future. To assist local government authorities in meeting their strategic planning responsibilities pursuant to this section, the Department of Local Government, Industry Regulation and Safety (LGIRS) has developed an Integrated Planning and Reporting (IPR) Framework.

As part of the development of the Integrated Strategic Planning Framework, Council is required to adopt a Long-Term Financial Plan (LTFP). The LTFP is a ten-year rolling financial plan and is created based on a series of assumptions that consider strategic direction, priorities and services identified throughout the City's Strategic Community Plan and Corporate Business Plan.

The LTFP integrates with other important strategic documents such as rating strategies (differential rating), the capital expenditure program, asset management plan, and workforce plan. The LTFP identifies the City's long term financial sustainability, allows early identification of financial issues and their longer-term impacts, shows the linkages between specific plans and strategies, and enhances the transparency and accountability of the Council to the community.

The following table highlights significant differences since the adoption of the City's previous LTFP.

	2025/26 to 2034/35	2026/27 to 2035/36	Explanation
	$	$	
Operating Revenue			
Rates	800m	808m	Increase in rates revenue due to population growth and new commercial and industrial developments. TWA and Strategic Industry rates account for new developments expected and approval extensions Perdaman, and The Ranges.
User fees and charges	879m	923m	The revised LTFP includes lease income derived from the Quarter Investment property, plus revenue generated from the Red Earth Arts Precinct and the Karratha Leisureplex.
Operating Expenses			
Employee Costs	717m	784m	FTE is forecast to increase from 398 in 2025/26 to 425 in 2026/27, driven by delivery of the Capital Infrastructure Program, increased regulatory requirements, and expanded service provision. The revised LTFP reflects updated workforce planning to ensure the City can meet current and emerging service demands.
Depreciation	323m	325m	Depreciation assumption remains at 1.0% to maintain a consistent asset base with capital works.
Capital			
New borrowings	-	100m	Bulgarra Housing Initiative and implementation of the Community Infrastructure Plan.
Capital Program	489m	452m	Over the 10 years of the LTFP the Capital Program shows a decrease in expenditure. The expenditure amount includes Funding. The following significant items have been included in the revised capital program, some items of which come under the Community Infrastructure Plan; • Housing Investment Program 'Project Dorothy' • Conzinc Bay Road (Murujuga National Park Entry Road) • KRMO multi-use hard courts & lighting • Wickham Boat Beach Jetty & Boat Ramp • Karratha Leisureplex Improvements • Hampton Oval Sports Lighting • Karratha Bike Park • Roebourne Recreation Precinct • Wickham Recreation Precinct – Multi Sport Courts Hard Shade • Wickham South Youth Recreation Area • Roebourne Streetscape Masterplan • Bathgate Road Upgrade Any prospective projects and facilities that are not sufficiently detailed at this stage have been removed from the plan. They will be incorporated into future

			plans once endorsed by Council and transparency around timing, revenue, expenditure, and capital is known.

The LTFP is a ten-year rolling plan formulated based on additional assumptions regarding the City's revenue and expenditure.

Capital costs are expected to continue to fluctuate; therefore, it is necessary to establish a defined baseline when preparing the capital program for the LTFP. The values disclosed in this plan represent best-estimate future prices and costs at the time of preparation.

This plan will be reviewed on a regular basis in line with Integrated Planning and Reporting requirements.

DISCUSSION

Financial sustainability is a key challenge facing local governments due to several contributing factors including increased demand for services beyond those traditionally provided due to anticipated population growth, cost shifting from other levels of government, ageing infrastructure, and constraints on revenue growth.

The financial challenges identified in the LTFP have emerged over a number of years and can be attributed to:

- the need to remain financially sustainable and generate sufficient funding to renew and expand essential community assets;
- Local Government costs continually increasing at a higher rate than CPI which combined with additional costs associated with the remoteness of the region provides a funding challenge for ensuring sustainability and meeting increasing community expectations and environmental standards;
- population growth forecasts vary dependent on economic cycles making it difficult to calculate market demand for facilities and services over a sustained period of time;
- uncertainty in State and Federal grants as the City progresses with the Community Infrastructure program, as they are based on population and capacity to generate rates and revenues;
- demand for additional facilities and services identified through the development of the Strategic Community Plan.

In preparing the LTFP, three scenarios have been modelled to inform the community of the financial implications of activities and service levels outlined in the City's Council Plan 2025-2035.

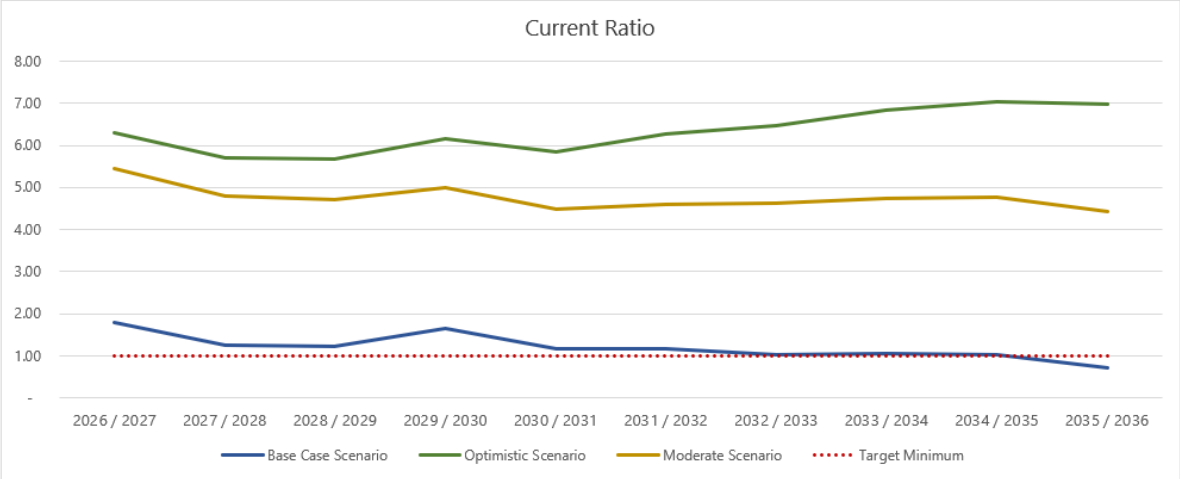
The base case scenario being a business-as-usual approach is based on an assessment of demand created by known resource projects, housing initiatives and expected population growth. The moderate growth scenario is based on nominal average population growth of 1.05% (Current REMPLAN Forecast) and higher than expected CPI, which increases costs for goods and services due to decreased demand. The high growth scenario reflects increased expectations around major project employment and lower than expected CPI, which increases consumer spending, lowering the cost of goods and services through increased demand. The high growth scenario is aspirational and assumes all local operational employees of new resources projects will require a residential property.

Administration recommends the base case scenario as it presents less risk to the City while still improving the standard of amenity and service. The base case scenario results in a

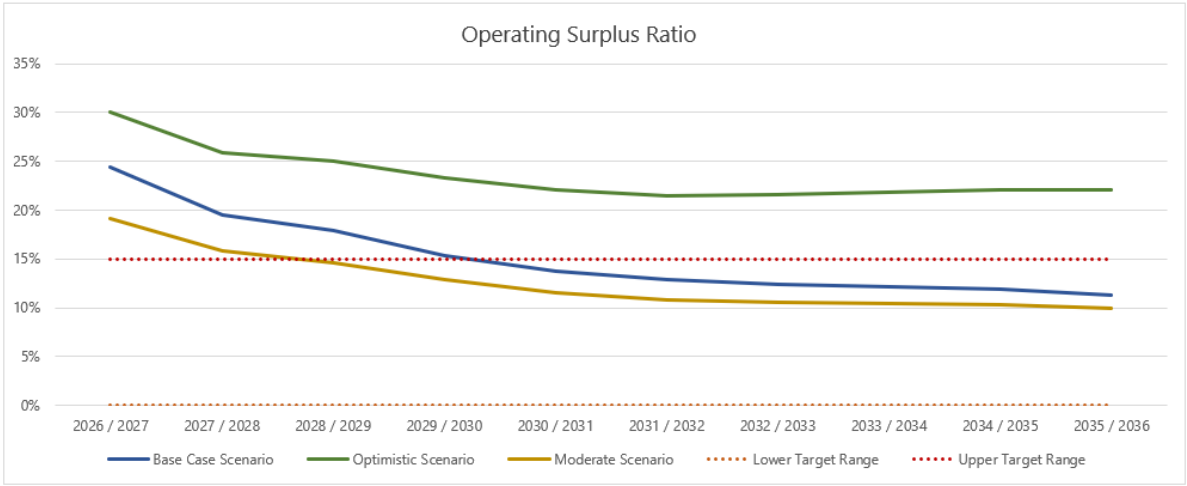
positive operating surplus, sound capacity to meet short-term financial obligations, a consistent trend in rates coverage and ability to generate sufficient cash to cover debt payments.

The following graphs provide a snapshot of the City's financial sustainability measures over the life of the LTFP:

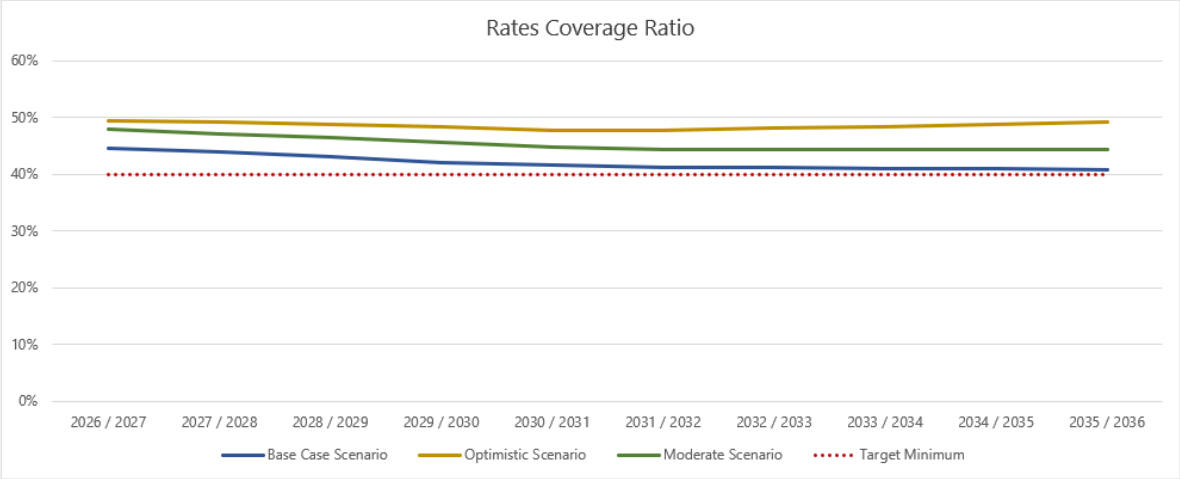
The Current Ratio measures the capacity of Council to meet its short-term financial obligations from available funds. The Current Ratio falls slightly below the target of 1% towards the end of the 10 years of the plan, however it is difficult to estimate timing items such as grants that will adjust this figure favourably.



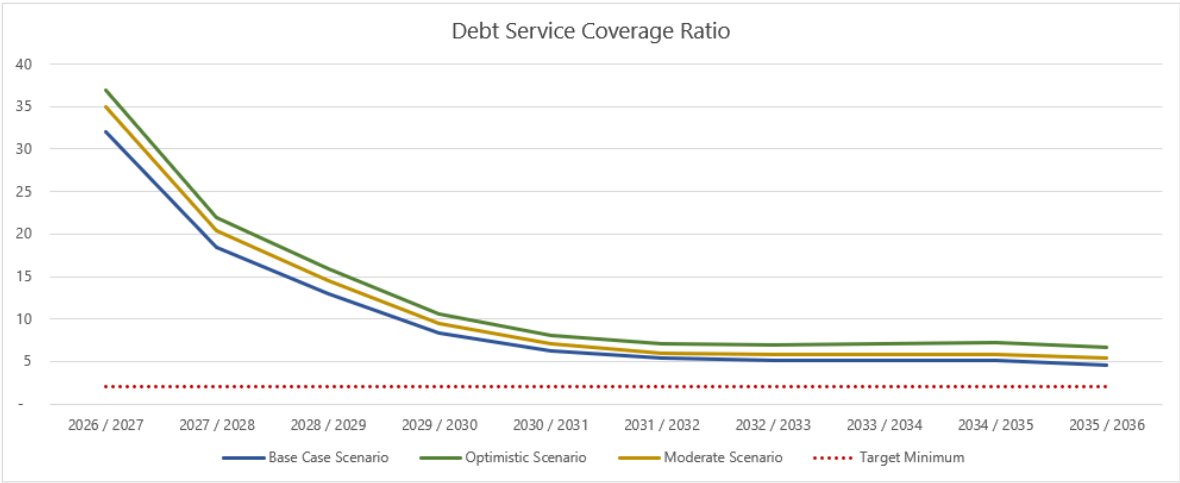
The Operating Surplus Ratio indicates the extent to which revenue raised not only covers operational expenses but also provides for Capital Funding. The target of an operating surplus is achieved each year of the LTFP. This indicates that surplus funds are available for capital works.



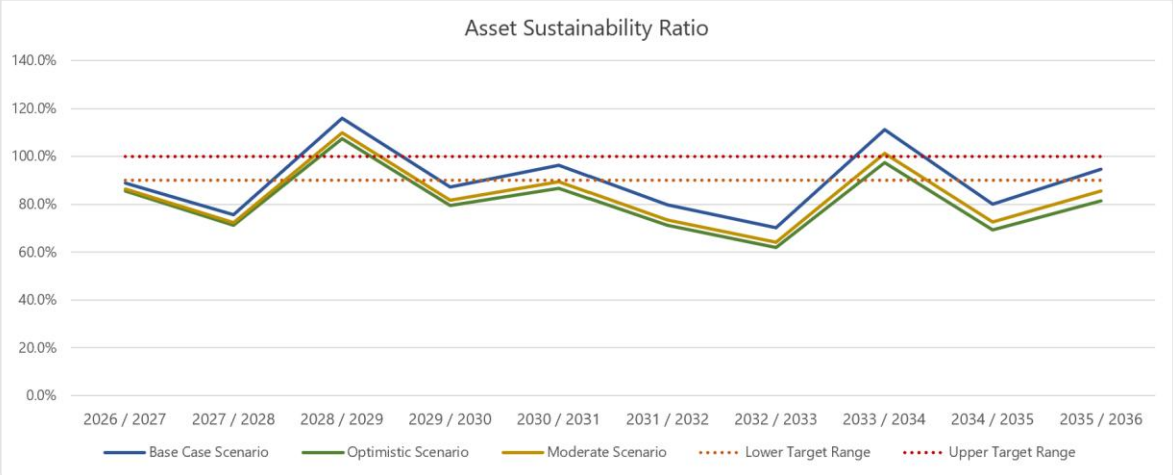
The Rates Coverage Ratio provides an indication of Council's ability to cover its costs from its own source revenue. The trend shows the rates coverage ratio is over 40% for the term of the 10 years of the plan.



The Debt Service Coverage Ratio indicates the City's ability to generate sufficient cash to cover its debt payments. The City's debt ratio being higher than 2 indicates the ability to fund the LTFP's proposed levels of debt.



The Asset Sustainability Ratio indicates the extent to which assets managed by Council are being renewed or replaced as they reach the end of their useful lives. The fall below the lower target range is due to new works forecasted within the capital works program, in excess of renewal works which are used to calculate the ratio. This ratio is but one measure of financial sustainability, and it is only due to new works that it appears poor. As assets age, renewal works are expected to increase, however with new assets being built it will be some time before this ratio is expected to improve again.



LEVEL OF SIGNIFICANCE

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

Financial integrity is essential to the future operational viability of the City but also as the custodian of community assets and service provision. The ability to forecast, predict, and monitor financial operations, activities, and capital projects is imperative to ensure that future 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 Government obligations for the ongoing development of infrastructure and services.

STATUTORY IMPLICATIONS

Section 5.56 *Local Government Act 1995* provides that a local government is to plan for the future of the district.

COUNCILLOR/OFFICER CONSULTATION

Councillor Strategy sessions have allowed Council to review capital programs and assumptions used in the long-term planning of the City. Extensive consultation has also taken place with relevant Managers and Executives in reviewing the detail contained within the Long-Term Financial Plan.

COMMUNITY CONSULTATION

No community consultation is required.

POLICY IMPLICATIONS

There are no policy implications.

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. In particular the Corporate Business Plan:

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

Objective: 7.3 Ensure the City is well governed and managed
7.5 Provide strong financial management and transparency

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Moderate	Financial risk will be addressed through an annual review of budgetary expenditure and revenue allocated within the LTFP and Corporate Business Plan effected through development of an Annual Budget for each financial year. The LTFP will assist with preparation of the Annual Budget.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	If the City is not governed with the goal of stringent financial sustainability the risk is reputational damage with the Community and ratepayers.
Compliance	Moderate	The updated Long Term Financial Plan will continue to ensure Council's compliance with Section 5.56(1) of the *Local Government Act 1995*

IMPACT ON CAPACITY
Decisions made within the adoption of the LTFP may impact on future resourcing of the City and will directly inform the Community Infrastructure and Corporate Business Plan.

RELEVANT PRECEDENTS
The Long-Term Financial Plan is updated annually, with the last review adopted by Council in July 2025.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
The Long-Term Financial Plan 2026-2036 will facilitate the progression of updates to Integrated Strategic Planning documents to ensure the sustainability of the City as it continues to meet the ongoing needs of the Community now and into the future.

COUNCILLOR QUESTION:
The $100 million capital allocation referenced in the new budget, specifically does this amount comprises two separate items—namely the Bulgarra Housing Initiative and the

implementation of the Community Infrastructure Plan—can these be reported as distinct capital projects?

CITY RESPONSE:
Agenda has been amended to reflect the 2 items clearly:

New borrowings	-	44m	Implementation of the Community Infrastructure Plan.
Bulgarra Housing Initiative	-	56m	Borrowings to complete the project.

COUNCILLOR QUESTION:
How is the 1.05% growth figure, stated in the Long-Term Financial Plan, derived? Is Council understating anticipated growth, and how is population assumptions affecting decision making in relation to the Long Term Financial Plan?

CITY RESPONSE:

The Long Term Financial Plan (LTFP) is based on a range of assumptions, of which the growth rate is only one component. The assumed growth rate of 1.05 per cent reflects population trends and known Development Application activity. New developments, such as the Mulataga housing project, are included where the Administration is aware of them. Conversely, when developments cease or come offline, such as Transient Workers' Accommodation, the associated rates revenue is removed from the assumptions. In addition to growth, the LTFP includes an assumed rates yield to ensure the City can meet increases in costs for materials, services and other operational expenses.

9.7 REVIEW OF COUNCIL POLICIES

File No: CM.124

Responsible Executive Officer: Director Corporate Services

Reporting Author: Manager Governance

Date of Report: 23 February 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s):
1. Draft Council Policy - Feedback Policy
2. Council Policy CE01 Unbudgeted Financial Requests from Community (to be repealed)
3. Council Policy CG15 Customer Service Charter (to be repealed)
4. Draft Operational Policy - Customer Service Charter

PURPOSE
For Council to consider a number of Council Policies that are presented for repeal or adoption.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-08
MOVED : Cr Gillam
SECONDED : Cr Swaffer

That Council:

1. ADOPT the following Council Policies:
   a. Council Policy CS26 Feedback Policy; and
2. REPEAL the following Council Policies:
   a. Council Policy CG15 Customer Service Charter to be reclassified as an Operational Policy, and
   b. Council Policy CE01 Unbudgeted Financial Requests from Community.

CARRIED 8/0

FOR : Cr Scott, Cr Gillam, Cr Furlong, Cr Johannsen, Cr Roots, Cr Swaffer, Cr Bryne, 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.

Under section 2.7 of the *Local Government Act 1995*, which outlines the role of Council, subsection (2)(b) provides that the Council is responsible for determining 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

Feedback Policy

This is a new policy designed to manage feedback received in the form of compliments and complaints. The policy provides a process for customers to give and staff to respond to feedback. The policy outlines service commitments, how to lodge feedback, how complaints will be handled under a four-tier approach, how compliments will be handled and how feedback will be recorded and reported. Additionally, it also addresses unreasonable customer conduct, vexatious, frivolous and malicious complaints. Review of this document is next scheduled to be in 3 years.

Customer Service Charter

Council Policy CG15 is proposed to be reclassified as an Operational Policy. The document has undergone a significant rewrite to align with community expectations outlined in the Council Plan, including commitments to high-quality customer service, service standards, accessibility, respectful engagement, and effective feedback for customers. The policy was last reviewed by Council in February 2021, with reviews scheduled every four years.

Unbudgeted Financial Requests from Community

This policy is proposed to be repealed as it was last considered by Council in August 2012. Alternate procedures have now been established to consider community requests that miss grant submission deadlines. More frequent funding rounds, new grants with eligibility criteria and options to consider major works through community infrastructure plans and long-term financial plans have been introduced to enable the community to make submissions for funding. Many of these features have been included in the existing Council Policy CS06 Community Grants and Contributions Scheme.

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 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 and Executive Leadership Team.

COMMUNITY CONSULTATION

No community consultation is required.

POLICY IMPLICATIONS

The policies identified will be amended once adopted by Council. Those policies to be repealed will have no further effect should the Officers Recommendation be accepted.

FINANCIAL IMPLICATIONS
There are no financial implications.

STRATEGIC IMPLICATIONS
Governance and Policy 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 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.

Council adopted a previous version of *CE01 Unbudgeted Financial Requests from Community* in August 2012.

Council adopted a previous version of *CG15 Customer Service Charter* in February 2021.

VOTING REQUIREMENTS
Simple 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 community's goals and values.

9.8 AUDIT RISK AND IMPROVEMENT COMMITTEE - 16 FEBRUARY 2026

File No: FM01

Responsible Executive Officer: Director Corporate Services

Reporting Author: Manager Governance

Date of Report: 19 February 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s): Audit Risk and Improvement Committee Minutes for 16 February 2026

PURPOSE
For Council to consider the discussion and recommendations from the Audit Risk and Improvement Committee held on Monday 16 February 2026.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-09
MOVED : Cr Harris
SECONDED : Cr Furlong

That Council:

1. **RECEIVE the Minutes of the Audit, Risk and improvement Committee held on 16 February 2026;**
2. **ACCEPT the amended Terms of Reference for the Audit, Risk and Improvement Committee;**
3. **NOTE the Scheduled meeting dates for the Audit, Risk and Improvement Committee as:**
    a. **Wednesday 3 June 2026 at 3pm**
    b. **Monday 17 August 2026 at 3pm, and**
    c. **Monday 23 November 2026.**

CARRIED 8/0

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

BACKGROUND
The Audit Risk and Improvement Committee met on Monday 16 February to consider the following matters:

1. **Terms of Reference**
   The Terms of Reference were updated to reflect amendments passed by State Parliament in December 2025 and came into force on 1 January 2026 that includes:
   (a) Public attendance at meetings that are only closed for any confidential matters
   (b) Notice Periods and Circulation of Committee Agendas
   (c) Expansion of Schedule 1 to include:

i. Receive and review annual compliance audits and making recommendations to Council on actions to be taken; and
ii. Committee to meet with internal and external auditors in camera annually to discuss audit plans and the final results of engagements.

Meetings of the Audit, Risk and Improvement Committee are scheduled to be held a minimum four times a year. Proposed dates for the purposes of public notice are:

Tuesday 2 June 2026 at 3pm
Monday 17 August 2026 at 3pm
Monday 23 November 2026.

Variations to this schedule or additional dates will be public notified in accordance with the Act and Regulations.

2. **Governance Updates**
The Committee received the Governance Report Update as a standing item until December 2026 with discussions centred around the number of overdue policies that are a key area for the Administration to focus on as a priority.

3. **Risk Management Update**
The Committee received the Risk Management Report that addressed the draft strategic risk register.

The Committee also received the update on Major Housing Developments.

4. **Audit Update**
The Committee received the progress update to the Audit Recommendations Report and considered a confidential matter.

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 Council's ability to perform its role.

STATUTORY IMPLICATIONS
Part 7 of the *Local Government Act 1995* makes provision for the audit committee and the conduct of audits.

COUNCILLOR/OFFICER CONSULTATION
Consultation has taken place with the ARIC, Executive Leadership Team, Finance, Governance and other impacted areas in relation to relevant items.

COMMUNITY CONSULTATION
No community consultation is required.

POLICY IMPLICATIONS
There are no policy implications.

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	The Committee's review of key governance and compliance documents ensures that financial risks will be appropriately managed. Audit engagement will provide assurance to the accuracy of data reported.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Moderate	The ARIC meet regularly and adequately monitor audit and risk activities to ensure public trust in the City's operations.
Compliance	Moderate	The City is required to have an audit committee and conduct frequent meetings.

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

RELEVANT PRECEDENTS
The audit committee meet regularly each year with the last meeting being held 25 November 2025.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
The Committee's meeting on 16 February 2026 confirmed ongoing progress in financial, governance, and risk oversight. Development of a draft strategic risk register and a greater awareness of major projects and associated governance, IT, and audit recommendations supported the Committee's continued commitment to strong accountability and effective oversight.

9.9 WITHDRAWN - ACQUISITION OF RESIDENTIAL PROPERTIES TO SUPPORT WORKFORCE HOUSING DEMAND

This item was withdrawn following the March Public Briefing to allow for further consideration by Administration.

File No:	CP.1978
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Commercial and Residential Property Coordinator
Date of Report:	23 January 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

For Council to consider approving the inclusion of capital funding in the 2025/26 and 2026/27 budget to enable the acquisition of four to five residential properties required to support forecast workforce growth and associated housing demand.

OFFICER'S RECOMMENDATION

That Council:

1. **APPROVE by absolute majority the inclusion of a new capital budget allocation of up to $1.75 million in the 2025/26 review of budget funded from the Infrastructure Reserve; and**
2. **APPROVE, in principle, $3.25 million in the 2026/27 budget, funded 60% from the Aerodrome Reserve and 40% from the Waste Reserve, for the acquisition of residential properties to meet forecast workforce housing demand.**

BACKGROUND

The City owns and manages a residential property portfolio to support workforce attraction and retention in a market where access to suitable housing remains limited.

Continued workforce growth, coupled with constrained housing supply in the Pilbara, is placing increasing pressure on the City's capacity to secure appropriate accommodation through the private rental market.

Six dwellings are currently under construction on Hancock Way, Bulgarra, and are scheduled for completion by June 2026. Upon completion, these properties will be allocated to employee housing.

In addition, a new Employee Housing Policy has been developed to provide a revised framework for housing allocation, with assignments guided by household composition.

Table 1: Overview of the City's Residential Property Portfolio

Dwelling Type	Total	Comments
Employee Housing	67	Only 2 unallocated properties remain (1 of which is under refurbishment)
SWA Housing	30	100% allocated. 2 private rentals have temporarily been put in the SWA Pool due to their units in Shakespeare under refurbishment.
Private (Agency) Rentals – Employee Housing	13	1 property has been sold and will return back to the Agent/Owner.
Allied Health and Student Accommodation	3	100% allocated.
City owned housing rented to the private market.	2	Occupied
Shakespeare Units	6	Under refurbishment (previously private rentals – to be realigned to SWA).
Hancock Way	6	Under construction (only 1 currently allocated to an employee 5 are yet to be aligned to employee housing)
Total	**127**	

DISCUSSION

Workforce growth over the next four years is projected to increase significantly, reflecting the organisation's scale-up to deliver the commitments outlined in the Council Plan and Community Infrastructure Plan, the establishment of a fifth directorate, and the need to respond to ongoing reform initiatives and system improvements.

In this context, broader strategic work is currently underway to review the City's future workforce planning requirements and associated employee housing needs. This work is closely aligned with the objectives of the City's Workforce Management Strategy and is considering the scale and type of accommodation required to support workforce attraction and retention over the medium to long term, particularly in a remote regional operating environment. The outcomes of this review will inform future decisions regarding the planning, acquisition and management of employee housing to ensure the City maintains appropriate capacity to support its workforce and service delivery requirements.

City-owned housing is limited to about 22% of Council staff, with priority given to roles critical for service continuity, legislative compliance, facility operations, or high demand skills. Some eligible employees opt for a housing allowance instead of a City property.

For the 2025/26 financial year, the City is projected to spend approximately $760,000 per annum on rental accommodation. In addition to the ongoing financial commitment, reliance on the private rental market presents risks to the stability, availability, and continuity of housing for staff.

Given the high cost and volatility of the private rental market, acquisition of residential properties is considered a more sustainable and cost-effective long-term strategy. Ownership would reduce exposure to market fluctuations, provide greater security of tenure for staff, strengthen workforce attraction and retention outcomes, and strategically expand Council's residential property portfolio.

To address current and projected demand, it is proposed that a capital allocation be included in the 2025/26 and 2026/27 budgets to enable the acquisition of residential properties. Indicative planning assumes the purchase of up to five dwellings, comprising a mix of housing types to accommodate varying household compositions and support executive attraction and retention requirements.

Dwelling Type	**Indicative Unit Cost Range**	**Estimated Subtotal**
Director dwelling (4x2 with pool) (1)	$900K – $1.30M	$900K – $1.30M
3+ bedroom dwellings (up to 3)	$700K – $1.00M each	$2.10M – $3.00M
2-bedroom dwellings (up to 1)	$550K – $700K each	$1.10M – $1.40M
Indicative Total	—	**$3.5M – $5 M**

**Figures are indicative only and provided for budget forecasting purposes.*

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 retention and attraction of appropriately qualified employees and ensuring that Council is able to meet its strategic outcomes.

STATUTORY IMPLICATIONS
Section 6.8(1)(b) of the *Local Government Act 1995* requires absolute majority approval to authorise new budget expenditure.

COUNCILLOR/OFFICER CONSULTATION
Internal consultation has taken place with Executive, Financial Services, People and Culture and the Property Team.

COMMUNITY CONSULTATION
No community consultation is required.

POLICY IMPLICATIONS
There are no adverse policy implications.

FINANCIAL IMPLICATIONS
$1.75 million has been allocated in the FY2025/26 Q2 Review of Budget, with funding to be drawn from the Infrastructure Reserve.

A further $3.25 million is proposed for inclusion in the FY2026/27 Annual Budget, with 60% funded from the Aerodrome Reserve and 40% from the Waste Reserve. This allocation supports additional accommodation requirements associated with the establishment of the fifth directorate, including positions with housing allocations within the Airport and Waste Services teams.

The expected balance of these reserves as of the 30 June 2026, excluding the $3.25M transaction are listed below:

Aerodrome - $25,570,986
Waste - $41,048,875
Infrastructure - $ 20,649,640 (balance after the $1.75m budget allocation)

STRATEGIC IMPLICATIONS
An increased supply of employee housing is a critical enabler for the recruitment and retention of staff responsible for delivering key projects and services outlined in the Council Plan 2025–2035.

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	High	No current budget provision, failure to approve funding may result in continued exposure to high and volatile rental costs.
Service Interruption	High	Inability to secure employee housing may delay recruitment, onboarding and workforce continuity potentially impacting service delivery.
Environment	N/A	Nil.
Reputation	Low	Risk of perceived workforce instability if housing constraints impact recruitment and retention.
Compliance	Low	Property acquisitions are undertaken in accordance with the City's financial and governance frameworks.

IMPACT ON CAPACITY
There is a moderate short-term impact associated with progressing property identification, due diligence, valuation and reporting requirements. This impact will be managed within the existing Property Team's resources as part of core business activities.

RELEVANT PRECEDENTS
The Aerodrome Reserve has previously funded two staff houses to assist housing requirements for Airport Staff.

VOTING REQUIREMENTS
Absolute Majority.

CONCLUSION
In summary, the City's existing residential portfolio is operating at or near full capacity, with minimal availability to accommodate projected workforce growth. While the completion of the Hancock Way dwellings will provide some additional supply, this will not be sufficient to meet forecast demand. Without a proactive approach to increasing housing stock, the City will remain heavily reliant on a constrained and competitive private rental market, which poses risks to timely recruitment, retention and service delivery.

The proposed capital allocations across the 2025/26 and 2026/27 budgets will enable the strategic acquisition of four to five residential properties to meet anticipated workforce requirements. This approach aligns with the new Employee Housing Policy and supports a planned, flexible and sustainable response to housing demand.

COUNCILLOR QUESTION:
Will the proposed housing be acquired through purchases within the existing private housing market, potentially competing with residents seeking housing?

CITY RESPONSE:
Yes

COUNCILLOR QUESTION:
Has the City considered optimising the use of existing housing assets currently owned or managed by the City, prior to pursuing additional housing acquisitions or developments?

CITY RESPONSE:
The City advised that Council has recently introduced a policy aimed at optimising the use of City owned housing. Under this policy, occupants of City owned dwellings are not permitted to own another residential property within 60 kilometres of the City. Where employees are found to be impacted, a transition process is underway requiring them, within a 12 month period, to either vacate the City owned dwelling or divest ownership of the other property. This approach is consistent with comparable policies applied by State Government agencies and is intended to ensure City owned housing is used efficiently and for its intended purpose.

The City advised that City owned housing continues to play an important role in attracting and onboarding specialist and technical staff, who may need temporary accommodation upon relocation to the City. However, Council's longer-term objective is to support these employees to transition out of City owned housing and into private home ownership where possible. A range of initiatives and considerations are currently being progressed in this area, with the goal of reducing reliance on City owned housing while retaining skilled staff within the community.

COUNCILLOR QUESTION:
Do we have the numbers of what that would look like?

CITY RESPONSE:
The City advised that at this stage it is not possible to confirm how many City owned houses may be returned, as the recently adopted housing policy is currently being implemented. The policy took effect from 1 March, and affected employees have been provided with a four to six week period to declare any additional property ownership and to either indicate an intention to vacate City owned housing or to commence a divestment process, subject to CEO approval. This process is currently underway and expected to be largely progressed during March and April, and therefore the final number of dwellings that may be returned is not yet known.

It was further advised that a provisional allocation has been included in the 2026–27 budget to provide flexibility during the transition period, noting that the transition timeframe may extend up to 12 months in some cases due to differing lease arrangements and personal circumstances. While it is anticipated that some employees will exit City owned housing, it was also noted that Council's current service delivery priorities and staffing requirements mean there is an ongoing need for housing in certain roles.

