PUBLIC BRIEFING

AGENDA

NOTICE IS HEREBY GIVEN that the Public Agenda Briefing will be held in the Council Chambers, Welcome Road, Karratha, on Monday, 19 October 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.

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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PUBLIC BRIEFING AGENDA

1 OFFICIAL OPENING

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

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

2 ABOUT THIS MEETING

Mayor Scott provides the following statement at the beginning of the Public Briefing Agenda meeting:

> ***PURPOSE -*** *The purpose of the Public Agenda Briefing Session is for Councillors to ask questions, and obtain additional information, relating to items for consideration at the next Ordinary Council Meeting. No decisions are made at Public Agenda Briefing Sessions.*
>
> ***MEETING PROCEDURES -*** *This meeting is conducted as a public meeting of Council, and the City of Karratha's Standing Orders will apply.*
>
> ***COUNCILLOR QUESTIONS -*** *Questions asked by Councillors are to be answered by the CEO or a person nominated by the CEO.*
>
> ***LIVE STREAMED -*** *this meeting will be live streamed and a recording of the meeting will be available. Meeting recordings are copyright material and cannot be used without written permission of the CEO.*

3 RECORD OF ATTENDANCE / APOLOGIES

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

4 PUBLIC QUESTION TIME

Mayor Scott provides the following introduction to Public Question Time.

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

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

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

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

5 PETITIONS/DEPUTATIONS/PRESENTATIONS

6 REQUESTS FOR LEAVE OF ABSENCE

7 DECLARATIONS OF INTEREST

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

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

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on Monday, 28 September 2026, be confirmed as a true and correct record of proceedings.

9 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

01/09/2026	Triple M radio interview (Karratha)
01/09/2026	Meeting with Virginia and Michael Woodley, Yindjibarndi Nation (Karratha)
07/09/2026	Weekly meeting with Deputy Mayor, CEO and Manager of Advocacy & Stakeholder Relations (Karratha)
07/09/2026	Catch up with Cr Harris (Karratha)
07/09/2026	Councillor Workshop (Karratha)
09/09/2026	LeadershipWA Host and Tour (Karratha)
14/09/2026	Walkington Entries reviewed and submitted (Karratha)
14/09/2026	Weekly meeting with Deputy Mayor, CEO and Manager of Advocacy & Stakeholder Relations (Karratha)
14/09/2026	Councillor Workshop (online)
15/09/2026	Triple M radio interview (Karratha)
16/09/2026	WALGA Conference (Perth)
17/09/2026	WALGA Conference (Perth)
18/09/2026	WALGA Conference (Perth)
21/09/2026	Pilbara Development Commission (Newman)
22/09/2026	Pilbara Development Commission (Newman)
23/09/2026	Pilbara Development Commission
28/09/2026	Weekly meeting with Deputy Mayor, CEO and Manager of Advocacy & Stakeholder Relations (Karratha)
28/09/2026	September Ordinary Council Meeting (Karratha)
29/09/2026	Yandi for Change Meeting with CEO (Roebourne)
30/09/2026	Triple M radio interview (Karratha)
30/09/2026	Meeting with Mayor of Kalgoorlie Boulder, Glenny Wilson regarding Australian Mining Cities Alliance (Karratha)
30/09/2026	Signing certificates (Karratha)

10 CORPORATE SERVICES REPORTS

10.1 STATEMENTS FOR PERIOD ENDED 31 August 2026

File No: FM.19

Responsible Executive Officer: Director Corporate Services

Reporting Author: Corporate Accountant

Date of Report: 22 September 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s):
1. Statement of Financial Activity 31 August 2026
2. Statement of Financial Position 31 August 2026
3. Variance Commentary – Statement of Financial Activity – 31 August 2026
4. Net Current Funding Position – 31 August 2026

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

OFFICER'S RECOMMENDATION

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

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 August 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 August 2026 are subject to end of financial year adjustments, as well as a full external audit scheduled for October 2026.

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

2026/27	Original Budget	Current Budget	Year to Date Budget	Year To Date Actual	YTD Variance*	Variance %	Surplus Impact
Operating Activities							
Revenue (incl. Rates)	208,259,007	208,259,007	99,030,417	90,048,718	(8,981,699)	-9.1%	↓
Expenditure	(200,937,872)	(200,937,872)	(39,762,900)	(25,055,243)	14,707,657	37.0%	↑
Investing Activities							
Inflows	2,340,260	2,340,260	0	0	0	-0%	
Outflows	(117,699,638)	(117,699,638)	(27,135,550)	(9,392,954)	17,742,596	65.4%	↑
Financing Activities							
Inflows	114,045,280	114,045,280	38,526,719	7,129,565	(31,397,154)	-81.5%	↓
Outflows	(30,336,062)	(33,336,062)	(3,010,794)	(2,977,515)	33,279	1.1%	↑
Non-Cash Items	20,956,626	20,956,626	5,398,804	3,228,955	(2,169,848)	-40.2%	↓
Restricted PUPP Surplus BFWD 1 July	0	0	0	0	0	0.0%	
Unrestricted Surplus BFWD 1 July	3,385,426	3,385,426	3,385,426	3,385,426	**0**	0.0%	
Restricted PUPP Surplus CFWD	0	0	0	0	0	0.0%	
Surplus/(Deficit) 2026/27	**13,027**	**13,027**	**76,432,122**	**66,366,952**	**(10,065,169)**		

*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 how the YTD actual financial ratios meet the target ratios.

Period Ended 31 August 2026	Target Ratio	YTD Budget Ratio	Original Annual Budget Ratio	YTD Actual Ratio
Current Ratio	> 1	N/A	N/A	21.89
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	1.21	1.18	0.56
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%	-58.2%	5.5%	75.3%
The OSR measures how well a local government can cover its operational costs with funds left over for capital projects and other purposes				
Own Source Revenue Coverage Ratio (OSRC)	> 0.90	0.39	0.79	3.44
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	-0.1	2.1	19.1
The DSCR measures a local government's ability to meet its principal and interest repayments from operating revenue. A higher ratio indicates the City is easily able to service its debts. This ratio is not a true indicator of the debt service coverage as the loan is structured as interest only until fully drawn.				
Forward Debt Service Cover Ratio	> 2	-12.8	9.7	437.0
The Forward DSCR is a future projection of the City's position once the loan is fully drawn and principal payments commence. The ratio is over-inflated due to the raising of rates in July.				
Net Financial Liabilities Ratio	< 0.30	3.0	-0.50	-2.30
The Net Financial Liabilities Ratio is a new measure used in the calculation of the Local Government Financial Indicator. It measures the extent to which the City's financial liabilities exceed its available financial assets. The lower the ratio, the better, representing a strong financial position.				

Movements

The Debt Service Cover Ratio, Forward Debt Service Coverage Ratio and the Net Financial Liabilities Ratio should be read together to see a true representation of the City's financial position. The DSCR is currently overinflated due to the interest only nature of debt repayments and the raising of the rates in July.

The Current Ratio is currently overinflated due to the raising of rates in July, increasing the other receivables section of the current assets.

The Asset Sustainability Ratio appears poor for the month of August due to the capital expenditure yet to be incurred for the year. This ratio is expected to improve in subsequent months as capital project expenditure increases.

Statement of Financial Position

	August 2026	July 2026	% Change	Comments
	Current			
Assets	231,232,457	253,582,184	-8.81%	Decrease in Cash and Cash Equivalents and Decrease in Trade & Other Receivables
Liabilities	10,561,579	12,994,638	-18.20%	Decrease in Trade & Other Payables
	Non-Current			
Assets	931,711,618	837,551,023	10.86%	Increase in Property Plant & Equipment and Increase in Infrastructure
Liabilities	26,209,919	24,187,746	8.36%	Increase in Provisions.
Net Assets	1,126,172,577	1,053,950,822		

Debtors Schedule

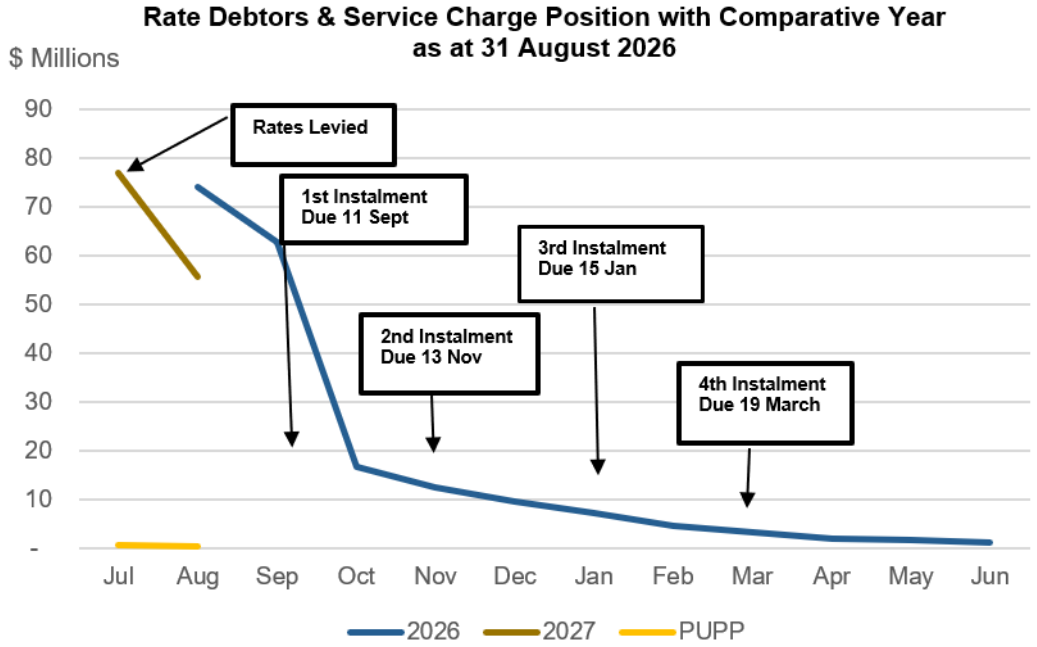
The following table shows Trade Debtors that have been outstanding over 40, 60 and 90 days as at the end of August 2026. The table also includes the total Rates and PUPP Service Charges outstanding.

When the following table is compared to Attachment 2, there is a balance sheet difference of $15.1 m, reflecting the loans receivable, accrued revenue and GST receivable.

Debtors Schedule

	August 2026	July 2026	Change %	% of Current Total
	Sundry Debtors			
Current	9,189,629	8,853,386	4%	82.9%
> 40 Days	1,672,484	16,174	10241%	15.1%
> 60 Days	308,934	50,865	507%	2.8%
> 90 Days	-80,673	45,813	-276%	-0.7%
Total	**11,090,373**	**8,966,238**	24%	**100%**
	Rates Debtors			
Total	**55,503,953**	**76,924,590**	-28%	100%
	PUPP Debtors			
Total	**489,850**	**491,850**	-0.4%	100%

A total of $22.5 m in Rates (including ESL and waste charges) has been paid by the end of August 2026, representing a collection rate of 28.9% to date (31 August 2025 had a collection rate of 0.8% as rates were levied later in the 2026 financial year).



There was no material change in August to the PUPP Debtors' balance. PUPP payments have now been received on 99.76% of properties and of those paid, 99.76% have paid in full, with 0.22% ($489,850) still outstanding. Review of these is currently underway of their debt collection status.

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

Capital Expenditure

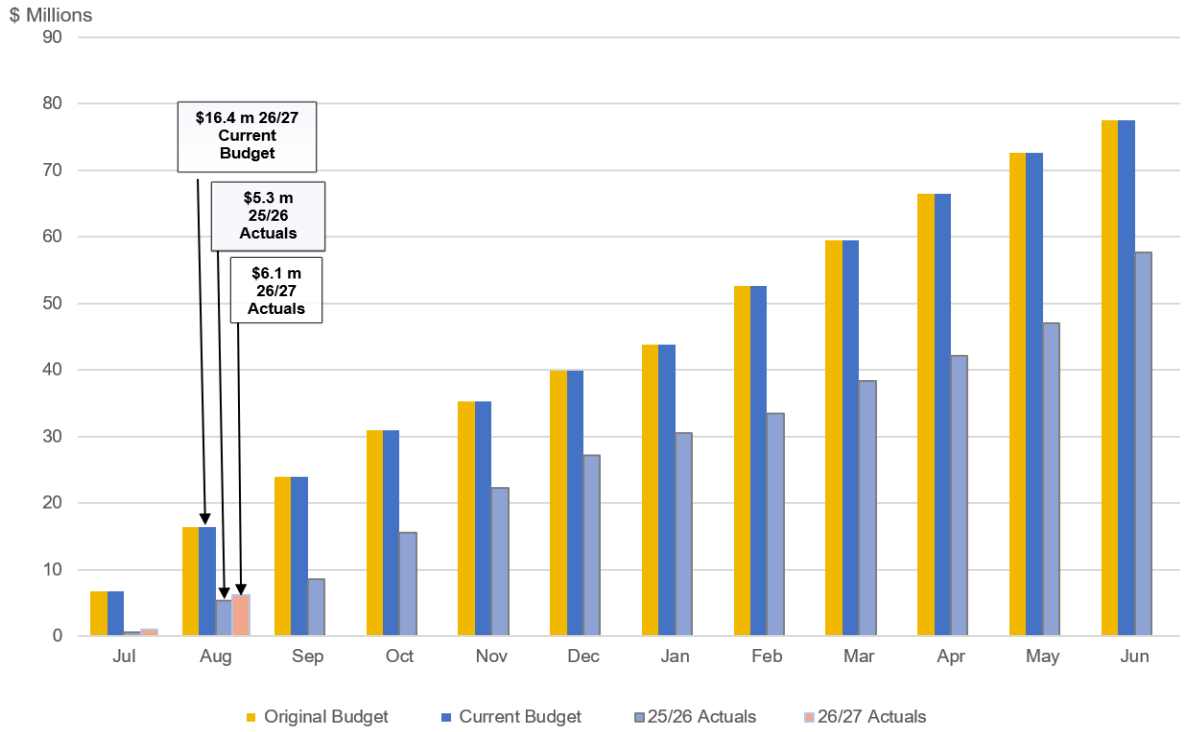
Council's current 2026/27 Capital Expenditure budget is $77.5 million which includes significant projects such as: Baynton Housing Development, Wickham Recreation Precinct – Multi-Purpose Covered Courts, 7 Mile tip class III cell construction, new footpaths aligned to the 10-year construction plan, Roebourne Recreation Precinct, kerb renewals and Wickham Boat Beach Jetty and Boat Ramp.

The City expended $6.1 million on its capital program to 31 August 2026, which is $10.2 million (62.4%) below the year-to-date budget. This variance is primarily attributable to the timing of capital expenditure, with approximately $6.0 million relating to projects and commitments that were completed and paid in the 2025/26 financial year but were originally budgeted for expenditure in July and August 2026.

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

CAPITAL EXPENDITURE						
	YTD			ANNUAL		
Asset Class	YTD Budget	YTD Actual	Variance %	Annual Original Budget	Annual Current Budget	% of Annual Budget
	31 August 2026			30-June-27		
Infra Misc Structures	4,361,479	393,968	-91.0%	18,219,612	18,219,612	2.2%
Parks & Open Spaces	2,977,671	1,240,239	-58.3%	12,347,925	12,347,925	10.0%
Buildings	5,085,698	3,168,725	-37.7%	19,516,208	19,516,208	16.2%
Equipment	718,183	97,386	-86.4%	1,794,313	1,794,313	5.4%
Furn & Equip	143,467	30,220	-78.9%	1,766,900	1,766,900	1.7%
Plant	2,039,634	302,874	-85.2%	4,712,803	4,712,803	6.4%
Inv Property	0	110,449	0.0%	40,000	40,000	276.1%
Infra Roads	736,535	56,148	-92.4%	10,552,300	10,552,300	0.5%
Infra Footpaths	130,549	733,235	461.7%	4,309,313	4,309,313	17.0%
Infra Aerodromes	210,000	41,163	-80.4%	4,286,564	4,286,564	1.0%
Totals	**16,403,215**	**6,174,407**	**-62.4%**	**77,545,939**	**77,545,939**	**8.0%**

Capital Expenditure YTD Actual v Budget 2026/27 (excl Reserve Transfers)



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
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.