Housing allocations are based on demonstrated operational necessity rather than as an entitlement, with each role required to meet strict criteria supported by a business case. This includes roles that are difficult to recruit due to housing availability or where regulatory or operational requirements necessitate onsite staffing.

COUNCILLOR QUESTION:
Has consideration been given to establishing a long-term cap or benchmark for City-owned housing, based on an employee to housing ratio?

CITY RESPONSE:
No housing to staff ratio cap is currently applied. Council's overarching objective remains to progressively transition employees out of City owned housing and into private

accommodation where possible. Work is ongoing to support this transition, including exploring pathways for long-term employees who wish to establish permanent residence in the City.

COUNCILLOR QUESTION:
Does the City consider market availability and location when acquiring housing for staff, including whether opportunities are explored in areas such as the Eastern Corridor for staff based there, rather than acquiring housing solely within the townsite?

CITY RESPONSE:
This is one of the first occasions in recent years where the City has considered purchasing additional housing, and this has been driven by recent increases in staff numbers and the need to bridge short-term accommodation gaps. The City does consider market availability and location when acquiring housing. Opportunities in areas such as the Eastern Corridor are absolutely considered, particularly where there are housing eligible roles based in those locations, and such acquisitions can form part of a broader and flexible housing mix rather than being limited solely to the townsite.

COUNCILLOR QUESTION:
From the 67 City owned employee housing dwellings currently recorded, how many are allocated to positions classified as critical roles?

CITY RESPONSE:
Most of the 67 employee housing dwellings are allocated to positions considered to be critical roles. City owned housing represents approximately 22 per cent of the City's overall staffing profile. In making this assessment, it was acknowledged that employee housing plays an important role in attraction and retention.

COUNCILLOR QUESTION:
What is the urgency of employee housing requirements? How quickly does the accommodation need to be delivered to meet operational needs? Will the new housing development be utilised to meet employee housing needs, rather than acquiring or allocating additional standalone dwellings?

CITY RESPONSE:

The housing requirements relate to roles that are currently being actively recruited, with timing becoming increasingly critical to business operations in the 2025–26 financial year.

While the Baynton development is currently tracking for completion around the end of December, there are additional time considerations, including land transfer and settlement processes. Although modelling and planning are underway to utilise these dwellings where possible, the timing of their completion means they will not be available in time to meet some immediate and incoming staffing needs.

9.10 CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES

File No:	GV.22
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Governance
Date of Report:	18 February 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Updated Code of Conduct for Council Members, Committee Members and Candidates

PURPOSE
For Council to consider adopting the updated Code of Conduct, which incorporates recent legislative updates.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-10
MOVED : Cr Furlong
SECONDED : Cr Swaffer

That Council:
1. **ADOPT the updated Code of Conduct for Council Members, Committee Members and Candidates, AND**
2. **REPEAL Policy CG18 – Complaint Investigation as it is superseded; AND**
3. **APPOINT the CEO to receive Complaints in accordance with Clause 11(3) of the Code.**

CARRIED BY ABSOLUTE MAJORITY 8/0

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

BACKGROUND
Council's Code of Conduct was last adopted on 26 April 2021 (Res 154784). The Code has been reviewed to comply with new legislative requirements as part of the ongoing reforms to the *Local Government Act 1995*. The recent amendment includes the introduction of clauses 14A (Appointment of monitor) and 14B (Performance of local government functions under clauses 12 and 13), which came into effect from 1 January 2026. These clauses clarify the role of monitors and the delegation of complaint-handling functions. The Code is required to be updated prior to 1 April 2026.

DISCUSSION
Clauses 14A and 14B of the Code address:

- **14A — Appointment of monitor:** Provides that the Inspector can appoint a monitor to assist the local government in dealing with complaints and can direct the local government to defer dealing with a complaint until the monitor reports.

- **14B — Performance of functions under clauses 12 and 13:** Confirms that the council performs complaint-handling functions but may, by absolute majority resolution, delegate to a council-only committee or an appropriately qualified external person, with safeguards for impartiality and qualifications.

The adoption of the Code includes a new complaint-handling process that is compliant with the Act. This supersedes Council Policy CG18 – Complaint Investigation that will be repealed.

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.

STATUTORY IMPLICATIONS
In accordance with section 5.104 of the *Local Government Act 1995*, within 3 months after the day on which regulations amending the model code come into operation, a local government must amend and adopt a code of conduct to be observed by council members, committee members and candidates that incorporates the model code. An absolute majority decision is required.

COUNCILLOR/OFFICER CONSULTATION
No Councillor or Officer consultation is required. Reforms to the Act have been ongoing since 2023 and progress updates are provided to the City's Executive and Councillors.

COMMUNITY CONSULTATION
No community consultation is required.

POLICY IMPLICATIONS
There are no policy implications.

FINANCIAL IMPLICATIONS
There are no financial implications.

STRATEGIC IMPLICATIONS
This item is not relevant to the City of Karratha's Council Plan 2025-2035.

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	Ensures Council maintains public trust and governance standards
Compliance	Moderate	Clarifies complaint handling and delegation responsibilities and ensures compliance with regulatory implementation dates.

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

RELEVANT PRECEDENTS
The current version of the Code of Conduct for Council Members, Committee Members and Candidates was adopted by Council on 26 April 2021.

VOTING REQUIREMENTS
Absolute Majority.

CONCLUSION
The updated Code of Conduct incorporates recent legislative and procedural amendments, including the introduction of clauses 14A and 14B, which clarify the appointment of monitors and the performance and delegation of complaint-handling functions.

The City is required by the Act to adopt the new Code of Conduct based on the amended model code.

10 COMMUNITY EXPERIENCE REPORTS

Cr. Furlong left the Council Chambers due to a direct financial interest in Item 10.1 at 6:38pm

10.1 HEALTH SERVICES INVESTIGATION

File No:	CS.130
Responsible Executive Officer:	Director Community Experience
Reporting Author:	Principal Community Planning
Date of Report:	17 February 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. Health Services Investigation Report 2. Health Services Investigation Implementation Plan

PURPOSE
For Council to consider the outcomes of the City's review of potential initiatives to support the local health services sector and to seek agreement to progress the recommended prioritised initiatives.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-11
MOVED : Cr Roots
SECONDED : Cr Swaffer

That Council:

1. **NOTE the Health Services Investigation Report identifying eight initiatives to support the local health services sector, as provided in Attachment 1.**
2. **AGREE to advertise the Health Services Investigation Implementation Plan (Attachment 2) for public feedback for a minimum 2-week period; and**
3. **REQUEST the Chief Executive Officer to present back to Council a summary of feedback received following the advertising period, along with the final Health Services Investigation Implementation Plan, for consideration.**

CARRIED 7/0

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

BACKGROUND
In 2024, the City of Karratha (City) engaged EY to review the effectiveness, efficiency, and impact of the Medical Services Housing Subsidy (MSHS). At the August 2024 Ordinary

Council Meeting, Council resolved to continue the MSHS at the City's cost until 30 June 2025 (capped at 14 FTE), approved associated unbudgeted expenditure, and requested the Chief Executive Officer (CEO) to further investigate the City's health care needs and identify appropriate initiatives to be considered for the 2025/26 financial year. The MSHS operated to the end of the 2024/25 financial year and has since been discontinued.

In response to Council's direction and recognising that the provision of health services is primarily the responsibility of State and Commonwealth governments, the City subsequently engaged EY through a competitive process to undertake an investigation into local community health care needs and associated workforce demands. The purpose of this investigation was to identify opportunities where the City could play a meaningful, appropriate, and complementary role in supporting improved health service outcomes, without assuming responsibility for health service delivery.

This work was undertaken in the context of ongoing challenges common to regional and remote communities, including health workforce shortages, service accessibility constraints, population growth, and increasing community expectations. EY applied a structured methodology to assess current service provision, workforce dynamics, and future demand pressures, with supporting analysis provided in the appendices to the final report. The Health Services Investigation did not include investigation into housing subsidy initiatives, recognising that the City is already delivering and progressing a range of broader housing affordability measures to support critical workers, including those in the health sector.

The Health Services Investigation Report (Attachment 1) documents the key findings of this work and identifies a range of potential initiatives for the City's consideration, spanning direct facilitation, partnership-based opportunities, and advocacy-focused actions.

These initiatives are not intended to be standalone outcomes, but rather to provide a foundation for further assessment by City Officers regarding feasibility, prioritisation and alignment with Council's role.

To support this process, a subsequent internal workshop involving relevant City Officers was convened to consider and test the initiatives. During this session, each initiative was assessed against the City's strategic priorities, legislative responsibilities, organisational capacity, and existing commitments. The initiatives were then evaluated and positioned in an impact-effort matrix to help prioritise and advance agreed recommendations.

DISCUSSION

The following section outlines the outcome of the internal assessment process and presents the initiatives recommended for progression, including the rationale for their prioritisation and proposed implementation approach.

Internal assessment

The internal assessment resulted in a differentiated approach to the identified initiatives in the Health Services Investigation Report, as follows:

- **Not recommended:** Some initiatives are not recommended for progression, as they fall outside Council's remit, duplicate the responsibilities of other levels of government, or would impose an unmanageable resourcing burden.
- **Recommended with modification:** Some initiatives are recommended to be progressed, but with modification to better align with Council's strategic priorities, organisational capacity, and partnership-based role.
- **Advocacy only:** Some initiatives are proposed to proceed as advocacy actions, recognising that Council's most appropriate role is to influence, support, or

collaborate with State agencies and the health sector, rather than lead direct implementation.

Table 1 provides a summary of the Report's initiatives and City Officers' recommendations:

Table 1: Officers recommendations - summary

Report Initiative		Officers' Recommendation	Summarised Justification
1	Encourage local service providers to facilitate remote supervision	Not progress	Given the City's minimal role in having influence over delivering this initiative, it was rated as low effort and low impact. It is therefore not proposed to be taken forward at this time.
2	Maximise awareness of and co-fund student attraction incentives with local service providers	Progress with modification to refocus the initiative to prioritise local residents and advocate for increased local delivery of medical courses.	The City could explore bonded scholarships for local residents to strengthen local health training pathways, including advocating for more medical and allied health courses delivered locally through PKUC and other universities. Prioritising local participants would reduce the need to study elsewhere and lessen reliance on external workers.
3	Amplify current telehealth initiatives championed by WA Country Health Service (WACHS)	Progress	The City should advocate for expanded awareness and utilisation of existing telehealth services delivered by WACHS, helping communities understand, and access, the full range of support available. Strengthening collaboration with WACHS and issuing community information communications will help amplify messaging across the City's towns.
4	Amplify current patient assisted travel and concierge initiatives championed by WACHS	Progress	The City should advocate for greater awareness and use of the Patient Assisted Travel Scheme (PATS) and concierge service, improving community understanding and access to these services through targeted information across the City's towns.
5	Enhance accessibility to telehealth, leveraging local Community Resource Centres or similar	Progress	The City could use existing community facilities with reliable internet and provide sound-proofed private spaces for virtual healthcare appointments, particularly in outlying communities. This would improve access to timely care while making better use of current infrastructure and supporting health equity.
6	Model and/or expand the Mobile Health Unit service	Not progress	It is not recommended that the City pursue a Mobile Health Unit, as this falls outside local government's core role, would require significant funding and specialist expertise, and is unlikely

Report Initiative		Officers' Recommendation	Summarised Justification
			to deliver outcomes commensurate with the effort required.
7	Partner with WACHS to reduce service gaps	Progress	The City should pursue a formal collaborative relationship with WACHS to help track and address local service gaps where feasible. The City's role would focus on communication and providing complementary support, while acknowledging that such partnerships have limits, take time to achieve results, and that the delivery of health services remains the responsibility of WACHS, not local government.
8	Recalibrate existing industry partnerships	Progress with modification	It is recommended that the City not review industry partnerships at this time, as there is no clearly defined health-related project suitable for investment. Further project development is needed before reconsidering partnership funding priorities, to avoid impacting existing community programs. The City should meet with current partners to explore interest in the review's recommendations and identify opportunities for collaboration.

Implementation Approach

In considering the Health Service Investigation Report recommendations and the outcomes of internal staff workshops, several broad options were assessed to determine the most appropriate role for the City in supporting and strengthening the local health services sector. Three implementation approaches were considered, ranging from progressing all report-identified initiatives to selectively advancing a refined subset. Progressing all initiatives was assessed as beyond the City's legislative remit, operational capacity and available resources, particularly where responsibility for service delivery rests with State and Commonwealth agencies. The summary of the assessment is presented above in Table 1. Accordingly, a targeted approach has been identified, focusing on initiatives where the City can add value through advocacy, facilitation, partnership development and the strategic use of existing infrastructure. This includes promoting greater awareness and utilisation of existing health services, strengthening collaboration with key stakeholders, leveraging community facilities to support telehealth access, and refining the proposed scholarship model to better support local training and workforce pathways.

Officers have developed an implementation plan (Attachment 2) demonstrating the proposed timing and resourcing for delivery of the smaller set of initiatives. In summary:

- Immediate term (FY25/26): The City will focus on laying the groundwork for high-impact initiatives, including developing bonded scholarship frameworks, engaging PKUC and other tertiary education institutions, and initiating communications with WACHS to raise community awareness of telehealth and PATS.

- Medium term (FY26/27–27/28): The City will progress pilot scholarships, advocating for expanding local course delivery, and testing telehealth access improvements through City facilities, alongside ongoing coordination with WACHS to identify and address local service gaps.
- Long term (FY28/29 onward): The focus shifts to evaluating outcomes of scholarship pilots, and refining partnerships, with monitoring and reassessment continuing into 2030 and beyond.

These initiatives focus Council effort on areas where it can add the greatest value while managing risk and expectations.

Housing Initiatives

The Implementation Plan does not include any housing-related initiatives, recognising that the City is already progressing a range of housing affordability measures under its Housing Action Plan to support critical workers, including those in the health sector.

The City continues to support affordable housing outcomes through a range of broader initiatives. In partnership with Rio Tinto and Woodside Energy, the City of Karratha provides 66 Service Workers Accommodation dwellings for eligible critical service workers, including health professionals and educators.

Council also adopted the Supported Accommodation Scheme Policy in June 2025, expanding eligibility to allied health services and student accommodation to further strengthen workforce retention and training pathways.

In addition, the City is progressing housing supply through development of City-owned lots, collaboration with developers through Project Dorothy, delivery of the first 130 lots at Mulataga, and continued advocacy to the State and Federal Governments to prioritise housing investment in the region.

LEVEL OF SIGNIFICANCE

In accordance with Council policy CG-8 Significant Decision Making policy, this matter is considered to be of moderate significance due to its potential influence on regional service delivery, community wellbeing, and future partnerships.

STATUTORY IMPLICATIONS

There are no statutory implications.

COUNCILLOR/OFFICER CONSULTATION

Key findings from the stakeholder engagement and assessment of the Health Services Sector in the City were presented to Councillors at the 9 June 2025 workshop, with initial proposals for potential initiatives discussed at a subsequent 11 August 2025 workshop.

Internal engagement with City Officers occurred throughout the process, including workshops to review the draft plan and refine the initiatives recommended for progression.

COMMUNITY CONSULTATION

During the development of the Health Services Investigation Report, EY undertook targeted consultation with relevant community stakeholders and service providers. This engagement helped to inform the assessment of health service provision in the City and identify potential initiatives for further consideration

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS
The proposed implementation plan will require allocation of staff time and resources for coordination, project management, and stakeholder engagement. The indicative timelines reflect current and anticipated capacity across relevant Council teams, with initial scoping and planning for the proposed initiatives able to be accommodated within existing budgets.

Any initiatives that necessitate additional funding or resources will be considered separately and will require approval through Council's annual budget or long-term financial planning processes.

STRATEGIC IMPLICATIONS
This item is relevant to the Council's approved Council Plan 2025 - 2035 and the Corporate Business Plan 2020-2025, particularly;

Goal:	2	Our community is welcoming, connected, vibrant, healthy, and safe
Objective:	2.4	Advocate for, facilitate and support the provision of a full suite of health and community services
Priority Focus Area:		Access to health services

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

Category	Risk level	Comments
Health	Low	The City is not assuming responsibility for direct health service delivery. Initiatives recommended focus on advocacy, facilitation and improved awareness of existing services delivered by State and Commonwealth agencies.
Financial	Moderate	While the recommended approach limits exposure by focusing on targeted initiatives within the City's capacity, some financial commitment will be required to support implementation. Costs are expected to be managed within existing budgets or considered through the annual budget process.
Service Interruption	Low	The initiatives do not materially alter core service delivery. Implementation will be staged and integrated within existing operational areas.
Environment	N/A	Nil
Reputation	Moderate	There is potential reputational risk if community expectations exceed the City's legislative role in health service provision. This risk is mitigated through clear communication regarding the City's advocacy and facilitation role.
Compliance	Low	The recommended initiatives align with the City's legislative functions and strategic role under the Local Government Act 1995 (WA). No compliance risks have been identified at this stage

IMPACT ON CAPACITY
The recommended approach has been deliberately scoped to align with the City's strategic role and existing operational capacity. While implementation will require officer time for

coordination, stakeholder engagement, advocacy activities and monitoring, the initiatives are not expected to necessitate additional staffing at this stage.

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

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
The Health Services Investigation Report has provided Council with a clear, evidence-based understanding of current and emerging health service and workforce challenges affecting the City of Karratha. Importantly, it has also clarified where the City can add value in a manner that is strategic, responsible, and complementary to the roles of State and Commonwealth governments.

Following internal assessment, a targeted set of initiatives is recommended for progression, focused on partnership, facilitation and advocacy rather than direct service delivery. These actions provide a practical pathway for the City to support improved community health outcomes while remaining aligned with its legislative role and organisational capacity.

The implementation plan developed outlines the timing, responsibilities, and resources required to deliver these initiatives. This plan ensures that Council effort is directed to areas of greatest impact while effectively managing risk and expectations.

If Council does not support the recommendation, the identified initiatives would not proceed, limiting the City's ability to implement the proposed partnership and advocacy actions arising from the investigation. This may delay a coordinated response to identified health workforce challenges. If the recommendation is not supported, there may be a perceived reputational risk associated with Council's position on health service advocacy and workforce support.

COUNCILLOR QUESTION:
Does the City plan on a formal relationship with WACHS (WA Country Health Service), and is this relationship intended to assist the City in monitoring and responding to local service gaps, but also to support WACHS in their broader advocacy efforts?

CITY RESPONSE:
Yes, this is very much the intention of establishing a more formal relationship with WACHS. In addition to assisting the City to better understand and track local service gaps, the partnership is also intended to support WACHS in their advocacy efforts. By working collaboratively and in partnership, advocacy efforts are likely to be more effective for addressing the needs of the region.

Cr Furlong returned to the Council Chambers at 6:42pm

10.2 WITHDRAWN - POINT SAMSON ENTRY STATEMENT: FINAL DETAIL DESIGN AND OPINION OF PROBABLE COST

This item was withdrawn following the March Public Briefing to allow for further consideration by Administration.

File No:	CR.98
Responsible Executive Officer:	Director Community Experience
Reporting Author:	Project Manager Community Planning
Date of Report:	4 March 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Final Detailed Design – Point Samson Entry Statement

PURPOSE

For Council to consider the Final Detailed Design and Opinion of Probable Cost (OPC) for the Point Samson Entry Statement and endorse the project to proceed to fabrication and installation.

OFFICER'S RECOMMENDATION

That Council:

1. **NOTE the Final Detailed Design (Attachment 1) and estimated cost of $212,750 for the fabrication and installation of the Point Samson Entry Statement.**
2. **AGREE to proceed to the fabrication and installation the Point Samson Entry Statement sign as detailed in Attachment 1.**

BACKGROUND

The Point Samson community has advocated for infrastructure projects that strengthen the town's identity and sense of place. Following Council endorsement of the Point Samson Interim Plan at its meeting held 29 April 2024, a new town entrance sign was identified as a priority project.

In February 2025, the City of Karratha engaged Creative Spaces, a specialist design consultancy, to lead the development of the Entry Statement concept. Several locally based artists, including from Point Samson, were invited through the RFQ process. However, only two submissions were received, both from non-local suppliers.

A concept design was developed through a collaborative co-design process with the Point Samson community in 2025. The process included three key engagement stages:

- Visioning and Inspiration – Community workshops and surveys identified key themes, such as the town's identity as a fishing village, marine biodiversity, and sustainability considerations.
- Concept Development – Three draft concepts were presented, with Concept 01 emerging as the preferred option. Feedback included adding marine elements (whale tail, manta ray), adjusting colour variations, and refining text placement.

- Refinement to Final Concept – Concept 01 was refined to address community feedback and structural requirements. Key refinements included the addition of crab and turtle icons, improved colour balance, and optimised wave forms for aesthetic flow and structural stability.

Dual naming is a key element of the Final Concept Plan developed, reflecting Goal 1 of the Council Plan 2025–2035: *"We respect Aboriginal peoples' cultural authority and connection to Ngurra (Country)."* The Ngarluma Aboriginal Corporation (NAC) confirmed the Traditional Owner name and spelling for Point Samson as **"**Mulhagurla**"** on 9 July 2025.

At the 24 November 2025 Ordinary Council Meeting (OCM), Council endorsed the Final Concept Design for the Point Samson Entry Statement to progress to detailed artwork and technical drawing, and the preparation of a comprehensive Opinion of Probable Cost (OPC) covering fabrication, installation and maintenance. The OPC was to be presented to Council at a future meeting before proceeding to fabrication and installation.

Council also requested the Chief Executive Officer investigate how cultural interpretation can be implemented to support the pronunciation of the Ngarluma name for Point Samson, "Mulhagurla", and to provide historical context.

Complete details of the engagement process and Final Concept Design are in item 10.1 of the 24 November 2025 OCM Report.

DISCUSSION

Detailed Design

The Final Detailed Design (Attachment 1) translates the endorsed Final Concept Design into fabrication-ready specifications, ensuring all structural, aesthetic, and practical requirements are met. The final package includes:

- Final Drawings – Complete technical drawings, including engineer certifications, suitable for fabrication and installation.
- Artwork for Marine Motifs – Detailed artwork for animal shapes, including crab, turtle, whale tail, and fish icons, with colour variations confirmed.
- Structural and Environmental Considerations – Design complies with cyclone and flood requirements, ensuring long-term durability.

Opinion of Probable Cost (OPC)

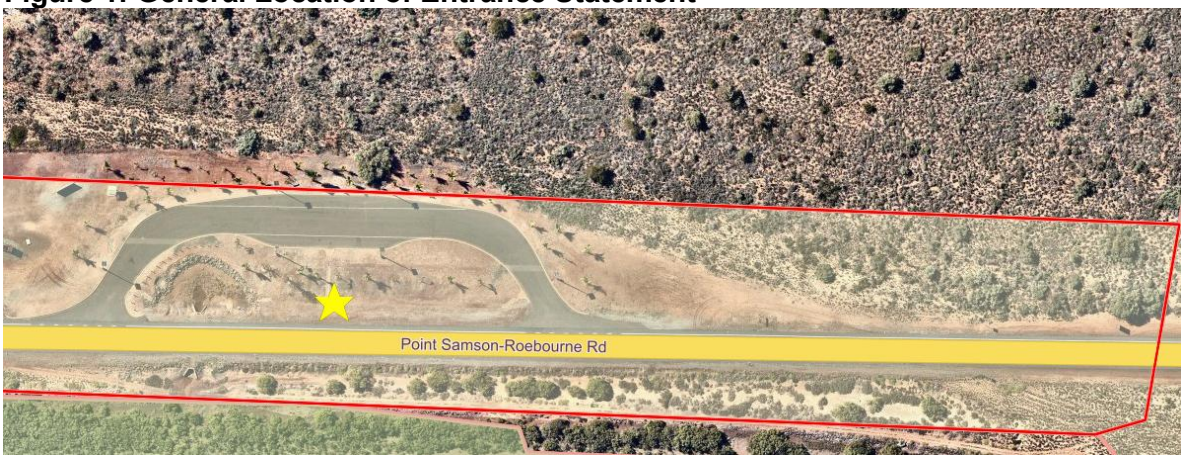
A summary of the OPC is provided in Table 1 below, with associated budget considerations identified in the Financial Implications section of this report. The estimate is for the fabrication and supply of the Final Detailed Design as provided by Creative Spaces, with installation costs provided by the City's operational team.

Table 1. Summary High Level OPC

ITEM	**ESTIMATED COST (ex. GST)**
Entry Statement Manufacture & Supply	$50,000
Delivery	$10,000
Installation incl. footing & RIPRAP	$90,000
Native plantings to side and rear of statement	$35,000
Contingency (15%)	$27,750
TOTAL	**$212,750**

Location
The Entry Statement is to be installed within the Point Samson-Roebourne Road Reserve and alongside the Point Samson Information Bay as indicated in Figure 1 below. The final position of the Entry Statement will work to maximise visibility from the road for visitors and be taken into consideration when progressing the wider Point Samon Information Bay Project.

Figure 1: General Location of Entrance Statement



In preparation for installation, Officers will complete all necessary planning and regulatory approvals, including:

- Aboriginal Cultural Heritage (ACH Approval): An ACH referral for the proposed installation location has been submitted with the City's Planning Team, confirming that no approvals are required under the *Aboriginal Heritage Act 1972*.
- Department of Main Road Static Sign Approval: Approval for the installation of the Entry Statement was granted by Main Roads on 24 November 2025.
- Development Approval Requirement: The Planning Department will confirm whether a Development Approval is required. If exempt, the install can proceed directly to the Building Permit stage.
- Building Permit Application: Following Planning Department advice, the Building Permit will be submitted, including the BA1 form, Certificate of Design Compliance, site plan, elevation drawings, and structural drawings prior to installation.

City Engineers will confirm the final location on site prior to installation to ensure optimal positioning and compliance with all structural and safety requirements.

Dual Naming and Cultural Interpretation
To aid in cultural interpretation of the Ngarluma name, a QR code is planned to be added via a small sign attached to the concrete footing/base of the Entry Statement or in close proximity, post install. A QR code will provide a link to an audio recording to aid in pronunciation and interpretation of Mulhagurla, with the potential to also incorporate some additional phonetic wording.

Further signage for historical and cultural interpretation will also be considered as part of the Point Samson Entry and Information Bay Project, which is currently underway by the City. The project includes the development of a landscape concept and broader site enhancements designed to align with and complement the new entrance statement feature.

Next Steps
Should Council endorse the Entry Statement Project to proceed to fabrication and installation, Officers will:

- Complete and submit all planning and regulatory approvals, including determining final location with Engineering.
- Proceed with procurement for fabrication and delivery of signage components.
- Installation of footing and Entry Statement.
- Include small interpretive signage for Traditional Owner name “Mulhagurla” with QR code or similar for pronunciation and historical context.
- Undertake ongoing maintenance and upkeep as required.

The Entry Statement is expected to be installed in October 2026, pending all required procurement activities are completed and work scheduling allows.

Officers are also undertaking a separate project where the wider Point Samson Entry and Information Bay landscaping design and signage will be considered, keeping in mind the final position and installation of the Entry Statement.

LEVEL OF SIGNIFICANCE
In accordance with Council CG-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of parties affected, namely the residents of Point Samson.

STATUTORY IMPLICATIONS
There are no statutory implications.

COUNCILLOR/OFFICER CONSULTATION
A Councillor Workshop and Public Briefing were held on 11 August 2025.

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

Who	How	When	What	Outcome
Point Samson Community Members	Site Consultation Visit WWMI website	13 March 2025 13-21 March 2025	Engagement Session 1 Workshop Website feedback	To gather community input on design themes and influences
Point Samson Community Members	Site Consultation Visit WWMI website	7 April 2025 7 April to 12 May 2025	Engagement Session 2 Workshop Website feedback	To present three concept designs for feedback
Point Samson Community Members	WWMI website	13 May to 20 June 2025	Refinement of preferred Concept Design Website feedback	To present the refinement of the preferred concept design for feedback
Point Samson Community Members	Site Consultation Visit WWMI website	19 August 2025 9 July to 22 August 2025	Engagement Session 3 Workshop Website feedback	To present the final refined concept design for feedback

Who	How	When	What	Outcome
NAC	Formal letter Face to Face discussion	17 July 2025 19 Feb 2026	Notification of ACH Process commencement Feedback on concept Contribution to interpretation through pronunciation via recording and/or appropriate labelling	Pending Response

POLICY IMPLICATIONS
There are no policy implications.

FINANCIAL IMPLICATIONS
A budget of $250,000 ex GST is currently allocated for fabrication and installation in the 2025-2026 financial year and has been funded by Rio Tinto through the Community Partnership Agreement (CPA).

OPC summary estimates a total project cost of $212,750 ex GST which is within current budget allocations of the long term financial plan ($250,000 in 2026-2027 financial year).

Given budget is allocated in the 2025-2026 financial year, should procurement activities and works scheduling dictate, any required budget for this project that remains in the 2025-2026 financial year will be carried forward to the 2026-2027 financial year as part of standard budgetary processes.

Due to the design of the Entry Statement taking environmental and durability elements into consideration, minimal maintenance and upkeep is envisaged. A small annual amount of $1,000 ex GST will be allocated as part of standard budgetary processes should cleaning be required. Provision of $30,000 for material refurbishment such as powder coating, will be made within the long term financial plan for approximately the 2036/2037 financial year as per standard budgetary processes.

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

Goal 2:	Our places and spaces are functional, attractive, and reflect our unique identity.
Priority focus areas:	Community infrastructure
Services	Community Planning – undertake strategy planning for new or upgraded community infrastructure and public spaces, in light of community needs and aspirations.
Project/action:	Point Samson Entry Statement (new).

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	There is a low perceived risk in endorsing the Officer's recommendation. Projected costs for supply of materials may change. Unexpected site constraints may also impact costs
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	There is a low perceived risk in endorsing the Officer's recommendation. Should the Officer's recommendation not be endorsed. There is a perceived risk given the level of engagement and community expectation.
Compliance	N/A	Nil

IMPACT ON CAPACITY
There is minimal impact on capacity or resourcing to carry out the Officer's recommendation. The City's Operations Team will carry out the procurement and installation of the Entry Statement as scheduling allows.

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

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
The Point Samson community has played an active role in shaping the Entry Statement through a collaborative co-design process, providing feedback across multiple engagement stages. The Final Concept Design has now been translated into a detailed design package ready for procurement and installation activities to commence. The Opinion of Probable Cost (OPC) remains within the approved budget allocation.

Council endorsement will allow Officers to progress in delivering a welcoming, durable, and visually engaging Entry Statement that reflects the town's identity, celebrates local biodiversity, and incorporates the Traditional Owner name, "Mulhagurla." This project demonstrates the City's commitment to community-led initiatives and culturally respectful infrastructure that strengthens the sense of place in Point Samson.

Should the Officer's recommendation not be supported, there is a reputational risk given the level of engagement with the Point Samson community to date and prolonging completion of an identified priority project in the Council endorsed Point Samson Interim Plan.

COUNCILLOR QUESTION:
Will the proposed sign be likely to be manufactured locally, or whether it will be sourced from outside the region?

CITY RESPONSE:
An open tender or quotation process will be released to the market for the manufacture of the sign. It is anticipated and hoped that local sign companies will submit tenders. Where possible, the City would prefer to engage a local supplier.

COUNCILLOR QUESTION:
What is the cost of the late design submission received today?

CITY RESPONSE:
This document was only received this evening. No information has been sourced.

COUNCILLOR QUESTION:
In comparison to the proposed signage option, does the City consider the late design submission a missed opportunity?

CITY RESPONSE:
The design example provided is acknowledged and noted. The City has engaged a professional sign maker and artist to develop the signage concept currently before Council. The proposal under consideration represents the deliverable arising from that contracted scope of work and ongoing engagement with the Point Samson community.

COUNCILLOR QUESTION:
How is the interpretation component going to be ensured and delivered if it is not currently included in the recommended scope or budget.

CITY RESPONSE:
A future project is proposed in the next financial year to consider the information bay in its entirety. The preliminary research has already been undertaken into suitable interpretation mechanisms, including the use of QR codes and pronunciation audio linked to a website, which can be hosted within the City's existing digital platforms.

The broader program of work is planned to review interpretive signage more generally across Point Samson, with the intention that the interpretation component will be incorporated into the information bay as part of that work. In addition, the design input and guidance on pronunciation were presented to Ngarluma Aboriginal Corporation in February, and that a recently established local business was recommended as part of this process.

COUNCILLOR QUESTION:
There are claims of disconnect between the community and council. Did some people miss out? Why is there a disconnect?

CITY RESPONSE:
The perceived disconnect referenced appears to relate specifically to differing community views regarding the use of Aboriginal place names, rather than to a broader issue of missed engagement or lack of consultation.

It was advised that the City's, *What We Make It* project page for this initiative clearly documents the engagement process undertaken, including multiple engagement touchpoints and three distinct design stages. These materials demonstrate how the design evolved through Stage 1, Stage 2, and Stage 3, informed by successive layers of community feedback and refinement.

Councillors are encouraged to review those reports, as they provide a detailed account of how community sentiment was captured and considered throughout the process. Feedback

reflected a range of opinions, including differing views on specific elements of the design, which is typical of any public design process. Ultimately, it is a matter for Council to determine whether the outcome appropriately reflects community sentiment, acknowledging the inherently subjective nature of such considerations.

COUNCILLOR QUESTION:
The current design is one-sided, would it be more appropriate for the design to be positioned in a manner like the "Welcome to Dampier" signage, allowing for changes in orientation and a visibility from multiple directions?

CITY RESPONSE:
The location and orientation of the proposed sign have previously been considered as part of the design and planning process, including assessment of potential locations. While the current design is one-sided, provision has been made for landscaping behind the sign, noting that it is not intended to operate as a two-way sign.

The precise location is still to be confirmed. The proposed location is based on advice and guidance provided by the City's Engineering team. However, the location can continue to be reviewed, particularly if interactive elements form part of the final design, to ensure accessibility, visibility, and appropriate orientation for users.