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.

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

File No: FM.19

Responsible Executive Officer: Director Corporate Services

Reporting Author: Senior Creditors Officer

Date of Report: 21 September 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

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

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

OFFICER'S RECOMMENDATION

That Council RECEIVE the list of payments totalling $18,686,263.97 as detailed in Attachments 1, 2 and 3.

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 August 2026 to 31 August 2026 (including credit card transactions – August 2026) totalled $18,686,263.97 being made up of:

1. Trust Payments: nil;
2. BPay Payments: 1212 to 1235 and
   EFT Payments 099237 to 099917 (Inclusive): $14,431,393.19;
3. Cheque Voucher: nil;
4. Cancelled Payments: nil;
5. Direct Debits: 099382: $271.50;
6. Credit Card Payments (August 2026): $80,217.43;
7. Payroll Payments: $4,174,381.85.

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

- Acero Construction Pty Ltd – Baynton Apartments PC11 - $3,024,262
- Emirge Pty Ltd – Wickham South Youth Recreation Works PC01 - $366,841
- Raubex Construction – Cell 3 & 4 Lining & Leachate PC3/4 - $296,954

- LGIS (Walga) – 26/27 Insurance Instalment #1 - $2,385,881
- NWMC Mining & Civil – Nickol, Enderby Street Works - $413,679
- MSS Security Pty Ltd – Airport Security Services, Jul26 - $342,449

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 are large in value this month due to project payments for the housing developments, skewing the local spend result.

KPI Report – Local Spend
Date Range 01/08/2026 to 31/08/2026

	No of Invs	%	$ Value	%
Local Supplier	1,031	63.17%	4,525,696	31.36%
Non-Local Suppliers	353	21.63%	6,834,343	47.36%
Statutory Supplier	248	15.20%	3,071,626	21.28%
Total	**1,632**	**100%**	**14,431,665**	**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 August 2026 to 31 August 2026 totalled $18,686,263.97. Payments have been approved by authorised officers in accordance with agreed delegations, policies, and budget.

10.3 INVESTMENTS FOR PERIOD ENDED 31 AUGUST 2026

File No: FM.19

Responsible Executive Officer: Director Corporate Services

Reporting Author: Management Accountant

Date of Report: 25 September 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 August 2026.

OFFICER'S RECOMMENDATION

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

BACKGROUND

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

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

DISCUSSION

Details of the investments that are included in the report

- Schedule of Cash and Financial Investments
- Allocation of Cash and Financial Investments
- Schedule of Maturity of Cash and Financial Investments
- Schedule of Liquidity
- Schedule of Other Investments
- Ageing of Outstanding Lessees Balances
- Schedule of Loan Agreements

Table 1. Cash Allocations of City Funds

Institution	Accounts	Principal Investment $	Balance 31 August 2026 $	Interest %	Investment Term	Maturity	Source
RESERVE FUNDS							
WBC	Business Premium Cash Reserve		19,017,972	4.20	At Call		Reserve at Call
WBC	Reserve Term Deposit	10,000,000	10,146,236	5.56	12 months	May-27	Reserve TD
WBC	Reserve Term Deposit	7,000,000	7,077,671	5.40	8 months	Feb-27	Reserve TD
WBC	Reserve Term Deposit	20,000,000	20,760,986	4.34	12 months	Oct-26	Reserve TD
WBC	Reserve Term Deposit	9,000,000	9,100,418	4.25	8 months	Mar-27	Reserve TD
WBC	Reserve Term Deposit	11,000,000	11,172,185	5.39	6 months	Nov-26	Reserve TD
WBC	Reserve Term Deposit	6,000,000	6,038,877	5.50	11 months	Jun-27	Reserve TD
WBC	Reserve Term Deposit	6,000,000	6,038,240	5.41	9 months	Apr-27	Reserve TD
WBC	Reserve Term Deposit	12,000,000	12,023,464	5.49	12 months	Aug-27	Reserve TD
WBC	Reserve Term Deposit	13,000,000	13,366,344	4.74	8 months	Sep-26	Reserve TD
WBC	Reserve Term Deposit	6,000,000	6,004,488	5.46	11 months	Jul-27	Reserve TD
MUNICIPAL FUNDS							
WBC	Municipal (Transactional)		36,690,278	4.20	At Call		Muni at Call
N/A	Cash on Hand		6,906				
	TOTAL	**94,000,000**	**157,444,065**				
The balance of all Term Deposits includes interest accrued to 31 August 2026							

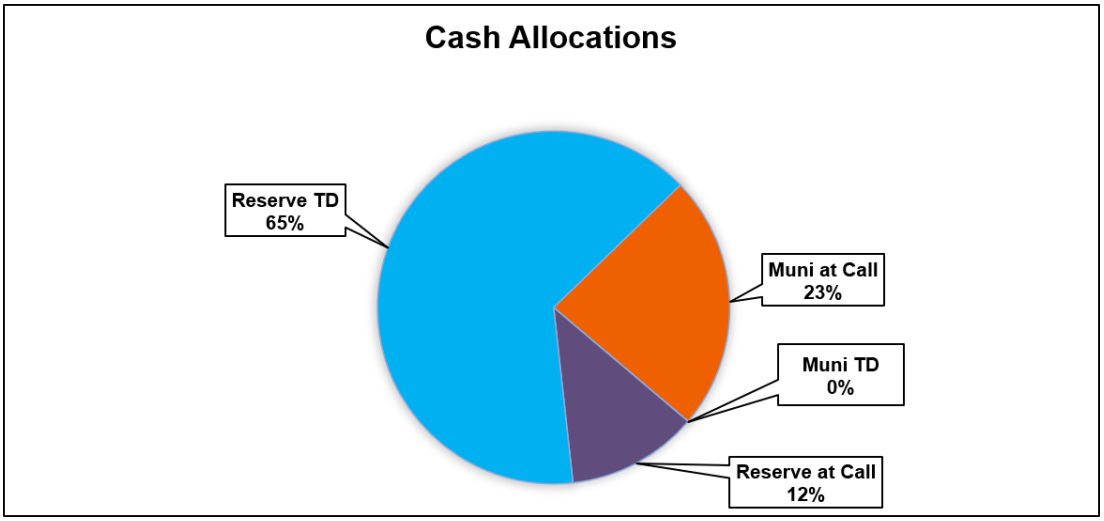
On average, the City is earning 5.15% across Reserve term deposits.

The RBA official cash rate (overnight money market interest rate) remained the same during the month of August at 435 basis points. Municipal Funds held in the Westpac transaction account are earning 4.20% interest.

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.

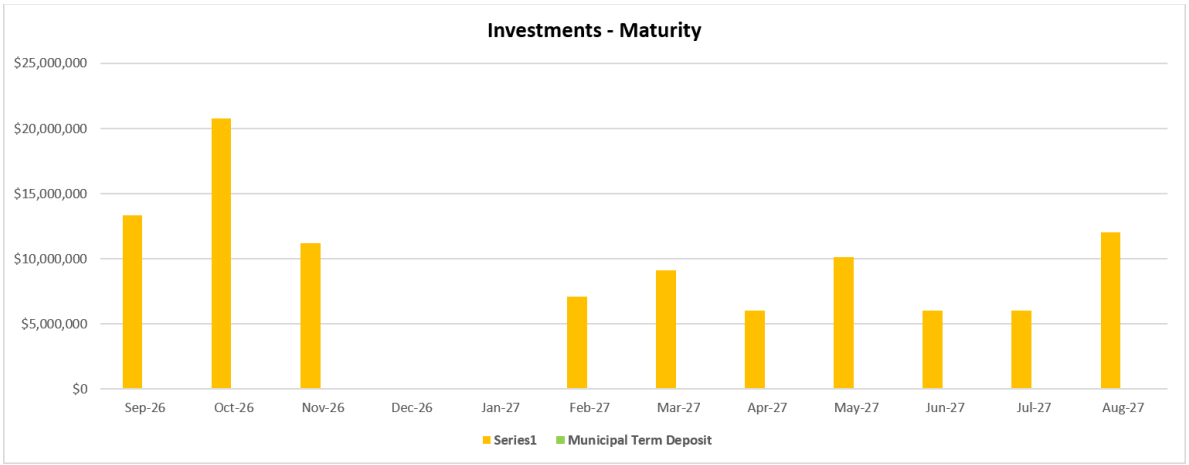
The following graph demonstrates the allocation of our Cash and Financial Investments to maximise return on investment which shows that 65% of our Cash and Financial Investments are invested in Term Deposits.



Graph 1. Percentage of Cash Allocations

Schedule of Maturity of Cash and Financial Investments

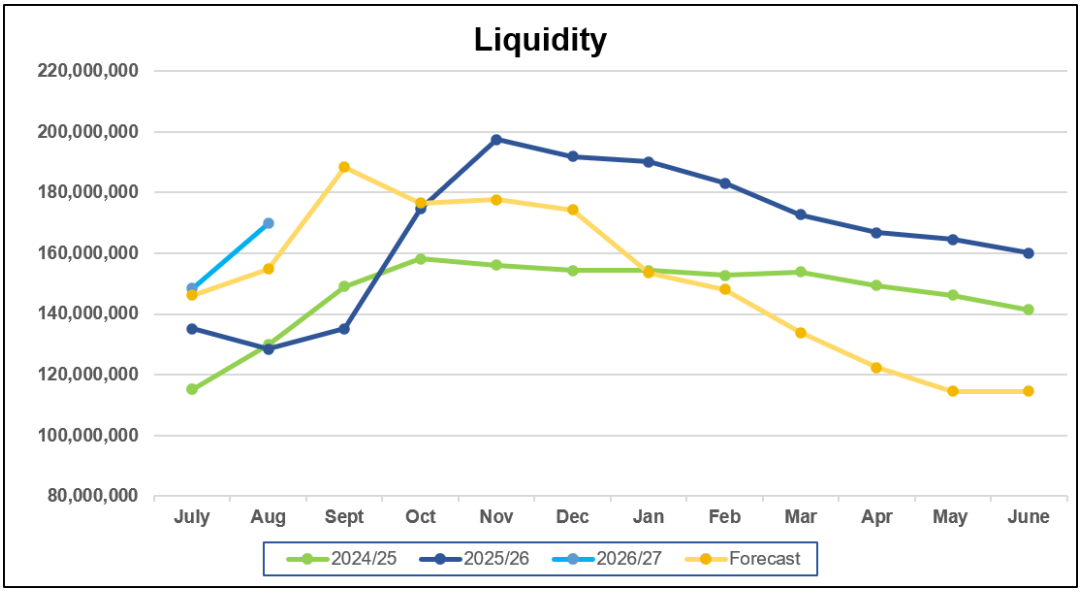
In accordance with the City's Investment Policy (CF03), in respect to liquidity of funds, the following schedule shows the maturity of our various investments. 45% of Cash and Financial Investments will mature in the next 3 months, 7% maturing in the next 4-6 months and 48% maturing in the next 7-12 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, the City entered into a lease agreement with Aspen Medical for the use of a newly built hangar in relation to their provision of emergency medical services. Consistent with Council's investment strategy, the development was funded from the Aerodrome Reserve, with net profits retained in the Aerodrome Reserve. The lease commenced with an initial term of seven (7) years and includes two options to extend for a further two (2) years each. Rental increases are applied every two (2) years in accordance with the schedule outlined in the lease agreement and the lease is currently in the first 2 year extension term.

The capital investment in the hangar totalled $3,011,975. The financial performance of the hangar lease is summarised in the tables below. The cumulative net income has now exceeded the initial investment of the hanger.

Table 2. Aspen Medical – Hangar Lease Performance

	Month 31 August 2026 $	**Year-to-Date 31 August 2026 $**	**Life-to-Date 31 August 2026 $**
Total Income Received	34,414	68,828	3,208,699
Total Expenditure Paid	(565)	(565)	(160,096)
Net Income	**33,849**	**68,263**	**3,048,603**
Annualised ROI	**13.50%**	**13.60%**	**57.12%**

Key: Green text indicates ROI above average benchmark rate of 10%; orange text indicates an average return between 7% and 10%; red text indicates an average return under 7%

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. Consistent with Council's investment strategy, the project was funded from the Infrastructure Reserve, with the net profits paid back to 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 August 2026 $	**Year-to-Date 31 August 2026 $**	**Life-to-Date 31 August 2026 $**
Total Income Received	53,398	105,488	4,016,805
Total Expenditure Paid	-	-	(18,554)
Net Income	**53,398**	**105,488**	**3,988,251**
Annualised ROI	**15.10%**	**14.91%**	**55.51%**

Key: Green text indicates ROI above average benchmark rate of 10%; orange text indicates an average return between 7% and 10%; red text indicates an average return under 7%

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. The net proceeds currently flow into the Municipal account to fund operations.

Table 4. The Quarter HQ Performance

	Month 31 August 2026 $	**Year to Date 31 August 2026 $**	**Life to Date 31 August 2026 $**
Total Income Received	380,131	758,991	32,886,270
Total Expenditure Paid	(120,862)	(149,046)	(14,800,446)
Net Income	**259,269**	**609,946**	**18,085,824**
Annualised ROI	**15.56%**	**18.30%**	**9.86%**

Key: Green text indicates ROI above average benchmark rate of 10%; orange text indicates an average return between 7% and 10%; red text indicates an average return under 7%

Scope Property Group Loan Agreement

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

Table 6. Scope Property Group Loan Agreement Schedule

	Month 31 Aug 2026 $	Year to Date 31 Aug 2026 $	Life to Date 31 Aug 2026 $
Funded Amount	-	-	3,800,000
Interest Charges	12,667	25,334	667,753
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 5.15%, there is an opportunity cost for the year to date of $6,907 and a life to date cost of $39,758. For the current month of August 2026, the opportunity cost is $3,712. This is reflective of current market rates and represents the community benefit to Dampier and the broader community.

Bulgarra Apartments Development

As part of Council's housing development strategy, Council resolved at its July 2025 meeting to execute a development agreement with Karratha Development Pty Ltd for the development of the Bulgarra Apartments project. Part of the Council resolution included a $56 million loan to the developer at a set interest rate of 4%. The development agreement was executed on the 17th October 2025. A loan was obtained from Westpac for $56.0M, with a 3 year loan term on interest only payment arrangements, this loan's current interest rate is 4.90%pa effective date 29th July 2026. Karratha Development will be required to make principal and interest repayments upon construction completion over a 20 year period.

Project Update

All three Bulgarra sites are now in early stages of civil construction and service trench works. Gregory Way is the most progressed with considerable works being completed in anticipation for module delivery and installation. Off-site works in Vietnam are progressing well, with the 27 dwellings for Ridley Street in final fit-out. The remaining Ridley Street dwellings and next package of modules for Gregory Way are commencing in September and will aim to be completed for the first shipment and delivery in November.