10.3 GUMALA ABORIGINAL CORPORATION LEASE APPEAL

File No: CA.76

Responsible Executive Officer: Director Community Experience

Reporting Author: Community Infrastructure Coordinator

Date of Report: 13 February 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s):
1. Appeal regarding rental determination
2. Gumala Aboriginal Corporation 2024-2025 Consolidated Financials
3. The General Gumala Foundation Financial-Statements 2024-25
4. The General Gumala Foundation Trust 2025 Annual Information Statement

PURPOSE
For Council to consider an appeal from Gumala Aboriginal Corporation (GAC) on the proposed lease fees for 10 Hedland Place Karratha as applied under the Community Leasing of Land Policy – CS25.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-12
MOVED : Cr Johannsen
SECONDED : Cr Gillam

That Council APPROVE a Peppercorn lease of $10 p.a. plus GST and outgoings for 10 Hedland Place, Karratha to Gumala Aboriginal Corporation, with a lease term of 1 year plus a further 1 year option (1 + 1), giving a total potential lease term of 2 years - including a redevelopment clause.

CARRIED 8/0

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

BACKGROUND
Gumala Aboriginal Corporation (GAC) provide early childhood education services through the '3a program' to Aboriginal families from City owned premises - 10 Hedland Place, Karratha. The 3a (Abecedarian Approach Australia) program is a set of evidence-based teaching and learning strategies for early childhood educators and parents to use with children from birth to five. Research has shown that 3a delivers enhanced educational outcomes by enriching and enhancing educator practice – both before and after a child starts school.

GAC have leased the premises since 2017. The lease between the City and GAC terminated on 30 October 2025 and has been in a holding over period since. GAC submitted a request

to negotiate a new lease over 10 Hedland Place on 25 November 2025. Officers reviewed GAC's request for tenure and have applied CS-25 Community Leasing of Land Policy and the Leasing of Land Operational Guidelines. The Policy and associated guidelines intend to deliver consistent, fair, and equitable outcomes for Community organisations when entering lease arrangements with the City for community assets.

Building Condition
The premises at 10 Hedland Place are in poor condition and have reached end of useful life.

There is significant deterioration in the roof, ceilings, walls and other building fabrics and envelope. Due to the presence of asbestos containing materials (ACM), there are minimal repairs the City can do without disturbing the ACM. The results of the Building Maintenance Capital Inspection on the 10 December 2024 indicate that the building is safe to occupy noting there are some hazards identified that will need to be managed by the tenants should a new lease be negotiated, such as footpath cracking/trip hazards.

The City will continue to inspect and monitor the building for deterioration whilst a lease is in place, any minor maintenance will continue to be attended to as an operational matter as with all City leased premises (the standard lease documentation identifies responsibilities between Lessee and Lessor).

City Centre Precinct Structure Plan
The City has recently awarded Urbis a tender for completion of the Karratha City Centre Precinct Structure Plan following Council's resolution (OCM251215-18) at the December 2025 OCM. The document will include land use investigations and strategic framework which will identify future use and built form for sites within the CBD, including 10 Hedland Place. It is expected this project will take approximately eighteen months for completion.

Given the condition of the building at 10 Hedland Place internal advice has identified demolition as the most likely and practical next step. It has been noted (or is possible) that demolition does not necessarily need to wait for the completion of the Structure Plan, as the current building condition alone is sufficient to justify its removal. However, the Structure Plan may still assist in informing the City's broader strategic intent for the land, including whether the site should be retained for future civic or economic purposes or considered for disposal.

Lease fee calculation
A Rental appraisal was received from Ray White Karratha on 10 November 2025, assessing the market value for 10 Hedland Place Karratha to be $60,000 p.a. plus GST plus outgoings.

GAC is assessed as a 'Class 2, Incorporated large Community Organisation' (they are not a Commercial entity or Government Department, and their revenue exceeds the maximum of a Class 1 (Small Community) organisation as identified in the City's Operational Guidelines).

The Income assessment was based on the organisation's 2025 Consolidated Financial Statements for Gumala Aboriginal Corporation, Gumala Enterprises Pty Ltd, and Gumala Enterprises Trust, along with the 2025 Financial Statements and Annual Information Statements for Gumala Investments Pty Ltd as Trustee for The General Gumala Foundation.

An organisation earning in excess of $1M per annum is required to pay full market rent, unless eligible for a discount under the Community Benefit Matrix.

An assessment panel, comprising four City officers, independently completed a Community Benefit Discount Assessment for GAC. The officers' evaluations averaged a score of nineteen which results in a community benefit discount of 30% as per the matrix.

Based on the assessment, the proposed GAC lease fee is reduced to $42,000 p.a. plus GST and outgoings.

As the request for tenure may lead to a property disposal, the City's intention to lease 10 Hedland Place, Karratha to GAC was advertised via Local Public Notice calling for submissions in compliance with s3.58 of the Local Government Act 1995. No submissions were received following advertising from third parties.

Lease Term

GAC requested a lease term of 5 years which is acceptable under the Term of Lease Assessment Matrix. Discussions between officers and GAC noted the poor condition of the building and a reduced term of 1 +1 was negotiated in recognition that the building may not be suitable for long term occupancy. The appeal letter received from GAC' 3a Coordinator dated 30 January 2026 confirms the 1 +1 lease term.

The reduced lease term provides flexibility for both Lessee and Lessor to exit the lease should other options present for GAC, or should the City require vacant possession to commence demolition.

Officers propose the new lease contract also includes a redevelopment clause. A redevelopment clause gives the City, as landlord, the legal ability to reclaim the premises and terminate the lease early if the site is required for major works, redevelopment, or demolition. In this situation, given the age and condition of the building, the inclusion and possible activation of a redevelopment clause is particularly relevant. It allows the City to make timely decisions regarding the long-term future of the site without being constrained by a long-term lease, and it ensures tenants are aware that occupation may be temporary and subject to the City's asset-renewal planning. If redevelopment were to proceed, tenants would be provided the notice period specified in the lease and would be responsible for vacating the premises accordingly.

DISCUSSION

The City received two letters via email (attachment 1) from GAC requesting Council reconsider the rental fee. A letter of support was also provided from the National Indigenous Australians Agency (NIAA). The letters from the GAC CEO (dated 20 January 2026) and GAC's 3a Coordinator (dated 30 January 2026) identify:

- That GAC's Early Childhood 3a Program provides a measurable benefit to children, families and the broader community;
- GAC's primary funding through the RioTinto, Yandi mine site land use agreement is expected to result in reduced future funding as the mine reaches end of life; and
- States that GAC are not in a position to meet the rental consideration of $42,000 p.a..
- GAC request Council consider a reduction in the lease to Peppercorn terms.

The poor condition of the building and short lease term makes the property unattractive to other Commercial and Community organisations.

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 and cultural & wellbeing issues and Council's ability to perform its role.

STATUTORY IMPLICATIONS

Regulation 3.58 of the *Local Government Act 1995* is applicable to disposal by way of lease or licence of property.

COUNCILLOR/OFFICER CONSULTATION
Consultation has taken place internally between the Governance Officer and Community Infrastructure Officers.

Community Infrastructure Officers have consulted with Strategic Planning Officers to understand the timeframes and impact of the Karratha City Centre Precinct Structure Plan project.

Community Infrastructure Officers consulted with Building Maintenance Officers to confirm the current condition of the building, management considerations, and suitability for safe occupation.

COMMUNITY CONSULTATION
The intent to dispose of 10 Hedland Place through a lease to GAC was advertised via Local Public Notice. No submissions were received from the Community.

Consultation has been directly with GAC who have advised that they would be unable to pay the proposed Lease Fee if it were applied.

POLICY IMPLICATIONS
Policy CS-25 Community Leasing of Land and the associated Leasing of Land Operation Guidelines apply and inform the proposed lease terms and lease fees.

FINANCIAL IMPLICATIONS
The following shows the various lease fees that could be applied to GAC following consideration by Council on the grounds of their appeal:

- Annual lease fees at full rental valuation rate = $60,000(+ GST + outgoings)
- Annual lease fee at the 30% discounted community rate = $42,000 (+ GST + outgoings)
- Annual lease fee at peppercorn rate = $10 (+ GST + outgoings)

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

Goal:	1 We respect Aboriginal peoples' Cultural Authority and connection to Ngurra (Country)
Objective:	1.1 Foster, understand and respect for Traditional Owner and Aboriginal culture and histories in the City of Karratha
Priority Focus Area:	Support for Aboriginal people self-determination, prosperity and wellbeing
Goal:	2 Our Community is welcoming, connected, vibrant, healthy and safe
Objective:	2.2 Provide community centres, spaces and facilities to cater for diverse groups and needs
Priority Focus Area:	Community Infrastructure
Goal:	3 Everyone is Included
Objective:	3.3 Provide directly and through others, for the needs of young families and enabling the best start in life in the early years
Services:	Collaborate with families, early educations providers, health professionals and community partners to support the development, wellbeing and learning of children from birth to five years old and give every child the best possible start in life, particularly those who are vulnerable or disadvantaged

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	A discounted or peppercorn rate for this building has minor impact on the 2025/26 financial budget.
Service Interruption	Low	GAC may elect to cease delivery of the early childhood education 3a program.
Environment	N/A	Nil
Reputation	Low	The City may be faced with negative community sentiment should GAC elect to cease the early childhood education 3a program.
Compliance	Low	Officers have applied the assessment of the lease fee against Council's endorsed policy.

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

RELEVANT PRECEDENTS
Council adopted the Community Leasing of Land Policy – CS25 at its meeting in February 2024.

Since adoption of the Policy, Council has considered three rental appeals:

1. Karratha Sporting and Recreation Club Inc, Lot 3000 Bayview Road Bulgarra
   Council resolved at its April 2025 OCM (OCM250428-13) to uphold the rental consideration of $6,548.40 plus GST and outgoings as calculated under the Community Policy CS-25 and the associated Leasing of Land Operation Guidelines.
2. Julyardi Aboriginal Corporation, 46 Roe Street Roebourne
   Council resolved at its December 2025 OCM (OCM251215-14) to approve a Peppercorn Lease consideration of $10 p.a. plus GST and outgoings, in lieu of the consideration of $83,281.80 p.a. plus GST and outgoings as calculated under the Community Policy CS-25 and the associated Leasing of Land Operation Guidelines.
3. WA Police and Community Youth Centres (PCYC), 2 Sholl Street Roebourne
   Council resolved at its December 2025 OCM (OCM251215-15) to approve a Peppercorn Lease consideration of $10 p.a. plus GST and outgoings, in lieu of the consideration of $30,485 p.a. plus GST and outgoings as calculated under the Community Policy CS-25 and the associated Leasing of Land Operation Guidelines.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
GAC have advised that they do not have capacity to meet the Lease consideration of $42,000 p.a.

The 3a early childhood education program provided by GAC provides significant benefits to children, parents, families and community. The programs align directly with the City of Karratha's Council Plan 2025-2035. GAC have proven to be a reliable lessee, with all outgoings paid in a timely manner. The building, although at end of life, remains suitable to

the services delivered on site by GAC, and is unlikely to attract lessee for the short term whilst the Karratha City Centre Precinct Structure Plan is completed. Officers recommend a lease term of 1 year +1 for a total lease term of 2 years with a redevelopment clause.

Peppercorn lease terms, if approved, will support ongoing utilisation of 10 Hedland Place and continuation of Early Childhood Education Services.

COUNCILLOR QUESTION:
Is the City confident, considering a building maintenance report from 15 months ago, that the facility remains safe and habitable for children?

CITY RESPONSE:
A current building condition report was completed on 27 February 2026, which confirms that while the building is in generally poor condition and nearing end of life, it is currently considered safe for occupancy.

The report identified a range of issues, relating to ongoing maintenance risks rather than immediate safety risks.

The City is actively addressing identified maintenance items and, where appropriate, in collaboration with the tenant. Ongoing monitoring and remediation works will continue to ensure the facility remains safe and suitable for use in the short term.

COUNCILLOR QUESTION:
Given that the City-owned building is understood to be at or near end of life, does the City intend to assist Gumala Aboriginal Corporation with transitioning to an alternative facility?

CITY RESPONSE:
The City acknowledges that the building is approaching the end of its useful life and that the scale of required repairs is significant. However, transition to an alternative facility is not currently feasible, as there are no available, fit-for-purpose properties within the City that meet the operational requirements of the service.

The City will continue to explore opportunities should suitable accommodation become available, but at present, maintaining the existing facility with targeted remediation remains the only viable option.

COUNCILLOR QUESTION:
Are Gumala comfortable with this space and feel it is safe or are they feeling like they have nowhere else to go?

CITY RESPONSE:
City officers have been actively engaging with Gumala representatives and based on those discussions and correspondence, there is no indication that the current building condition is of significant concern to them. Gumala has also submitted a response to the recent tender process, demonstrating their willingness to continue occupying and delivering services from the facility despite maintenance requirements.

10.4 FREE SWIMS AND SHOTS – JANUARY (2023–2026)

File No: RC.13

Responsible Executive Officer: Director Community Experience

Reporting Author: Recreation Facilities Coordinator

Date of Report: 16 February 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s): Nil

PURPOSE

For Council to consider the outcomes of the Free Swims and Shots initiative run annually in January since 2023 and the continuation of the program for a further three years (2027-2029).

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-13
MOVED : Cr Swaffer
SECONDED : Cr Harris

That Council:

1. **APPROVE the continuation of the Free Swims and Shots initiative for a further three years (2027–2029);**
2. **APPROVE by ABSOLUTE MAJORITY, pursuant to Section 6.12 of the Local Government Act, the waive of fees and charges for the calendar months of January 2027, January 2028 and January 2029 for the following services:**
    - **Casual Child Swim – Karratha Leisureplex;**
    - **Casual Child Swim – Wickam Aquatic Facility;**
    - **Casual Child Swim – Roebourne Aquatic Facility;**
    - **Casual Shots – Karratha Leisureplex Outdoor Courts; and**
    - **Casual Shots – Karratha Leisureplex Indoor Courts.**

CARRIED BY ABSOLUTE MAJORITY 8/0

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

BACKGROUND

At its meeting held 12 December 2022, Council resolved to waive fees and charges for the month of January 2023 for Casual Child Swims at its aquatic facilities and Casual Shots at the KLP indoor and outdoor courts. The Free Swims and Shots initiative was a response to rising cost-of-living pressures and a desire to improve youth wellbeing and access to City facilities.

Following a successful trial, at its meeting held 27 March 2023, Council approved a three-year continuation of the initiative through to 2026 and requested a report to Council in March 2026 that reviewed the waiver of fees and charges for the period January 2024 to January 2026, assessing the effectiveness of the initiative, and whether it should continue, be modified or cancelled.

The program has run annually each January since 2023, providing free child and youth access (under 18 years) to:

- Aquatic entry at Karratha Leisureplex (KLP), Wickham Recreation Precinct (WRP), and Roebourne Aquatic Centre (RAC); and
- Indoor and outdoor basketball shoot-around at KLP.

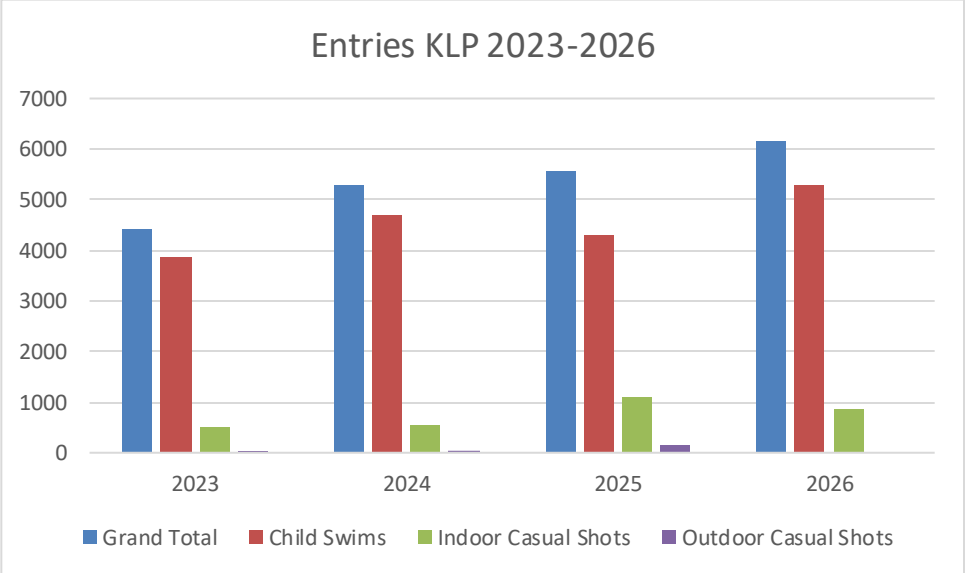
DISCUSSION

The January Free Swims and Shots initiative has delivered consistent and increasing participation since its inception. Over four years (2023–2026), the program recorded:

Table 1 January Free Entry Participation and Costs KLP (2023–2026)

Year	Child Swims	Indoor Shots	Outdoor Shots	Total Entries	YoY % (Entries)	Total Cost ($)
2023	3,870	496	54	4,420	–	$21,164
2024	4,689	568	32	5,289	19.70%	$25,896
2025	4,322	1,082	153	5,557	5.10%	$27,403
2026	5,289	870	0	6,159	10.80%	$31,853
Total	**18,170**	**3,016**	**239**	**21,425**		**$106,316**

Figure 1 below highlights the year-on-year growth in total entries across KLP.



KLP recorded 21,425 total free visits, comprising 18,170 child swim entries and 3,255 basketball sessions. 39% increase over the four-year period.

Growth has been primarily driven by aquatic participation, with indoor basketball maintaining strong and consistent demand.

Total program cost at KLP across the period was $106,316. Despite growth in participation, the initiative has remained operationally sustainable. The program is delivered within existing

staffing and facility capacity, requiring no additional resourcing. KLP remains the primary driver of overall program uptake, reflecting both its larger population catchment and the availability of indoor court infrastructure.

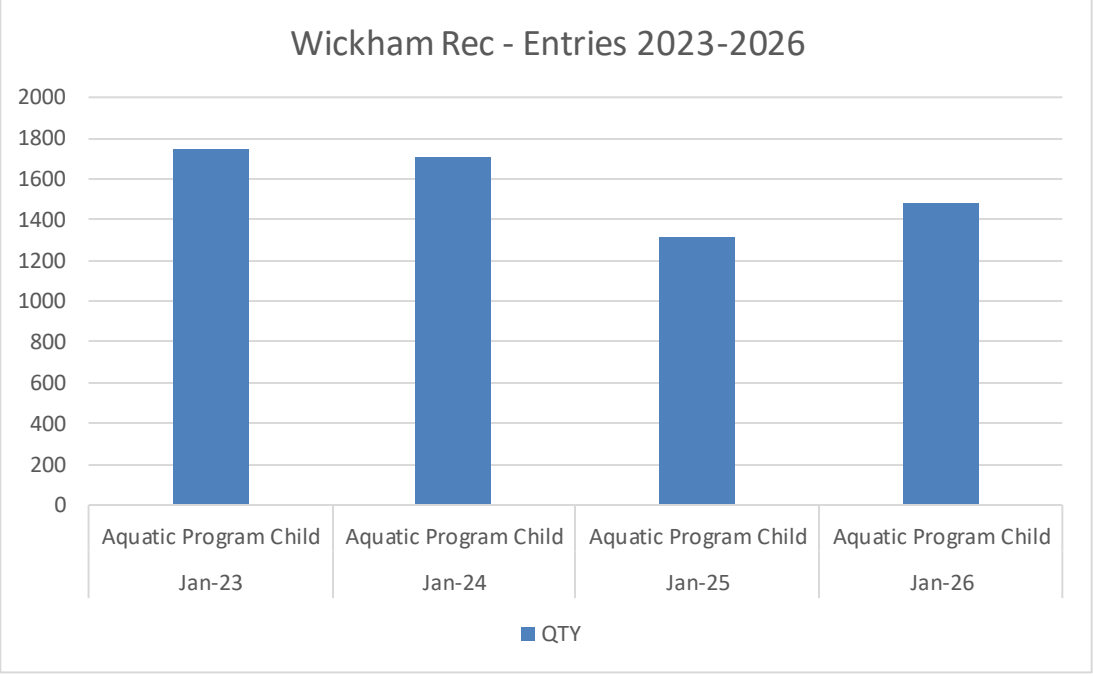
Observations from staff also indicate a high proportion of users during January are teenagers aged approximately 11–16, many of whom are not existing members, suggesting the initiative helps attract additional users who may not otherwise access the facility.

Overall, the initiative appears to activate the facility during the school holiday period while maintaining strong aquatic participation once normal pricing resumes.

Table 2 January Free Entry Participation and Costs Wickham (2023–2026)

Date	WRP (QTY)	YoY %	Total Costings
Jan-23	1,747	–	$4,367.50
Jan-24	1,708	**-2.20%**	$5,124.00
Jan-25	1,316	**-22.90%**	$4,606.00
Jan-26	1,483	**12.70%**	$5,190.50
Total	**6,254**	–	**$19,288.00**

Figure 2 below highlights the year-on-year growth in total entries across WRP.

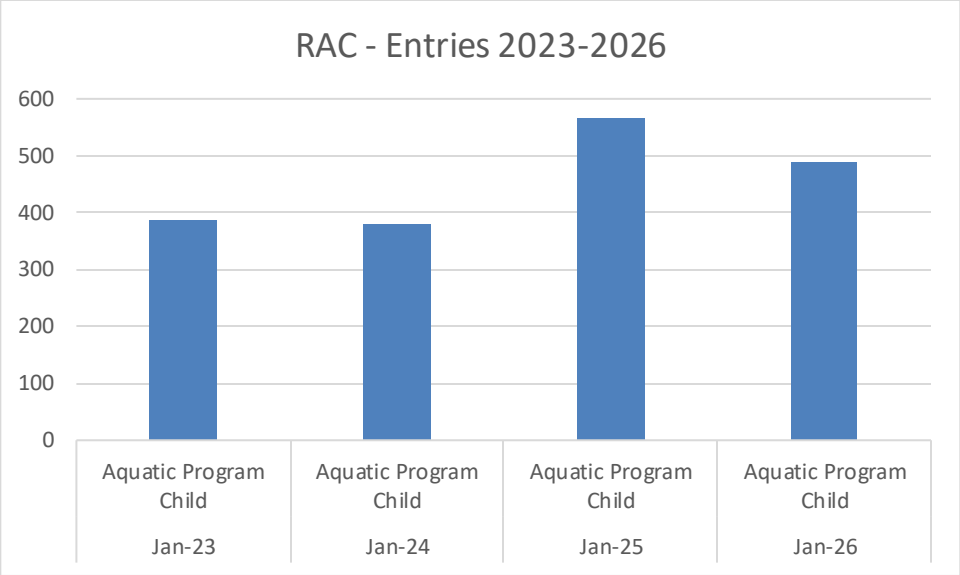


Wickham Aquatic Centre recorded 6,254 child swim entries over the four-year period, with participation fluctuating rather than trending consistently upward. Following a slight decline in 2024 and a more notable reduction in 2025, attendance recovered in 2026, indicating ongoing community demand.

Table 3 January Free Entry Participation and Costs RAC (2023–2026)

Year	RAC - QTY	YoY %	Total Costings
Jan-23	386		$388.50
Jan-24	380	-1.60%	$383.00
Jan-25	565	48.70%	$568.50
Jan-26	488	-13.60%	$491.50
Total	**1,819**		**$1,831.50**

Figure 3 below highlights the year-on-year growth in total entries across RAC.



Roebourne Aquatic Centre recorded 1,819 child swim entries over the four-year period, with participation demonstrating greater year-to-year variability due to its smaller population base. After relatively stable numbers in 2023 and 2024, attendance increased significantly in 2025 before moderating in 2026, while remaining above earlier years. Overall, the data indicates consistent underlying demand, with fluctuations reflecting local uptake rather than declining interest.

All Centres Combined – January Free Initiative (2023–2026)

Table – Combined Participation & Cost (All Sites)

Year	KLP Total	WRP Swims	RAC Swims	Combined	YoY %	KLP ($)	WRP ($)	RAC ($)	Combined ($)
2023	4,420	1,747	386	**6,553**	–	$21,164	$4,368	$389	**$25,920**
2024	5,289	1,708	380	**7,377**	12.60%	$25,896	$5,124	$383	**$31,403**

Year	KLP Total	WRP Swims	RAC Swims	Combined	YoY %	KLP ($)	WRP ($)	RAC ($)	Combined ($)
2025	5,557	1,316	565	**7,438**	**0.80%**	$27,403	$4,606	$569	**$32,578**
2026	6,159	1,483	488	**8,130**	**9.30%**	$31,853	$5,191	$492	**$37,535**
Total	**21,425**	**6,254**	**1,819**	**29,498**	–	**$106,316**	**$19,288**	**$1,832**	**$127,436**

Across all three facilities, the Free Swims and Shots initiative has delivered nearly 30,000 free visits since 2023, with overall participation increasing by 24% over the four-year period. Growth has been strongest at the KLP, while Wickham and Roebourne demonstrate stable but more variable uptake consistent with smaller population bases. The program continues to provide significant community benefit.

LEVEL OF SIGNIFICANCE
In accordance with Council Policy CG-8 Significant Decision Making policy, this matter is of moderate significance in terms of social and community wellbeing.

STATUTORY IMPLICATIONS
Section 6.12 of the Local Government Act, provides the power to local governments to defer, waive, grant discounts, or write off debts owed to them, requiring an absolute majority for decisions

COUNCILLOR/OFFICER CONSULTATION
Councillor consultation occurred through formal decisions at the December 2022 and March 2023 Ordinary Council Meetings. Officer consultation has been ongoing through internal coordination, consistent with Council Policy CS-24.

COMMUNITY CONSULTATION
In accordance with Council Policy CS-24, this report relates to the continuation of an existing initiative previously endorsed by Council. As no material changes to the program are proposed, no formal community consultation is required. Ongoing informal feedback from facility users and staff indicates continued community support.

POLICY IMPLICATIONS
There are no policy implications.

FINANCIAL IMPLICATIONS
This report is recommending Council waive fees and charges for the month of January for casual child aquatic admission across all aquatic facilities and casual shots for the KLP indoor and outdoor courts for a further 3 years up to January 2029.

The total cost of the initiative across all facilities from 2023 to 2026 is $127,436. Average annual cost over the four-year period is $31,859. Projected annual costs for the next three years are estimated to remain between $32,000 and $38,000, subject to CPI and participation growth. These costs are accommodated within proposed operational budgets for aquatic and recreation facilities.

STRATEGIC IMPLICATIONS

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

Goal:	1 - Thriving and Engaged Communities
Objective:	1.d - Residents are healthy and active
Priority Focus Area:	Promote access to facilities and programs that support active lifestyles and social inclusion.
Key projects/actions:	Support free and inclusive community programs targeting youth engagement and wellbeing during school holiday periods

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Low	Promotes youth wellbeing and active lifestyles.
Financial	Low	Modest costs with strong value return.
Service Interruption	Low	No disruption to regular operations.
Environment	N/A	No environmental risk.
Reputation	Low	Positive community sentiment toward the initiative.
Compliance	N/A	No compliance risks identified.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

The initiative has been delivered annually each January since 2023 following Council endorsement in December 2022. A three-year continuation (2024–2026) was approved in March 2023.

VOTING REQUIREMENTS

Absolute Majority.

CONCLUSION

The Free Swims and Shots initiative has delivered nearly 30,000 free visits across three facilities over four years, with participation increasing by 24% overall. The program provides measurable cost-of-living relief, supports youth health and engagement, and aligns strongly with the City's strategic objectives. The initiative operates within existing budgets, presents minimal risk, and continues to demonstrate strong community uptake. Continuation of the program for a further three years is recommended.

If Council chooses not to support the officers recommendation, the January Free Swims and Shots initiative will cease and community members will be charged for casual aquatic admissions across all facilities and casual shots at the KLP. This may result in negative feedback from the community, particularly given it was originally proposed as a cost of living initiative.

11 DEVELOPMENT SERVICES REPORTS

11.1 KARRATHA AND DISTRICT CHAMBER OF COMMERCE AND INDUSTRY - BUSINESS DEVELOPMENT SUPPORT GRANT – MULTI YEAR APPLICATION 2026/27–2028/29

File No: GS.65

Responsible Executive Officer: Director Development Services

Reporting Author: Economic Development Coordinator

Date of Report: 25 February 2026

Applicant/Proponent: Karratha and Districts Chamber of Commerce and Industry (KDCCI)

Disclosure of Interest: Nil

Attachment(s):
1. Grant Application - KDCCI
2. Assessment - KDCCI

PURPOSE

For Council to consider an application from the Karratha and Districts Chamber of Commerce and Industry (KDCCI) for grant funding under Policy DE-02: Business Development Support Grant Scheme (BDSG Policy).

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-14
MOVED : Cr Roots
SECONDED : Cr Harris

That Council APPPROVE by ABSOLUTE MAJORITY multiyear funding of Karratha and Districts Chamber of Commerce and Industry as follows:

Organisation Name	Support	Recommended Amount to applicant (excl. GST)	Recommended In Kind Support (Reap Hire) (excl. GST)	Recommended Amount Total (excl. GST)
KDCCI	2026/2027 Sponsorship	$150,000	$15,000	$165,000
KDCCI	2027/2028 Sponsorship	$156,000	$15,000	$171,000
KDCCI	2028/29 Sponsorship	$162,000	$15,000	$177,000
TOTAL				**$513,000**

CARRIED BY ABSOLUTE MAJORITY 8/0

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

BACKGROUND
The City's BDSG policy, established in 2016, aims to ensure a competitive, open, and fair process for local organisations to apply for grant funding to support innovative projects that bring economic benefits to Karratha. It also ensures Council's investment in business services provides efficient value for money to improve local business conditions.

The Karratha and Districts Chamber of Commerce and Industry is a not for profit, member-based organisation that delivers business support, networking, advocacy and industry engagement services within the City.

The KDCCI submitted an application on 10 December 2025 seeking multiyear funding for the period 2026/27 to 2028/29 to deliver a suite of business development support initiatives. The application is provided as **Attachment 1** and the assessment as **Attachment 2**.

DISCUSSION
The KDCCI funding request comprises two components: a sponsorship paid directly to the applicant, and in kind support for REAP venue hire costs for up to four events per year, capped at $15,000 per annum, to support delivery of the KDCCI Business Breakfast.

The application outlines their plan to continue to deliver their well-established events and initiatives including:

PROGRAM	DESCRIPTION	CITY ENTITLEMENT AND STRATEGIC BENEFIT
Pilbara Indigenous Business Networking Group	Supporting Pilbara indigenous businesses through networking, training, mentoring, and creating connections with industry. The program plans four PIBNG specific events annually: • Annual PIBNG Tradeshow (July) • Networking event (August) • Procurement information session (February) • Networking (PIBNG & Industry) event (May)	The City will benefit through free onsite promotion at PIBNG events, enhanced visibility as a supporter of Indigenous enterprise, and alignment with its strategic objectives to foster local business growth and cultural engagement. By supporting PIBNG, the City contributes to economic diversification and Aboriginal economic participation.
Grow Local Program	Supports business through free training and delivery of workshops covering topics such as procurement and workplace health and safety, as well as providing one-on-one business support. This program is run in partnership with the Regional Chambers of Commerce and Industry WA and has a dedicated program manager.	The Grow Local program strengthens the capability of local businesses to tender, bid, and expand, contributing to a more resilient and diversified economy.
The Network – Diversity & Inclusion Program	The newly formed diversity and inclusion program, "The Network – Strength through Inclusion" has been developed to expand the reach of the former Pilbara	The Network program promotes diversity and inclusion within the local business community, helping create a more connected and equitable workforce. It also provides

PROGRAM	DESCRIPTION	CITY ENTITLEMENT AND STRATEGIC BENEFIT
	Women in Business (PWIB) program to include the underrepresented workforce.	the City with positive visibility as a champion for inclusive economic growth through event promotion and stakeholder engagement.
Business Breakfast Briefing	A quarterly event delivered in partnership with the City of Karratha. The breakfasts provide businesses with updates on upcoming projects, procurement opportunities, and provides for networking opportunities.	The Business Breakfast Briefing keeps the local business community informed on key regional developments and strategic issues, strengthening knowledge and decision-making. It further provides the City with high-profile visibility as a principal sponsor and thought leader through keynote addresses and event branding.
Business Bootcamp	A one-day event with a diverse line up of speakers including national, state, and local presenters which aims to address businesses' challenges and enhance their day-to-day operations.	The Business Bootcamp builds resilience and capability within local businesses through intensive, practical learning on leadership, innovation, and adaptability, driving long-term economic sustainability. It also provides the City with strong brand visibility as a key supporter of regional business growth through event promotion and engagement
Careers Expo	A one-day event that provides attendees with information regarding post-secondary education, training, and employment opportunities across the City of Karratha.	The Careers Expo connects local businesses with students and jobseekers, showcasing career pathways and encouraging workforce retention in the Pilbara. This initiative aligns with the Council Plan goals of fostering higher education, training, and innovation and building a diverse and thriving local economy, while also providing the City with strong community visibility as a supporter of education, employment, and regional development through event branding and engagement
Business Excellence Awards	An Annual Awards night held at the Red Earth Arts Precinct providing an opportunity for the local business community to celebrate their achievements. Attendees include a diverse range of business and industry representatives. Award nominations are open to all businesses irrespective of	The Business Excellence Awards celebrate and recognise local business achievements, fostering pride, retention, and professional development within the Karratha business community. It also provides the City with high-profile visibility as a principal sponsor and advocate for economic growth through branding, media coverage, and event engagement.

PROGRAM	DESCRIPTION	CITY ENTITLEMENT AND STRATEGIC BENEFIT
	whether they are KDCCI members.	
KDCCI Diamond Sponsorship	Premium membership of the KDCCI providing recognition through branding and marketing to KDCCI members, along with complimentary event registrations, such as the Diamond Round Table and Diamond Sponsor Business After Hours held in Perth and Karratha.	Diamond Corporate Sponsorship positions the City of Karratha as a leading advocate for economic growth and community development, ensuring premium visibility across all KDCCI events and platforms. It also strengthens strategic partnerships and engagement with key stakeholders, driving collaboration, innovation, and long-term regional prosperity.

Unlike metropolitan areas and larger regional cities, the City of Karratha has few business development organisations to provide support to local small to medium enterprises. The KDCCI delivers a centralised and structured business development program that operates as an economic development delivery partner to the City.

The scope of services offered by the KDCCI extends beyond traditional chamber networking functions and, as identified in their application, includes:

- Structured small business capability development through Grow Local
- Aboriginal business development through the Pilbara Indigenous Business Networking Group
- Procurement readiness and industry engagement within a complex procurement environment
- Workforce and careers engagement initiatives
- Major business events that facilitate regional supply chain participation

Without this delivery model, the City would need to consider whether it provided similar direct program delivery. The requested funding can therefore be considered as a strategic economic development partnership rather than a standard chamber sponsorship arrangement.

The application has been assessed in accordance with the BDSG guidelines using the criteria below:

1. Strategic Alignment
   The KDCCI events and initiatives proposed aligns with the approved Council Plan 2025-2035, specifically to:
   - support a diverse and sustainable local labour market (6.2)
   - support the local small and medium business sector to grow and diversify (6.3)
   - support increased education and training opportunities (6.4)
   - effectively market and promote the diverse attractions and amenities of the City of Karratha to attract residents and businesses (6.5)
   - support local tourism development and visitor services (6.6)
   - support aboriginal economic participation.

2. Demand/Need
   The KDCCI continues to deliver regionally appropriate initiatives and events that support local business. These initiatives and events are well utilised and attended. It fills a critical gap, providing training, coaching, networking opportunities, workforce development and other initiatives that support local business development, encourage Aboriginal economic participation and support local business to grow and thrive.

3. Economic Development
   The KDCCI has a well-established network of sponsors that contribute to their events and initiatives. The KDCCI plans to deliver events and initiatives of about $2.2million over the three-year funding period. The City's contribution represents approximately 23.3% of the total program.

   Based on expenditure data reported by the KDCCI to City Growth for the 2023/24 and 2024/25 financial years, analysis indicates that for every dollar contributed by the City, between $5.12 and $6.08 will be spend within the local economy.

   It must however be noted that this only reflects event and initiatives expenditure and excludes indirect benefits such as upskilling of local business, new business generated through networking, or increases in Aboriginal economic participation. Although difficult to quantify these benefits are critical to small businesses to help them grow and thrive and to diversify the City's economy.

4. Value for Money
   The KDCCI's funding request seeks on-going support of a similar level to previous years, with the proposed increase broadly aligned to CPI. The in-kind use of REAP for the Business Breakfast events has been included in the request to Council to clearly articulate the level of support previously provided for these events.

   While the value of the request exceeds that of a traditional chamber sponsorship; the organisation performs a broader economic development function within a regional environment where equivalent State Government and private sector business development services are not locally embedded. In most regional centres, small business advisory, Indigenous enterprise support and procurement readiness functions are delivered across multiple agencies. In Karratha, these services are largely centralised through the KDCCI, creating efficiency of scale and a coordinated, one stop support model for local businesses.

   The City's contribution leverages significant co-funding from industry sponsors, membership revenue and RCCIWA support, resulting in a substantially larger overall program delivery than the City could achieve independently. In addition, the City receives defined entitlements including branding, speaking opportunities, exhibition access and direct engagement channels with the business community, providing both strategic visibility and structured communication platforms.

   Importantly, several initiatives, including the Grow Local Program, are accessible to non members, ensuring that the benefit of Council's investment extends beyond KDCCI membership to the broader local business ecosystem. When considered against the scale of program delivery, leveraged funding and the absence of effective alternative service providers in the region, the application represents value for money and a cost effective mechanism to deliver structured business development outcomes.

A full break down of the evaluation is included as **Attachment 2**.

Based on the evaluation of the application against the criteria, it is recommended that the application is supported for funding. If approved by Council, the City will enter into a multiyear Funding Agreement with the KDCCI in line with the Policy.

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 social issues, economic issues or parties affected issues/Council's ability to perform its role.

STATUTORY IMPLICATIONS
There are no statutory implications.

COUNCILLOR/OFFICER CONSULTATION
Consultation has taken place between relevant internal departments.

COMMUNITY CONSULTATION
No community consultation is required.

POLICY IMPLICATIONS
There are no policy implications.

FINANCIAL IMPLICATIONS
The Officer's recommendation would require Council to enter into a new Agreement, committing expenditure in future years to be incorporated into those years' operating budgets, subject to satisfactory acquittals.

Organisation Name	Support	Recommended Amount to applicant (excl. GST)	Recommended In Kind Support (Reap Hire) (excl. GST)	Recommended Amount Total (excl. GST)
KDCCI	**2026/2027** Sponsorship	$150,000	$15,000	**$165,000**
KDCCI	**2027/2028** Sponsorship	$156,000	$15,000	**$171,000**
KDCCI	**2028/29** Sponsorship	$162,000	$15,000	**$177,000**

STRATEGIC IMPLICATIONS
This item is relevant to the Council's approved Council Plan 2025 - 2035. In particular, the Corporate Business Plan provided for this activity:

Goal: 6 The local economy is diverse and thriving, with opportunities for all.

Objectives:
- 6.2 Support a diverse and sustainable local labour market
- 6.3 Support the local small and medium business sector to grow and diversify.
- 6.4 Support increased education and training opportunities.
- 6.5 Effectively market and promote the diverse attractions and amenities of the City of Karratha to attract residents and businesses.
- 6.6 Support local tourism development and visitor services.

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	Low financial risk. Council would need to approve funds for the 2026/27, 2027/28 and 2028/29 financial period. Risk will be managed through funding agreement. Funding agreement will be covered over a three-year period with interim acquittal required before subsequent payment. REAP payments will be conducted via general ledger accounting between departments.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	Low reputational risk of Council providing funding to projects that cannot be delivered or are delivered to an inadequate standard. Risk will be managed through funding agreement.
Compliance	Low	Low compliance risk if projects are not acquitted. Risk will be managed through funding agreements and the City will work with the KDCCI to ensure funding is acquitted to a satisfactory standard.

IMPACT ON CAPACITY
The capacity to deliver the recommendations will be met through the City's existing operational resources.

RELEVANT PRECEDENTS
In the last three years, Council has endorsed applications for funding under the BDSG Policy as follows.

Year	Applicant	No of projects Funded	Total Funding Awarded
2023/24	• KDCCI • KBECI • Indigenous Emerging Business Forum Aboriginal Corporation	8 1 1	$130,000 $20,000 $20,000
2024/25	• KDCCI • KBECI	9 1	$134,875 $20,000
2025/26	• KDCCI • KBECI	9 1	$140,000 $20,000
TOTAL		**68**	**$1,112,375**

VOTING REQUIREMENTS
Absolute Majority.

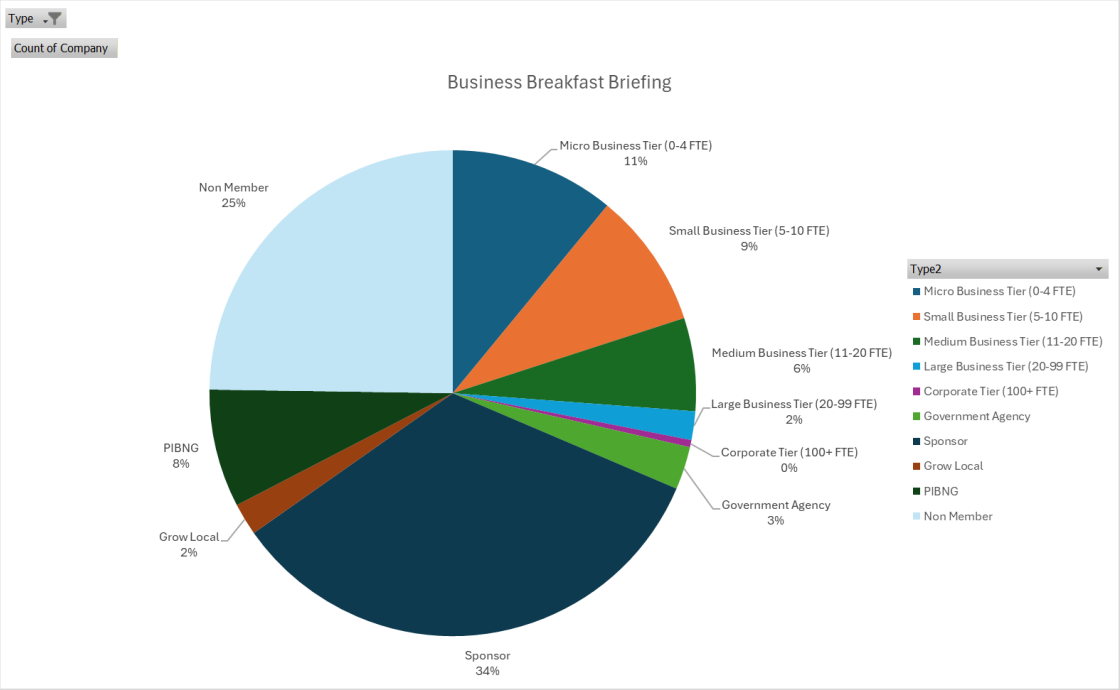
CONCLUSION
The KDCCI has requested funding under the BDSG Policy for a 3-year period totalling $468,000 (excl. GST) and REAP fees and charges up to $45,000 (excl. GST) for a total sponsorship value of $513,000 (excl. GST).

The request has been evaluated against the City's BDSG Policy and is considered to meet the requirements of this Policy. It is recommended that the application be supported for the full amount of funding.

COUNCILLOR QUESTION:
Are KDCCI able to provide details of who attend the programs proposed to be sponsored and any feedback or testimonials from those businesses?

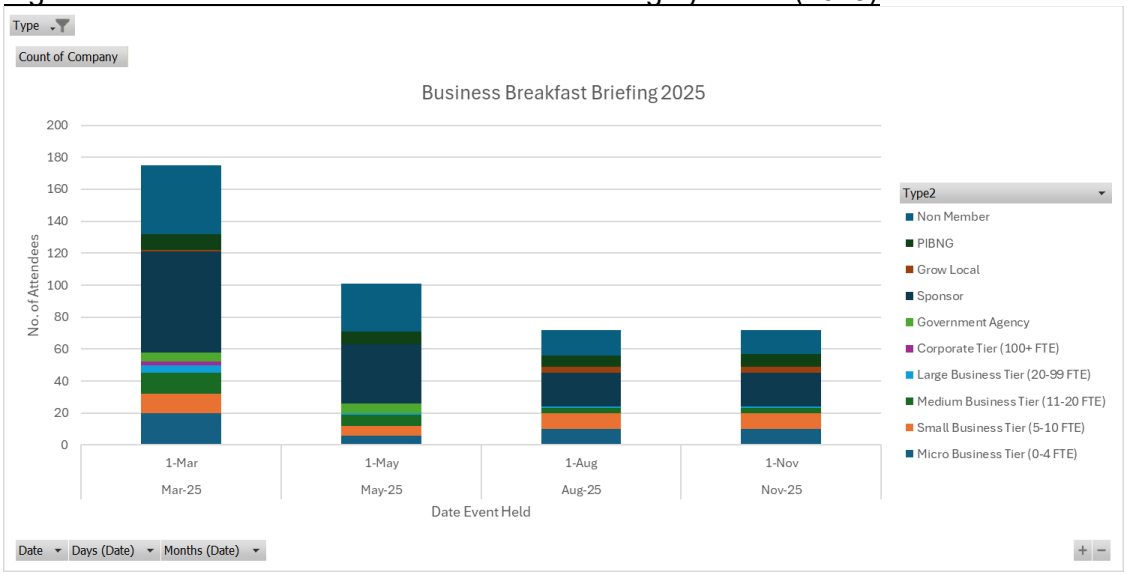
CITY RESPONSE:
At Business Breakfast Briefings, approximately 25% of attendees were non-members, indicating strong reach beyond the existing membership base and reinforcing the Chamber's role as a regional connector.

Figure 1: Attendees of Business Breakfast Briefings 2025.



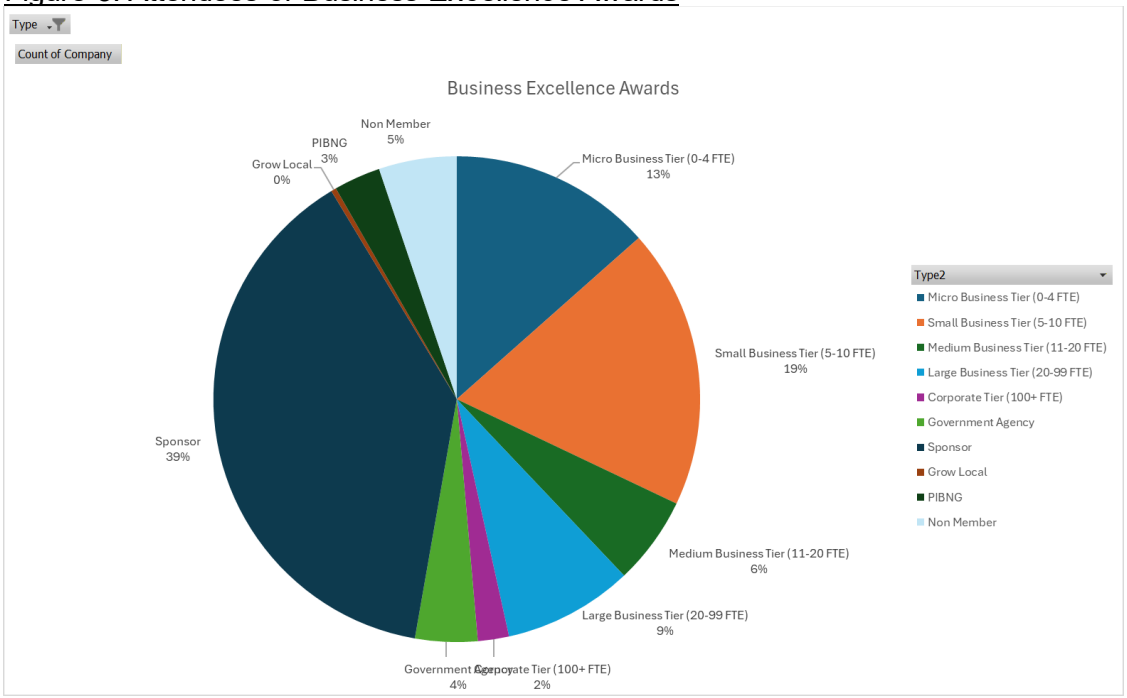
Attendance trends show that economic-focused topics such as the Major Projects Update consistently generate the highest participation, reflecting strong business demand for strategic regional intelligence. Sessions focused on emerging issues such as housing, workforce and net zero recorded comparatively lower attendance, suggesting ongoing work is required to build engagement on longer-term structural issues.

Figure 2: Attendees of Business Breakfast Briefing by Event (2025)



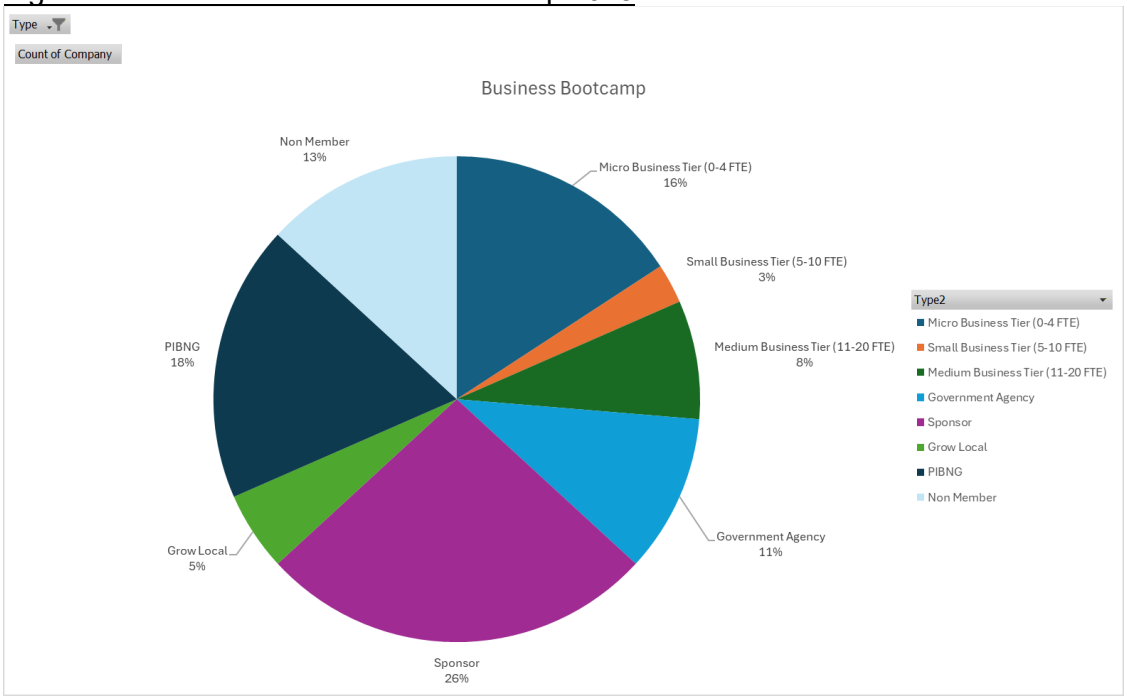
The 2025 Business Excellence Awards achieved high sponsor participation (39% of attendees) due to ticket allocations within sponsorship packages. Importantly, the event also achieved meaningful representation from micro (13%) and small businesses (19%), supporting accessibility objectives following the move to a larger outdoor format. This shift enabled increased participation and strengthened the event's function as a whole-of-business-community celebration.

Figure 3: Attendees of Business Excellence Awards



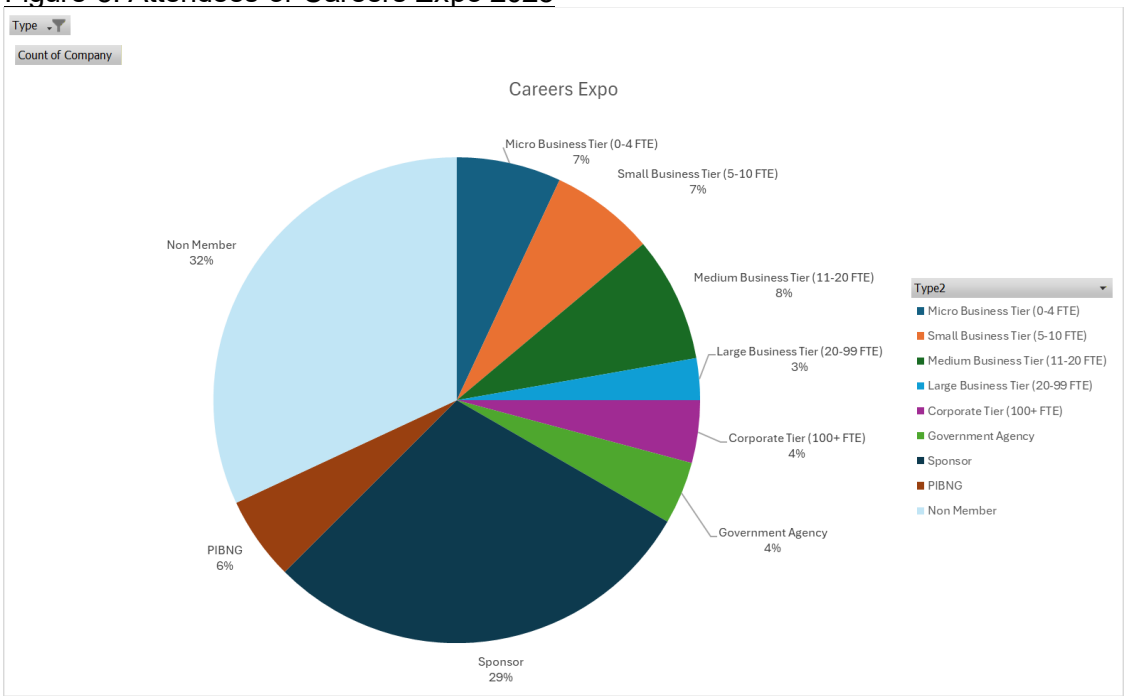
Business Bootcamp participation reflected a similar pattern, with strong sponsor representation complemented by attendance from businesses across multiple stages of maturity, from start-ups to established operators. The theme "Work smarter, not harder" and the inclusion of high-profile speakers in economics, governance and artificial intelligence contributed to sustained interest in capability-building initiatives.

Figure 4: Attendees of Business Bootcamp 2025



The Careers Expo showed a notably higher proportion of non-member participation compared with other KDCCI events. This is largely attributable to participation from government agencies and service providers such as health organisations, WA Police and the Australian Defence Force. Conversely, attendance from micro and small businesses was lower, with feedback indicating that time away from revenue-generating activities is a key barrier to participation in full-day events.

Figure 5: Attendees of Careers Expo 2025



Diversity and Inclusion programs also demonstrated strong community reach. International Women's Day events attracted significant non-member attendance (27%), while markets drew participation from home-based and early-stage businesses not yet positioned for

Chamber membership. These programs play an important role in building pathways to engagement and future membership.

Figure 6: Attendees of Diversity & Inclusion Programs 2025

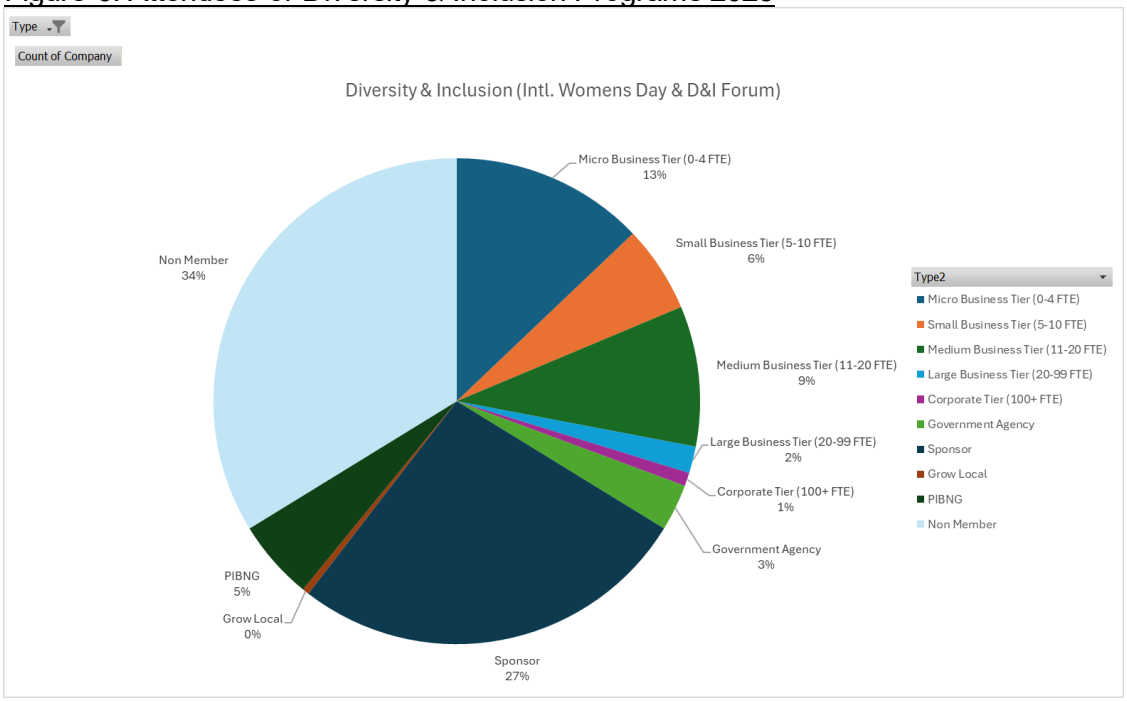
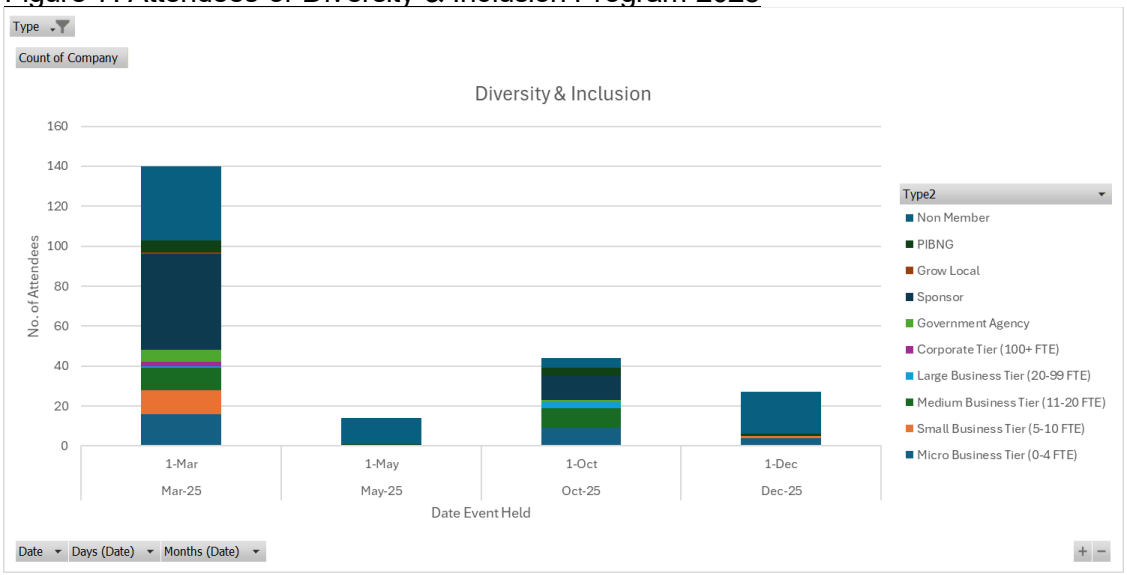


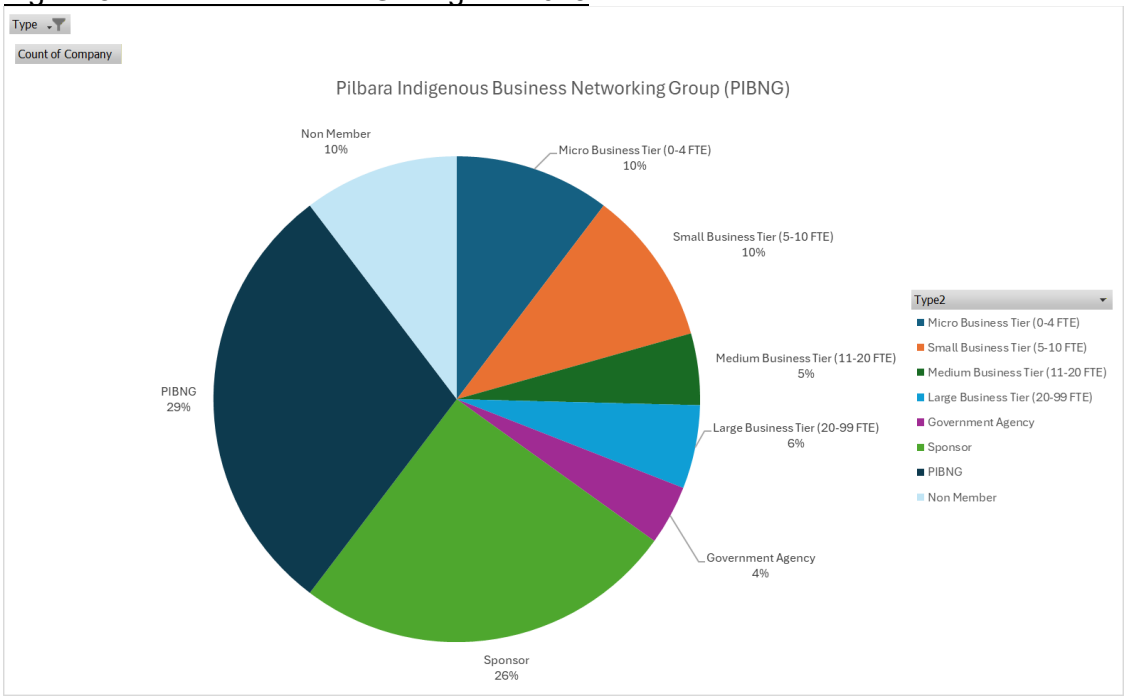
Figure 7 shows the distribution of business types by each D&I event held in 2025. Our flagship event, International Women's Day continues to draw a large crowd. In 2026 we increased to 200.

Figure 7: Attendees of Diversity & Inclusion Program 2025



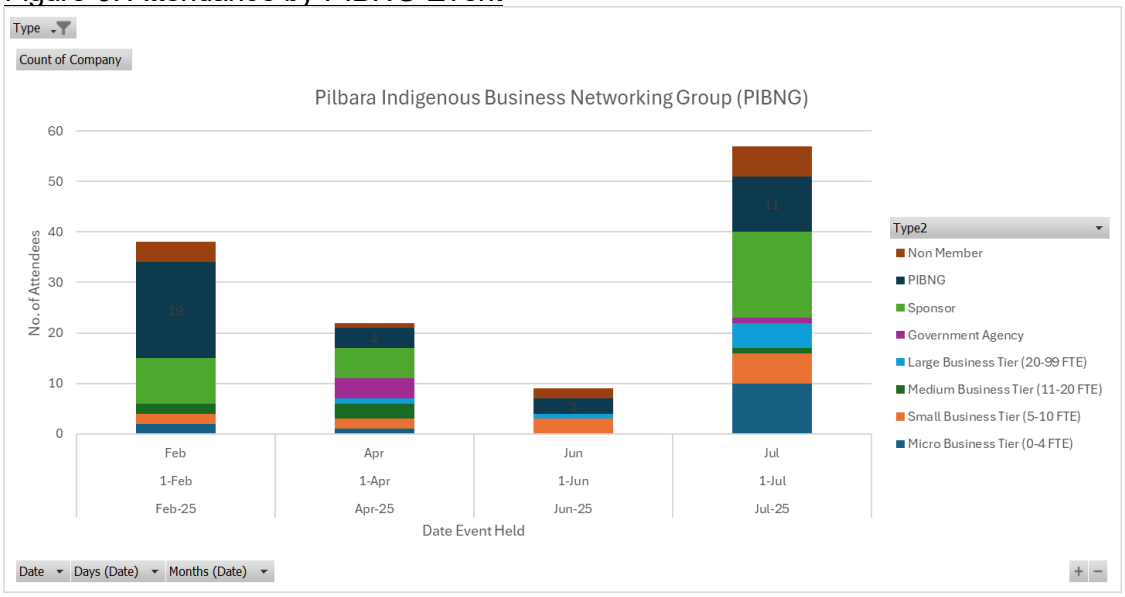
Participation data from the Pilbara Indigenous Business Networking Group (PIBNG) indicates strong alignment with Chamber activity. Approximately 71% of PIBNG businesses also hold KDCCI membership, demonstrating the perceived value of integrated support networks.

Figure 8: Attendees at PIBNG Program 2025



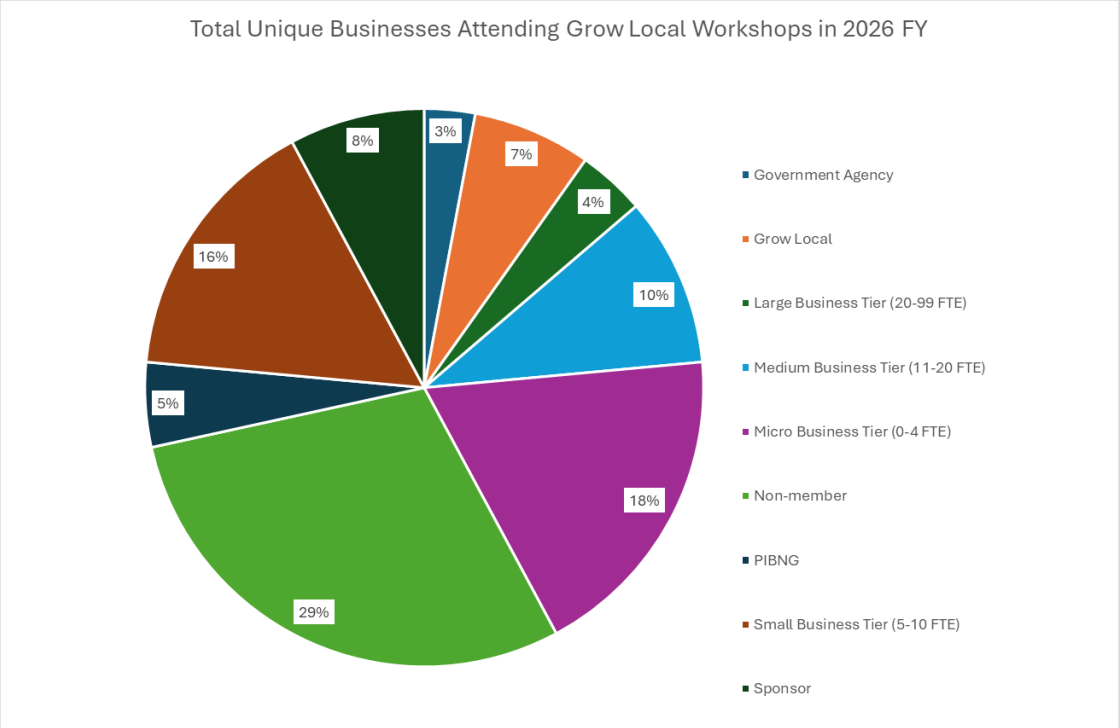
The program continues to attract businesses at varying stages of growth, with particularly strong attendance at flagship initiatives such as the Indigenous Trade Show and Business Builder workshops.