Table 7. Karratha Development Pty Ltd Loan Agreement Schedule

	Month 31 August 2026 $	Year to Date 31 August 2026 $	Life to Date 31 August 2026 $
Developer drawdown	-	3,218,547	17,508,297
Developer Interest Accrued	60,432	110,111	340,195

Table 8. Karratha Development Pty Ltd Loan drawdown

	Approved limit	Loan Balance	Available to draw
Developer loan facility	56,000,000	17,848,492	38,151,508

Table 9. Westpac Loan Facility Agreement

	Month 31 August 2026 $	Year to Date 31 August 2026 $	Life to Date 31 August 2026 $
WBC Loan Drawdowns	-	3,218,547	17,508,297
Bank Interest & Charges	120,397	226,072	806,667

Table 10. Westpac Loan drawdown

	Approved limit	Loan Balance	Available to draw
Westpac loan facility	56,000,000	17,508,297	38,491,703

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 20 October 2025. This project is to be funded entirely from Council's Infrastructure reserve funds for an amount of $26.2M.

Project Update

Following delivery and installation of all 17 townhouses on site, apartment block 1 has all ground floor units delivered and installed at end of August. First floor units are arriving and being installed in September. In-situ works for carport, alfresco and verge works are progressing well at approximately 65% completion. Project is still on track for completion in March 2027.

Table 11. Acero Construction Pty Ltd Payment Schedule

	Month 31 August 2026 $	Year to Date 31 August 2026 $	Life to Date 31 August 2026 $
Contract Paid Amount	3,032,772	3,032,772	19,859,665
Infrastructure Reserve (funding)	(3,032,772)	(3,032,772)	(19,859,665)
Remaining Contract Amount			**6,377,027**

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. 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.

10.4 CHRISTMAS RESIDENT RECOGNITION AND LOCAL BUSINESS SUPPORT INITIATIVE

File No: CM.124

Responsible Executive Officer: Director Corporate Services

Reporting Author: Manager Governance

Date of Report: 24 August 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s): Nil

PURPOSE

For Council to consider the provision of a $100 Buy Local voucher to eligible owner-occupier households as part of a one-off Christmas resident recognition and economic development initiative designed to support local business during the summer period.

OFFICER'S RECOMMENDATION

That Council:

1. **Approves the implementation of a one-off Christmas Buy Local Initiative through the provision of a $100 Buy Local voucher to each eligible residential owner-occupied property within the Local Government Area.**

2. **Notes that the cost of the program, $224,000, will be funded from the 2026/27 Adopted Budget.**

BACKGROUND

Owner occupiers are a group of community members with a significant long-term investment in the City and reflect confidence in Karratha's future. These households contribute to community stability and the ongoing sustainability of the Karratha community.

Owner occupier households account for approximately 26% of residential properties within the City of Karratha. These are residents who have chosen to make Karratha their long-term home. The proposed initiative seeks to recognise this long-term commitment.

This initiative also supports economic development through increased local expenditure during the summer period. Through the provision of a Buy Local voucher, the initiative supports participating local businesses and helps retain spending within the local economy, delivering both community and economic development benefits.

DISCUSSION

The proposed initiative would provide eligible residential properties (owner occupied) with a one-off $100 Buy Local voucher redeemable through participating local businesses.

The proposal is intended to recognise residents who have made a significant long-term investment in the City through establishing their principal place of residence within the

district. In doing so, Council acknowledges the contribution these households make to population stability and the future prosperity of all of towns in the City.

The initiative would also promote existing benefits available to these residents, including:

- Discounted REAP tickets
- 20% discount on Aquatics memberships and services
- Three days of complimentary airport parking for eligible Eastern Corridor residents

The Christmas period provides an appropriate opportunity to recognise this contribution as it encourages increased spending within the local economy. This is a one-off additional support reflecting current conditions.

An additional benefit of the initiative is the support it provides to local businesses. The voucher encourages expenditure through participating local businesses during the summer months, a period traditionally characterised by lower levels of economic activity due to seasonal travel patterns and extreme weather conditions. CommBank iQ spending data indicates that expenditure at local businesses is lowest during January and February, with reduced resident spending and lower visitor numbers contributing to this trend across both the Food and Beverage and Retail Trade sectors.

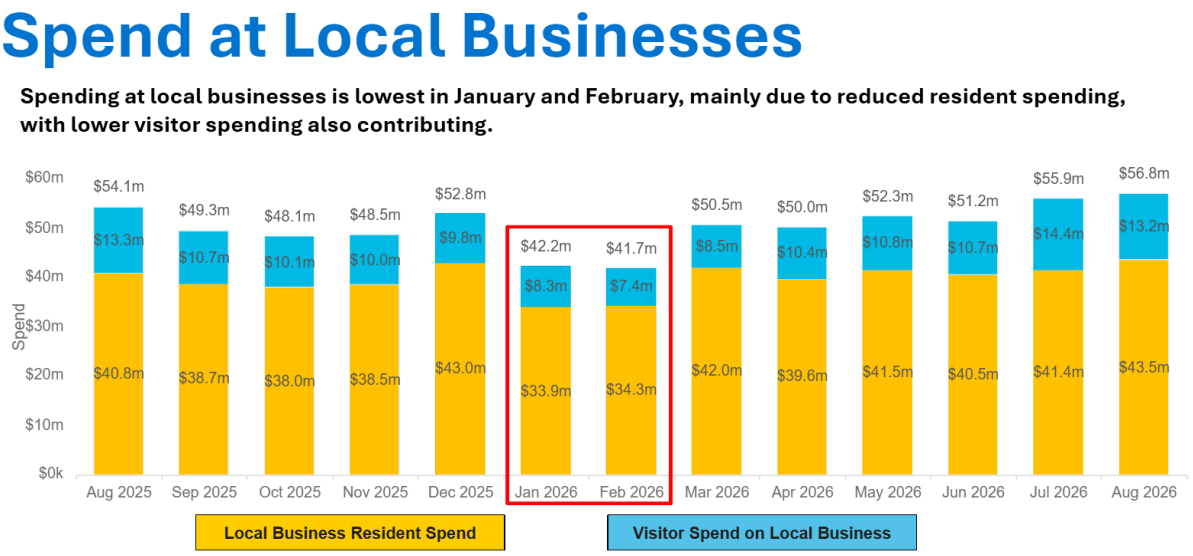


Figure 1 - CommBank iQ - Spend in Business, City of Karratha - August 2025 - August 2026

By encouraging residents to spend locally, the initiative is expected to retain expenditure within the local economy, support local employment and provide direct benefits to participating businesses.

Eligibility criteria
To be eligible for the initiative, a resident must:

- Be the registered owner of a residential property located within the City of Karratha as at the date of council resolution, and
- occupy the property as their principal place of residence as at date of Council resolution.

One voucher will be provided per eligible residential property.

Implementation
Subject to Council approval, eligible owner-occupier households will receive a $100 Buy Local voucher by post during the month of December 2026. Voucher distribution will be undertaken using property ownership and address information available to the City.

Residents who hold the property through a company, trust or other non-individual ownership structure, or have a PO Box as their postal address, will be able to collect their voucher from the City's Administration Office upon presentation of valid identification showing their name and residential address and their rates notices.

The City will promote the initiative through its communication channels.

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

STATUTORY IMPLICATIONS
The Local Government Act 1995 provides local governments with broad powers to undertake activities and provide services for the good government of persons within the district. The proposed initiative supports local economic activity while recognising the long-term investment and contribution made by residents who have established their principal place of residence within the City.

COUNCILLOR/OFFICER CONSULTATION
Consultation has taken place between impacted operational areas and with Council's Executive Team.

COMMUNITY CONSULTATION
Nil.

POLICY IMPLICATIONS
Nil.

FINANCIAL IMPLICATIONS
The financial impact of the initiative will be dependent on the number of eligible owner-occupier households.

Based on approximately 2,240 eligible properties, the estimated value of vouchers issued would be $224,000.

Additional costs associated with the procurement, distribution and reconciliation of vouchers are expected to be 10% and will be managed within existing operational resources.

Funding for a rate payer support initiative is already within budget and is now proposed to support owner occupiers via the Christmas Resident Recognition and Local Business Support Initiative, benefiting rate payers and local small business alike.

STRATEGIC IMPLICATIONS

The proposal aligns with the City's strategic priorities relating to:

- Supporting a resilient and diversified local economy;
- Encouraging local business activity and economic growth;
- Strengthening community connection and civic pride;
- Supporting a sustainable and vibrant regional community; and

- Encouraging long-term investment in the City of Karratha.

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	Funds have been provisioned for the initiative within the FY2026/27 adopted budget.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Medium	The initiative recognises residents who have made a significant long-term investment and commitment to the City through home ownership while also supporting local businesses through increased local expenditure. There is a potential reputational risk that some residents who are not eligible for the initiative may perceive the program as inequitable.
Compliance	Low	No significant compliance risks have been identified.

IMPACT ON CAPACITY
Impact on capacity relates to the administration of the initiative and is expected to be minimal.

RELEVANT PRECEDENTS
There are no relevant precedents.

VOTING REQUIREMENTS
Simple Majority

CONCLUSION
The proposed initiative seeks to recognise residents who have made a significant long-term investment in the City through home ownership by providing a one-off $100 Buy Local voucher and promoting existing resident benefits. The initiative acknowledges the contribution these households make to community stability and sustainability while supporting local businesses during a period of traditionally lower economic activity. The proposal delivers both a community recognition and local economic development outcome through increased local expenditure.

10.5 REVIEW OF COUNCIL POLICIES

File No: CM.124

Responsible Executive Officer: Director Corporate Services

Reporting Author: Manager Governance

Date of Report: 24 August 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s):
1. Proposed CG04 Legal Representation for Council Members and Employees
2. Current CG04 Legal Representation and Cost Indemnification
3. Proposed CH09 Appointment/Employment of an Acting/Temporary CEO (amendments tracked)
4. Current CH09 Appointment of Acting CEO

PURPOSE
For Council to consider two Council policy reviews that are presented for adoption.

OFFICER'S RECOMMENDATION

That Council ADOPT the amended:

1. **CG04 Legal Representation for Council Members and Employees as detailed in Attachment 1; and**
2. **CH09 Appointment/Employment of an Acting/Temporary CEO Policy as detailed in Attachment 3.**

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

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.

DISCUSSION
Two policies are presented for Council's consideration as part of the Policy Review Program, with further detail provided below.

CG04 Legal Representation for Council Members and Employees (Attachment 1)
CG04 Legal Representation and Cost Indemnification (Attachment 2) was adopted in December 2001 and was last reviewed in August 2023.

On 1 January 2026 section 6.14A of the *Local Government Act 1995* and regulation 19D of the *Local Government (Financial Management) Regulations 1996* came into effect. These provisions prohibit the local government from paying certain liabilities for legal matters for Council members.

The current policy is proposed to be replaced with the Department of Local Government, Industry Regulation and Safety's model policy with the inclusion of statement to confirm that the City will not pay any liabilities as prescribed in regulation 19D of the *Local Government (Financial Management) Regulations 1996* which are as follows:

- an amount that a council member is ordered to pay under section 8A.19(2) or the *Local Government (Local Government Inspector) Regulations 2025* regulation 7(6) or (7);
- a modified penalty under an infringement notice issued to a council member under Part 9 Division 2 Subdivision 2A of the Act;
- a fine imposed on a council member as a penalty for committing an offence under the Act; an amount that a council member is ordered to pay under the State Administrative Tribunal Act 2004 Part 4 Division 5;
- any exemplary or punitive damages that are awarded against a council member in civil proceedings before a court; or
- a premium in respect of an insurance policy that would or might indemnify (wholly or partly) a council member against a liability.

The proposed policy extends the scope to cover representation for a current or previous commissioner or non-elected committee member (i.e. independent committee member). It also provides for Council to approve the payment of legal representation costs for a defamation action, or a negligence action, commenced by a Council member or employee, under exceptional circumstances.

In all other aspects, the principles of the proposed policy do not significantly differ from the current policy. The proposed policy provides further clarity on the required criteria, limitations and application process.

<u>CH09 Appointment/Employment of an Acting/Temporary CEO (Attachment 3)</u>
CH09 Appointment/Employment of an Acting/Temporary CEO (Attachment 4) was adopted in December 2021 and has not yet been reviewed.

Legal advice was sought on whether Policy CH09 complies with the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*. The advice confirms that the policy was adopted by absolute majority and that identifying suitably qualified directors for acting CEO appointments is legally acceptable.

The policy does not fully meet the requirements of section 5.39C of the *Local Government Act 1995*, as it does not adequately address the temporary employment of an external CEO. The policy focuses on internal acting appointments and does not clearly distinguish between:

- employing an external temporary CEO; and
- appointing a director as acting CEO.

The policy has been amended to:

- clearly separate external temporary CEO employment from internal acting CEO appointments;
- specify requirements for external temporary CEO employment, including merit and equity principles and a written contract for appointments exceeding three months;
- address the requirements of section 5.39C;

- reduce the CEO's delegated authority for acting CEO appointments from six months to three months;
- allow for an external interim CEO where the CEO is suspended and a conflict, or perceived bias, may arise;
- ensure acting CEO remuneration provisions align with the City's Higher Duties Operational Policy; and
- correct legislative citations and related references.

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

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

COUNCILLOR/OFFICER CONSULTATION
Consultation has taken place with the Chief Executive Officer.

COMMUNITY CONSULTATION
Community consultation is not proposed for policies presented as they are considered administrative in nature and align to relevant legislation.

POLICY IMPLICATIONS
This report deals with the review of two Council policies. Following Council's decision, the City's website will be updated accordingly.

FINANCIAL IMPLICATIONS
There are no financial implications.

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

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

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

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

RELEVANT PRECEDENTS
There are no relevant precedents.

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 City's goals and values.

10.6 TENDER OUTCOME – TECHNOLOGYONE PROPERTY AND RATING IMPLEMENTATION – COMPLIANCE MODULES

File No:	RFT0000088
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Business Systems Project Manager
Date of Report:	28 September 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Confidential Evaluation & Recommendation Report RFT0000088

PURPOSE

For Council to consider tenders for the TechnologyOne Property & Rating Implementation – Compliance Modules tender.

OFFICER'S RECOMMENDATION

That Council:

1. **ACCEPT the tender submitted by Setonix Digital Pty Ltd ABN 62 656 215 011 as the most advantageous tender to form a contract, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT0000088 – TechnologyOne Property & Rating Implementation – Compliance Modules;**

2. **AUTHORISE the Chief Executive Officer to execute a contract with Setonix Digital Pty Ltd, SUBJECT to any variations of a minor nature;**

3. **ENDORSE the multi-year implementation commitment of $2,213,640 excluding GST for the Property and Rating: Compliance and Request Management workstream under RFT0000088, within the original overall ERP project funding allocation, with expenditure phased across the 2026/27, 2027/28 and 2028/29 financial years in accordance with the agreed payment schedule;**

4. **NOTE that expenditure scheduled for 2026/27 is already provided for in the adopted 2026/27 Budget and that no increase to the overall ERP allocation or amendment to the adopted Budget is sought; and**

5. **REQUEST the Chief Executive Officer to include the remaining implementation funding requirements in the 2027/28 and 2028/29 annual budget proposals, subject to Council's annual budget adoption process and reflecting the City's contractual commitments.**

BACKGROUND

On 22 March 2021, Council resolved (Resolution 154763) to accept the tender submitted by TechnologyOne Limited under RFT36-19/20 – Provision of Local Government Information System/Enterprise Resource Planning (ERP).

Following Council's decision, the City entered into a contract with TechnologyOne Limited in 2021 for the supply of its Software as a Service (SaaS) based CiAnywhere suite.

Under the contract, the City's CiAnywhere implementation comprises five main delivery streams:

- **Core Enterprise Suite** which covers the City's corporate ERP functions, including financials, procurement, contracts, human resources, payroll, enterprise asset management including projects, budgeting and spatial systems;
- **Property & Rating (P&R)**, which covers rates and revenue, property data, compliance, applications, permits, infringements, animal management, request management and customer-facing lodgement and payment functions;
- **Enterprise Cash Receipting** supports receipting, EFTPOS, BPAY and payment integration;
- **Enterprise Content Management** supports document and records management, including indexing, retention and integration with other TechnologyOne modules; and
- **Strategic Asset Management** supports long-term asset planning, valuation, condition forecasting and predictive modelling.