Figure 9: Attendance by PIBNG Event



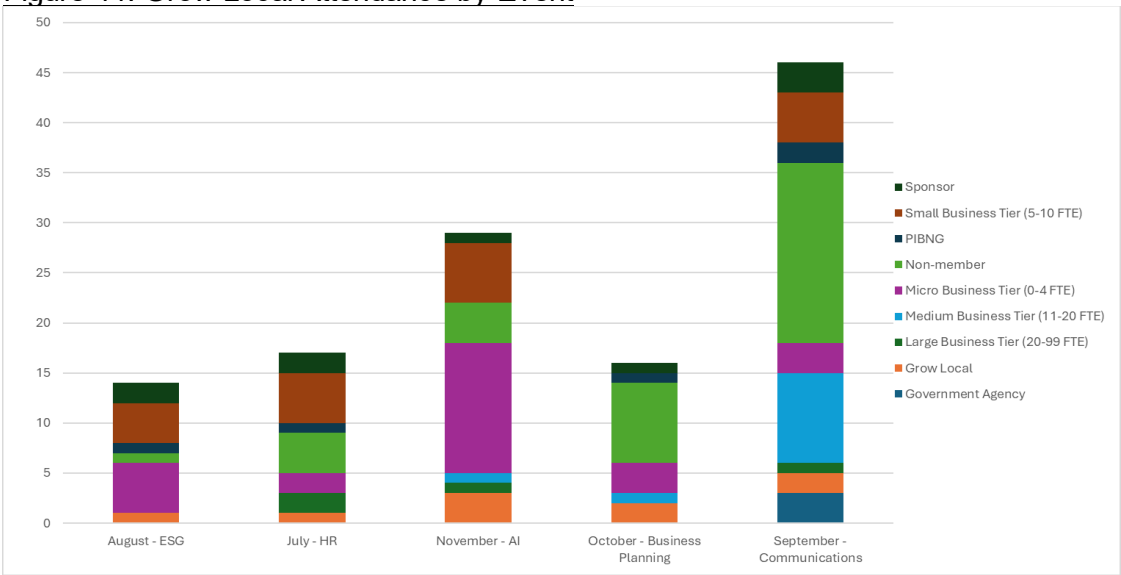
Grow Local workshops in the current financial year show that micro (18%) and small businesses (16%) remain the core audience, alongside a significant cohort (29%) of businesses not yet ready to formalise Chamber membership. Participation by Indigenous businesses continues to increase, further strengthening inclusive economic development outcomes.

Figure 10: Attendees of Grow Local Program 2026FY



While attendance varies across topics, even smaller workshops can deliver meaningful outcomes. Supporting a small number of businesses to improve financial management capability can directly influence business survival and regional economic resilience.

Figure 11: Grow Local Attendance by Event



Overall, the data confirms that KDCCI programs are accessible and relevant to a wide range of business types – including businesses that are not paid KDCCI members. The Chamber is currently undertaking further data cleansing and system improvements to enable more targeted promotion, improved segmentation and clearer identification of gaps in business engagement.

Participant Feedback

For **Grow Local**, we have a survey for feedback that attendees are invited to complete - not a high response rate and more often than not the feedback is around whether or not people like the food (rather than content). We also complete an annual Grow Local survey.

For **Careers Expo & Bootcamp**, we have surveys that are completed post event to help improve.

For the other programs (PIBNG & D&I) we plan to implement a similar approach, but currently there is no formal feedback loop. We are also looking to gather testimonial that show long term growth/benefits realised due to program participation.

At present there is no formal survey for feedback for BEA - but rest assured we get a lot of feedback on the event.

Our new CRM/Events platform has survey features so just a matter of incorporating that into our process for the other programs (although we are limited on the number per year so would need to have a look at how we manage that constraint).

COUNCILLOR QUESTION:

What kind of development opportunities are available for "micro-businesses" and sole traders?

CITY RESPONSE:

KDCCI have indicated that micro-businesses form the majority of participants in Grow Local coaching sessions and workshops. Additional initiatives supporting this cohort include:

- the Chamber Connect series, a monthly networking opportunity attracting around 25 businesses per session (we also use this as a platform for consultation – where CofK was able to present its EDTS).
- market events providing exposure for home-based and early-stage sole traders
- targeted engagement strategies recognising that approximately 77% of KDCCI members employ fewer than 20 FTE

KDCCI performance measures include tracking both total business interactions and engagement with new businesses. This ensures continued outreach beyond established networks and supports broader economic participation.

COUNCILLOR QUESTION:

How does KDCCI develop their programs and who determines what is offered?

CITY RESPONSE:

KDCCI have indicated that they adopt a structured and responsive approach to determining business development programming. Inputs include:

1. annual topic surveys issued to Grow Local subscribers (broad recommendations)
2. direct feedback from businesses on preferred speakers and emerging capability needs
3. themes identified through business advisory sessions (eg. Business Planning workshop held in Oct-25)
4. regulatory or legislative changes impacting business operations (eg Superannuation workshop scheduled for Mar-26)
5. alignment with regional economic activity (for example grant cycles)
6. delivery of core capability themes including finance, marketing, HR/IR, leadership, digital capability and cultural awareness

Below is a snapshot of workshops conducted in 2025. It is important to note that although some of the workshops may not draw a crowd, for example some of the financial workshops, our thoughts are that if seven local businesses build capacity in their cashflow management, it may be the difference between a business surviving or winding up.

Date	Grow Local Events
22/01/25	Understanding Aboriginal Engagement & Building Relationships in the Pilbara
6/2 - 13/3/25	Leading People & Culture Course
6/03/25	Preparing SMEs for Net Zero Economy
26/03/25	Speaking for Profits
27/03/25	Thinking & Speaking off the Cuff
9/04/25	Financial Workshop | Strong Structure & Relevant Reporting
30/04/25	Financial Workshop | Cashflow Clarity & Timely Taxes
22/05/25	Tender Writing Workshop
12/06/25	Grant Writing Workshop
22/07/25	HR & IR Essentials Workshop
17/09/25	Bullshift: Communications Workshop
22/10/25	The Road Ahead: Building a Plan for Your Business
13/11/25	Unlocking AI for Your Small Business

COUNCILLOR QUESTION:
Do staff and board members receive cultural training?

CITY RESPONSE:
KDCCI have indicated that staff participate in annual cultural awareness training delivered by local Ngarluma consultants. Senior staff have also completed advanced cultural competency training with recognised practitioners (Dr Tracey Westerman – Cultural Competency / Indigenous Mental First Aid). The organisation is further strengthening capability through recruitment of an Indigenous trainee, reflecting strong community interest and support for inclusive workforce development.

Board members are not required to do compulsory cultural awareness training, but many have come through our cultural aware workshops that we run annually.

COUNCILLOR QUESTION:
Does the KDCCI have a complaint handling process for feedback on your business development program?

CITY RESPONSE:
KDCCI have indicated that they maintain a complaints and incident register which is reviewed periodically. Feedback is actively encouraged through formal and informal channels. Post-event debriefs are conducted to identify improvements and enhance program quality. While the process is currently practical rather than highly formalised, continuous improvement remains a core organisational focus.

COUNCILLOR QUESTION:
The City shared that funding would cover 23.3% of overall funding, but KDCCI's presentation shared that it was only 10%.

CITY RESPONSE:
That figure relates to the percentage of the programs supported by the City, not the overall running costs of the KDCCI.

11.2 MAJOR EVENTS SPONSORSHIP AND ATTRACTION PROGRAM – PROPOSED SPONSORSHIP FOR GREAT AUSSIE ROAD TRIPS

File No: RC.119

Responsible Executive Officer: Director Development Services

Reporting Author: Economic Development Project Officer

Date of Report: 10 February 2026

Applicant/Proponent: Visage Productions

Disclosure of Interest: Nil

Attachments:
1. Application
2. Synopsis
3. Evaluation

PURPOSE

For Council to consider a request from Visage Productions, for the City to sponsor a dedicated City of Karratha & Shire of Ashburton episode as part of the 2026 Great Aussie Road Trips television series.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-15
MOVED : Cr Roots
SECONDED : Cr Furlong

That Council:

1. **APPROVE by Absolute Majority sponsorship funding under the MESAP Policy to Visage Productions Foundation as follows:**

Organisation Name	Project Name	Grant Amount 25/26
Visage Productions	Great Aussie Road Trips	$31,000 (excl. GST)

2. **APPROVE by Absolute Majority a budget amendment for 2025/26 for an additional $31,000 for the purpose of the funding the recommended project under the MESAP Policy, to be funded by a transfer from the City's Economic Development Reserve, as follows:**

Name	Account Number	Current 25/26	Proposed 25/26	Variation
Economic Development Grants	3020-51010-6390-1525	$270,500	$301,500	$31,000
Transfer from Economic Development Reserve	2100-90005-5030-8098	-	($31,000)	($31,000)

Name	Account Number	Current 25/26	Proposed 25/26	Variation
Net Impact to the City				**$0**

CARRIED BY ABSOLUTE MAJORITY 8/0

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

BACKGROUND
Visage Productions, is a WA owned and operated video production company, producing the nationally broadcast Great Aussie Road Trips television series since 2025. They have requested 50% sponsorship for an episode featuring the City of Karratha and the Shire of Ashburton, to be distributed nationally and internationally. The proposal has been reviewed in accordance with MESAP Policy criteria.

DISCUSSION
Proposal
Great Aussie Road Trips is a nationally and internationally broadcast television series showcasing iconic and lesser travelled Australian touring routes. Visage Productions has approached the City of Karratha and the Shire of Ashburton to feature the region in a dedicated 22 minute episode for Season Two, with approximately 11 minutes of content focused on Karratha.

The City will have direct input into content, enabling the shaping of the growth, tourism and attraction narrative. The project will be led by Marketing and Communications, supported by City Growth. Consistent with the City's aspiration to be recognised as Australia's most liveable regional city, the episode is expected to follow a road trip between Onslow and Karratha, incorporating Mackerel Islands, Millstream and Karijini. Acknowledging that the key tourism assets proposed to be visited are within the Shire of Ashburton, the City will require inclusion of key local landscapes and attractions such as Murujuga, Hearson's Cove and Cossack to ensure strong visual positioning of Karratha and the broader Pilbara as a premier self-drive and adventure tourism destination, highlighting coastal experiences, Aboriginal culture, industry and lifestyle within an authentic touring narrative.

Production is proposed for July or August 2026, with filming anticipated to involve a 3 to 4 day visit by a small crew, generating routine short-term expenditure across accommodation, transport and hospitality.

Season Two will be broadcast via the Outdoor Channel, reaching audiences across 58 countries and more than 96 million television households. This provides significant domestic and international exposure beyond traditional advertising campaigns.

Visage has offered a "Buy Out" option, allowing the City to retain ownership of the produced media. Unlike the recent Our Town series production, which primarily supported liveability positioning, the Great Aussie Road Trips episode would generate high quality tourism focused footage for ongoing use in destination marketing campaigns.

The application is provided as **Attachment 1,** the synopsis of Great Aussie Road Trips Television Series – Season Two as **Attachment 2** and the assessment as **Attachment 3**.

Assessment

Officers have utilised the MESAP evaluation criteria to assess Visage's production event. In brief, the evaluation determined that the proposal:

1. Aligns with the City's strategies and plans of the vision to be Australia's most liveable regional City.
2. While the direct economic impact may be modest, the crew supports local businesses and reinforces Karratha's ability to host visiting professionals, while the episode boosts visibility and drives long-term economic growth through tourism, business attraction, and repurposed footage for ongoing marketing.
3. Investing $31,000 in a tailor-made television episode provides significantly more value than a 15-second commercial broadcast in Perth, as the sponsorship is equivalent to nine 15-second ads. This professionally produced episode of Great Aussie Road Trips offers extended exposure and a far greater return on investment.
4. As the application includes a Buy Out option, it provides full control over the narrative, ensuring alignment with the City's objectives and maximizing its social and community impact.
5. The Great Aussie Road Trips series is broadcast internationally to audiences in 58 countries and is also available on digital streaming platforms, providing access to more than 96 million households worldwide. This reach offers significantly broader visibility for the City than previous productions.
6. Will not have an adverse environmental impact.
7. It is unlikely to face any production or delivery issues, as the project is being managed by a reputable production company with extensive experience in successfully delivering this television series.

The Administration has thoroughly reviewed the sponsorship and concludes that the branding, promotional opportunities, and long-term community benefits offer substantial value for money. Additionally, the access to high-quality footage for future marketing initiatives further enhances the proposal and is a considered good return on investment in and of itself.

The direct return on investment (ROI) from activity during filming is expected to be modest and it is difficult to calculate the ROI associated with reaching a national audience. It is expected however that the value associated with reaching an international audience in 58 countries far exceeds the $31,000 proposed to sponsor the episode.

By way of comparison, the cost of broadcasting a 15-second commercial in Perth is $3,400 per airing, amounting to $149,600 for a total of 11 minutes of screen time (44 airings at $3,400
each). While the impact of a customised television episode and repeated commercial airings cannot be directly equated, the cost to the City for an equivalent duration of exposure on television would be 4.83 times higher.

It is therefore recommended that Council support the proposal.

Funding Request

Organisation Name	Project Name	Project	Project Total	Requested Amount	Officer's Recommended Amount
Visage Production	2026 Great Aussie Road Trips television series	City of Karratha and Shire of Ashburton Episode	$31,000 (excl. GST)	$31,000 (excl. GST)	$31,000 (excl. GST)

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 social issues and economic issues as the MESAP Policy provides for funding assistance for major events.

STATUTORY IMPLICATIONS
There are no statutory implications.

COUNCILLOR/OFFICER CONSULTATION
Consultation has taken place with relevant internal departments including Marketing & Communication.

COMMUNITY CONSULTATION
No community consultation is required.

POLICY IMPLICATIONS
The City's DE03: Major Event Sponsorship and Attraction Program Policy applies.

FINANCIAL IMPLICATIONS
A budget allocation of $31,000 (excl. GST) is required for this item in the 2025/26 financial year. As the existing MESAP budget has been expended, the proposed funding will be required to drawn from the Economic Development Reserve which has approximately $1.2M available.

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

Goal:	6	The local economy is diverse and thriving, with opportunities for all
Objectives:	6.3	Support the local small and medium business sector to grow and diversify
	6.5	Effectively market and promote the diverse attractions and amenities of the City of Karratha to attract residents and businesses
	6.6	Support local tourism development and visitor services

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	Low financial risk to the City from providing funding to a project that may not be delivered or may be delivered to an inadequate standard. Risk will be managed through funding agreement. Other funding partner's contributions will be monitored. If they are unable to proceed; the project will be reviewed by the City of Karratha prior to any further commitment.
Service Interruption	N/A	Nil
Environment	N/A	Low environmental risk as the event will utilise existing paths, tracks and road networks. Visage

Category	Risk level	Comments
		Productions have significant experience with production and filming. There is no foreseeable impact on natural environment and no residential noise impact.
Reputation	Low	Low reputation risk of the City providing funding to events that are not able to be delivered or are delivered to an inadequate standard. Risk will be managed through funding agreement and buy-out, giving the City full creative control.
Compliance	Low	Low compliance risk of sponsorship not being provided to the agreed standard. Risk will be managed through funding agreement. The City will work with Visage Productions to ensure the project is acquitted to a satisfactory standard.

IMPACT ON CAPACITY
The capacity to deliver the recommendation will be met through the City's existing operational resources.

RELEVANT PRECEDENTS
Council has endorsed other filming proposals under the MESAP Policy.

The City approved $45,000 (excl. GST) on 31 March 2025 for Visage Productions to create a dedicated Our Town episode showcasing key lifestyle and economic features of Karratha. Filming and post-production have been completed, with the episode scheduled for national broadcast in March 2026.

VOTING REQUIREMENTS
Absolute Majority.

CONCLUSION
Visage Productions has requested $31,000 in sponsorship to produce a joint episode featuring the City of Karratha and the Shire of Ashburton of the Great Aussie Road Trips series. This initiative has been assessed against the City's MESAP Policy criteria. It is recommended that Visage be supported for the full amount requested

COUNCILLOR QUESTION:
How much funding is coming from each local government to contributing to the shared episode, City of Karratha and Shire of Ashburton?

CITY RESPONSE:
50% from each local government.

COUNCILLOR QUESTION:
Can this money be transferred from the Economic Development Reserve given it is being repealed?

CITY RESPONSE:
We are not repealing this reserve until the end of the financial year.

11.3 ENVIRONMENTAL SUSTAINABILITY STRATEGY – MID-CYCLE REVIEW AND IMPLEMENTATION PLAN

File No:	LP.338
Responsible Executive Officer:	Director Development Services
Reporting Author:	Sustainability Lead
Date of Report:	18 February 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Environmental Sustainability Strategy Addendum Mid-cycle Review and Implementation Plan

PURPOSE

For Council to consider the proposed Environmental Sustainability Strategy (ESS) Addendum – Mid-Cycle Review and Implementation Plan, as the delivery plan for the remaining ESS actions.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-16
MOVED : Cr Swaffer
SECONDED : Cr Roots

That Council ENDORSE the City of Karratha's Environmental Sustainability Strategy Addendum – Mid-Cycle Review and Implementation Plan (Attachment 1)

CARRIED 8/0

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

BACKGROUND

The City's Environmental Sustainability Strategy (ESS) was adopted by Council on 30 June 2021 and provides the overarching framework for guiding environmental sustainability and climate action across the City. The ESS is structured around five focus areas:

- Energy and climate action
- Waste
- Water
- Natural environment
- Sustainable development and planning

The current ESS identified a range of actions but did not include an Implementation Plan (IP), and the actions were not budgeted, resourced, or prioritised. Since its adoption, significant progress has been made. Many actions have been delivered through operational activities, project management, capital works programs, and organisational and community engagement, helping embed environmental sustainability across the City's operations.

To support ongoing progress, the City engaged a consultant to undertake a mid-cycle review, establish priorities, develop quantitative measures, and prepare an ESS Addendum and IP to guide delivery of the remaining actions. This review is timely, following the adoption of the City's 2025-2035 Council Plan, which elevates environmental sustainability and climate action, and the Waste Management and Resource Recovery Strategy, which is an important contributor to the City's overall sustainability performance. Once the current ESS is largely implemented, a new ESS will be developed with broad community consultation, to guide future sustainability initiatives.

DISCUSSION

The mid-cycle review, undertaken in 2025 with support from the Environmental Sustainability Advisory Group and key stakeholders, reaffirmed the City's long-term sustainability direction and confirmed strong progress in embedding sustainability across operations and community activities.

The review assessed all 107 ESS actions, identifying those completed, embedded into business-as-usual, or outstanding. Internal workshops were held to test operational feasibility, resource requirements, and alignment with current organisational priorities, and actions from strategies and plans developed since 2021. The review found that 61 actions have been completed or embedded into normal operations, with achievements across renewable energy, energy efficiency, emissions management, water management, waste diversion, natural area management, and urban greening. The remaining actions were refined and consolidated into ten priority initiatives to guide the next phase of delivery. These priorities include:

1. Implement the Emissions Reduction Plan
2. Complete and deliver the Solar Works Plan
3. Expand landfill gas flaring at the Seven Mile Waste Disposal Facility
4. Deliver low- and zero-emission fleet initiatives
5. Implement the Waste Management and Resource Recovery Strategy
6. Reduce potable water use in City operations
7. Deliver urban greening initiatives
8. Develop and implement Environmental Management Plans
9. Apply Environmentally Sustainable Design (ESD) principles in City projects
10. Strengthen governance, education, and advocacy functions.

The ESS Implementation Plan (Attachment 1: Section 6.9) consolidates and sequences outstanding actions under the five ESS focus areas and ten ESS priorities. The ESS IP sets out responsibilities, indicative resourcing, and staging to 2031.

To support effective monitoring, transparency and accountability, a suite of Key Performance Indicators (KPIs) has been developed for each ESS priority. These KPIs are aligned with relevant Corporate KPIs and the success measures outlined in the Council Plan 2025–2035. It is acknowledged that certain KPIs will be further developed and refined over time as data collection methodologies, baselines and reporting systems mature. The KPIs are outlined below:

	KPI description	Target / Measure of success
1.	Reduce corporate Scope 1–2 greenhouse gas emissions	Reduce emissions from 2024 baseline. Achieve 20% reduction by 2030, 50% by 2040, and near net zero emissions by 2050
2.	Increase proportion of electricity consumption supplied by on-site renewable energy generation	Increase percentage of total electricity consumption supplied by on-site renewable energy from 2024 baseline of 22%

	KPI description	Target / Measure of success
3.	Reduce greenhouse gas emissions through landfill gas capture and flaring	Tonnes of greenhouse gas emissions avoided (t CO_2-e) through operation of gas-flaring systems
4.	Increase proportion of passenger and Light Commercial Vehicle (LCV) fleet that are low- or zero-emission	% of total passenger and LCV fleet that is low- or zero-emissions. Achieve 5% switching by 2030, 40% by 2035 and 80% by 2050
5.	Increase proportion of residential waste diverted from landfill	Benchmark to be set, and other KPIs to be considered
6.	Reduce potable water use in City operations	Percentage reduction in annual consumption from 2020 baseline. Corporate and community reduction targets to be established in 2026
7.	Urban greening KPIs to be developed	To be developed
8.	Environmental Management Plan KPIs to be developed	To be developed
9.	Increase number of new infrastructure projects that meet the minimum Environmentally Sustainable Design requirements	All completed City infrastructure projects meet Environmentally Sustainable Design requirements
10.	Deliver sustainability governance, education and advocacy initiatives	Number of sustainability programs, workshops, campaigns, and governance actions delivered

The review also considered changes in State and Federal legislation and reporting requirements to ensure continued alignment with emerging sustainability and climate policy frameworks. While most sustainability reporting obligations for local governments remain voluntary, this is expected to evolve. Establishing clear priorities and KPIs, positions the City to respond proactively to future regulatory requirements and environmental management obligations.

With the ESS Implementation Plan in place, the City is well-positioned to meet emerging legislative expectations, embed sustainability across core operations, and provide a strong foundation for the future evolution of the Environmental Sustainability Strategy.

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 environmental issues and Council's ability to perform its role.

STATUTORY IMPLICATIONS
Part 3 Division 1 of the *Local Government Act 1995*, section 3.1 (1A) identifies that Councils are obliged to promote the economic, social, and environmental sustainability of the district; to plan for and mitigate risks associated with climate change; and to consider the long-term consequences of decisions on future generations.

Part 5, Division 3 of the *Local Government Act 1995*, section 5.56 (1) identifies that Councils are required to plan for the future of the district.

COUNCILLOR/OFFICER CONSULTATION
Consultation with Council on the ESS Addendum and IP was undertaken at a Council workshop on 9 March. Various officers including executives and managers were consulted

during the review of the ESS and the development of the ESS Addendum and IP. This occurred at targeted workshops and presentations with the opportunity to review and provide feedback.

COMMUNITY CONSULTATION

No community consultation is required, as the ESS was publicly advertised during its development in 2021, and the actions in the ESS Addendum and IP are consistent with those in the Council-adopted Strategy. Nonetheless, community engagement activities in accordance with the International Association for Public Participation (iap^2) public participation spectrum to consult are outlined below:

Who	How	When	What	Outcome
Environmental Sustainability Advisory Group	Workshop	17 Sep 2025	Workshop. Prioritisation of Outstanding ESS actions	Consult – to obtain feedback advice on ESS actions and priorities
	Meeting	11 Nov 2025	Presentation of draft	
	Direct email	16 Dec 2025	Copy of the ESS workshop output	
	Direct email	22 Jan 2026	Copy of the ESS and IP inviting feedback	
	Meeting	4 Feb 2026	Presentation of draft ESS and IP	

When the current ESS is largely implemented, a new ESS will be developed, with broader community consultation undertaken to inform its direction.

POLICY IMPLICATIONS

There are no immediate policy implications, however, development of a Climate Change Policy and an Environmentally Sustainable Design Framework for Council Facilities is recommended.

FINANCIAL IMPLICATIONS

High-level costs of the actions in the ESS IP will be incorporated into the Long Term Financial Plan. Infrastructure and project costs identified are estimates and will be refined through detailed design and addressed through the normal budget process as part of developing future projects, including those outlined in the Community Infrastructure Plan.

For activities intended to be led by the City Growth team, the ESS Implementation Plan identifies actions as 'Business as Usual' (BAU) or 'Plus'.

'Business as Usual' actions are intended to be delivered using existing staff resources; noting that the City currently has only one officer responsible for sustainability functions. As such, capacity to deliver beyond core coordination activities is limited.

'Plus' actions are contingent on the creation of additional specialist positions. Full delivery of the Implementation Plan is anticipated to require:

1. A Sustainability Officer to: assist the current Sustainability Lead with delivery of "Plus" projects, including the airport renewable energy study, delivery of the Waterwise Council action plan, community and business education programs, development and delivery of a sustainability grants stream and review of the Foreshore Management Plan implementation plans; as well as other BAU activities (not related to projects) such as maintenance of the emission inventory, data collection and reporting, key performance indicators, annual waterwise reporting.

2. An Environmental Officer to: assist with the delivery of urban greening initiatives identified in Key Priority Area 7; assist, develop and implement environmental management plans identified in Key Priority Area 8; and assist with education and advocacy functions identified in Key Priority Area 10.

These additional resources are each expected to cost in the order of $119,000-$134,000 per annum, including salary and relevant allowances. This resourcing model would enable the sustainability function to be structured across strategic leadership and coordination, alongside dedicated project delivery.
Progress will be tracked through annual work programs, KPI reporting, and integrated sustainability reporting to ensure actions are delivered in line with available capacity, financial planning and community expectations.

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

Goal: 5. We respect and care for the natural environment

Objective: 5.2 Implement sustainability measures in City operations and promote sustainability amongst community and industry

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	Endorsement of the ESS IP does not commit the City to funding. Given current staffing levels, only partial implementation of the actions is feasible, and additional specialist resources will be required for full delivery. Any financial implications associated with future implementation will be considered through annual budget and business planning processes. Delays or inability to stage actions effectively due to resource limitations may result in increased costs over time.
Service Interruption	Low	The risk of service disruption is low, as the ESS IP has been developed largely to guide future resource planning, rather than disrupt current operations. Should the proposed Plus actions not be adequately resourced however, delivery of those services, programs and projects will be delayed or not delivered on the basis that BAU activities will take precedence.
Environment	Moderate	There is a moderate risk if the ESS IP is not adopted. Implementation supports improved sustainability performance through effective planning, resourcing, and scheduling of actions, while inaction could undermine overall sustainability performance and environmental outcomes.
Reputation	Moderate	Adopting the ESS IP carries low risk, as it was developed through community and internal consultation. However, without additional specialist staff, implementation may be delayed or partial, which poses a moderate reputational risk given the community's high expectations for sustainability performance.
Compliance	N/A	Nil

IMPACT ON CAPACITY
The Strategy identifies a combination of actions and deliverables that can be progressed through a business-as-usual approach using existing resources, as well as actions that will require additional resourcing, either through additional positions or outsourced support.

The ESS Implementation Plan identifies a combination of actions that can be progressed through a business-as-usual approach using existing resources, alongside actions that will require additional resourcing. To support full delivery, it is expected that two additional specialist positions, a Sustainability Officer and an Environmental Officer are required given limited capacity with only one officer currently performing the City's sustainability and environment functions. These positions are required to strengthen the operating model, provide dedicated project support, and ensure the City can meet increasing regulatory, reporting, and community expectations.

RELEVANT PRECEDENTS
Council has previously endorsed the ESS in 2021, and the actions in the ESS Addendum and IP are consistent with this adopted Strategy.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
The mid-cycle review of the City's Environmental Sustainability Strategy has confirmed significant progress against the original actions and established a clear set of priorities to guide remaining initiatives. The ESS Addendum and Implementation Plan, provides a structured framework that aligns strategic intent with operational delivery, integrates with supporting strategies and plans, and enables consistent monitoring and reporting of organisational sustainability performance.

The Officer's recommendations are supported by internal consultation and stakeholder validation. They ensure the City is well-positioned to meet current and emerging legislative expectations, embed sustainability across operations, and provide a strong foundation for the future evolution of the Strategy.

Following endorsement, the City will progress to detailed planning, including financial and resource assessment to support implementation. The Strategy will be embedded within the City's integrated planning, monitoring, and budgeting frameworks to ensure effective delivery and ongoing review.

11.4 REQUEST FROM INDARA DIGITAL INFRASTRUCTURE FOR A LEASE WITHIN RESERVE 30948, KARRATHA AIRPORT

File No: EN.5 | LM25070

Responsible Executive Officer: Director Development Services

Reporting Author: Senior Lands Officer

Date of Report: 9 February 2026

Applicant/Proponent: Indara Digital Infrastructure

Disclosure of Interest: Nil

Attachment(s): Indara Current Lease Area

PURPOSE

For Council to consider excising a portion of Airport Reserve 30948 (Lot 504 on Deposited Plan 414541). Following the excision, it is proposed that that the City enter into a new Crown lease with the State for that portion of land and then sublease the land to Indara Digital Infrastructure (Indara) to enable continued operation of the telecommunications facility located at the Karratha Airport.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-17
MOVED : Cr Harris
SECONDED : Cr Gillam

That Council:

1. **REQUEST the Department of Planning, Lands and Heritage initiate the excision of a portion of Reserve 30948 (being a portion of Lot 504 on DP 414541) as per the area shown in Attachment 1.**

2. **REQUEST a Crown Lease to the City of Karratha over this portion of land with the power to grant a sub-lease for the purpose of "Telecommunications Facility".**

CARRIED 8/0

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

BACKGROUND

Indara Digital Infrastructure (formerly Australian Tower Network/Optus) operates a telecommunications facility within Reserve 30948, located on Lot 504 of Deposited Plan 414541, which adjoins the Sodexo bus parking area, northeast of the Karratha Airport terminal.

The reserve is vested in the City by the State for the purpose of "Airport" and includes the power to lease (to a third party) for any term not exceeding 42 years, subject to the consent of the Minister for Lands.

With Ministerial consent, the City entered a lease with Indara for an 80.5 m² portion of the reserve commencing 1 January 2010 for a term of 15 years. The current lease area can be viewed in **Attachment 1**. The lease was due for renewal in 2025 but has since expired.

The City sought Ministerial consent for a renewal in April 2025 however, consent was not granted due to a change in the State's policy position regarding the leasing of telecommunications facilities on Crown land.

The Department of Planning, Lands and Heritage (DPLH) undertook a review of telecommunications leases in 2024 and under a revised State-wide approach, they are now required to be exercised from Crown reserves prior to issue of a lease.

The lease is currently in holdover (allows the continued occupation of a property after the lease has expired, under the same terms, until a new agreement is finalised) while negotiations between the City, DPLH, and Indara continue to determine an appropriate resolution.

DISCUSSION
The refusal of Ministerial consent means the City cannot lawfully renew the lease under the current arrangement.

The City requested DPLH's reconsideration to allow the continuation of the current arrangement (where the City leases directly to Indara under the existing Management Order), providing the following key points in support of this request:

1. The lease aligns with the purpose of the reserve and supports essential commercial activities required for airport operations;
2. There is an established precedent for this type of arrangement;
3. Changing the lease structure may create complications with the site's power supply;
4. The City has a well-established and compliant leasing framework within the airport reserve;
5. Altering the current arrangements may lead to service disruptions and operational impacts; and
6. The airport's unique operating environment may warrant policy flexibility.

In response, DPLH informed the City that, while it acknowledges the airport's unique operating environment, it has undertaken extensive State-wide reviews of telecommunications leasing arrangements and adopted a consistent policy position. DPLH outlined two options available to the City to progress this matter to ensure Indara can continue operating the telecommunications facility:

Option 1:
The City surrenders its interest in the subject portion of land, which is then excised from the reserve. DPLH would lease the land directly to Indara.

Pros:
- Reduces administrative responsibilities and legal exposure for the City.

Cons:
- Loss of City control or influence over the use and management of the leased land.
- May set a precedent for other parts of the reserve.
- No rental income.
- May create issues regarding the sites ability to be connected to power supply. The site's electricity is currently supplied via a sub-meter from the reserve's main supply.

The City surrendering its interests in the land may result in the need for the site to find an alternative power supply.

Option 2:
The City requests the excision of the land and the creation of a new reserve, then enters into a lease with DPLH for the subject land and subleases it to Indara.

Pros:
- The City will retain oversight of the use and management of the site.
- The City continues to receive rental income from the sublease with Indara; however, it will be required to pay rent to DPLH equivalent to 50% of the unimproved market value, as determined by the Valuer General.

Cons:
- May result in a reduction of net rental income to the City.
- Increased administrative burden for the City to manage both the lease with DPLH and the sublease with Indara.

While it is unusual for the City to become an intermediary in administering leasing of Crown land, the City has a strong interest in maintaining control of operations at the Karratha Airport in this case.

While the City would not need to get involved in lease administration under Option 1, the City would be less able to protect its Airport interests under this option and would lose any rental income from the site.

Option 2 is recommended because it allows the City to remain the primary interest holder in the land, monitor the on-ground situation closely and deal directly with the sub-lessee in relation to any issues while still receiving a rental income from the site. This option also allows the continued use and management of power to the site.

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 economic issues, parties affected and Council's ability to perform its role.

STATUTORY IMPLICATIONS
This item is subject to the following legislation:
- Section 18 of the *Land Administration Act 1997* applies to Ministerial consent to a lease or sublease of Crown land.
- Section 79 of the *Land Administration Act 1997* permits the Minister to grant a lease of Crown Land.
- Section 51 of the *Land Administration Act 1997* applies to the Minister excising land from a Crown Land Reserve.
- Section 3.58 of the *Local Government Act 1995* applies to the disposal of land, including by sublease.

COUNCILLOR/OFFICER CONSULTATION
Consultation has taken place between:
- DPLH
- Indara
- Governance and Leasing
- Airport Services
- Strategic Planning

COMMUNITY CONSULTATION
No community consultation required.

POLICY IMPLICATIONS
There are no policy implications.

FINANCIAL IMPLICATIONS
The current lease generates annual rental income of $23,878.61.

Under the proposed arrangement, the City will lease the land from DPLH at a rental equivalent to 50% of the unimproved market value, as determined by the Valuer General.

The exact valuation will not be known until the City initiates the process to excise the portion of land from the reserve. DPLH has advised that, for the Department to initiate its referral to Landgate (Valuer General) to obtain a rental valuation, a tenure pathway must first be confirmed and initial investigations completed.

This arrangement may result in a reduction of net rental income to the City as the rental income from the sub lease income will likely be less than the current arrangement.

STRATEGIC IMPLICATIONS
Telecommunications Facilities are 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.

Goal:	7.	Our civic leaders are innovative, listening and balanced in meeting community needs
Objective:	7.3	Ensure the City is well governed and managed

RISK MANAGEMENT CONSIDERATIONS
The level of risk to the City is as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	The DPLH has advised that the lease rental for a lease from the State to the City for this proposal would be at 50% of the unimproved market value, as determined by the Valuer General. It is expected that the City would recover this rental through the sub-lease, however, this arrangement may result in a reduction of net income to the City.
Service Interruption	Low	The current lease arrangement will remain in place, in holdover, until a new arrangement can be resolved.
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	All infrastructure is existing. All agreements for land tenure and leasing would be to the City's satisfaction.

IMPACT ON CAPACITY
There will be a minor impact on capacity and resourcing to implement the Officer's recommendation due to the additional administrative requirements associated with managing both the lease from DPLH and the sublease to Indara.

RELEVANT PRECEDENTS
At the Ordinary Council Meeting held on 19 August 2019 (Resolution Number 154417), Council resolved to support a similar arrangement, whereby a portion of the Eastern end of the Airport Reserve 30948 was excised to facilitate a lease between DPLH and the City, with a sublease to a third-party proponent.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
The City's previous lease with Indara has expired and is in holdover. Ministerial consent to renew under the current arrangement was not granted following DPLH's State-wide policy shift requiring telecommunications leases within reserves to be excised.

DPLH has outlined two pathways to resolve the matter. Option 2: excision of the subject land, a Crown lease to the City, and a sublease to Indara is recommended for Council support as it best preserves the City's operational oversight of Karratha Airport, mitigates potential power supply and service-continuity risks, and maintains a rental revenue stream.

COUNCILLOR QUESTION:
Will the proposed lease to Indara Digital Infrastructure be a good outcome for the City?

CITY RESPONSE:
The proposal represents a positive outcome for the City. While the land in question is Crown land, the proposed lease arrangement allows the existing use of the site to be regularised and appropriately managed by the City.

12 PROJECTS & INFRASTRUCTURE REPORTS

12.1 ROEBOURNE RECREATION PRECINCT DESIGN – TENDER OUTCOME

File No: RFT0000042

Responsible Executive Officer: Director Projects & Infrastructure

Reporting Author: Project Officer - City Projects

Date of Report: 19 February 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s): Confidential – Tender Evaluation Report

PURPOSE
For Council to consider the tender for the Roebourne Recreation Precinct Design Number RFT0000042.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-18
MOVED : Cr Roots
SECONDED : Cr Swaffer

That Council:

1. **ACCEPT the tender submitted by Gresley Abas Pty Ltd ABN 46 109 290 842 as the most advantageous tender to form a contract, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 0000042 – Roebourne Recreation Precinct Design; and**

2. **AUTHORISE the Chief Executive Officer to execute a contract with Gresley Abas Pty Ltd, up to a maximum contract value of $1.2M (excluding GST) and SUBJECT to any variations of a minor nature; and**

3. **APPROVE by Absolute Majority a budget amendment to allocate $1.3M across the 2025/26 and 2026/27 Budgets to be funded from the Infrastructure Reserve, as follows:**

Project Name	Account Number	Current 25/26	Proposed 25/26	Proposed 26/27	Variation
Roebourne Recreation Precinct Master Plan and Design	4000-91157-6392-8501	$1,000,000	$330,918	$969,082	$300,000
Funding	Infrastructure Reserve	$1,000,000	$330,918	$969,082	($300,000)

CARRIED BY ABSOLUTE MAJORITY 8/0

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

BACKGROUND
In July 2022, Council endorsed the Roebourne Recreation Precinct Masterplan, which outlines options to refurbish existing buildings and construct new infrastructure to enhance and improve servicing of the Roebourne Recreation Precinct (RRP).

The precinct area currently serves as a hub for leisure and recreational services in Roebourne and is located within the Community and Education Precinct in the Roebourne Structure Plan.

The Precinct includes the following facilities:
- Roebourne Community Hall (50c Hall)
- Roebourne Aquatic Centre (Owned by the Department of Education)
- Covered basketball courts with adjacent toilet and kiosk
- Roebourne Oval
- Yaandina Youth Centre
- Skate park
- Services compound
- Car parking
- Pathways and shade structures

Under delegation from the Chief Executive Officer, the City sought a suitably qualified and experienced consultant to provide architectural and associated consultancy services to progress the Roebourne Recreation Precinct (RRP) from Masterplan, through an extensive community engagement process to inform detailed design and on to staged development.

The Consultant and their appointed team of sub-consultants will be responsible for leading all aspects of the design, engagement, co-design and public art processes.

The Services requested include the design of the following structures & spaces:
a) Refurbishment and extension of the Community Hall (50c Hall)
b) A new precinct administration building
c) Court amenities building upgrade
d) Aquatic centre amenities building upgrade
e) External community space enhancements and upgrades, including country and cultural learning zones
f) Incorporation of Local Public Art in the precinct design
g) A new Changing Places Facility

The Design Consultant must provide the key deliverables including but not limited to the following:
1. Site Investigations and Appraisal Report
2. Engagement and Communication with Community and Stakeholders Plan
3. Co-Design Plan
4. Public Art Plan
5. Concept Design Revisions
6. Safety in Design Report
7. Schematic Design
8. Stormwater Management Plan
9. Construction Staging Plan
10. Detailed Design
11. Issue For Tender Documentation

12. Certificate of Design Compliance
13. Issue for Construction Documentation
14. Complete set of As Constructed Drawings

The objectives of the Project are to:

a) Create a gathering place for the community.
b) Cater for a wide range of activities and ages.
c) Improve and enhance existing facilities.
d) Capitalise on Country knowledge and culture of the local community.
e) Create ownership and pride in the precinct.

Tenders were invited under CEO delegation and advertised on 10 December 2025 and closed 21 January 2026. Due to the value of the tender submissions, Council approval is required to award the tender.

Three (3) tenders were received by the closing date from:

- Howard & Heaver Pty Ltd t/a H+H Architects
- Norda Architects Pty Ltd
- Gresley Abas Pty Ltd

The tenders were evaluated by a four (4) person panel comprising of:

- Manager Community Planning
- Principal Community Planning
- Project Manager City Projects
- Project Officer City Projects

The tenders were first assessed for compliance with the tender documents. The tenders were then assessed against the qualitative criteria that were weighted.

The criteria and associated weightings are outlined below:

Criteria	Weighting
Relevant Experience	25%
Methodology	15%
Capacity to Deliver	15%
Sustainability	5%
Price	40%

The Regional Price Preference Policy was not applied to any tenderers.

Following a detailed assessment process, one tender was assessed as offering the most advantageous outcome to the City, considering experience, knowledge of the region, value for money and methodology.

Post-tender clarifications were sought to confirm compliance with the specifics of the tender. These clarifications did not materially alter the evaluation outcome.

A copy of the Evaluation Report is contained within the confidential section of the agenda.

The Director Projects & Infrastructure and the Chief Executive Officer have endorsed the recommendation.

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 and cultural & wellbeing issues and Council's ability to perform its role.

STATUTORY IMPLICATIONS
Tenders were called in accordance with Section 3.57 of the *Local Government Act* and associated regulations.

COUNCILLOR/OFFICER CONSULTATION
In preparing the Request for Tender documentation, Administration undertook internal consultation across all City Directorates to ensure alignment with operational and strategic requirements.

COMMUNITY CONSULTATION
Community engagement activities were conducted as part of the development of the Master Plan already endorsed. The scope of works of tender RFT0000042 includes extensive community engagement and with a requirement to provide a full communications and engagement plan and regular reporting on all activities.

POLICY IMPLICATIONS
Council Policies CG12 – Purchasing and CG11 – Regional Price Preference is applicable to this matter.

FINANCIAL IMPLICATIONS
Council has allocated $1.M (excl. GST) in the 2025/26 budget for the engagement of a consultant to undertake this package of work.

Based on the tender outcome, an increase to the approved project budget is required to deliver the proposed scope of work. Administration recommends that a provisional sum to cover the costs of travel is included within the contract and that a project contingency be included within the approved project budget.

A breakdown of the proposed budget is in the table below.

SCOPE ITEMS	BUDGET
Contracted design works as per scope	$940,332.00
Provisional Sum for travel	$259,668.00
Contingency	$100,000.00
TOTAL	**$1,300,000.00**

Should the contingency and provisional sum allocated for travel not be fully expended, any unutilised funds will be returned to the Infrastructure Reserve.

While the proposed contract value exceeds the original forecast, the pricing submitted by all tenderers was closely aligned, indicating that the value is consistent with current market rates. Additionally, the value is in keeping with applied percentages for consultancy fees as a value of the estimated total value of future construction works.

The award value will provide a base value for design, whilst incorporating a provisional sum for attendance, travel and disbursements. This will allow for improved project management oversight of site visits to minimise the impact of engaging Consultants based outside of the City.

A detailed breakdown of the financial information is contained with the Confidential Tender Evaluation Report.

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

Goal:	2	Our community is welcoming, connected, vibrant, healthy, and safe.
Objectives:	2.2	Provide community centres, spaces and facilities to cater for diverse groups and needs.
Priority Focus Area:		Community infrastructure

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

Category	Risk level	Comments
Health	Low	This project supports the objectives of the Council Plan to create healthy spaces through sport & recreation.
Financial	Low	The contract is for design services only and does not commit Council to future construction expenditure.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Extreme	Services include the facilitation of significant levels of community engagement and a Co-Design component. Poor outcomes from this process have the potential for long term damage to relationships with Elders and Roebourne Community Groups.
Compliance	Low	All aspects of the design are expected to comply with the relevant legislation.

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

RELEVANT PRECEDENTS
At the July 2022 Ordinary Council Meeting (OCM), Council endorsed the Draft Roebourne Recreation Precinct Masterplan for public comment and adoption.

The proposed procurement and contract methodology is consistent with approaches previously adopted by Council for the delivery of key community facility/infrastructure projects, including the Kevin Richards Memorial Oval Masterplan and Roebourne Streetscape Masterplan.

VOTING REQUIREMENTS
Absolute Majority.

CONCLUSION
The Evaluation Panel believes that the recommended tenderer has demonstrated substantial experience in delivering regional projects of a similar scale and complexity, together with strong capability in community engagement and co-design processes, aligning with the objectives of this project.

The preferred tenderers submission presented a strong methodology and a clear understanding of the project objectives.

Administrations recommendation to award the contract represents a sound financial outcome for the City and supports Council's commitment to move towards community inclusive design functions.

COUNCILLOR QUESTION:
Does the City believe the tendered price for the Roebourne Recreation Precinct Design represents a comparable and appropriate outcome in the current market.

CITY RESPONSE:
The City is recommending the best pricing quality tender that have been brought forward.

13 CHIEF EXECUTIVE OFFICER REPORTS

13.1 ITEMS FOR INFORMATION ONLY

Responsible Executive Officer: Chief Executive Officer

Reporting Author: Governance Officer – Council Secretariat

Date of Report: 16 March 2026

Disclosure of Interest: Nil

PURPOSE
To advise Council of the information items for March 2025**.**

VOTING REQUIREMENTS
Simple Majority.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-19
MOVED : Cr Roots
SECONDED : Cr Johannsen

That Council note the following information items:
13.1.1 Record of Tender Outcome under Delegation
13.1.2 Information Report – Community Experience – January 2026
13.1.3 Information Report – Concession on fees for City Facilities – January 2026
13.1.4 Development Services Update
13.1.5 March 2026 Public Briefing Notes

CARRIED 8/0

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

13.1.1 RECORD OF TENDER OUTCOME UNDER DELEGATION

File No: RFT0000052

Responsible Executive Officer: Director Projects & Infrastructure

Date of Report: 12 February 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:	RFT0000052	**Project Budget:**	$400,000 ex GST
Tender Title:	Multiple Culvert Condition Inspections		
State-wide Advertising Commenced:	7/11/2025	**Tender Closing Date/ Time:**	28/11/2025
Scope of Works:	The City is seeking to engage a qualified and experienced Civil Engineering Consultant to carry out structural integrity inspections on approximately 500 stormwater culverts located within the City of Karratha district. This work must be conducted in accordance with the Main Roads Western Australia, Structures Inspection and Information Management Policy.		

Selection Criteria:	Relevant Experience	20%
	Methodology	20%
	Capacity to Deliver	15%
	Sustainability	5%
	Price	40%

Submissions Received:	AIE Engineering and Construction Management Pty Ltd Bridge Inspection Engineers Pty Ltd Burbury Consulting Pty Ltd Colliers International Engineering and Design WA Georgy Holdings PTY LTD GHD Pty Ltd Infillr Pty Ltd TA Haul Group Inspection Partners Pty Ltd JJ Ryan Consulting Pty Ltd Norwest Contracting and Rail Pty Ltd Winyama Contracting Group WML Consultants PTY LTD

Tender Awarded:	☒ Yes ☐ No	**Date of Decision:**	11/02/2026
Tender Awarded to:	AIE Engineering and Construction Management Pty Ltd		
Contract Value:	$140,860 ex GST		
Contract Term:	7 months	**Contract Options:**	Not applicable

13.1.2 INFORMATION REPORT - COMMUNITY EXPERIENCE – JANUARY 2026

File No: CS.23

Responsible Executive Officer: Director Community Experience

Reporting Author: EA Community Experience

Date of Report: 20 February 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

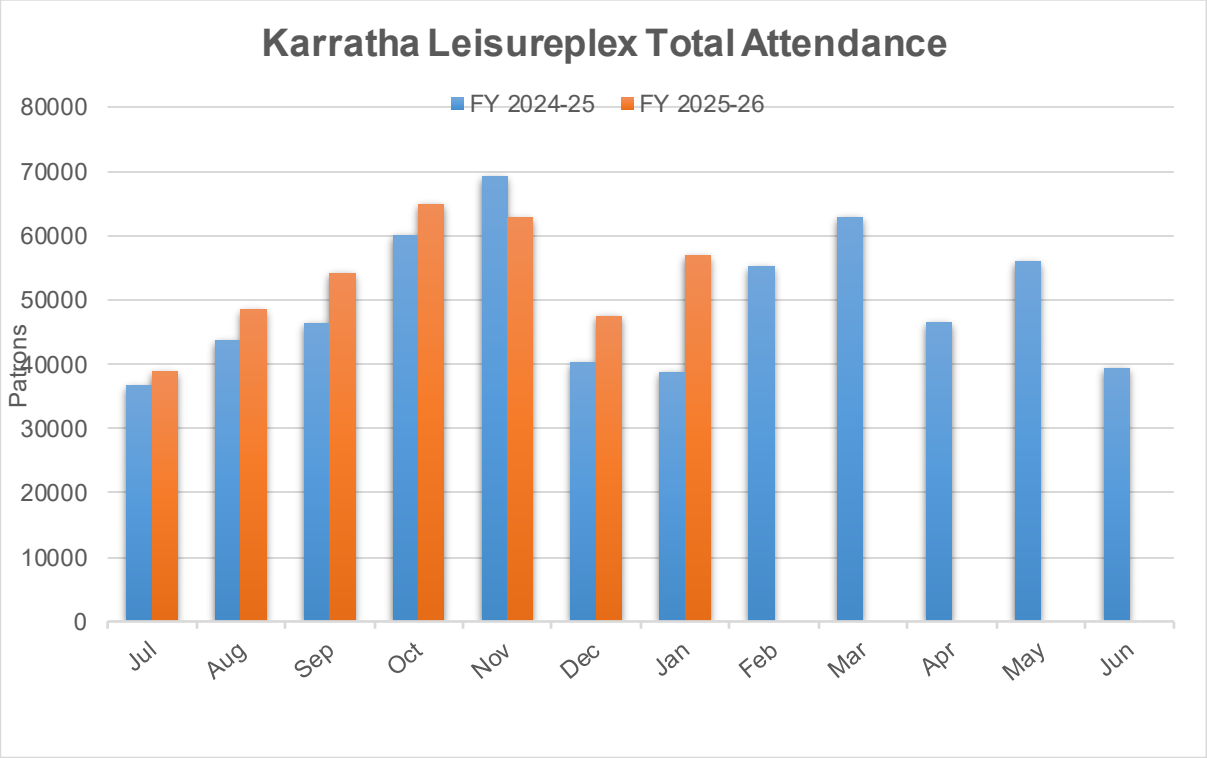
Attachment(s) Nil

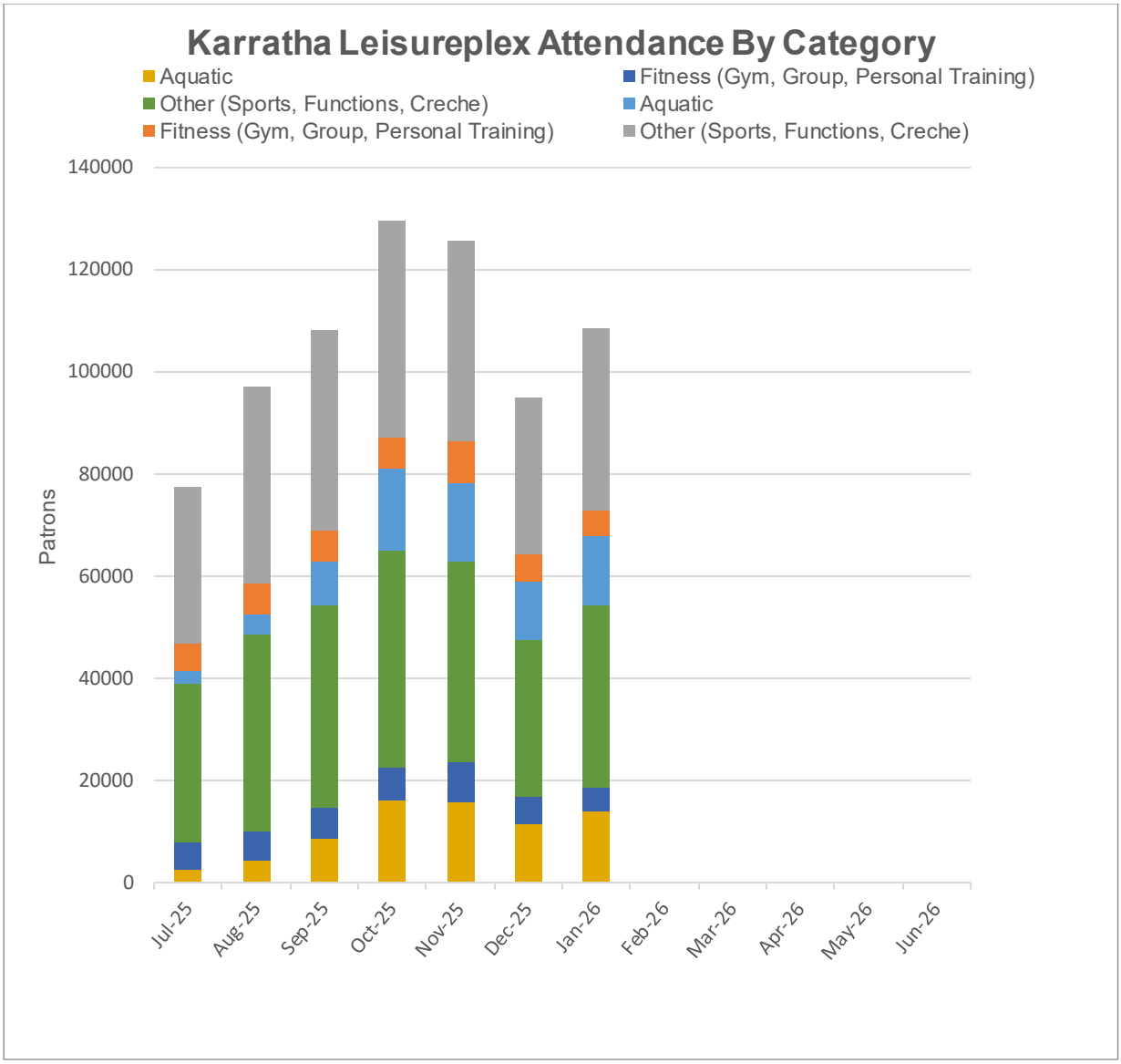
PURPOSE
To provide Council with an update on Community Experience services and programs for January 2026.

Attendance & Utilisation Summary

Facility Attendance	January 2025	January 2026	Year on Year %
The Youth Shed	576	462	- 20%
The Base	659	629	- 5%
Total Library	6,545	7,167	+ 10%
Karratha Leisureplex	38,747	56,897	+ 47%
Wickham Recreation Precinct	4,256	4,729	+ 11%
Roebourne Aquatic Centre	1,202	890	- 26%
Indoor Play Centre	3,453	3,111	- 10%
Red Earth Arts Precinct	3,135	3,345	+ 7%
Arts Development & Events	2,659	900	- 66%
Community Programs	**December 2025**	**January 2026**	**Month on Month %**
Security Subsidy Scheme	17	18	+ 6%
Meet the Street Parties	8	0	- 100%

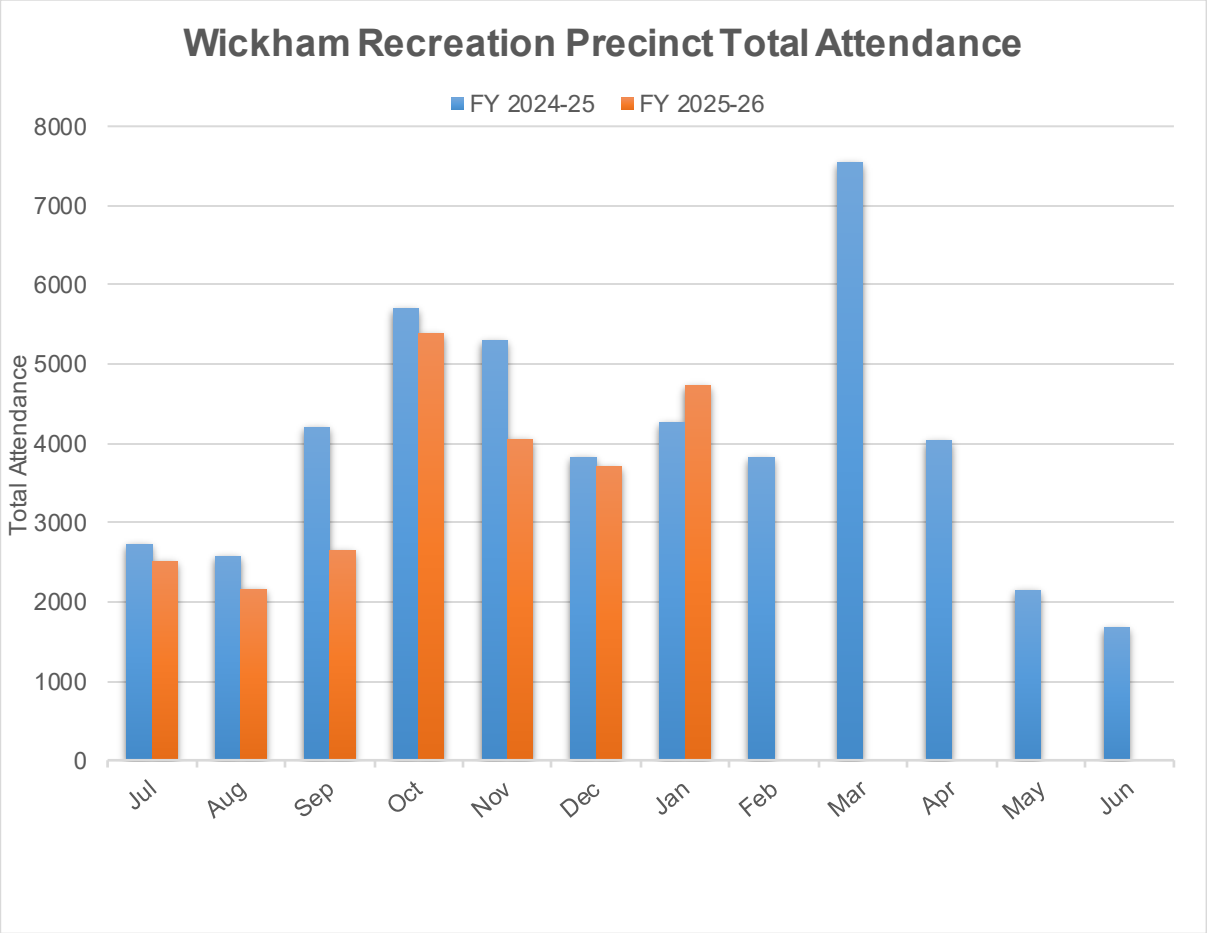
Karratha Leisureplex

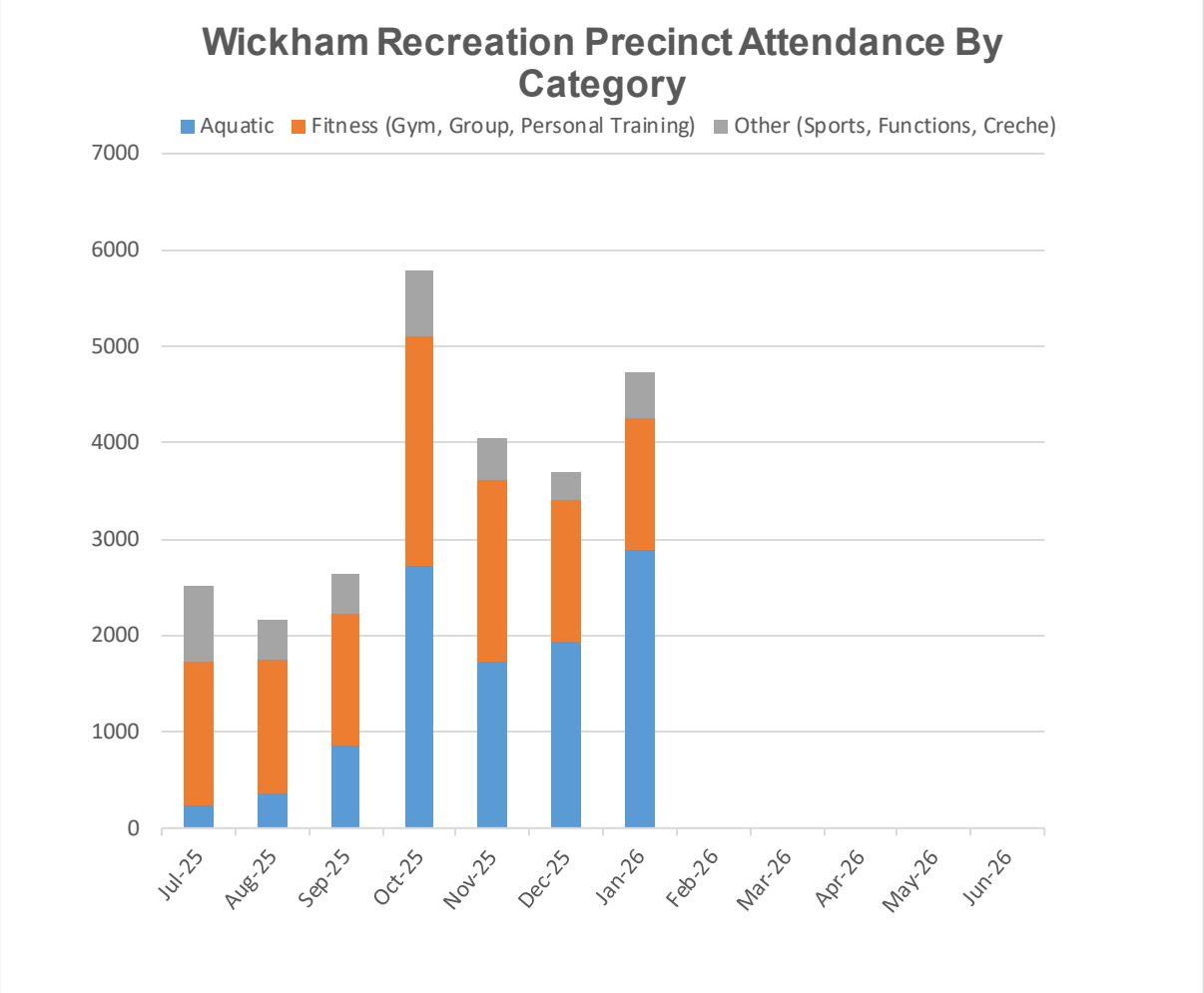


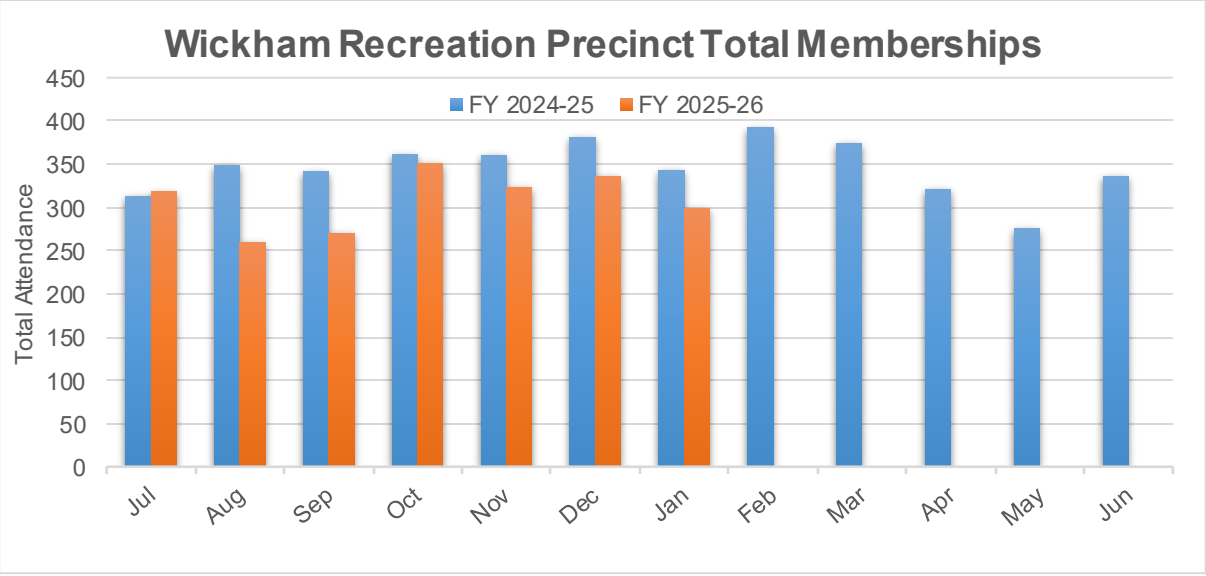


January 2026 recorded a strong result for Karratha Leisureplex, driven by school holiday activity, seasonal aquatic demand and continued membership growth. Aquatic visits reached 13,781, supported by January Free Swim initiatives and Vac Swim, delivering 2,589 free swim attendances and strong family participation. Fitness visits totalled 4,698, with gym usage remaining steady. Personal training activity was lower due to staff leave and the residual impact of the Christmas period, while reformer Pilates remained a high performer with 219 bookings. “Other” visits increased to 35,748, supported by 45 school holiday program sessions, 870 free casual sport visits, and high creche usage (1,355 visits) linked to vacation swimming and creche club. Total visits reached 56,897, while membership increased to 2,279, reinforcing a growing and engaged member base heading into the post-holiday return-to-routine period.

Wickham Recreation Precinct



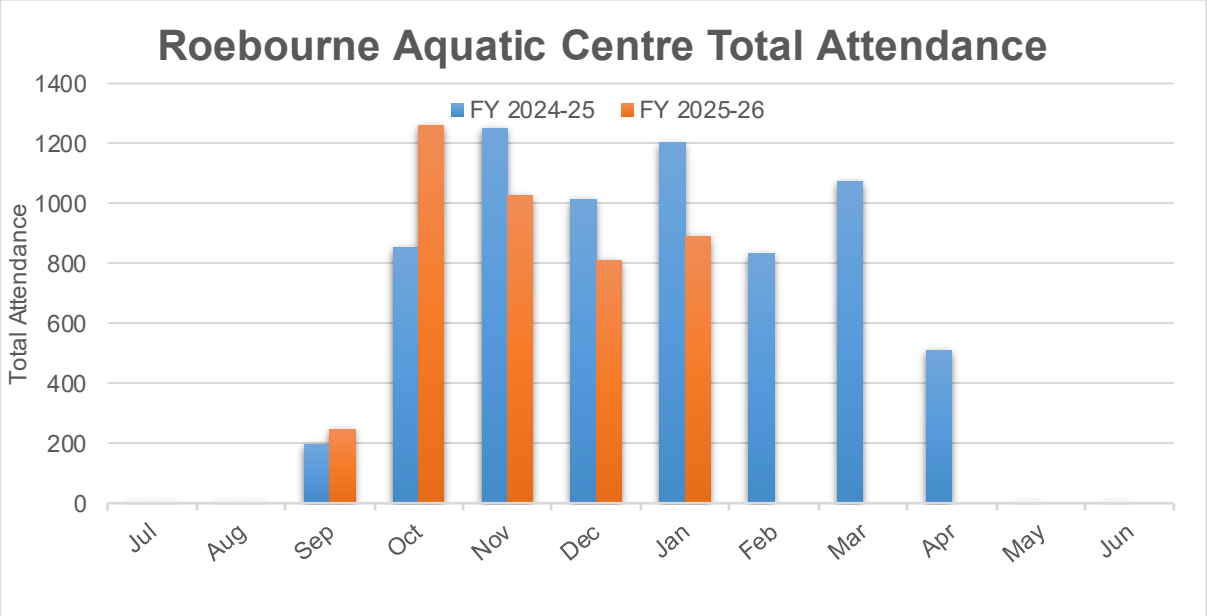




Total attendance is up 11.1% driven by increase in aquatics by 19.6% due to Free Swim January and Programs up 55% due to school holiday program uptake. Fitness numbers were down 11% due to staff availability over the Christmas/New Year period resulting in a reduction of classes on offer. This has prompted an incentive for members of an additional 2 weeks on their memberships to compensate and a new class timetable being generated while recruitment proceeds for new fitness staff to join the team. Holiday programming saw good attendances across all offerings and the team are continuing to grow and improve this space

with continual research and responses to community feedback. Aquatics will continue to work with Youth over the remaining summer months to rebuild attendance from the Base with dedicated Pool days and aqua runs to be scheduled.