The implementation was originally planned across two releases. Release 1 focused on the Core Enterprise Suite, while Release 2 covers the remaining four streams together with a few Core Enterprise Suite modules that were rescheduled. The City is currently progressing Release 2.

Until the remaining functions are transitioned, officers must continue working across both TechnologyOne and SynergySoft. Completing the implementation will consolidate these functions within a single supported platform, reduce duplicated processes and system administration, and provide a more consistent experience for officers and the community.

The immediate priority within Release 2 is the Property and Rating stream. This work comprises three major components, Revenue and Rating, Compliance, and Request Management.

Given the scale and interdependencies of this work, the City proposes to deliver it through two parallel workstreams: Compliance and Request Management, and Revenue and Rating. This approach is intended to accelerate implementation, make efficient use of available resources and reduce exposure to delay and cost escalation.

Workstream 1 - Compliance and Request Management (subject of this report):

- Permits and Licences;
- Animal Management;
- Infringements;
- Enforcements;
- Swimming Pool and Spa Compliance;
- Emergency Services/Fire;
- Planning and Development Applications;
- Building;
- Leases and Licences;
- Cemeteries; and
- Waste Management and Certificates.

Workstream 2 Revenue and Rating:

- Rates and Rating;
- Revenue;
- Enterprise Cash Receipting;
- Billing and Sundry Debtors;
- Digital Experience Platform; and
- Electoral Roll.

The remaining Property and Rating work is substantial, specialised and must be delivered alongside other priority system projects and ongoing operations. If supported, an external implementation partner is proposed to provide a dedicated team with the TechnologyOne and local government expertise needed to progress Compliance and Request Management without competing for the same internal resources.

A dedicated external team will provide clear delivery accountability, maintain momentum and reduce reliance on the availability of individual staff and subject matter experts. The appointed supplier will apply proven configurations and implementation experience to minimise customisation and rework and strengthen control over scope, time and cost. Without this support, the City would face a greater risk of further delay, prolonged reliance on the legacy system and additional project costs.

DISCUSSION

Workstream 1 Compliance and Request Management was packaged and released to market as RFT0000088 – TechnologyOne Property & Rating Implementation – Compliance Modules. Tenders were invited under CEO delegation.

Tenders were advertised on 12 August 2026 and closed 3 September 2026.

Seven tenders were received by the closing date from:

- Galaxy 42 Pty Ltd T/A Atturra Business Applications;
- KPMG Australia Technology Solutions Pty Ltd;
- Niltech Consulting Pty Ltd;
- Lanluas Consulting Pty Ltd;
- Setonix Digital Pty Ltd;
- Avec Global Pty Limited; and
- xAmplify Services Pty Ltd.

The tenders were evaluated by a three person panel comprising of:

- Business Systems Project Manager;
- Manager Information Technology; and
- Enterprise Systems Coordinator.

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

The criteria and associated weightings were:

Criteria	Weighting
Relevant Experience	15%
Methodology	20%
Capacity to Deliver	20%
Sustainability	5%
Price	40%

The Regional Price Preference Policy did not apply to any of the tenderers.

Following evaluation against the evaluation criteria, Setonix Digital Pty Ltd was assessed as offering the most advantageous outcome for the City. The tenderer demonstrated relevant TechnologyOne and regional Western Australian local government experience, a sound delivery methodology, sufficient capacity to undertake the work and an overall value-for-money outcome.

Further details of the assessment, including individual tenderer information and pricing, are contained in the Confidential Evaluation and Recommendation Report attached to the confidential section of the agenda.

The Director Corporate Services 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 Council's ability to perform its role.

STATUTORY IMPLICATIONS
The tender was conducted in accordance with section 3.57 of the *Local Government Act 1995* and Part 4 of the *Local Government (Functions and General) Regulations 1996.*

COUNCILLOR/OFFICER CONSULTATION
Consultation has taken place between the ERP Project team, Information Technology and the relevant business units involved in the Compliance and Request Management workstream.

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

FINANCIAL IMPLICATIONS

Council has included funding for the first-year expenditure associated with the Property and Rating: Compliance and Request Management implementation in its adopted 2026/27 Budget.

Based on the tender outcome, the proposed implementation commitment remains within the original overall ERP funding allocation approved at the CiAnywhere tender award as per Council Resolution 154763 dated 22 March 2021. No increase to that overall allocation or amendment to the adopted 2026/27 Budget is sought.

The contract scope and costs are shown below. All amounts exclude GST.

SCOPE ITEMS	COST
Compliance and Request Management implementation services: initial two-year term	$2,213,640
Ongoing support: first one-year extension*	$70,200
Ongoing support: second one-year extension*	$70,200
TOTAL EVALUATED CONTRACT VALUE	**$2,354,040**

**Note: Ongoing support amounts are notional allowances used for tender evaluation, not fixed charges or guaranteed service quantities. Actual support expenditure will depend on the services required and the applicable contractual rates.*

Implementation is scheduled from November 2026 to November 2028, with expenditure therefore spanning three financial years. Payments will align with the agreed implementation and payment milestone schedule rather than being incurred entirely in 2026/27.

The implementation funding profile is shown below.

FINANCIAL YEAR	FORECAST IMPLEMENTATION EXPENDITURE, EXCL. GST	FUNDING POSITION
2026/27	$650,000	Included in the adopted 2026/27 Budget; no amendment sought.
2027/28	$1,100,000	To be included in the 2027/28 annual budget proposal.
2028/29	$463,640	To be included in the 2028/29 annual budget proposal.
TOTAL IMPLEMENTATION	**$2,213,640**	**Within the original overall ERP funding allocation.**

Funding for subsequent years, including applicable ongoing support, will be included in future annual budget proposals, subject to Council adoption and reflecting the City's contractual commitments.

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:	7.3	Ensure the City is well governed and managed.
Key project/action:		Transition to new Enterprise Resource Planning (ERP) Core Business Systems.

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	Further delays may increase implementation and legacy-system costs, resulting in additional pressure on public funds. Dedicated delivery resources, contract oversight and change control will help contain costs and support the responsible use of public money.
Service Interruption	Low	Implementation and system transition may disrupt business operations. Staged delivery, testing, data validation and transition planning will reduce this risk.
Environment	N/A	Nil
Reputation	Moderate	An unsuccessful implementation may reduce confidence in the City's management of the project and investment. Dedicated specialist resources and clear delivery accountability will help manage this risk.
Compliance	Moderate	Delays or configuration issues may affect the City's ability to consistently manage regulatory, recordkeeping and statutory processes. Specialist

Category	Risk level	Comments
		configuration, testing and business validation will help ensure requirements are met.

IMPACT ON CAPACITY
City officers and subject matter experts will be required to participate in design, validation, testing and implementation activities. The ERP Project team is undertaking detailed resource planning with the relevant business units, including identifying opportunities to backfill key subject matter experts, to support their participation while minimising disruption to business-as-usual operations.

RELEVANT PRECEDENTS
On 22 March 2021, Council resolved (Resolution 154763) to award RFT36-19/20 to TechnologyOne Limited for the City's ERP system. This tender supports completion of the Property and Rating stream under that program.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
Setonix Digital Pty Ltd was assessed as offering the most advantageous outcome for the City. Awarding the contract will provide the specialist capacity and delivery accountability needed to progress the Compliance and Request Management workstream, reduce the risk of further delay and support the transition to a single, supported ERP platform.

11 COMMUNITY EXPERIENCE REPORTS

11.1 KARRATHA GOLF COURSE DRIVING RANGE RELOCATION CONCEPT DESIGN AND OPINION OF PROBABLE COST

File No: CS.153

Responsible Executive Officer: Director Community Experience

Reporting Author: Project Manager Community Planning

Date of Report: 23 September 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s):
1. KGC Driving Range Concept Design Final
2. KGC Driving Range Concept OPC Final
3. Concept Variations OPC Summary

PURPOSE

For Council to consider endorsement of the Karratha Golf Course Driving Range concept design and Opinion of Probable Cost for progression to detailed design.

OFFICER'S RECOMMENDATION

That Council:

1. **ENDORSE Option 2 as the preferred concept design for the Karratha Golf Course Driving Range.**

2. **NOTE the estimated capital cost of $3,159,653 of Option 2 concept design.**

3. **APPROVE progression of the Karratha Golf Course Driving Range Relocation project to detailed design.**

4. **NOTE that the location of the Karratha Golf Course Driving Range Concept Design represents a variation to the driving range location in the endorsed Searipple Land Precinct Masterplan, which will be considered in a review of the Masterplan in financial year 2027/2028.**

5. **NOTE a future management model for the driving range will be resolved prior to a final investment decision.**

BACKGROUND

In July 2014, Council endorsed the Searipple Land Precinct Masterplan (the Masterplan), which provides the long-term planning framework for the Karratha Golf Course precinct. The Masterplan proposed a staged redevelopment of the precinct to support recreation, tourism and accommodation uses. Under the endorsed Masterplan, the driving range was to remain in its existing location, with a slightly revised orientation to the south-west. Many elements of the Masterplan have not yet been implemented.

In 2024, the Administration commenced a high-level site assessment and options analysis for the potential relocation of the Karratha Golf Course (KGC) driving range following safety concerns with the existing facility. The current driving range is approximately 270 metres in length and orientated towards Searipple Road, which is creating a risk of golf balls travelling beyond the range towards Searipple Road. The site on which the current range sits is also being considered for use as a potential tourist park by the City.

At the 25 August 2025 Ordinary Council Meeting, Council endorsed the relocation of the Karratha Golf Course Driving Range to a recommended location on the eastern side of the Karratha Golf Course access road, and progression of the project to concept design and preparation of an Opinion of Probable Cost (OPC).

At the same meeting, Council endorsed short term remediation works to occur to the current driving range through installation of fencing to mitigate safety concerns associated with current driving range orientation.

Council also endorsed an additional allocation to undertake supporting studies for the proposed relocation site, such as environmental and geotechnical surveys to inform the concept design. Details of these studies and their outcomes can be found in the Discussion section of this report.

Alongside the driving range relocation project, the City is also advancing planning and site investigations to identify a permanent location for a new large-scale tourist accommodation development, with land to the west of the Karratha Golf Course access road identified as a potential site. Should this be the preferred location of a potential tourist park, the Masterplan would need further refinement to incorporate the tourist park on the west, and the relocated driving range to the east of the access road.

A review of the existing Masterplan is scheduled for Financial Year 2026/2027, which will incorporate the potential relocated driving range and re-examine the wider infrastructure needs of the precinct.

<u>Current Driving Range Mitigation Works</u>
As a short term mitigation measure, the City installed fencing in November 2025 to the south and east of the current driving range outfield parallel to Searipple Road and Karratha Golf Course access road respectively, as shown in Figure 1 below. This mitigation measure appears to be effective while driving range relocation investigations and planning continue.

Figure 1 – Current Fencing Installation



DISCUSSION

Driving Range Concept Design – Supporting Investigations

To inform the concept design, the City engaged an Environmental Consultant to undertake a detailed flora and vegetation survey, and basic terrestrial vertebrate fauna survey of the endorsed golf course driving range location to the east of the Golf Course access road. The study also included consideration of land to the west of the entrance road to support broader future land use planning.

A preliminary Biological Survey report has been received from the consultant and initial findings indicate that:

- there were no Threatened Flora recorded within the survey area,
- there were no Threatened or Priority Fauna recorded within the survey area, and
- there was one (1) Significant Priority Flora recorded within the survey area.

The findings do not currently indicate that the recorded flora and fauna values would prevent the proposed driving range from proceeding. The final Biological Survey report will inform Officer consultation with the Western Australian Department of Water and Environmental Regulation (DWER) to determine what next steps are required in relation to the recorded Significant Priority Flora and surrounding area.

Priority Flora are not directly protected under legislation and the condition/s relating to any removal and/or disturbance of these species are considered on a case-by-case basis. Consultation with DWER will confirm any approvals, conditions or mitigation measures that may apply to the site.

A geotechnical survey of the new Karratha Driving Range location has not been conducted to date. Officers have planned to conduct this required survey as part of detailed design and post Environmental Survey results.

Aboriginal and Cultural Heritage (ACH) considerations are being investigated. Officers are engaging with Ngarluma Aboriginal Corporation (NAC) surrounding specific requirements at the proposed site and are awaiting that advice to help inform next steps.

Final Concept Design

The final concept design can be seen in Figure 2 below and in greater detail as Attachment 1 - KGC Driving Range Concept Design Final. The design has informed the preparation of a high level OPC, totalling $4,522,544 ex GST, as outlined in Attachment 2 - KGC Driving Range Concept OPC Final.

The final concept design has been developed with consideration of the Golf Australia – Australian Golf Facility Guidelines and includes:

- Colocation of practice facilities adjacent to current chipping and putting greens, ensuring proximity to clubhouse and car parking plus allows for any future works.
- 20 synthetic turf tee bays, including 2 fully accessible teaching bays of 3.5m x 3.5m and remaining 18 bays of 3m x 3m.
- Concrete walkway behind bays with secure outdoor seating.
- Hard shade structure covering tee area.
- Provision of enclosed/lockable storage behind the northern tee bays.
- Retention of as many mature/established trees as possible and landscaping to soften the visual impact of structures from the surrounding roads.
- North and south access pathways and bridge access across the drainage swale for vehicle/foot traffic.
- Power and water supply to tee area and lighting provision to tee area/shade structure.
- Retaining wall to north and landscaping surrounding tee area.

- A range outfield, including buffer zones, fully cleared, regraded, levelled and filled then reseeded with native grasses following works.
- Floodlighting to range outfield also provided.
- Synthetic range targets supplied and installed.

The concept design brief excluded the requirement for the range outfield to be turfed and irrigated. A turfed area in front of the tee bays for practice and potential use as a turf farm for the course was an item of feedback from the Karratha Country Club (KCC), but was not included in the brief following consideration by the Technical Working Group. This decision was due to:

- the increased initial and ongoing cost of supplying, installing and maintaining a turfed outfield,
- the need to likely fence and/or restrict access to this area to prevent vandalism, and
- provision would increase water allocation requirements and consumption of the golf course facility where water supply has been variable.

Given the location of the driving range tee bay area will be adjacent to established practice areas and existing reticulation, should the need for a turf farm be determined in the future, this could be examined as a suitable area.

Figure 2 – Final Driving Range Concept Design



Concept Design Variations

The final concept design and OPC represent the full scope of the proposed facility. However, there is potential to modify certain elements of the concept design before progression to detailed design, to reduce overall project costs. In adjusting some elements from the concept design, it is important to note that these alterations, while slightly reducing proposed facility amenity, will not adversely affect playability of the driving range.

Potential variations to the concept design for consideration include:

- Removing the need to fully clear, regrade, level and fill the range outfield or reseed with native grass and replace with a rough mow and isolated address of any pooling water/drainage issues as required.
- Removing the supply and install of synthetic range outfield targets.
- Removing outfield floodlighting.

Table 2 – Concept Variations, Budget Estimates & Assessment outlines potential modification options to the final concept design, including the associated cost implications, benefits and considerations, and align with corresponding options labelled under the Financial Implications section of this report. Attachment 3 provides a one page Concept Variation OPC Summary of Table 1 figures for further reference.