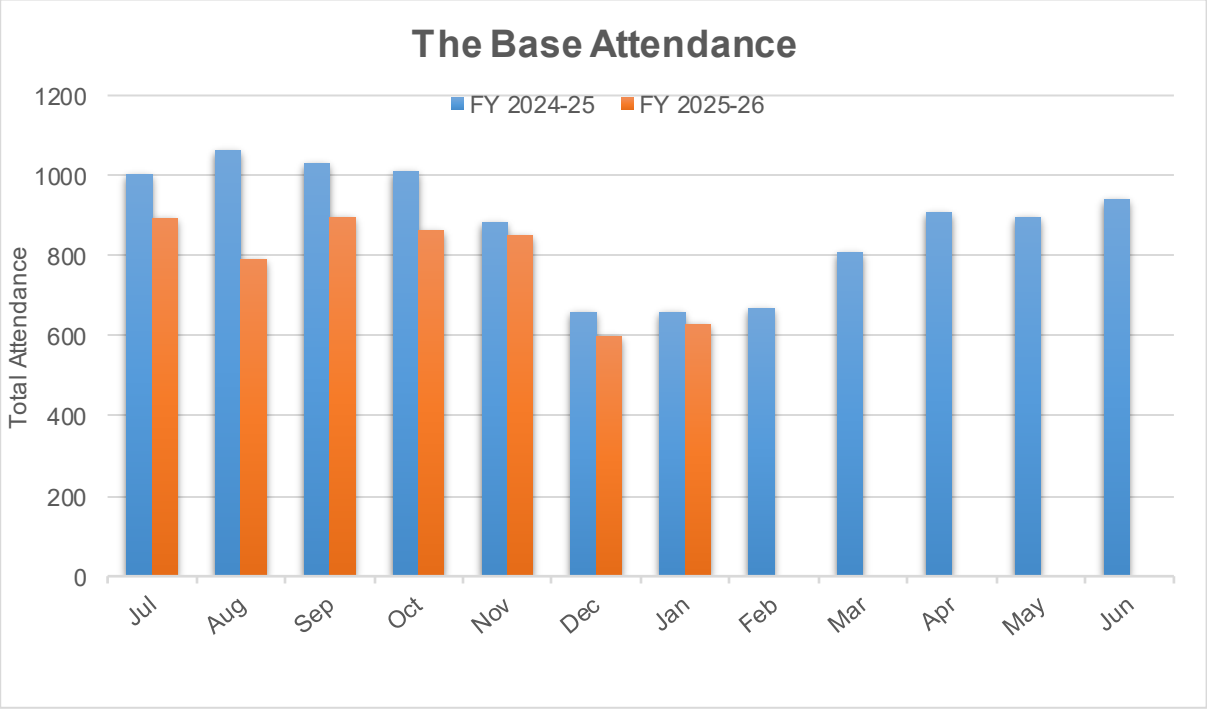
Roebourne Aquatic Centre



Attendance was down 25.9% despite Free Swim January. Lower numbers were attributed to staff availability, closures for safety reasons and children away over the Christmas/New Year period with families only starting to return in the last week.

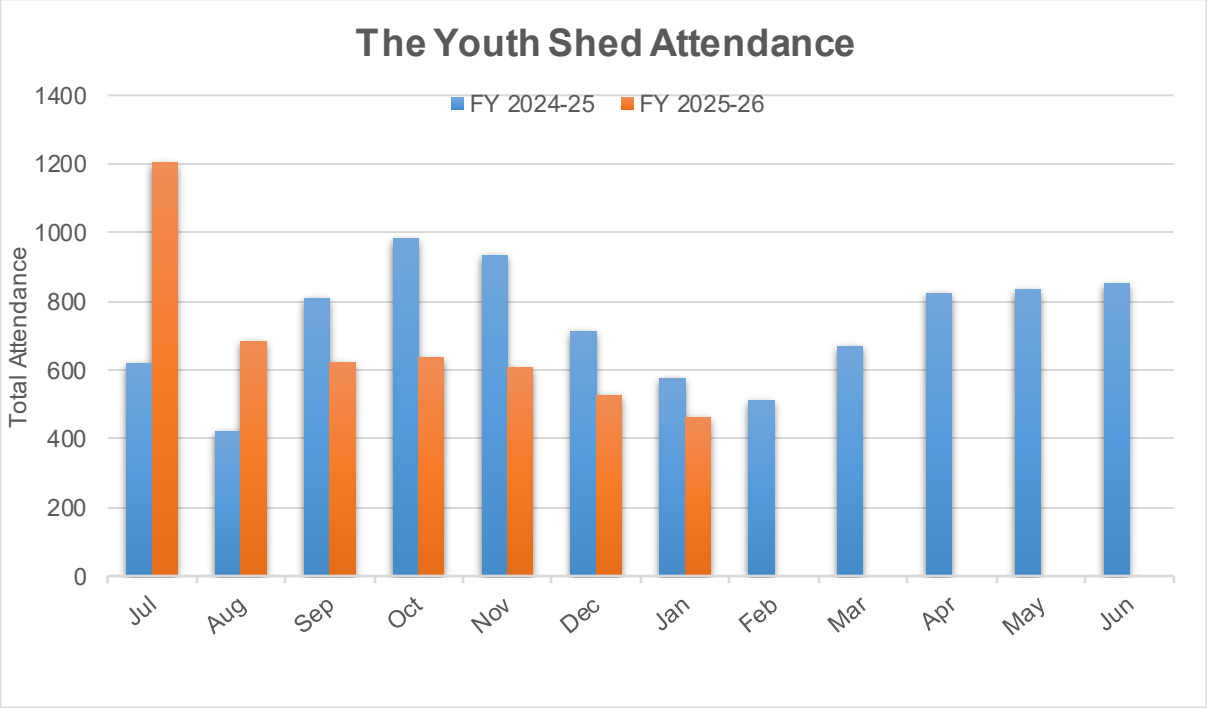
Youth Services

The Base, Wickham



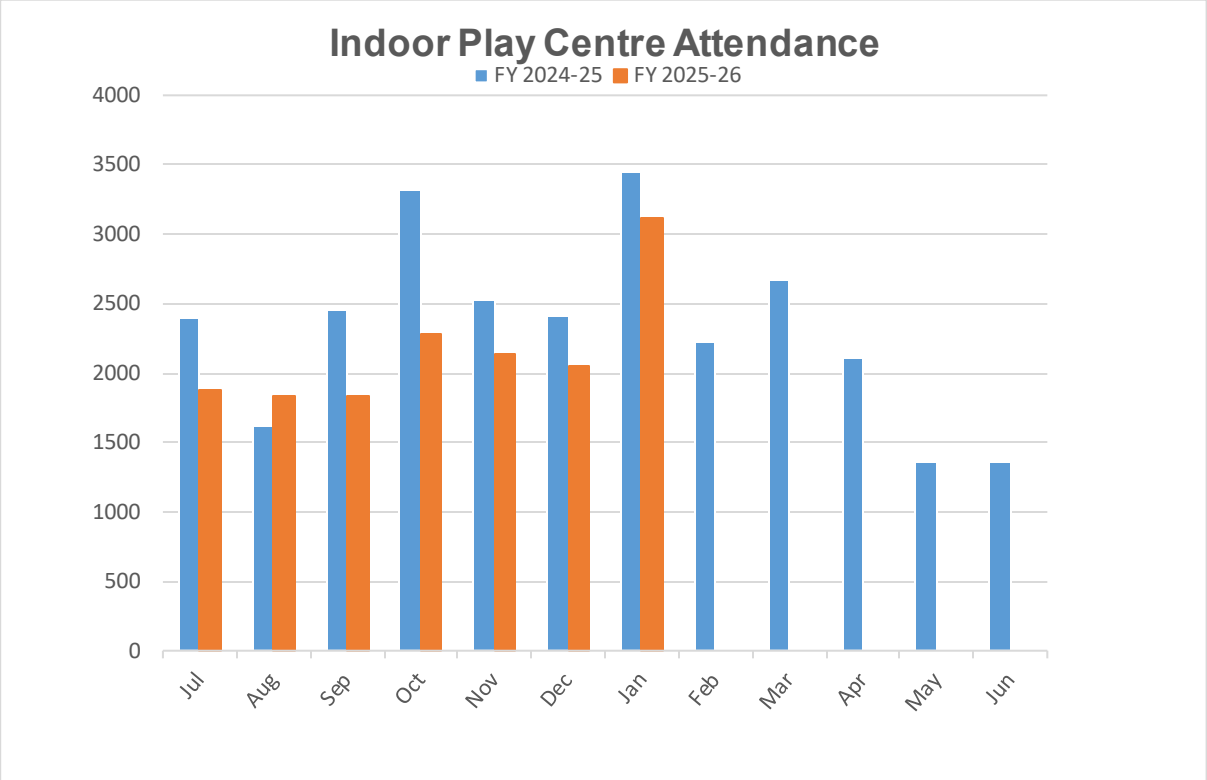
A total of 629 young people attended The Base throughout January. Headspace engagement sessions resumed after the Christmas break, bringing fresh energy back into the space. Young people had the chance to get involved in parkour activities and enjoy a visit from the Red Dirt Reptiles, both of which were major highlights. Indoors, board games proved to be a popular way to escape the heat, alongside 8-ball pool competitions, dodgeball, table tennis, and movie sessions. Attendance increased toward the end of the month as families returned from holidays and began preparing for the new school year.

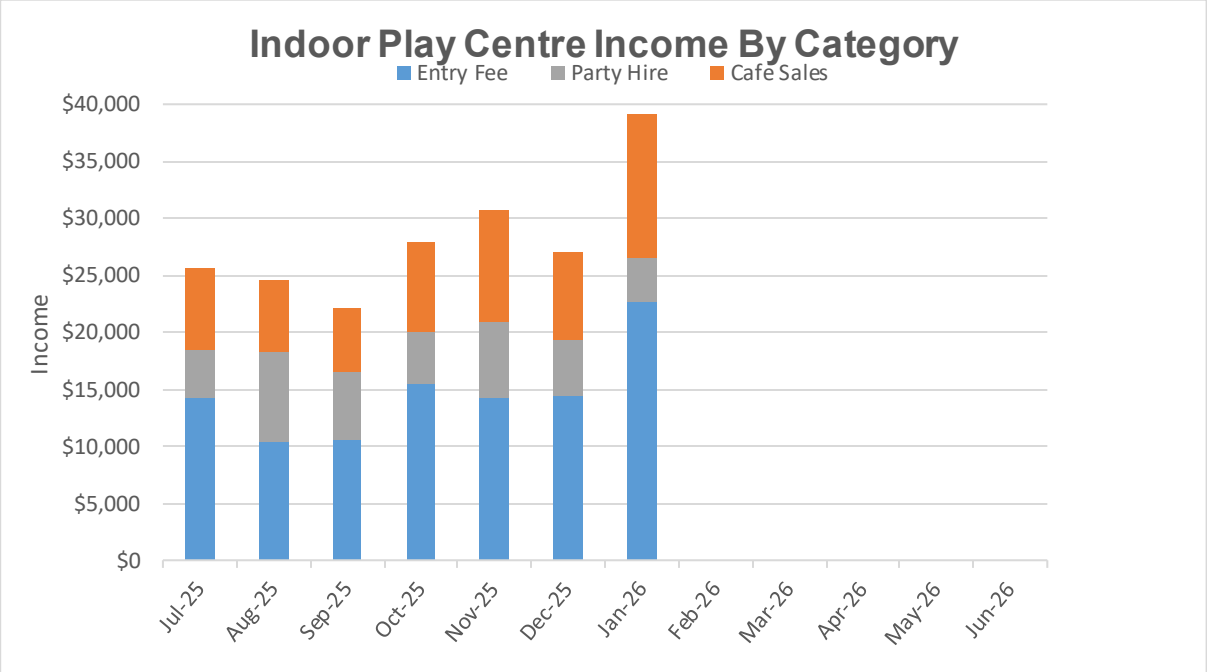
The Youth Shed, Karratha

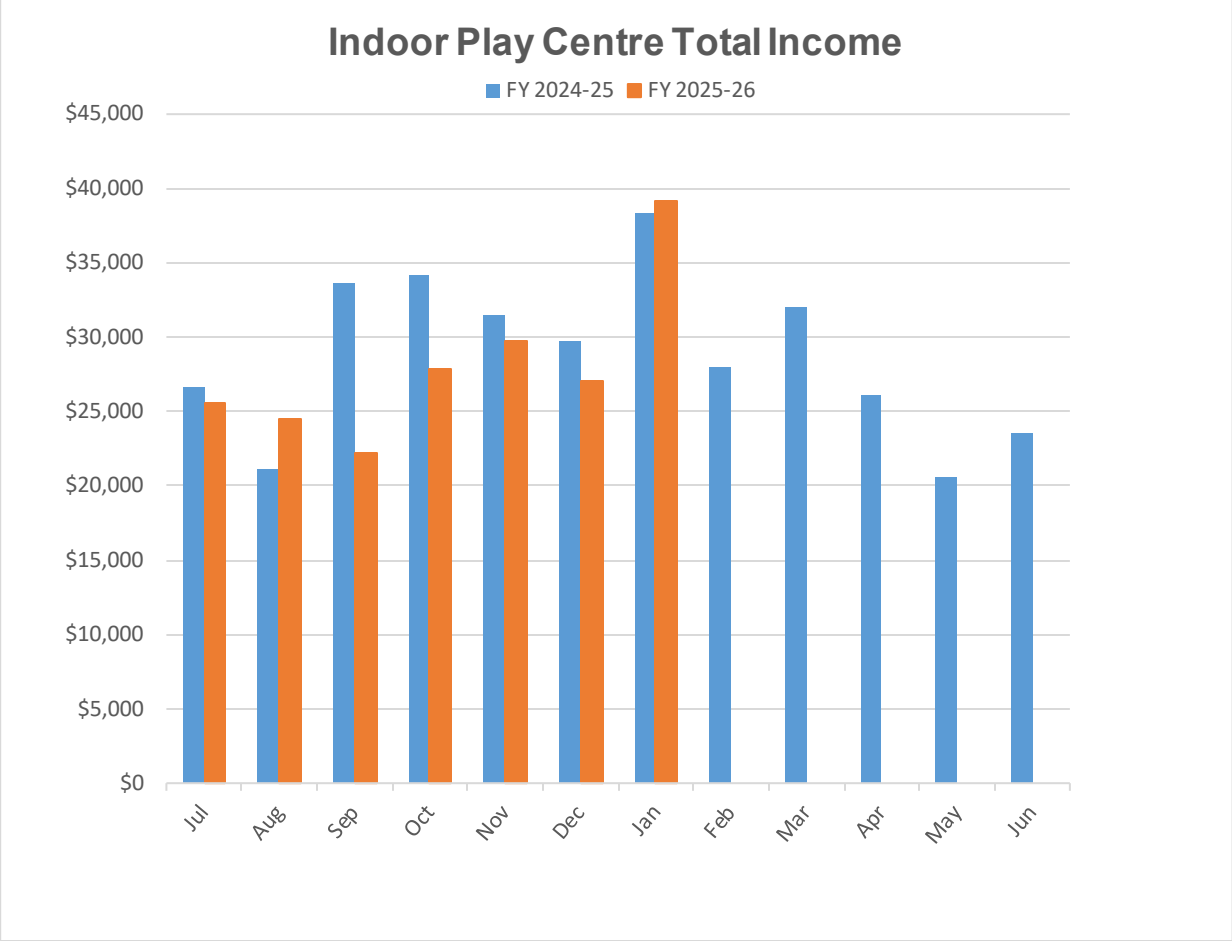


The Youth Shed attendance for January showed consistent engagement, with 462 total visits reflecting steady participation across the month. Peak days included large turnouts for high interest activities such as pizza making, dodgeball, basketball, VR sessions, and car racing. Across the program, activity participation remained healthy, with 226 engagements in major activities, including creative sessions, gaming, board games, and physical activities. Weekends were generally quieter, while Fridays and Mondays saw the highest attendance. The highlight program for this month was x5 academies parkour workshop. Overall, the data highlights a steady but active month, with young people engaging across a wide variety of social, creative, and recreational opportunities.

Indoor Play Centre

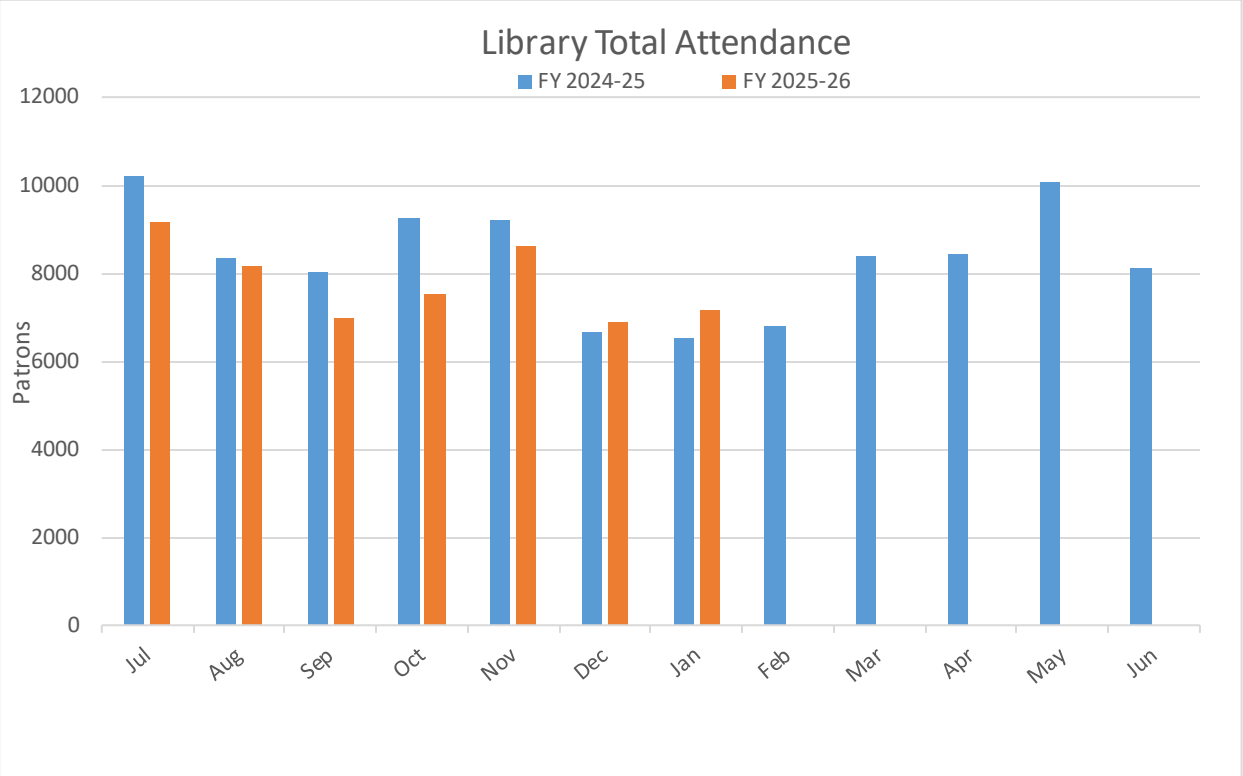


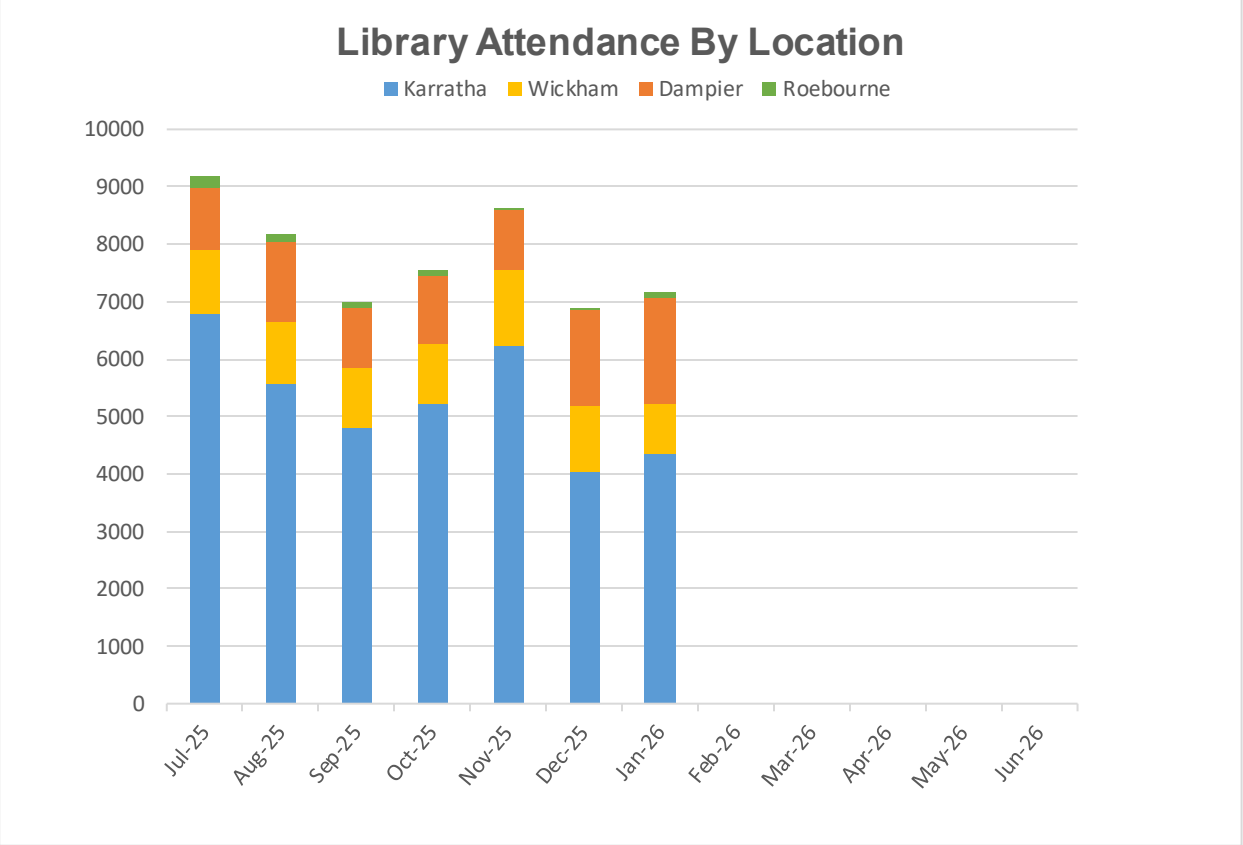




January has seen an increase in both attendance and revenue - this as a seasonal variation as a result of school holidays and warm weather. Revenue was higher than the same period in 2025, although attendance was down on 2025.

Library Services

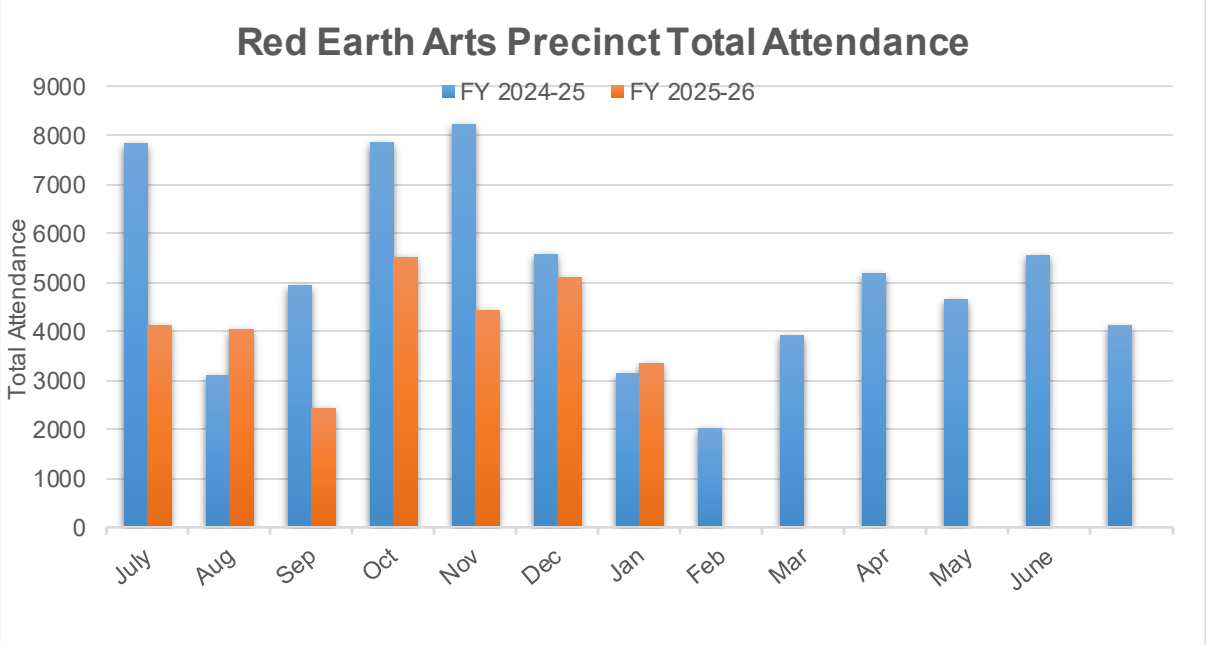


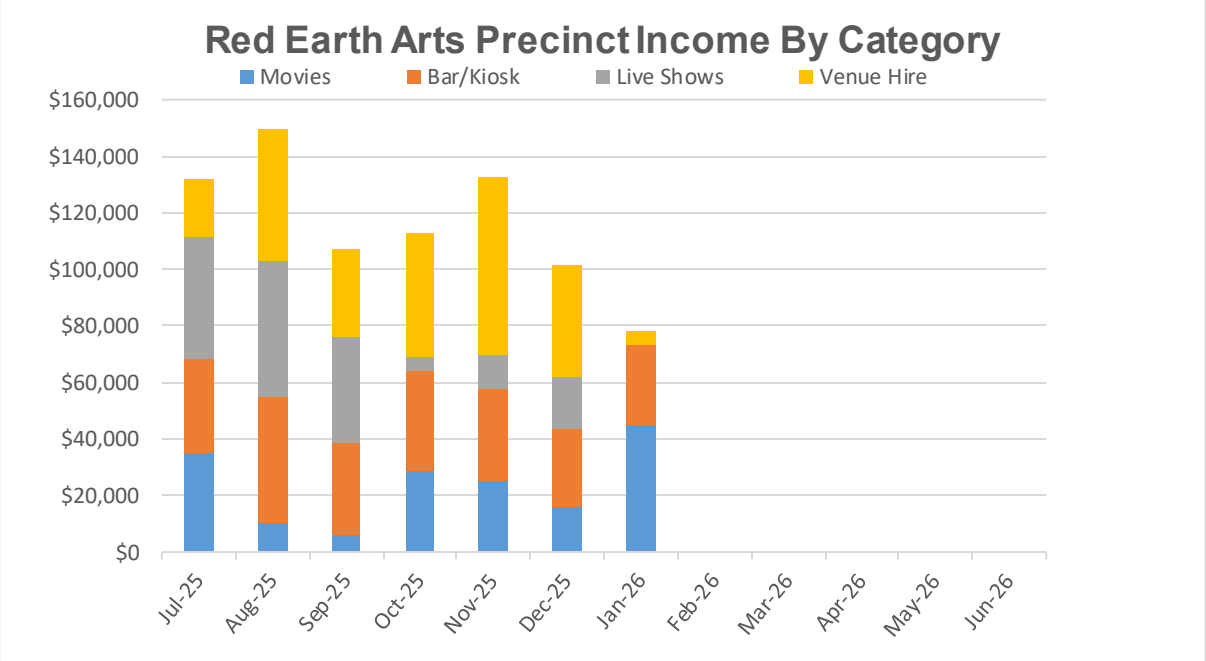


12,930 Total memberships (84 new members signed up in December).	**2,585** Physical items (801 up from last month and **1,445** eResources borrowed (140 up from last month).

659 Individual computer log ins by members and guests (excludes Wi-Fi) (147 up from last month).	**828** Technical enquiries (including assistance with Computers, Wi-Fi, printing and scanning (190 up from last month).
256 Program participants at **20** programs (including School Holiday Tech Fest Workshops).	**97** Better Beginnings Packs were distributed to Population Health, Kindy classes and Library patrons.
Branch Libraries were closed 25 December to 4 January, Karratha Library closed for Public Holidays	

Red Earth Arts Precinct





Events and Programming:
January delivered a diverse program of cinema, community, and cultural activity at REAP, with strong attendance across key screenings, civic ceremonies, and exhibition events. With total income $78,215.60 a 5.5% increase on January 2025. Primarily due to increase in our cinema attendance.

Cinema Operations:
Cinema programming remained a significant driver of visitation during the month, with strong engagement across family-friendly and blockbuster titles. The highest-performing session was Zootopia 2. Cinema Attendance for January was 3025 which was 6.7% higher than 2025, projector was out of order for a week in January 2025 which may have contributed to the increased sales this January and we had two big blockbusters this January with Zootopia 2 and Avatar being extremely well received. Average attendance is 63 people per movie and we had 49 movies in January with a total attendance of 3077 patrons

Best performing sessions:

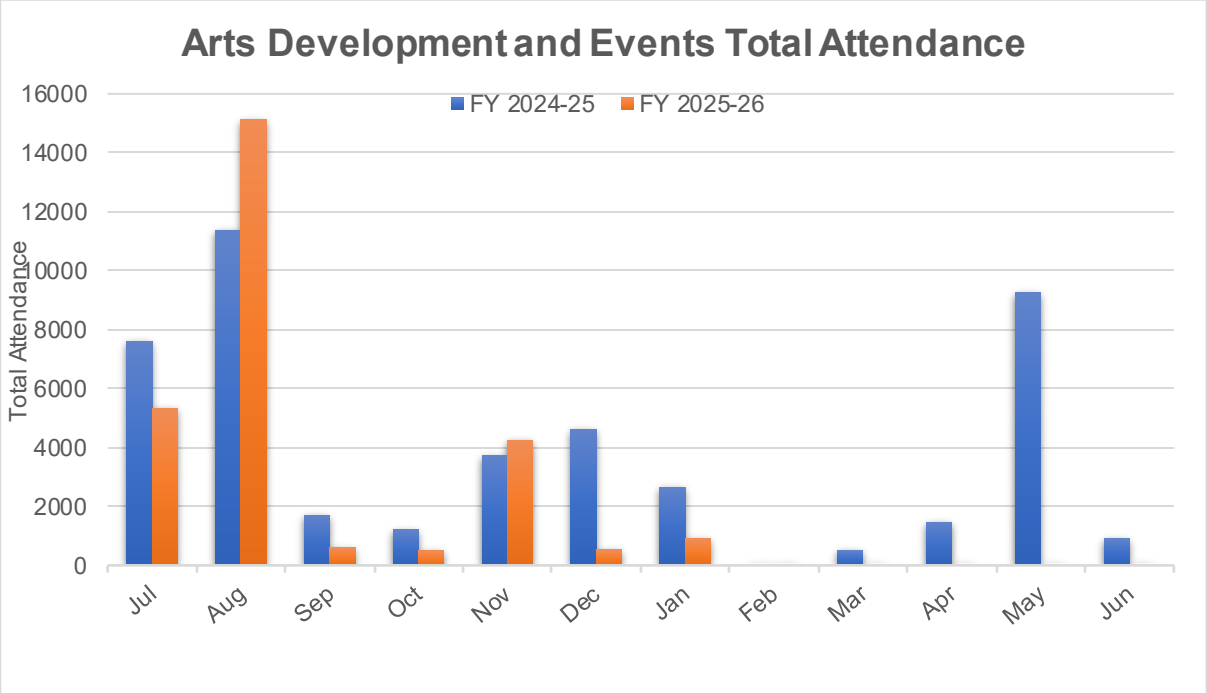
- Zootopia 2 – 1,036 patrons
- Avatar – 450 patrons
- Housemaid – 343 patrons
- SpongeBob SquarePants – 319 patrons

Bar and Kiosk Revenue:
$27,268 was up 4% on last January due to increased movie attendance and community events.

Live Performance & Events:
A scheduled live performance of the Official Taylor Swift Tribute Show was cancelled following a decision by the event organiser to cancel the event due to potential cyclonic weather conditions impacting travel and the broader tour schedule. While these conditions did not directly affect Karratha or surrounding areas, the cancellation was made as a precaution to ensure the safe and continued delivery of the tour.

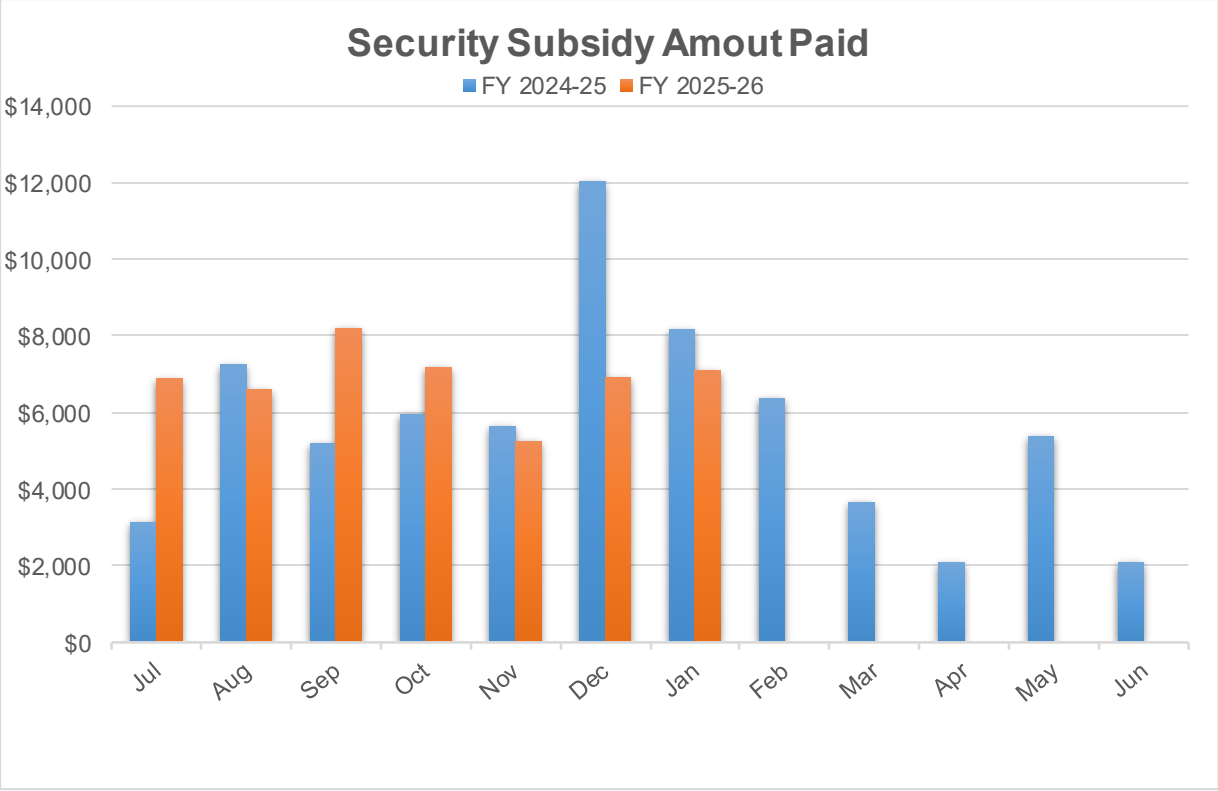
Community and Civic Events:
Several civic and community events were successfully delivered during the reporting period. The Citizenship Ceremony and Community Citizen of the Year Awards attracted 200 attendees, supporting civic participation and community recognition. The St Luke's and St Paul's Commissioning Mass, held in the REAP Foyer, was attended by 95 staff members in preparation for the commencement of the school year. The month concluded with a cultural highlight, with the Within Without Art Exhibition Opening held in the REAP Foyer on 23 January 2026, attracting 48 attendees and supporting artists from Roebourne Regional Prison & Milliya Rumurra Residential Rehab.