Table 2 – Concept Variations, Budget Estimates & Assessment

Option	Variation to Final Concept Design	High Level Budget Estimate ex. GST
1	No proposed variation to concept design – full progression of the suggested concept design elements and OPC to detailed design. **Pros:** • good specification facility • position and orientation avoids any need for protective fencing or barriers • full hard structure shade and seating to tee area • storage for the range area • provides 20 tee bays including 2 accessible teaching bays (5 more than current range) • power and water provision to tee bay area • allows for future staged works if need arises • outfield floodlights allowing for night usage if demand dictates **Cons:** • higher up-front costs • higher ongoing operating and maintenance costs due to higher specification outfield and lighting • clearing of more vegetation with range strip, level and clean fill • installation of synthetic targets may detract from natural setting/aesthetic	$4,522,544
2	Variations to concept design elements: • Earthworks: Removing the need to clear vegetation, strip, level and fill range outfield and replace with rough mow and isolated address of any areas of water pooling. Reducing cost estimate by $576,207 compared to Option 1. $76,023 retained for some tree removal, rough mow to range and earthworks for tee area. • Hardworks: Removing the need to supply and install synthetic range targets to range outfield. Leaving some mature trees and placement of distance signage would meet this requirement.	$3,159,653

	Reducing cost estimate by $210,000 compared to Option 1. $118,080 retained for concrete path, gravel range access, grading and retaining wall adjacent to tee area. • Softworks: Removing the need to prep the outfield and apply native grass seeding. Reducing cost estimate by $75,600 compared to Option 1. $41,600 retained for landscaping to rear of tee area. • Lighting: Retain the estimated allowance for provision of floodlighting within the OPC and progress with the inclusion of range outfield floodlighting to detailed design in order to generate a viable lighting design and associated costings to further consider its inclusion, or not, prior to any progression to construction. **Pros:** • retains good specification facility for tee area • position and orientation avoids any need for protective fencing or barriers • adequate range outfield provision similar to current range and maintains as much of natural setting as possible • full hard shade structure and seating to tee area • storage for the range area • provides 20 tee bays including 2 accessible teaching bays (5 more than current range) • power and water provision to tee area • allows for future staged works if need arises • outfield floodlights allowing for night usage if demand dictates **Cons:** • less practical range outfield compared with Option 1 • higher ongoing operating and maintenance costs due to outfield lighting provision compared with Option 3 • less natural aesthetic for facility due to floodlighting infrastructure • requires isolated address of any areas of water pooling on range outfield	
3	Variations to concept design elements: • As per Option 2 above, plus • Lighting: removing floodlighting to the range outfield. Reducing cost estimate by $250,000 compared to Option 1. $25,000 retained for power supply to tee area.	$2,759,654

	Pros: • retains good specification facility for tee area • position and orientation avoids any need for protective fencing or barriers • adequate range outfield provision to the current range and maintains as much of natural setting as possible • full hard shade structure and seating to tee area • storage for the range area • provides 20 tee bays including 2 accessible teaching bays (5 more than current range) • power and water provision to tee area • allows for future staged works if need arises • more economical upgrade on existing facility without adversely affecting playability **Cons:** • less practical range outfield compared with Option 1 • requires isolated address of any areas of water pooling on range outfield, same as Option 2 • no install of floodlighting to range outfield limiting night usage if demand dictated	

Recommended Option

Given the completion of concept development, the Officer's Recommendation seeks Council's endorsement of the final concept design with the variations proposed in Option 2, for progression to detailed design. Option 2 presents a good standard of facility provision and improvement on the current driving range, while balancing financial responsibility through the removal from the concept design of:

- The need to fully clear, regrade, level and fill the range outfield or reseed with native grass. To be replaced with a rough mow and isolated address of any pooling water/drainage issues as required.
- The need to supply and install synthetic range outfield targets. This can be addressed with simple range distance markers.

Other Considerations - Operating Model

The KGC driving range concept design has considered the relevant aspects of the Australian Golf Facility Guidelines, including current and potential future range operations. The proposed driving range is intended to operate as a golf practice facility that complements and forms part of the wider public golf course, rather than as a standalone commercial operation.

The relocated driving range will be a City-owned asset. The current management arrangements for KGC, including the existing driving range, are subject to a Memorandum of Understanding (MOU) between the City and KCC. The MOU also provides for the City and KCC to work together towards a future full management model for the facility.

A future management model for the relocated driving range has not yet been determined. A range of options could be considered, including management by the City, KCC or another suitable operator. The management model will continue to be considered and resolved prior to a final investment decision for the project.

The operating model does not need to be determined to progress the concept design to the next stage. Any requirements arising from the future management model can be considered as the project progresses towards detailed design and the final investment decision.

Next Steps

The KGC Driving Range Relocation concept designs and OPC are complete. Subject to Council endorsement of the Officer's Recommendation, the following provides an indicative timeline for progressions, subject to approvals, funding considerations and other priorities will progress:

- Financial Year 2026/2027
    - Prereferral of the Biological Survey Report findings with DWER to determine what next steps are required in relation to the recorded Significant Priority Flora and surrounding area. Priority Flora are not directly protected under legislation and the condition/s relating to any removal and/or disturbance of these species are considered on a case-by-case basis.
    - Aboriginal and Cultural Heritage (ACH) considerations to be discussed with Ngarluma Aboriginal Corporation (NAC) surrounding specific requirements at the proposed site. Officers are awaiting that advice to help inform next steps and will continue to engage.
    - Continue investigating driving range operating models with internal and external stakeholders, with a future management model resolved prior to a final investment decision.
    - Packaging of the concept design (Option 2) to progress to procurement of detailed design.
    - Detailed design to commence.
    - Confirmation of funding, with Officer's to pursue funding for project implementation, including the State Government's Community Sporting and Recreation Facilities Fund (CSRFF) large grants program. This program is expected to open in March 2027.
- Financial Year 2027/2028
    - Review of the Searipple Land Precinct Masterplan to incorporate the relocated driving range and consider the broader future planning requirements of the precinct.
    - Completion of Business Case for final investment decision.
    - Continuation of funding investigation, with Officer's to pursue funding for project implementation, including the State Government's Community Sporting and Recreation Facilities Fund (CSRFF) program.
    - Finalise the future management model for the driving range, informed by the detailed design, operational requirements and discussions with relevant stakeholders.
- Financial Year 2028/2029
    - Subject to budget approvals and funding allocations, project construction of relocated driving range will commence.

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 environmental issues and parties affected.

STATUTORY IMPLICATIONS

There are no statutory implications.

COUNCILLOR/OFFICER CONSULTATION

The proposed Final Concept Design has been reviewed throughout the project by the Technical Working Group, consisting of cross-directorate members.

In addition, the Development Services team was consulted regarding the potential tourism park/caravan park study and its implications for the identified site options.

COMMUNITY CONSULTATION
The KCC, as a stakeholder and adjacent landowner, were interviewed as part of the design study and provided opportunity for feedback to be included in the site assessment process.

KCC were also asked for input surrounding the current driving range operations and potential future operations to help inform design considerations and have been provided updates on the final draft concept designs and options.

POLICY IMPLICATIONS
There are no policy implications.

FINANCIAL IMPLICATIONS
To date, $49,765 ex GST has been committed to site investigations, concept design and OPC estimates and conducting of environmental surveys and reporting by the relevant appointed consultants.

The total estimated cost for detailed design and construction for Option 2 is $3,159,653 ex GST. Council has allocated:

- $150,000 ex GST in Financial Year 2026/2027 for further planning and detailed design, and
- $2,500,000 ex GST in the Long-Term Financial Plan (LTFP) for Financial Year 2027/20289 for construction of the Golf Course Driving Range. As the project progresses this will be revised to 2028/29.

High level annual maintenance cost estimates are approximately $6,500 ex GST. Maintenance planning and associated costs, along with whole-of-life costing, will be further developed during the next phase of detailed design. These will inform the integration of the driving range facility into the City's existing asset maintenance program.

A further report will be presented to Council once detailed design has been completed, further refining budget estimates and cost implications. At the conclusion of detailed design, there may be further opportunities to consider design elements and their associated costings in greater detail prior to project progression.

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

Goal:	4	Our places and spaces are functional, attractive, and reflect our unique identity.
Objective:	4.1	Provide high amenity, well-maintained foreshores, parks, playgrounds, toilet amenities and streetscapes.
	4.4	Plan for future development that enables growth while respecting local identity.
Key projects/actions:		Karratha Golf Course Driving Range relocation and new Maintenance Compound.

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	If the recommended option is endorsed, an additional estimate of $509,653 ex GST may be required within the FY28/29 budget for construction however more accurate costings will be confirmed during detailed design to be undertaken in FY26/27. An estimate of approximately $6,500 per annum in operating costs to maintain the facility would likely be required.
Service Interruption	Low	The new proposed driving range location has no impact on the current driving range or other activities carried out on site. Some traffic management may need to be assessed and put in place for the site during construction. If the project were to proceed to construction, consideration would need to be given to timing given the current location also serves as an overflow caravan park during winter season.
Environment	Moderate	Preliminary Biological Survey report has been provided indicating there are no threatened or endangered flora or fauna within the survey areas. Consultation with and advice from the DEWR will be required surrounding the recorded Significant Priority Flora. The level of impact, if any, will become evident upon consultation with DEWR.
Reputation	N/A	Nil
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

The proposed relocation of the driving range would be adjacent to the existing golf practice facilities, coupled with the proposed improvement to the driving range facility, would increase the level of amenity associated with the golf course to more in keeping with a high standard regional facility, complementing the previous course upgrades and current level of course provision.

The final KGC Driving Range concept design and OPC have been developed for consideration. The City has assessed potential alterations to some elements of the final concept design and recommends Option 2, along with a high-level budget estimate, for progression to detailed design and further consideration. Supporting investigations undertaken to date have not identified any matters that would prevent the project from proceeding, with outstanding environmental, geotechnical and ACH investigations to inform the next stage.

11.2 WICKHAM BAR AND BISTRO – CONTINUITY OF SERVICE TO WICKHAM COMMUNITY

File No: CA.97

Responsible Executive Officer: Director Community Experience

Reporting Author: Community Facilities Coordinator

Date of Report: 2 October 2026

Applicant/Proponent: Rambla Bar Pty Ltd

Disclosure of Interest: Nil

Attachment(s): Nil

PURPOSE

For Council to consider support to Rambla Bar Pty Ltd to provide continuity of a food and beverage service to the Wickham community during the scheduled closure of the Wickham Sportsman's Bar & Bistro for completion of renovation works.

OFFICER'S RECOMMENDATION

That Council:

1. **APPROVE the City enter into a License agreement with Rambla Bar Pty Ltd for the Wickham Sportsman's Bar & Bistro alfresco area and surrounds on Peppercorn terms;**

2. **APPROVE a contribution of up to $117,728 (excl GST) to Rambla Bar Pty Ltd to procure appropriate temporary bar and kitchen infrastructure to enable continuity of food and beverage services to the Wickham Community; and**

3. **APPROVE by ABSOLUTE MAJORITY, the unbudgeted allocation of $117,728 (excl GST) to be funded from the Rio Tinto Partnership Reserve, subject to approval from Rio Tinto, as outlined below:**

Project Name	Account Number	Current 26/27 Budget	Proposed 26/27 Budget	Variation
Wickham Recreation Precinct	**5010-10248-6125-0000**	**$0**	**$117,728**	**$117,728**
Transfer from Rio Tinto Partnership Reserve	**2100-90009-5030-8098**	**$7,638,000**	**$7,755,728**	**($117,728)**
Net impact to the City		**$0**	**$0**	**$0**

BACKGROUND

The Wickham Recreation Precinct (WRP) including the Sportsman's Bar and Bistro (the Bistro), was constructed with funding from Rio Tinto in 2012. In 2014, the City entered into an agreement with Rio Tinto to assume responsibility for the operational and asset management of the WRP.

Through a Request for Tender process, Rambla Bar Pty Ltd (Rambla) were awarded an operation and management contract at Council's April 2016 Ordinary Council Meeting. The agreement was varied after a change to the sub-lease between Rio Tinto and the City. Rambla and the City entered into an exclusive license for the Bistro which commenced on 1 July 2021, with a termination date of 30 June 2026. The lease was commercial in nature, with the license fee inclusive of a base fee (subject to CPI increase) plus an additional annual payment based on Rambla's turnover.

The building is over 11 years old and the City has seen an increase in maintenance requests over the past two years, supporting the case that 10-15 years is generally accepted as the useful life for a commercial kitchen.

Budget has been allocated to complete a refurbishment of the Bistro, including new flooring throughout the kitchen, new appliances as required, full internal repaint of the facility, and strip and polish of flooring in restaurant area.

Works were scheduled to commence upon termination of Rambla's current lease agreement given the works:

- are significant and require vacant possession to complete;
- are expected to take approximately three months; and
- would require compensation under the *Commercial Tenancy (Retail Shops) Agreements Act 1985* if completed whilst a lease/license was in place.

The City's contractor will commence work on 7 December 2026 and are expected to reach practical completion with handover on 8 March 2027. There is no scope to change the dates due to contractor availability, and the need to complete the works to avoid any further deterioration of the building asset.

Through mutual agreement, the Rambla license has transitioned into a holding over arrangement with an intent of deferring commencement of works until December 2026. Terminating the license on 30 June 2026 would have left the Wickham community without a food and beverage service during the time of year where the greatest demand for these services exists due to the climate and demand created from local football league games. Historically, a significant portion of Wickham's population is absent during December to February as families make use of school holidays and the festive season to travel and avoid the hotter summer period – scheduling works during this time would assist to minimise impact on community.

Upon completion of works, the facility will return to service the community as a bar & bistro.

The City completed a tender process in April 2026 to determine the most beneficial outcome in relation to provision of service for the Wickham community and return for the City. The Tender closed with only one compliant response, that being from Rambla Bar Pty Ltd. The tender was awarded on 28 May 2026, with a new lease currently pending execution with a commencement date of 22 March 2027 to allow for completion of the renovation works and handover.

DISCUSSION

Both the City and Rio Tinto recognise the importance of continuity of local food and beverage services to the Wickham community during the refurbishment of the Bistro. The works are necessary to address asset condition issues and ensure the long-term viability of the facility; however, the closure will temporarily remove the town's primary hospitality venue.

Officers have considered options available to provide food/beverage services to the Wickham community, in summary:

- Mobile traders have increased their presence in Wickham over the past six months, however reliance on continued (regular) attendance over summer is a risk given the viability to travel to Wickham may be adversely impacted as residents leave town for holidays, impacting trade. Several Karratha based mobile traders are also known to cease trading over the summer period.
- Wickham OB's and The Port Walcott Yacht Club, whilst providing food and beverage services, are volunteer run organisations which historically have limited capacity to trade through the summer period.
- The closest hospitality option for Wickham residents would otherwise revert to establishments in Point Samson or Karratha.

Rambla has presented a proposal that seeks to address both the temporary loss of hospitality services in Wickham and workforce retention challenges arising from the Bistro closure. Through the operation of a temporary 'pop-up' venue, the proposal seeks to maintain food and beverage services for the community while supporting business continuity and staff retention ahead of the Bistro reopening.

The proposal would require the City to provide the following:

- A lease/license over the Bistro' outdoor alfresco area (approximately 607m^2 which are not subject to works) and surrounds. This is requested at a Peppercorn rate with utilities and outgoings covered by the City;
- Access to the Wickham Recreation Precinct Oval changerooms (ablution facilities);
- A contribution of up to $117,728 (excl GST) to cover the hire and transport costs for the mobile kitchen, refrigerated bar facilities, and a mobile CCTV tower to provide security over the hired assets; and
- Provision of suitable connection points for utilities (water and electricity) for the containerised bar and mobile kitchen.

Rambla would be responsible for:

- All statutory approvals (building approvals, certifications, environmental health permits, and liquor licensing);
- All insurances; and
- All procurement, mobilisation, and demobilisation of equipment; and all staffing and operating costs not identified as a City responsibility.

In brief, the proposal involves the operation of a temporary hospitality venue within the Bistro's alfresco area under a licence arrangement. A temporary containerised bar will be located within the southern portion of the alfresco, whilst a mobile commercial kitchen would provide meal preparation facilities. The trailer would be positioned between the alfresco retaining wall and the pathway, without impeding pedestrian access. The trailer-based kitchen solution also simplifies the statutory approvals required for the temporary operation.

If approved, funding may be allocated from the Rio Tinto Partnership Reserve, subject to Rio Tinto approval. The City's finance risk would be managed through an agreement incorporating agreed milestone payments, supported by quotations, invoices and evidence of expenditure associated with the hire. A minimum service provision will also be included to ensure the assets are appropriately utilised for service of the community. To support the continued provision of hospitality services during the refurbishment period, the City would also enter into a licence agreement over the Bistro alfresco area at a peppercorn rental, recognising the community benefit of the temporary operation and the City's interest in maintaining access to local food and beverage services throughout the closure period.

The proposal will see the temporary venue open from 4.00pm to 10.00pm (later if any local or major broadcast sporting events are held), 7 days a week, commencing early January through to the re-opening of the Bistro. Note there will be a small service disruption in December, historical data provided by Rambla indicates the lead up to Christmas are the quietest weeks of the year – the additional hire charges and operational costs to establish the facility, along with lost trade during public holidays does not justify the additional cost based on expected patronage during this period.

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, parties affected, or Council's ability to perform its role.

STATUTORY IMPLICATIONS
Section 6.8(1) of the *Local Government Act 1995* provides that a local government must not incur expenditure from its municipal fund for an additional purpose not included in its adopted annual budget unless the expenditure is authorised in accordance with that section.

Where Council approval is required under section 6.8(1)(b), the proposed unbudgeted expenditure must be authorised in advance by Council resolution, requiring an absolute majority.

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

COMMUNITY CONSULTATION
All impacted stakeholders will be consulted, and community will be informed of the closure and temporary arrangements ahead of the project commencement.

POLICY IMPLICATIONS
There are no policy implications.

FINANCIAL IMPLICATIONS
If Council support the Officer's recommendation, subject to Rio Tinto approval, the $117,728 (excl GST) contribution will be allocated from the Rio Tinto Partnership Reserve. The City would also forego an estimated $25,680 (excl GST) in lease revenue (based on a valuation of $220 per m^2 for the alfresco and assuming a lease period of 10 weeks) – noting however that the alfresco would otherwise remain un-tenanted for the period.

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

Goal: 2 Our community is welcoming, connected, vibrant, healthy, and safe.

Objective: 2.2 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	Will be managed through appropriate permits and approvals. Rambla are experienced in providing hospitality services.
Financial	Low	Managed through a funding agreement with milestone payments and evidence of matching expenditure related to hire costs.
Service Interruption	High	Risk of interruption to Wickham community if proposal is not supported.
Environment	Low	Proposed use matches the sites current permitted use.
Reputation	Moderate	Potential for community to attribute any loss of service to the City, given the Bistro closure will be required for City works.
Compliance	Low	License to be managed through appropriate Legal representative. Funding risk will be managed through funding agreements with milestone payments.

IMPACT ON CAPACITY
The Officer's recommendation may be carried out with minimum impact on existing resourcing.

RELEVANT PRECEDENTS
The re are no relevant precedents.

VOTING REQUIREMENTS
Absolute Majority.

CONCLUSION
The planned refurbishment of the Wickham Sportsman's Bar & Bistro is necessary to address asset deterioration and ensure the long-term viability of the facility. However, the temporary closure will remove Wickham's primary food and beverage venue and may significantly impact the local community and Rambla's ability to retain staff during the shutdown period.

The proposal from Rambla Bar Pty Ltd provides a practical and low-risk solution to maintain hospitality services during the refurbishment period through a temporary outdoor trading operation at the Wickham Recreation Precinct. The arrangement will support continuity of service, minimise disruption to residents, and assist in sustaining local employment until the Bistro reopens in March 2027. As such, it is recommended that Council approve the proposed peppercorn licence agreement and funding contribution from the Rio Tinto Partnership Reserve to facilitate the temporary operation.

12 DEVELOPMENT SERVICES REPORTS

12.1 LOCAL PLANNING POLICY REVIEW (DEVELOPMENT POLICIES 18, 19 & 23)

File No: LPP REVIEW 2026 | LP.36

Responsible Executive Officer: Director Development Services

Reporting Author: Senior Strategic Planner

Date of Report: 30 September 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s):
1. Review Summary Comparison Table
2. LPP 18 – Proposed Amendments
3. LPP 19 – Proposed Amendments
4. LPP 23 – Proposed Amendments

PURPOSE

For Council to consider and adopt a second suite of minor amendments to its existing local planning policies DP18, DP19 and DP23 to ensure consistency with the draft *Planning and Development Amendment Regulations (Review of Planning Instruments) Regulations 2025* and the associated updated guidance.

The proposed amendments are minor in nature, seeking to improve the manner and form of the policies prior to more a comprehensive review of policy content, which will commence once the Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) and the Karratha City Centre Precinct Structure Plan (PSP), both currently under development, have been completed.

OFFICER'S RECOMMENDATION

That Council:

1. **ENDORSES the outcome of the review of Local Planning Policy 18 – Karratha City Centre Parking Policy, Local Planning Policy 19 – Storm Surge Risk Policy and Local Planning Policy 23 – Use of Karratha City Centre Reserved Land, pursuant to Schedule 2, Clause 5B (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

2. **PROCEEDS with amendments to Local Planning Policy 18 – Karratha City Centre Parking Policy, Local Planning Policy 19 – Storm Surge Risk Policy and Local Planning Policy 23 – Use of Karratha City Centre Reserved Land, as modified and contained within Attachments 2 to 4, pursuant to Schedule 2, Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

3. **DETERMINES that Local Planning Policy 18 – Karratha City Centre Parking Policy, Local Planning Policy 19 – Storm Surge Risk Policy and Local Planning Policy 23 – Use of Karratha City Centre Reserved Land, are to continue in effect for a further 5 years beginning immediately after the end of the effective period, pursuant to Schedule 2, Clause 5B (5) of the *Planning and Development (Local Planning Schemes) Regulations 2015.***

4. **REQUESTS the Chief Executive Officer to arrange for publication of notice of the adoption and extended duration of amended Local Planning Policy 18 – Karratha City Centre Parking Policy, Local Planning Policy 19 – Storm Surge Risk Policy and Local Planning Policy 23 – Use of Karratha City Centre Reserved Land, in accordance with Schedule 2, Clauses 4 (4), 5B (6)(a) and 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

BACKGROUND

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

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

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

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

Three existing policies have been reviewed for this report:

- Development Policy 18 – Karratha City Centre Parking Policy;
- Development Policy 19 – Storm Surge Risk Policy; and
- Development Policy 23 – Use of Karratha City Centre Reserved Land

These policies are linked to matters pending resolution (CHRMAP and PSP) and are required to serve as interim control measures until the related projects are finalised and the substantive policy content can be reviewed and updated.

DISCUSSION

The Draft Regulations and associated draft updates to the WA Planning Manual set out a new Manner and Form for policies, together with the key criteria for adoption and review, which includes:

- **Use and Function:** the policy addresses a matter genuinely suited to a local planning policy, rather than a matter better dealt with through the scheme, another planning instrument, or another process altogether.

- **Need and Nexus**: the policy serves a clear planning purpose and has not become redundant.
- **Evidence-Based**: the policy is based on sound town planning principles.
- **Manner and Form**: the policy is consistent with the manner and form approved by the WAPC.
- **Consistency with Legislation**: the policy does not conflict with statutory planning requirements, including the Deemed Provisions.
- **Consistency with State Planning Framework**: the policy aligns with State planning policies and codes (including the R-Codes), or any inconsistency is justified by a specific local or regional need.
- **Superseded by Another Instrument:** the policy has not been replaced or superseded by another planning instrument and remains required.
- **Appropriate Terminology**: the policy avoids mandatory or controlling language such as 'shall', 'must' and 'not permitted'.

The review assessed each policy against the review criteria above, confirming that the three policies continue to serve a valid purpose and should continue in effect following the implementation of minor amendments.

The draft WA Planning Manual defines ‘minor’ amendments as those that:

> *“do not materially alter the strategic intent or application of the policy”*

Minor amendments may include amendments that relate to the following considerations:

- ***Administrative -*** *correct administrative errors such as typographical errors, updates to references, or other non-material adjustments.*
- ***Clarification -*** *clarify the existing policy without introducing new provisions or significantly altering existing ones.*
- ***Manner and form -*** *bring the policy in line with the manner and form approved by the WAPC.*
- ***Align with local planning scheme -*** *address conflicts with the scheme (including Schedule 2 of the Regulations).*
- ***Align with State planning framework -*** *address inconsistencies with the State planning framework.*

It is noted that the policies are between 11 and 13 years old and, while they continue to serve a valid planning purpose, they contain a substantial amount of explanatory and administrative content that is no longer necessary or reflects superseded planning terminology, references and formatting conventions. The proposed amendments therefore focus on modernising the documents, improving their usability, and ensuring consistency with contemporary planning legislation and policy.

Schedule 2, Part 2, Clause 5(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 sets out that the determination of whether amendments are classified as 'minor' is a local government decision, having regard to the definition of minor amendments as set out in the WA Planning Manual.

Following its assessment, the City considers that the amendments are minor in nature, as they do not materially alter the intent, scope or application of the policies, nor do they seek to introduce new policy positions or decision-making criteria.

Overall, the review supports the continued application of the three local planning policies, with the proposed amendments ensuring they remain relevant, effective and consistent with the City's planning framework, contemporary planning practice and the evolving Western Australian planning system.

It is noted that these policies will require more substantial review once the City's Coastal Hazard Risk Management and Adaption Plan and the Karratha City Centre Precinct Structure Plan (as relevant) are finalised and/or upon review of the local planning scheme.

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

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

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

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

COMMUNITY CONSULTATION
No community consultation is required.

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

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

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

FINANCIAL IMPLICATIONS
There are no financial implications.
STRATEGIC IMPLICATIONS
This item is relevant to the City of Karratha's approved Council Plan 2025-2035.

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

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

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

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

It is noted that the *Planning and Development Amendment Regulations (Review of Planning Instruments) Regulations 2025* introduces a requirement for local government to review its local planning policies every five (5) years, and so a future impact on capacity is anticipated to ensure the framework remains contemporary and active. However, this review framework is generally consistent with the City's existing approach to policy governance and the regular review of planning instruments.

RELEVANT PRECEDENTS
This is the next stage of local planning policy review, following the first suite of minor policy amendments (comprising LPP 07, 22, 24, 25 and 26) that were considered by Council on 27 July 2026 (Item 12.3 and Resolution No. OCM 260727-11).

The review of local planning policies is required to follow a new legislative process as introduced by the draft *Planning and Development Amendment Regulations (Review of Planning Instruments) Regulations 2025.*

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION

The proposed amendments to the City's local planning policies form part of a broader review project to ensure the local planning framework is contemporary, robust and remains consistent with the State Government's planning reform agenda. The existing policies are over 10 years old, however have been reviewed to confirm they continue to serve a valid planning purpose and will remain relevant until the completion of other, related planning projects. Council's adoption of the amended policies will ensure the City's policy suite is well positioned to transition into the emerging regulatory framework under the draft Regulations.

12.2 MAJOR EVENTS SPONSORSHIP AND ATTRACTION PROGRAM – PROPOSED SPONSORSHIP FOR MACRO MUSIC

File No: RC.119

Responsible Executive Officer: Director Development Services

Reporting Author: Economic Development Project Officer

Date of Report: 24 September 2026

Applicant/Proponent: Macro Music Pty Ltd

Disclosure of Interest: Nil

Attachment(s): Evaluation Macro Music Pty Ltd Karratha Concert

PURPOSE

For Council to consider a sponsorship request from Macro Music Pty Ltd (Macro Music) to deliver a major live music concert in Karratha featuring Tones and I, an internationally renowned Australian artist.

OFFICER'S RECOMMENDATION

That Council:

1. **APPROVE sponsorship of $50,000 for Macro Music Pty Ltd under the City's applicable Grant Policy and Major Events Sponsorship and Attraction Program (MESAP) guidelines, comprising:**

Funding Type	Amount
Cash Funding Contribution	**$43,800**
In-kind Support	**$6,200**
Total	**$50,000**

2. **APPROVE by ABSOLUTE MAJORITY, an amendment to the 2026/27 Budget for an additional $33,715, increasing the total 2026/27 MESAP budget allocation from $225,000 to $258,715, to be funded by a transfer from the City's Strategic Reserve, as outlined below:**

Project Name	Account Number	Current 26/27 Budget	Proposed 26/27 Budget	Variation
Economic Development Grants	**3020-51010-6390-1525**	**$225,000**	**$258,715**	**$33,715**
Transfer from Strategic Reserve	**2100-90026-5000-8098**	**$0**	**($33,715)**	**($33,715)**
Net impact to the City		**$225,000**	**$225,000**	**$0**

BACKGROUND

In September 2026, Macro Music submitted an application under the Major Events Sponsorship and Attraction Program (MESAP) seeking sponsorship of $50,000 to support the delivery of a live music concert in Karratha on Wednesday, 10 March 2027. The proposed event forms part of a broader Western Australian tour, with Karratha to be featured within tour marketing collateral and promotional activities.

The concert will feature Tones and I, one of Australia's most successful contemporary recording artists. Tones and I has achieved significant national and international success, including multiple ARIA Awards, chart-topping releases and widespread global recognition through her music and live performances.

During January 2026, the artist launched a viral social media campaign inviting regional and local communities across Australia to advocate online to host affordable $10 all-ages concerts. The campaign generated significant grassroots engagement, with numerous towns and councils mounting high-profile bids to secure a performance.

Karratha was ultimately unsuccessful, placing second in the competition, with Ingham, Queensland selected as the winning location and hosting the concert in February 2026.

While the proposed Macro Music event is not directly associated with the social media campaign, the strong community support demonstrated through Karratha's participation highlighted the local demand for a Tones and I performance. This level of community interest has contributed to the inclusion of Karratha on the artist's 2027 Western Australian tour itinerary.

DISCUSSION

Proposal

Macro Music is an experienced live events and festival production company that delivers major concerts and entertainment events across Western Australia. The company proposes to stage an all-ages live music concert featuring Tones and I, an internationally renowned Australian artist, at the Red Earth Arts Precinct (REAP) Amphitheatre in Karratha.

The event is proposed to run from 5.00pm to 9.00pm and will feature two local support acts prior to the headline performance. Food and beverage vendors, merchandise sales and supporting event infrastructure will be provided to create a safe, accessible and family-friendly entertainment experience for residents and visitors.

Macro Music is seeking sponsorship totalling $50,000. Officers have negotiated a sponsorship arrangement comprising in-kind support for City-related costs, including venue hire, trailer stage hire and operational staffing requirements valued at approximately $6,200, together with a cash contribution of $43,800.

While the event marketing plan is currently under development, the proposed sponsorship package extends beyond financial support for event delivery and includes a range of promotional, community engagement and destination marketing opportunities.

Key Deliverables

The proposed sponsorship package includes the following deliverables and access opportunities:

- Social media and promotional activity supporting the concert before and during the event.
- City branding and sponsor recognition across event marketing and promotional materials.

- Availability of the headline artist for community engagement opportunities, including school visits and meet-and-greet experiences, subject to artist approval and scheduling.
- Availability of the headline artist for tourism-focused digital content showcasing Karratha and the surrounding region, subject to artist approval and scheduling.
- Professional photography and videography associated with the event.
- Access to approved promotional assets for future City use.
- Attendance and visitor data to support post-event evaluation.