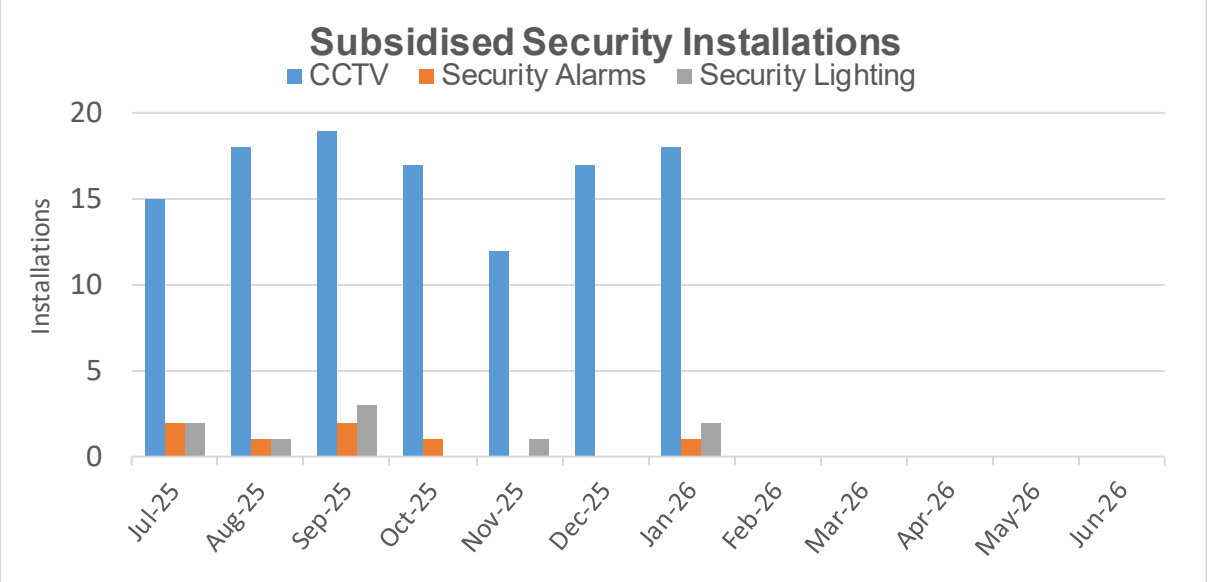
Arts Development & Events



In January, we held the Australia Day Awards, Citizenship Ceremony, and Australia Day Celebrations. The citizenship ceremony and awards were well attended, with 200 guests present. Attendance at the Australia Day celebrations was lower than usual due to high winds and the cancellation of the fireworks.

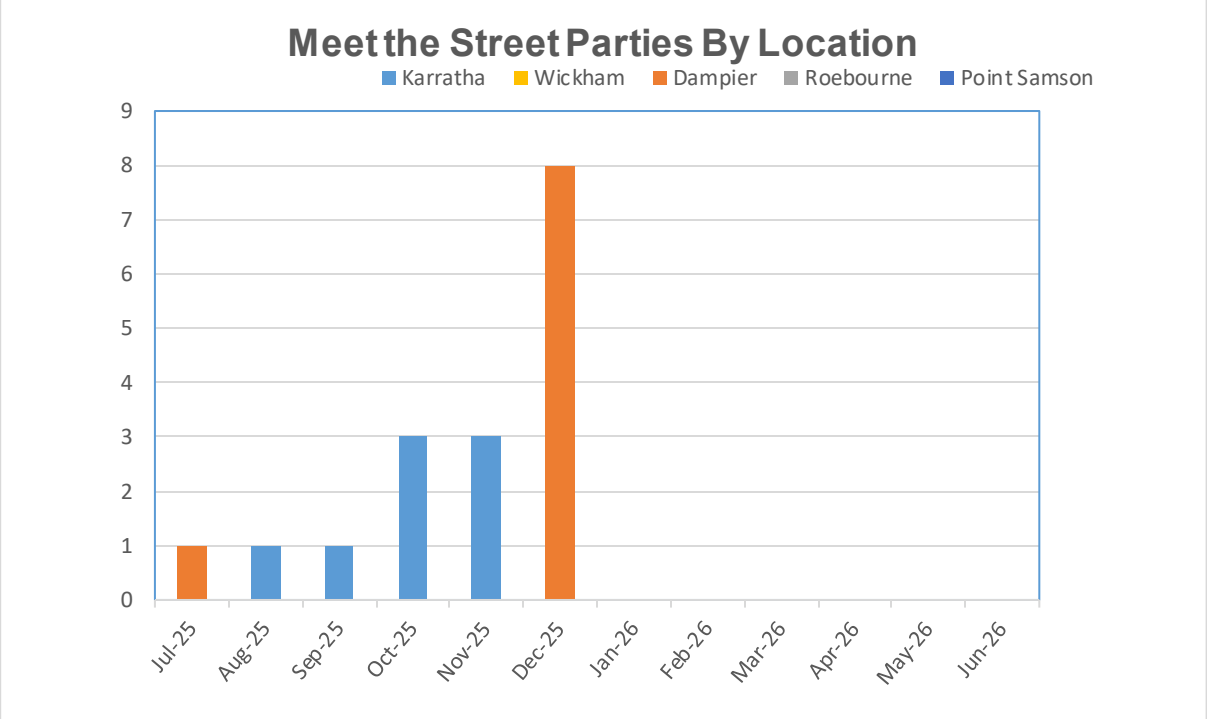
Security Subsidy Scheme





18 Security Subsidy applications were received and eligible for reimbursement.

Meet the Street



0 Meet the Street parties hosted in January 2026.

13.1.3 INFORMATION REPORT - CONCESSION ON FEES FOR CITY FACILITIES – JANUARY 2026

File No: CR.38

Responsible Executive Officer: Director Community Experience

Reporting Author: EA Community Experience

Date of Report: 20 February 2026

Disclosure of Interest: Nil

PURPOSE

To provide Council with a summary of all concessions on fees for the City's community facilities under Delegation 1.10 of the Delegations Register for the month of January 2026.

Organisation	Reason	Authorised Officer	Amount (excl. GST)
City of Karratha	To waive the purchase of 200 pool passes to be used exclusively for Pool Day activities run by the Youth Shed.	Director Community Experience	$1,040.00

13.1.4 DEVELOPMENT SERVICES UPDATE

File No: DB.32

Responsible Executive Officer: Director Development Services

Reporting Author: Manager Planning Services

Date of Report: 20 February 2026

Disclosure of Interest: Nil

Attachment(s) List of current decisions subject of State Administrative Tribunal Review and List of current Regional Development Assessment Panel applications

PURPOSE

To provide information relating to current State Administrative Tribunal (SAT) Reviews and development applications to be determined by the Regional Development Assessment Panel (RDAP).

This information is provided to keep Council informed of major development applications within the City of Karratha that will be determined by the RDAP rather than the City, and decisions made under planning legislation within the City that are being challenged in SAT.

These matters may also be of interest to members of the local community. The attached summaries also make information publicly available on major development applications and decisions that are being challenged.

It is noted that there are no current RDAP or SAT matters under consideration.

As of 24 February 2026

APPLICATION (City &/or RDAP File Ref)	PROPERTY	DATE FOR SAT REVIEW / APPLICATION LODGED	STATUS	DATE CLOSED / COMPLETED
SAT				
Nil				
RDAP				
Nil				

13.1.5 MARCH 2026 PUBLIC BRIEFING NOTES

File No:	CM.191
Responsible Executive Officer:	Chief Executive Officer
Reporting Author:	Governance Officer – Council Secretariat
Date of Report:	16 March 2026
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE
To record meeting proceedings of the Public Briefing session held on Monday 16 March 2026 and outline areas of the March 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
Mayor Scott acknowledged the traditions of the Ngarluma people, on whose land we are gathered here today. The meeting was officially opened by Mayor Scott at 6:00pm on Monday 16 March 2026.

Record of Attendance

Councillors:	Cr Daniel Scott	Mayor
	Cr Jodie Swaffer	Deputy Mayor
	Cr Gillian Furlong	
	Cr Brenton Johannsen	
	Cr Sarah Roots (via Teams)	
	Cr Tony Simpson	
	Cr Daiva Gillam	
	Cr Martin Byrne	
	Cr Geoff Harris	
Staff:	Virginia Miltrup	Chief Executive Officer
	Simon Kot	Director of Strategic Projects & Business
	Michael Bunting	Acting Director of Infrastructure Services
	Emma Landers	Director Community Experience
	Chloe Morris	Director Corporate & Commercial
	Lee Reddell	Director Development Services
	Henry Eaton	Manager Governance
	Pieta Bloxsom	Minute Secretary
Apologies:		
Absent:		
Leave of Absence:		
Members of Public:	2	
Members of Media:		

Public Question Time:

Taryn Higgens, Point Samson

Referencing item 10.2 and attachments – Point Samson Entry Statement: Final Detail Design and Opinion of Probable Cost (Council Briefing Session 16/3/26)
I respect the work that the CofK and their councillors do, I'm not here to criticise anyone or specifics. I just feel like there is a couple of questions I would like to raise because I cannot find the answers in the reading I have done on this project. It would be remiss of me if I did not ask council before the project proceeds to fabrication and installation.

The below two statements are the reason for my questions tonight.

Nov 25 council minutes quote – "Point Samson community is highly engaged and expressed strong desire to be actively involved in the design process to ensure the final project outcome reflects their collective vision."

Project Summary and one of the key considerations in Report 01 quote – "Community engagement is central to the project ensuring the design reflects the towns values and heritage."

Question 1:
Background – I refer to the overall final design of the sign not specific aspects of it. At the Council meeting in Nov 2025 a councillor asked a very important question. Part of that question was – there is a disconnect between what the community thinks and what feedback has been collated in the report. Is there a chance to go back to the people involved before it comes back to Council? I also acknowledge the answer that has been documented to this question, but it does not answer the question specific to this sign project. In each stage of the consultation process Point Samson's heritage and its fishing industry was a common theme together with other things. From November – did anyone look or read deeper into this and think the sign could better reflect Point Samson's heritage and fishing industry together with what is already included in the final design. Whilst I know you can't please everyone, I feel there is still a disconnect, are we missing an opportunity to tell a better story about Point Samson with this statement sign.

Based on the documents relating to this project my first question is – Does council believe the sign you are voting on this this month accurately reflects the Point Samson communities' collective vision, values and heritage based on the consultation, feedback and history of our town?

CITY RESPONSE:
The City acknowledges the concern raised regarding whether the final design reflects the Point Samson community's collective vision, values and heritage.

A comprehensive, multi-stage consultation process was undertaken throughout the project, including community workshops and online engagement via the What We Make It (WWMI) platform. This process enabled the community to contribute to design themes, review multiple concept options, and provide feedback as the design was progressively refined.

Please refer to the below information in addition to the summary provided on the City' What We Make It (WWMI) platform Point Samson Entry Statement Consultation | What we make it Karratha, which includes engagement reports through the project's progression.

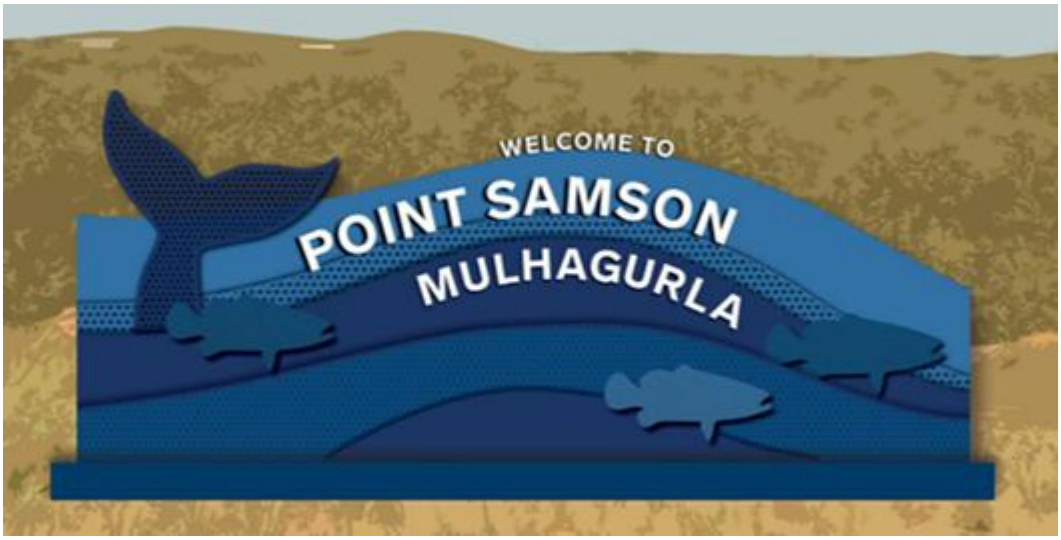
Information contained within Ordinary Council Meeting on 24 November 2025, Council Resolution OCM251124-07 and Report attachments are also pertinent to consider, in addition to the below consultation:

Who	How	When	What	Outcome
Point Samson Community Members	Site Consultation Visit WWMI website	13 March 2025 13-21 March 2025	Engagement Session 1 Workshop 20 people attended. Website feedback	To gather community input on design themes and influences
Point Samson Community Members	Site Consultation Visit WWMI website	7 April 2025 7 April to 12 May 2025	Engagement Session 2 Workshop 30 people attended. Website feedback 11 contributions on concept designs.	To present three concept designs for feedback
Point Samson Community Members	WWMI website	13 May to 20 June 2025	Refinement of preferred Concept Design Website feedback	To present the refinement of the preferred concept design for feedback
Point Samson Community Members	Site Consultation Visit WWMI website	19 August 2025 11 July to 22 August 2025	Engagement Session 3 Workshop Website feedback	To present the final refined concept design for feedback

A Community Feedback Snapshot from Engagement Session 2 and WWMI survey feedback was presented at a Council Workshop on 11 August 2025. The snapshot shows concept design 01 receiving the most community support with feedback informing subsequent design development.



This led to further concept design refinement to the below option which was presented for community feedback at a public engagement session held in Point Samson on 19 August 2025, with online feedback and comments open from 11 July to 22 August 2025.



A summary of the feedback gathered on the concept design is provided below as an excerpt from Final Engagement Report 03 – Stage 3 Outcome on WWMI Point Samson Entry Statement Consultation | What we make it Karratha

Feedback on Refined Concept Design

Below is community feedback received from the engagement session held on the 19 August 2025 at the Point Samson Community Park, the WWMI page open from 11 July to 22 August 2025 and content from a local PS dedicated Facebook chat group.

- Just get it done
- Turtles x 3 / Anchor.
- 5 shades of blue. It's looking so much better, but I reckon 2 of the fish could be replaced with a turtle and a crab to reflect more of the marine life. Also 'Welcome to' needs to be a little bigger and more central above 'Point Samson'. Other than this good job.
- More colours – add turtles x 3 / Anchor.
- "Bring back the Jetty; Were local artists invited; What is the budget; How big is it? What is it made of? It is very blue.
- Better variety in the colour shading. Aboriginal name smaller or not needed.
- Mahi Mahi fish.
- A rising sun. No aboriginal name. Lighter blues.
- Consider the layers when placing the lights.
- Base with clattered rocks for a natural finish.
- There were no aboriginals when we first moved here over 30 years ago.
- Colour the fish
- Shared a photo of a sign liked from another town to show how more colours would stand out.
- At the end of the day, you cannot make everyone 100% happy, I think that this is way better than the simple sign we currently have. I do agree with the comments from Kylie: It's looking so much better, but I reckon 2 of the fish could be replaced with a turtle and a crab to reflect more of the marine life. Also 'Welcome to' needs to be a little bigger and more central above 'Point Samson'. other than this good job.
- It's looking so much better, but I reckon 2 of the fish could be replaced with a turtle and a crab to reflect more of the marine life. Also 'Welcome to' needs to be a little bigger and more central above 'Point Samson'.
- There's too much going on in the revised design. I prefer the first one as it includes reference to the jetty (historical), fishing (recreation) and whales (nature). It's simple and clean. There's no need for 'WELCOME TO' it looks tacky. The fish could be placed above the waves, so it looks like its jumping out and makes it more dynamic and visually interesting.
- Put a lighthouse symbol on the opposite side to the whale's tail. WELCOME TO - need to be bigger and central to POINT SAMSON. 1 barramundi, fishing rod and 1 manta ray instead of 3 barramundis.
- I think the words don't need to include the aboriginal name on it. "Welcome to" could be bigger. A variety of sea animals would also be good.
- The blues used doesn't reflect the blues here, sorry, it's don't love it... perhaps more than one option could be put up so we can vote. We have way more diversity in flora and fauna than what is represented. It needs to be more vivid and reflective of the colours of country here.
- This is a waste of money and the funds would be better used for other outstanding projects in point Samson foreshore and town planning. None of the previous surveys has asked of the town wants a sign - this project just suddenly appeared. The previous survey also asked for preference of a sign but not if a sign was wanted - hence I didn't complete it.
- I wonder if CofK would provide a summary of the feedback they received from community members last time. Would help to then know what they have taken on board and incorporated in to this draft. Agree with Kylie, the wording is all out of whack and we need some colour, etc. Thanks for posting Michelle Schut, I'll do some more suggestions/feedback through the online link.
- It's great! I like it!
- Get rid of the other word.
- Take away the aboriginal name, please!
- Rock crabs. Manta Ray x 3.
- Too dark/gloomy. Minus the Aboriginal name.
- Change animals or add animals.
- Good location.
- Make the colours brighter and more "Poppy".
- Colour Blend. Sunset, reef, sand, ocean.
- It looks coastal. I love it!
- Limestone rocks - put them on the bottom of the sign.
- I love the aboriginal name in it, 100%.
- Don't want the indigenous name on it.
- No Malhagurla.
- Crabs.
- Octopus x 3.
- Make an octopus tentacle come out of the sign.
- Make it pop. More colours would be nice.

The consultative design process informed the final draft concept endorsed by Council at the November 2025 OCM.
While some feedback raised through the final engagement opportunity related to the inclusion of the Traditional Owner name "Mulhargura," this was a specific element of the design rather than a reflection of overall community sentiment toward the concept.

Council considered this feedback and supported the continued inclusion of the Traditional Owner name at the November 2025 OCM and requested Officers to explore initiatives to assist pronunciation and understanding, like a QR code.

It is therefore important to distinguish between feedback on a single design element and the overall design direction. Based on the consultation outcomes, the City considers that the final design reflects the key themes, values and identity expressed by the community throughout the engagement process.

Question 2:
Background – I refer to the location/placement of the sign that is mentioned and pictured in the Final Concept Design document and pictured in the agenda item tonight. The design document says, "The Entry Statement could be located somewhere within the pink areas highlighted below." The statement will sit perpendicular to the road and face visitors entering the town.

I wonder where the boundary to Point Samson is.

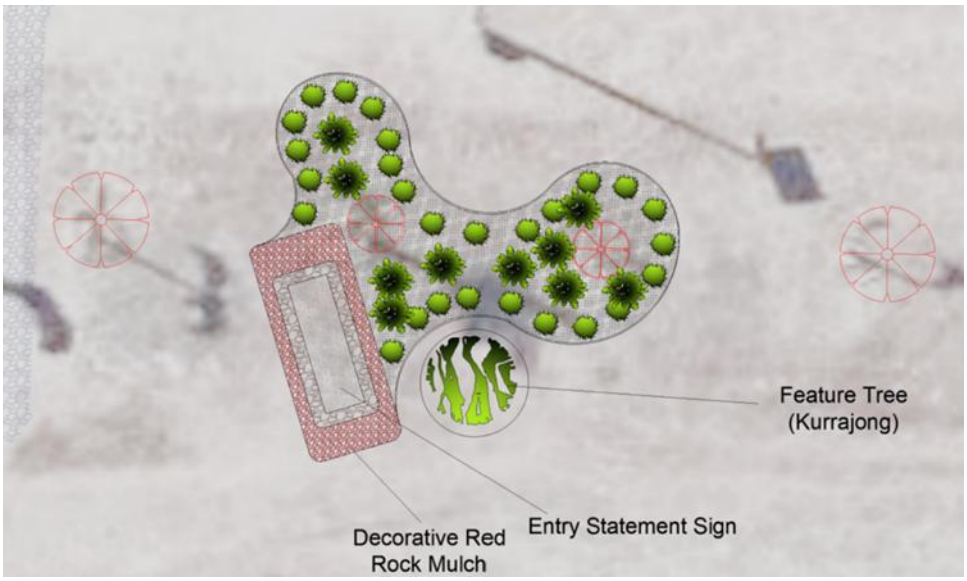
My second question is – If the sign is going to be located where the document suggests and at an angle of 90 degrees (perpendicular) to the road, considering the size of the sign (approx. 4.0m long by 1.2m high) why has the design not been optimised to include something on the rear of the sign?

CITY RESPONSE:
The entry statement has been designed primarily as a welcome statement for people arriving in Point Samson, rather than an interactive or informational sign.

Given the size of the proposed entry statement and the need to stay within the Main Roads Reserve boundaries, there are limitations on where the sign can be placed while still maintaining the primary intent. The proposed location has also been selected to limit the need to relocate any existing infrastructure or vegetation.

The entry statement is orientated perpendicular to the main road to maximise visibility from the road for approaching traffic. The final alignment may be adjusted slightly to suit site conditions.

Native plantings are proposed to the side and rear of the installation to help imbed the entry statement into the landscape and support the coastal vision theme (see concept install figure provided below). These plantings will help compliment further native plantings and re-design proposed within the wider Entry & Information Bay.



Officers acknowledge the example provided by a member of the public; however, the design reflects a collective vision centered on marine motifs and a casual, relaxed vibe. The whale tail, which extends above the main sign, is intended to be the primary focal point. Adding additional elements to the rear would reduce the overall visual clarity. Keeping the rear clean ensures the whale tail remains a distinctive and recognisable feature.

The proposed location is within a drainage swale, which was selected to ensure the entry statement is clearly visible to people entering the town from the road. Due to this location, access to the entry statement is limited providing an opportunity to meet other community suggestions of promoting native plantings in the area and improving the appeal of the wider Entry & Information Bay.

To aid in cultural interpretation and support correct pronunciation of “Mulhagurla”, a QR code is planned to be added via a small sign attached to the concrete footing/base of the entry statement or in close proximity, post install. Interpretive information and storytelling elements that promote interaction are also proposed to be included within the wider Information Bay, which is being redesigned as a separate project. Alternative locations are more suitable for this type of signage allowing visitors to stop, read information and engage with signage in a safe and accessible location.

5 PETITIONS/DEPUTATIONS/PRESENTATIONS

Sarah Weelan from KDCCI provided a deputation to Council in relation to item 11.1 KARRATHA AND DISTRICT CHAMBER OF COMMERCE AND INDUSTRY - BUSINESS DEVELOPMENT SUPPORT GRANT – MULTI YEAR APPLICATION 2026/27–2028/29.

6 DECLARATIONS OF INTEREST

Cr Gillam declared an interest in the following item:

- Indirect financial interest in 10.2 Point Samson Entry Statement: Final detail design and opinion of probable cost as Cr Gillam’s husband is employed by Rio Tinto, and the initiative is financed by Rio Tinto.

Cr Roots declared an interest in the following item:

- Indirect financial interest in 10.2 Point Samson Entry Statement: Final detail design and opinion of probable cost as Cr Root's husband is employed by Rio Tinto, and the initiative is financed by Rio Tinto.

Cr Furlong declared an interest in the following item:

- Direct financial interest in 10.1 Health Services Investigation as Cr. Furlong is a casual employee with Pilbara Kimberly University Centres (PKUC).
- Indirect financial interest in 10.2 Point Samson Entry Statement: Final detail design and opinion of probable cost as Cr Furlong's husband is employed by Rio Tinto, and the initiative is financed by Rio Tinto.

9 CORPORATE & COMMERCIAL REPORTS

9.1 STATEMENTS FOR PERIOD ENDED 31 JANUARY 2026

Questions arising

9.2 LIST OF PAYMENTS – 31 JANUARY 2026

Questions arising

9.3 INVESTMENTS FOR PERIOD ENDED 31 JANUARY 2026

There were no questions

9.4 RESERVE REVIEW 2026/27

Questions arising

9.5 2025/26 REVIEW OF BUDGET

Questions arising

9.6 LONG TERM FINANCIAL PLAN

Questions arising

9.7 REVIEW OF COUNCIL POLICIES

There were no question

9.8 AUDIT RISK AND IMPROVEMENT COMMITTEE - 16 FEBRUARY 2026

There were no questions

9.9 ACQUISITION OF RESIDENTIAL PROPERTIES TO SUPPORT WORKFORCE HOUSING DEMAND

Questions arising

9.10 CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES

There were no questions

10 COMMUNITY EXPERIENCE REPORTS

10.1 HEALTH SERVICES INVESTIGATION

Questions arising from the briefing.

10.2 POINT SAMSON ENTRY STATEMENT: FINAL DETAIL DESIGN AND OPINION OF PROBABLE COST

Cr Roots and Cr Gillam left the room at 7:21pm due to a conflict of interest.

Questions arising from the briefing.

10.3 GUMALA ABORIGINAL CORPORATION LEASE APPEAL

Cr Roots, Furlong and Gillam joined the meeting at 7:34pm.

Questions arising from the briefing.

10.4 FREE SWIMS AND SHOTS – JANUARY (2023–2026)

There were no questions

11 DEVELOPMENT SERVICES REPORTS

11.1 KARRATHA AND DISTRICT CHAMBER OF COMMERCE AND INDUSTRY - BUSINESS DEVELOPMENT SUPPORT GRANT – MULTI YEAR APPLICATION 2026/27–2028/29

Questions arising from the briefing.

11.2 MAJOR EVENTS SPONSORSHIP AND ATTRACTION PROGRAM – PROPOSED SPONSORSHIP FOR Great Aussie Road Trips

Questions arising from the Briefing.

11.3 ENVIRONMENTAL SUSTAINABILITY STRATEGY – MID-CYCLE REVIEW AND IMPLEMENTATION PLAN

There were no questions

11.4 REQUEST FROM INDARA DIGITAL INFRASTRUCTURE FOR A LEASE WITHIN RESERVE 30948, KARRATHA AIRPORT

Questions arising from the Briefing.

12 PROJECTS & INFRASTRUCTURE REPORTS

12.1 ROEBOURNE RECREATION PRECINCT DESIGN – TENDER OUTCOME

Questions arising from the Briefing.

13 CHIEF EXECUTIVE OFFICER REPORTS

13.1 RECORD OF TENDER OUTCOME UNDER DELEGATION

There were no questions

13.2 INFORMATION REPORT - COMMUNITY EXPERIENCE – JANUARY 2026

There were no questions

13.3 INFORMATION REPORT - CONCESSION ON FEES FOR CITY FACILITIES – JANUARY 2026

There were no questions

13.4 DEVELOPMENT SERVICES UPDATE

There were no questions

14. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There were no questions.

17 MATTERS BEHIND CLOSED DOORS

Council goes behind closed doors at 7:58

Cr Roots declared that she is able to maintain confidentiality in her remote location.

Closure

The meeting closed at 8:13pm.

14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

14.1 NOTICE OF MOTION – FREE SWIM ENTRY FOR SENIORS

Councillor: Cr Roots

Date of Report: 16 March 2026

Disclosure of Interest: Nil

Attachment(s): Nil

COUNCILLOR'S RECOMMENDATION/COUNCIL RESOLUTION:

Res No : OCM260323-20
MOVED : Cr Roots
SECONDED : Cr Furlong

That Council:

1. **ENDORSES the provision of free entry for eligible seniors to the City's aquatic facilities to support active ageing, community wellbeing, and increased participation in recreational activities.**

2. **DEFINES eligible seniors as holders of a valid Australian Government Seniors Card, Western Australian Seniors Card or Pensioner Concession Card.**

3. **APPROVE by ABSOLUTE MAJORITY, pursuant to Section 6.12 of the Local Government Act, the waive of fees and charges for eligible seniors' aquatic only memberships and casual entry to:**
   - **Karratha Leisureplex Aquatic Facilities**
   - **Wickham Recreation Centre Aquatic Facilities**
   - **Roebourne Aquatic Centre.**

4. **REQUESTS the Chief Executive Officer to report back to Council before 30 March 2027 outlining program uptake, operational impacts and any recommendations for continuation or modification of the initiative.**

CARRIED BY ABSOLUTE MAJORITY 8/0

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

REASON
In line with the City of Karratha's Strategic Community Plan and Age-friendly objectives, this motion supports health, wellbeing and social connectedness of our senior community members.

Swimming is a low-impact and accessible form of exercise, particularly beneficial for older adults, supporting mobility as well as mental wellbeing. It also provides important opportunities for social interaction and helps to reduce isolation.

Introducing senior accessibility to City of Karratha pool facilities would encourage greater senior participation, support preventative health outcomes and demonstrate the City's commitment to being an age friendly community.

Any modest reduction in revenue is likely to be offset by long-term benefits to community health well-being and reduced demand on health services.

ADMINISTRATIVE COMMENTS
The Administration has undertaken a preliminary assessment of the potential impacts associated with introducing free aquatic entry for seniors across the City's aquatic facilities.

Current Participation
At the Karratha Leisureplex, there are currently 77 swim-only members who would classify as meeting the defined eligibility of a senior. Based on typical usage patterns, swim-only senior members are estimated to attend approximately eight (8) swims per month, equating to 616 swims for all senior membership holders.

Based on January 2026 data, casual concession (includes seniors and students) entry to the KLP was approximately 6,513 visits.

Wickham and Roebourne Aquatic facilities service a significantly smaller population and do not currently track senior swim attendance. Based on population comparisons and typical aquatic centre usage patterns, it is estimated 1,070 visits to Wickham and 570 visits per month at Roebourne.

There are existing processes in place to identify concession card holders. Unlike the owner/occupier discount, there would not be any significant administrative changes or onus on the customer to demonstrate their eligibility.

Estimated financial impact

Facility	Annual planning estimate	Likely annual range
Karratha Leisureplex	$55,700	$38,300 – $76,600
Wickham Aquatic Centre	$9,000	$6,300 – $12,500
Roebourne Aquatic Centre	$4,900	$3,300 – $6,800
TOTAL	**$69,600**	**$47,900 - $95,900**

These estimates will need to be further refined as part of the 2026/27 budget preparation, and seasonally adjusted.

15 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

16 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

17 MATTERS BEHIND CLOSED DOORS

Cr Gillam and Directors Simon Kot and Lee Reddel declared that they were able to maintain confidentiality in their remote locations in accordance with regulation 14CA (5) and (6) of the *Local Government (Administration) Regulations 1996*.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-21
MOVED : Cr Swaffer
SECONDED : Cr Roots

In accordance with Section 5.23 of the *Local Government Act 1995*, that Council move into camera to discuss the following:

17.1 UWA – PILBARA EDUCATION, TRAINING AND RESEARCH PRECINCT – DETAILED BUSINESS CASE FUNDING SUPPORT

17.1 is impacted by section 5.23(4)(d) of the *Local Government Act 1995* and its public disclosure would reveal information about the business and its processes as it relates to a contract.

Also included is the following:

ATTACHMENT TO ITEM 17.1 UWA – PILBARA EDUCATION, TRAINING AND RESEARCH PRECINCT – DETAILED BUSINESS CASE FUNDING SUPPORT

17.1 is impacted by section 5.23(4)(d) of the *Local Government Act 1995* and its public disclosure would reveal information about the business and its processes as it relates to a contract submission.

ATTACHMENT TO ITEM 12.1 ROEBOURNE RECREATION PRECINT DESIGN TENDER OUTCOME

12.1 is impacted by section 5.23(4)(c) and (d) of the *Local Government Act 1995* and its public disclosure would reveal information about a tendered price.

CARRIED 8/0

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

Council moved into camera at 7:13pm
Members of the public vacated the Chambers.

17.1 CONFIDENTIAL ITEM - UWA – PILBARA EDUCATION, TRAINING AND RESEARCH PRECINCT – DETAILED BUSINESS CASE FUNDING SUPPORT

17.1 is impacted by section 5.23(4)(d) of the *Local Government Act 1995* and its public disclosure would reveal information about the business and its processes as it relates to a tender submission.

OFFICERS RECOMMENDATION / COUNCIL RESOLUTION

Res No : OCM260323-22
MOVED : Cr Gillam
SECONDED : Cr Swaffer

That Council:

1. **APPROVE by Absolute Majority a contribution of $200,000 (GST inclusive) toward the University of Western Australia Detailed Business Case for the proposed UWA Pilbara Education, Training and Research Precinct to be funded from the Economic Development Reserve;**

2. **REQUIRES that the City's contribution ensures inclusion within the Detailed Business Case scope of:**
   - **land tenure assessment and resolution for the preferred site,**
   - **contamination and technical site deconstraining investigations, and**
   - **master planning for the subject site incorporating consideration to City infrastructure and joint-use considerations; and**

3. **AUTHORISES the Chief Executive Officer to finalise and execute a funding agreement with the University of Western Australia outlining deliverables, reporting, milestones, and City oversight of the Detailed Business Case scope.**

CARRIED BY ABSOLUTE MAJORITY 8/0

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

COUNCIL RESOLUTION

Res No : OCM260323-23
MOVED : Cr Swaffer
SECONDED : Cr Furlong

That Council to come out of Camera at 7:21pm

CARRIED 8/0

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

18 CLOSURE & DATE OF NEXT MEETING

The meeting closed at 7:22pm.

The Ordinary Council Meeting is to be held on Tuesday, 28 April 2026 at 6pm at Council Chambers - Welcome Road, Karratha.