Marketing and Promotional Opportunities
The proposed sponsorship package provides opportunities to leverage Tones and I's visit to generate tourism, economic development and community benefits beyond the concert itself.

As part of the sponsorship package, the City will have access to the artist for a range of promotional and community activities. These are planned to include a school engagement activity, participation in destination content creation and visits to local attractions such as Hearson's Cove/Nganjarli. Content captured during the visit, including photography, videography and digital media assets, can be used to support the City's tourism promotion, investment attraction and community engagement initiatives.

The package provides opportunities to showcase Karratha to audiences beyond the Pilbara through traditional media coverage, digital content and social media exposure associated with the artist's visit and broader tour marketing activities.

While delivery of these activities will be coordinated by the City, a range of specialist services, including content production, photography, videography and graphic design, are proposed to be externally contracted to maximise the value of the opportunity and minimise impacts on internal resources.

Although leveraging celebrity visitation is not a specific action identified within the City's Economic Development and Tourism Strategy, the proposed sponsorship presents a unique opportunity to capitalise on the presence of a nationally recognised artist in Karratha. Officers consider this a practical and cost-effective means of advancing the Strategy's broader objectives relating to destination awareness, visitation, community activation and place promotion.

Assessment
Officers have assessed the application against the MESAP assessment criteria. A detailed evaluation is provided in Attachment 1.

In particular, the assessment identified that:
- The event aligns with MESAP objectives by attracting a nationally recognised touring artist and delivering a major entertainment experience in Karratha.
- The all-ages format is expected to attract a broad audience and strengthen community connection.
- The event is projected to generate between $633,321 and $1.05 million in economic activity, representing a return of $9.93 to $16.52 for every $1 invested by the City.
- The event will support local businesses through the engagement of local vendors, performers and event staff.
- Demonstrated community demand indicates strong potential attendance and community support.
- The Red Earth Arts Precinct Amphitheatre is well suited to the event.

- Sponsorship entitlements provide significant destination marketing and promotional value.
- The event is supported by a sound commercial model, with the primary financial risk borne by the promoter.

Officers have undertaken a comprehensive assessment of the application and conclude that the proposal offers significant economic, community and destination marketing benefits. The event is expected to generate expenditure for local businesses, strengthen Karratha's reputation as a destination for major touring events and provide valuable engagement opportunities for residents and community groups. Accordingly, the proposal is considered consistent with the objectives of the Major Events Sponsorship and Attraction Program.

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, economic, environmental and wellbeing, as the funding request is consistent with the objectives of the City's MESAP Policy.

STATUTORY IMPLICATIONS
Section 6.8(1) of the Local Government Act 1995 provides that a local government must not incur expenditure from its municipal fund for an additional purpose not included in its adopted annual budget unless the expenditure is authorised in accordance with that section.

Where Council approval is required under section 6.8(1)(b), the proposed unbudgeted expenditure must be authorised in advance by Council resolution, requiring an absolute majority.

COUNCILLOR/OFFICER CONSULTATION
No Councillor/Officer consultation has taken place.

COMMUNITY CONSULTATION
No community consultation is required.

POLICY IMPLICATIONS
Council Policy CS27 *Grants and Sponsorship Policy* is relevant to this item.

FINANCIAL IMPLICATIONS
The approved 2026/27 MESAP budget is $225,000, of which $91,000 has been expended and $117,715 has been committed to previously approved sponsorships, leaving an unallocated balance of $16,285.

Approval of this funding request would require a budget variation of $33,715, increasing the total 2026/27 MESAP budget allocation from $225,000 to $258,715, as outlined below:

Project Name	Account Number	Current 26/27 Budget	Proposed 26/27 Budget	Variation
Economic Development Grants	3020-51010-6390-1525	$225,000	$258,715	$33,715
Net impact to the City		$225,000	$258,715	$33,715

It is proposed to fund this additional budget allocation by a transfer from the City's Strategic Reserve. The Strategic Reserve has been aligned to assist strategies and allows the flexibility to support (amongst other things): Economic development – tourism, business attraction, activation spaces, property development and funding initiatives. The current balance of the Economic Development component is $1,319,671.

The external costs to facilitate the additional marketing and promotional activities will be funded from the approved 2026/27 Tourism Development budget allocation.

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

Goals	2	Our community is welcoming, connected, vibrant, healthy and safe.
	6	The local economy is diverse and thriving, with opportunities for all.
Objectives	2.1	Increase events, arts and cultural activities
	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	Low	Low health and safety risk due to the use of a purpose-built venue and implementation of standard event management, security and emergency response procedures.
Financial	Low	Low financial risk to the City, with funding subject to a formal agreement containing clear milestones, reporting requirements and accountability measures. The City's involvement in event planning and venue management provides additional oversight.
Service Interruption	Moderate	Moderate risk of disruption to REAP operations, primarily affecting the car park and amphitheatre during event set-up, delivery and pack-down. Impacts will be managed through early planning, stakeholder communication and traffic management measures.
Environment	Low	Low environmental risk as the event will be held within the Red Earth Arts Precinct by an experienced event organiser. No significant impacts on the natural environment or surrounding residential amenity are anticipated.
Reputation	Low	Low reputational risk. While the event is sponsored by the City and held at a City venue, risks are mitigated through the funding agreement and the organiser's demonstrated track record in delivering similar events.

Category	Risk level	Comments
Compliance	Low	Low compliance risk, with sponsorship obligations and reporting requirements managed through a formal funding agreement. The City will monitor and acquit sponsorship outcomes to ensure compliance.

IMPACT ON CAPACITY
Delivery of the sponsorship agreement and associated destination marketing activities will require staff time relating to project management, stakeholder engagement, sponsorship administration, coordination of marketing activities and oversight of contracted deliverables.

As the proposed activities sit outside the City's existing work program, a range of specialised services, including branding, graphic design, photography, videography and content production, will be outsourced. This will reduce demands on internal resources and enable officers to focus on coordination and delivery of the sponsorship outcomes.

RELEVANT PRECEDENTS
Council has previously supported a range of significant regional events through the MESAP Policy, including the below events supported in 2026:

Event	MESAP Sponsorship
2026 KPCA Conference	$40,000
2026 City to Surf	$25,000
2026 Roebourne Rodeo	$50,000
2026 Karijini Experience	$20,000
2026 Pilbara Summit	$40,500

VOTING REQUIREMENTS
Absolute majority

CONCLUSION
Macro Music has requested sponsorship of $50,000 to deliver a major all-ages live music concert in Karratha on 10 March 2027 featuring internationally renowned Australian artist Tones and I.

The proposal aligns with the objectives of the Major Events Sponsorship and Attraction Program and is expected to deliver significant economic, community and destination marketing outcomes. In addition to providing a major entertainment experience for residents and visitors, the event is projected to generate substantial economic activity, support local businesses and contribute to community wellbeing through a shared cultural experience.

The proposed sponsorship package also provides opportunities to leverage the artist's visit to promote Karratha as a tourism, lifestyle and investment destination through digital content, community engagement activities and broader promotional initiatives. Collectively, these outcomes are expected to enhance Karratha's profile as a destination for major events while supporting the City's economic diversification and place promotion objectives.

13 INFRASTRUCTURE SERVICES REPORTS

13.1 CALL FOR TENDER - BATHGATE ROAD AND TAMBREY DRIVE UPGRADES

File No: RFT0000094

Responsible Executive Officer: Director Infrastructure Services

Reporting Author: Project Officer

Date of Report: 29 September 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s): Concept design and detailed design

PURPOSE
For Council to consider calling tenders for the construction of the Bathgate Road and Tambrey Drive Upgrade.

OFFICER'S RECOMMENDATION

That Council INVITE tenders for the construction of the Bathgate Road and Tambrey Drive Upgrade based on the scope of works outlined in this report.

BACKGROUND
Bathgate Road is a key district distributor servicing Nickol and Millars Well and provides one of the primary north–south connections between Bayview Road and Dampier Road. The corridor provides direct access to the Tambrey Village Shopping Centre and surrounding commercial premises making it an important connection within the City of Karratha's (the City) local road network.

Bathgate Road currently comprises a two-lane undivided carriageway with approximately 3.5 metre traffic lanes and predominantly unsealed shoulders. The existing Bathgate Road/Tambrey Drive intersection is uncontrolled. Traffic volumes along the corridor range from approximately 3,900 to 6,900 vehicles per day and have increased as the Tambrey precinct has developed, with further growth anticipated as remaining commercial land within the area is developed.

The need to improve the corridor has been identified through previous traffic investigations, road safety audits, recorded crash history and community feedback. Between 2021 and 2025, 11 crashes were recorded at key intersections and accesses along Bathgate Road, including 10 right-angle crashes. Of these, nine resulted in major property damage and two required medical treatment. The crashes were concentrated around the Bathgate Road/Tambrey Drive intersection and the Tambrey Village Shopping Centre and Dreamers Hill accesses, demonstrating a recurring pattern of vehicle conflict along the corridor.

Two road safety audits and a Traffic Study have previously been undertaken to assess existing safety, traffic and congestion issues and identify appropriate improvements. The Traffic Study, completed in 2021, considered existing and forecast traffic demand and identified a suite of improvements, including construction of a roundabout at the Bathgate Road/Tambrey Drive intersection.

Improved pedestrian connectivity has also been identified as a priority, with no continuous formal pedestrian connection currently provided along Bathgate Road between surrounding residential areas and the Tambrey Village Shopping Centre. The proposed works will address this missing connection through construction of paths along both sides of Bathgate Road, including connection to the existing pedestrian network and Rosemary Road underpass at Dampier Road.

The City commenced detailed project investigations in 2023, including completion of a detailed feature survey and geotechnical investigation. BPA Consultants was subsequently engaged in March 2024 to undertake detailed design. The design has been informed by the Traffic Study, road safety audits and subsequent technical investigations and responds to identified road safety, traffic capacity, pedestrian connectivity and future development requirements.

The project comprises the reconstruction of approximately 405 metres of Bathgate Road and 80 metres of Tambrey Drive, together with intersection, drainage, pedestrian, lighting and landscaping works. Reconstruction of the existing road pavement is required following geotechnical investigations which identified that the existing pavement materials are of poor quality and are not considered suitable for retention as part of the proposed upgrade.

The City has actively pursued external funding opportunities to reduce the City's financial contribution towards delivery of the project. Approximately $3.974M in external funding has now been secured, comprising $3.2M through the State Government Regional Road Group program and $774k in Australian Government Active Transport funding. A further application for $5M through the Safer Local Roads and Infrastructure Program is currently under assessment.

The civil, landscaping and electrical designs are now substantially complete, with remaining amendments not expected to materially affect the City's readiness to proceed to tender. The project has therefore progressed to the construction procurement stage, with construction currently anticipated to commence in March 2027 and be completed by November 2027, subject to the successful contractor's accepted construction program.

DISCUSSION

The Bathgate Road and Tambrey Drive Upgrade has been developed as an integrated response to the identified road safety, traffic capacity, pedestrian connectivity and access issues along the corridor.

The proposed design will improve intersection and access arrangements, provide additional turning capacity, formalise pedestrian connections and upgrade supporting drainage, lighting and landscaping infrastructure. The works have also been designed with consideration of anticipated future development and traffic growth within the Tambrey precinct.

The proposed permanent construction works include:

- reconstruction of approximately 405 metres of Bathgate Road pavement;
- reconstruction of approximately 80 metres of Tambrey Drive;
- widening of Bathgate Road to provide a central painted median;
- construction of a roundabout at the Bathgate Road/Tambrey Drive intersection;
- construction of a dedicated left-turn lane from Bathgate Road onto Dampier Road;
- construction of an indented right-turn lane into the Tambrey Village Shopping Centre access from Bathgate Road;
- relocation of the Dreamers Hill access further north;
- construction of indented bus bays on both sides of Bathgate Road;
- upgrades to stormwater drainage infrastructure throughout the project area;

- construction of paths along both sides of Bathgate Road, including connection to the Rosemary Road underpass at Dampier Road;
- street tree planting and associated landscaping;
- closure and rehabilitation of the Ampol access located closest to the proposed Bathgate Road/Tambrey Drive roundabout;
- landscaping and irrigation within the proposed roundabout;
- installation of new street lighting along the alignment and at the roundabout; and
- new kerbing, signage, pavement marking and associated ancillary works.

The works will be procured under a construction contract following completion of the competitive tender process.

Construction Staging, Impacts and Access

Construction staging is a significant consideration due to the function of Bathgate Road, the volume of traffic using the corridor and the need to maintain access to the Tambrey Village Shopping Centre and other businesses and properties throughout construction.

Construction is anticipated to occur between March and November 2027, subject to the successful contractor's accepted construction program.

The City has investigated a number of construction staging approaches to minimise disruption while providing a safe environment for road users, pedestrians, businesses and construction personnel. The preferred approach is to establish a temporary sealed detour road between Marnipurl Way and Cockatoo Road, allowing sections of Bathgate Road to be closed to through traffic while construction is undertaken.

The temporary detour road would operate under approved traffic management arrangements and would be inspected, monitored and maintained by the construction contractor throughout the period it is open to traffic. This approach will reduce the interaction between public traffic and active construction areas and provide greater flexibility for the contractor to undertake the works safely and efficiently.

In addition to the temporary sealed detour road, the construction contract will provide for temporary works necessary to maintain access throughout construction, including:

- temporary access to businesses where existing accesses are affected by construction
- temporary access to Dreamers Hill from Dampier Road where required
- temporary pedestrian access and management arrangements
- temporary traffic management for the duration of the works

The City previously investigated with DevWA whether the planned permanent Cockatoo Road connection could be brought forward and delivered concurrently with the Bathgate Road Upgrade. An arrangement to progress the permanent road could not be reached.

As an alternative, Officers are progressing discussions with DevWA regarding an access agreement to permit construction and operation of the temporary sealed detour road across DevWA land and use of an adjoining area as a temporary contractor laydown area. These discussions are progressing and are expected to be resolved prior to the release of the construction tender.

To manage the risk that access to the DevWA land is not secured, the tender documentation will require tenderers to price alternative construction staging arrangements, including single-lane traffic management and staged road closures without use of the temporary detour road. This will provide the City with alternative delivery options and allow the procurement process to proceed without reliance on the DevWA access agreement.

Maintaining access to businesses and properties will be a key requirement of the construction contract. Where temporary access changes or closures are required, affected stakeholders will be provided with advance notice and alternative access arrangements implemented where practicable.

Tenderers will also be required to demonstrate their proposed construction methodology and staging plan, including how vehicle and pedestrian movements, business and property access, temporary works and traffic management will be safely managed throughout construction.

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.

STATUTORY IMPLICATIONS
Tenders for the works are proposed to be called in accordance with Section 3.57 of the *Local Government Act 1995* and Part 4 of the *Local Government (Functions and General) Regulations 1996*.

COUNCILLOR/OFFICER CONSULTATION
Consultation has taken place between Council and City Officers at the 9 March 2026 Council meeting to provide an update on the progress of the design and stakeholder engagement undertaken to date.

Prior to that meeting there have been several Councillor workshop updates on the project design and progress.

COMMUNITY CONSULTATION
Initial engagement was undertaken with businesses along Bathgate Road in mid-2024 to identify existing road safety and access concerns and understand potential impacts associated with the proposed upgrade. Engagement included direct correspondence, meetings, telephone discussions and site visits.

Feedback identified concerns regarding vehicle conflicts and near misses along Bathgate Road, together with congestion and vehicle movements associated with access to the Tambrey Village Shopping Centre. Feedback received through this engagement has informed development of the detailed design and proposed construction staging arrangements.

A significant focus of subsequent engagement has been access to the Tambrey Village Shopping Centre, particularly heavy vehicle deliveries. The City has worked with Cooksey Property Group, as owner of the shopping centre, to understand the implications of the proposed road configuration on heavy vehicle access and identify options that maintain servicing requirements while improving safety for road users and pedestrians.

A number of potential heavy vehicle access arrangements have been considered. Cooksey Property Group has identified access from Cockatoo Road as its preferred arrangement. Implementation of this option would require modifications within the shopping centre property and an operational management plan addressing heavy vehicle access and movements within the site. The City will continue to work with Cooksey Property Group to resolve these requirements as the project progresses.

Targeted engagement has also occurred with Ampol regarding the proposed closure of one of its Bathgate Road accesses. Further engagement has occurred with the adjacent car wash, Public Transport Authority and Main Roads Western Australia regarding relevant components of the design and potential impacts on their operations or assets.

The City is also engaging with DevWA regarding access to its land for the proposed temporary sealed detour road and contractor laydown area, as outlined in the Discussion section of this report.

Pre-Construction and Construction Engagement Plans
Further targeted stakeholder engagement will be undertaken prior to construction to confirm access and operational requirements and inform construction staging and traffic management arrangements.

Following appointment of the successful contractor, the City will implement a communications and engagement program for the construction period. This will include advance notification to affected businesses, residents and road users regarding construction activities, road closures, detours and temporary access changes.

The construction contractor will also be required to coordinate its staging and traffic management arrangements with affected stakeholders, with the objective of maintaining reasonable access and minimising disruption throughout the works.

Engagement will be undertaken in accordance with the principles of the IAP2 Public Participation Spectrum, with the level and method of engagement tailored to the nature of the issue and the extent to which individual stakeholders are affected.

Who	How	When	What
Tambrey Village Shopping Centre Businesses	Email	October 2026	Provide design update and discuss construction timing, access, impacts and staging
Ampol	Email and in person	October 2026	Confirm design implications, access arrangements and construction impacts
Karratha Carwash	Email and In person	October 2026	Provide design update and discuss access and construction impacts
Dreamers Hill Mobile Traders	Email	October 2026	Provide design update and discuss temporary and permanent access arrangements
Comfort Inn Suites Karratha	Email	October 2026	Construction timeline, impact and considerations
Development WA	Ongoing email	September 2026, ongoing	Progress land access arrangements for the temporary detour road and contractor laydown area

Cooksey Property Group	Ongoing email in person	September 2026, ongoing	Resolve heavy vehicle access requirements and coordinate construction impacts affecting the shopping centre
Public Transport Authority	Direct engagement	As required through design and construction	Coordinate bus stop arrangements and construction impacts
Main Roads Western Australia	Direct engagement	As required through design and construction	Coordinate works and traffic management affecting the Dampier Road interface
Residents and road users	Public notices, City communication channels and traffic notifications	Prior to and throughout construction	Provide advance notice of construction activities, traffic changes, closures and detours

POLICY IMPLICATIONS
Council Policies CG12 - Purchasing, CG11 - Regional Price Preference and CS12 - Public Art Policy is applicable to this matter.

In accordance with the Purchasing Policy (CG12), the following tender selection criteria for the construction tender are proposed:

Selection Criteria	Weighting
Price	**40%**
Relevant Experience	**20%**
Methodology	**25%**
Capacity to Deliver	**10%**
Sustainability	**5%**

FINANCIAL IMPLICATIONS
The project has an existing capital allocation of $4M in the 2026/27 financial year and is included within the City's Long Term Financial Plan, with a total allocation of $8M across the 2026/27 and 2027/28 financial years.

With construction now anticipated to commence in March 2027 and continue into the 2027/28 financial year, expenditure will be reforecast across the two financial years to align with the anticipated construction program at the conclusion of the tender process.

The current Opinion of Probable Cost is approximately $12.8M.

The City has secured approximately $3.974M in confirmed external funding, comprising:

Funding Source	Amount
Regional Road Group (Roads and road infrastructure only)	$3.2M
Active Transport Funding (Pathways only)	$0.774M
Total Confirmed External Funding	**$3.974M**
Current Opinion of Probable Cost	$12.80M
Indicative City Contribution	$8.826M

Funding agreements are in place for both confirmed funding programs. Regional Road Group funding requires expenditure on the project across the 2026/27 and 2027/28 financial years. The Active Transport funding agreement provides for construction commencement in March 2027 and completion by November 2027.

Based on the current Opinion of Probable Cost and confirmed external funding, the City's indicative contribution is approximately $8.826M, proposed to be funded from the Infrastructure Reserve.

Officers have also submitted an application for a further $5M through the Safer Local Roads and Infrastructure Program. The application remains under assessment and, as the outcome is not yet known, this amount has not been included as confirmed funding within the current project funding position.

Should the application be successful, total external funding would increase to approximately $8.974M, reducing the City's indicative contribution against the current Opinion of Probable Cost to approximately $3.826M.

The final construction cost will not be known until completion of the competitive tender process. Any adjustment to the project budget required following receipt and evaluation of tenders will be presented to Council as part of the subsequent tender award.

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

Goal: 4 Our places and spaces are functional, attractive and reflect our unique identity

Objective: 4.2 Provide a complete network of well-maintained infrastructure assets

Key projects/actions: Upgrade Bathgate Road

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

Category	Risk level	Comments
Health	Low	Construction activities will occur within an active road and commercial environment, creating risks associated with interaction between construction activities, vehicles and pedestrians. These risks will be managed through approved traffic management arrangements, staged road closures, temporary access provisions, contractor WHS requirements and separation of the public from active work areas.
Financial	Moderate	The final construction cost will be subject to market conditions and will not be confirmed until tenders are received. This risk is mitigated through detailed design and cost planning, competitive tendering and confirmed external funding contributions. Any tender outcome exceeding the available project budget will be subject to further Council consideration and approval prior to contract award.

Category	Risk level	Comments
Service Interruption	Moderate	Construction will temporarily affect traffic movements and access to businesses and properties along Bathgate Road. Impacts will be mitigated through construction staging, temporary and alternative access arrangements, the proposed temporary sealed detour road, traffic management and advance communication with affected businesses and the community.
Environment	Low	The works are predominantly within an existing disturbed road corridor, limiting the extent of new environmental disturbance. Environmental impacts will be managed through construction environmental controls.
Reputation	Moderate	The project responds to longstanding community concerns regarding road safety, pedestrian connectivity and access along Bathgate Road. Construction disruption or delays may result in community and stakeholder dissatisfaction. This risk will be mitigated through coordinated staging, maintaining access where practicable, advance communication and ongoing stakeholder engagement throughout construction.
Compliance	Low	Procurement and delivery of the works are subject to applicable legislative, procurement and technical requirements. Compliance risk will be managed through the City's established tendering and contract management processes

IMPACT ON CAPACITY
There is no additional impact on organisational capacity or resourcing arising from the Officer's recommendation. Project management and contract administration requirements have been incorporated into existing workloads and will be managed within the City's current resource structure.

RELEVANT PRECEDENTS
The City regularly conduct open Tender processes to invite competitive bids and appoint qualified contractors for community related capital works projects.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
The Bathgate Road and Tambrey Drive Upgrade will address identified road safety, traffic capacity and pedestrian connectivity issues along an important district distributor and access route to the Tambrey Village Shopping Centre.

With detailed design substantially complete and external funding agreements in place, the project is ready to progress to tender. Calling tenders will enable the City to establish the market cost and preferred construction methodology, with the tender outcome to be presented to Council for consideration prior to contract award.

13.2 TENDER OUTCOME – SUPPLY OF A WASTE COMPACTOR

File No: RFT0000082

Responsible Executive Officer: Director Infrastructure Services

Reporting Author: Manager Infrastructure Operations

Date of Report: 2 September 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s): Confidential – RFT0000082 Evaluation Report

PURPOSE
For Council to consider the tender for the supply of a Waste Compactor.

OFFICER'S RECOMMENDATION

That Council:

1. **ACCEPT the tender submitted by Tana Australia Pty Ltd ABN 45 685 066 853 as the most advantageous tender to form a contract, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT0000082 - Supply of a Waste Compactor; and**

2. **AUTHORISE the Chief Executive Officer to execute a contract with Tana Australia Pty Ltd, SUBJECT to any variations of a minor nature.**

3. **APPROVE by Absolute Majority, an increase to the City's project budget up to $1.38M for the 2026/27 financial years to be funded by the Waste Reserve, as follows:**

Project Name	Account Number	Current 26/27	Proposed 26/27	Variation 26/27
Purchase Plant – 7 Mile Waste Facility	**4270-91042-6557-8096**	**$1,200,000**	**$1,380,000**	**$180,000**
Net impact to the City				**$180,000**
Funding source - City Waste Reserve Balance		**$45,398,295**	**$45,218,295**	**($180,000)**

BACKGROUND
The City of Karratha's (the City) fleet and plant replacement program provides for assets to be replaced at appropriate intervals to maintain operational efficiency and cost effectiveness. The 2026/27 Fleet & Plant Replacement Program was assessed having regard to asset condition, utilisation, maintenance costs and replacement value.

The Seven Mile Waste Facility is the City's primary licensed landfill and relies on a waste compactor to compact municipal and commercial waste, maximise available landfill airspace and maintain efficient landfill operations.

The City currently operates a Tana H520eco waste compactor at the facility for approximately eight hours per day, six days per week, with additional Sunday operation as required. During the 2025/26 financial year, approximately 86,738 tonnes of material was directed to Cells 1 and 2 for compaction. In the current financial year, 13,598 tonnes of waste has consumed 16,086.4m³ of landfill airspace, achieving a density of 0.85t/m³.

At its meeting of 28 April 2026, Council approved the early acquisition of long lead time fleet and plant items, including the waste compactor, and resolved to call tenders.

Tenders were advertised on 21 July 2026 and closed 18 August 2026.

Six (6) offers were received from three (3) tenderers by the closing date:
- Tana Australia Pty Ltd (Four (4) Offers)
- Tutt Bryant Equipment Pty Ltd
- Westrac Pty Ltd

The tenders were evaluated by a three (3) person panel comprising:
- Manager Infrastructure Operations
- Manager Waste
- Fleet & Depot Coordinator

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

The evaluation criteria and associated weightings were:

Criteria	Weighting
Whole of Life Costs	50%
Mechanical & Operational Assessment	40%
Environmental Impact	10%

The Regional Price Preference Policy was applied to two (2) local tenderers.

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

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

DISCUSSION

Following assessment against the tender evaluation criteria, the Tana Australia Pty Ltd H520eco was ranked first of the six (6) offers received and assessed as providing the most advantageous outcome for the City.

The recommended H520eco provides the required power and compaction performance while incorporating the safety, operational and maintenance features specified by the City. The proposed unit includes a Stage V / Tier 4f compliant engine, automatic lubrication, automatic fire suppression, window guards, four LED beacons, City of Karratha signage and a 360-degree camera system.

The City currently operates a Tana H520eco at the Seven Mile Waste Facility. Purchasing the same model provides operational and whole-of-life benefits by maintaining consistency across the City's waste compactor fleet. This will streamline operator training and maintenance requirements and provide compatibility of parts between the machines, assisting in reducing downtime in the event of breakdowns.

The H520eco also provides an anticipated delivery period of approximately 16 to 18 weeks from receipt of a purchase order, with alternative bids having longer lead times.

The tendered price for the recommended H520eco is approximately $1.27M excluding GST.

As part of the tender assessment, Administration also considered the benefit of purchasing an extended powertrain warranty for the new machine. The City's existing waste compactor has incurred approximately $132K in replacement parts during its first 10,000 operating hours, excluding labour and freight. A number of these costs were covered under the existing extended warranty.

Based on this operating history, Administration recommends purchasing the optional five (5) year or 10,000 operating hour extended powertrain warranty, whichever occurs first, at an additional cost of approximately $101K excluding GST. The extended warranty will provide greater cost certainty and reduce the City's exposure to unplanned expenditure associated with parts, labour, freight and major component failures during the initial operating life of the machine.

Including the extended warranty, the total proposed contract value is approximately $1.38M excluding GST.

The adopted 2026/27 budget provides $1.2M for the acquisition of the waste compactor. The recommended purchase therefore requires an additional budget allocation of approximately $180K, proposed to be funded from the Waste Reserve.

On the basis of the tender evaluation, operational compatibility, delivery timeframe, whole-of-life considerations and warranty protection, Administration recommends the Tana Australia Pty Ltd H520eco as the most advantageous tender under RFT0000082 – Supply of a Waste Compactor.

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.

STATUTORY IMPLICATIONS
Tenders were called in accordance with Section 3.57 of the Local Government Act 1995 and associated regulations.

COUNCILLOR/OFFICER CONSULTATION
No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION
No community consultation is required.

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

FINANCIAL IMPLICATIONS
Council has allocated $1.2M (excl. GST) in its 2026/27 budget for the purchase of a replacement waste compactor in accordance with the City's 10-Year Fleet and Plant Replacement Program.

Based on the Tender Outcome, a budget increase will be required to purchase the recommended Tana H520eco. Additionally, Administration recommends the inclusion of an extended powertrain warranty for five (5) years or 10,000 operating hours, whichever occurs first.

The purchase costs are shown in the table below.

ITEMS	COST
Tana H520eco Waste Compactor	$1,273,929
Extended Powertrain Warranty	$101,399
TOTAL	**$1,375,328**

The additional budget required is proposed to be funded from the Waste Reserve. The revised project budget is shown in the table below.

Account Number	Current 26/27	Proposed 26/27	Variation 26/27
4270-91042-6557-8096	**$1,200,000**	**$1,380,000**	**$180,000**
Net impact to the City Waste Reserve			**$180,000**

STRATEGIC IMPLICATIONS
This item is relevant to the Council's approved Council Plan 2025 – 2035 as an enabling service.

Plant & Fleet: Maintain the City's light fleet and heavy plant, and plan and implement the City's fleet and plant replacement program.

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

Category	Risk level	Comments
Health	Low	Increased likelihood of mechanical failure may create safety hazards for operators, maintenance personnel and other users of the landfill.
Financial	High	Ongoing maintenance and repair costs are likely to increase significantly as the asset ages. Major component failures may result in unplanned expenditure, costly emergency repairs, and reduced asset value.
Service Interruption	Moderate	The waste compactor is a critical operational asset at the Seven Mile Waste Facility. Failure of the compactor could disrupt landfill operations, reduce waste compaction efficiency, create waste stockpiling issues, and impact service delivery to the community.

Category	Risk level	Comments
Environment	Moderate	Reduced compaction efficiency may decrease landfill airspace utilisation, shorten landfill life, increase fuel consumption, and potentially create environmental issues associated with waste management practices.
Reputation	Low	Prolonged equipment failures or disruptions to landfill operations may result in community complaints and damage the City's reputation for delivering reliable waste management services.
Compliance	Low	Nil

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

RELEVANT PRECEDENTS
At the April 2026 OCM, Council agreed to early acquisition of long lead time fleet and plant items. Council regularly awards tenders for the purchase of critical plant.

VOTING REQUIREMENTS
Absolute Majority.

CONCLUSION
The Evaluation Panel considers the recommended tenderer to provide the best overall offer. The landfill compactor is a critical item of operational equipment, as effective compaction maximises landfill airspace, extends the life of existing cells and reduces the need for earlier capital investment in additional landfill capacity.

The compactor is also essential for developing and maintaining the landfill working face. Waste must be spread, compacted and progressively built to the required levels and grades to support safe and efficient cell development. The Tana H520 Eco met the required specifications and offers reduced environmental impact.

13.3 TENDER OUTCOME – SUPPLY OF STAFF UNIFORMS

File No:	RFT0000059
Responsible Executive Officer:	Director Infrastructure Services
Reporting Author:	Manager Infrastructure Operations
Date of Report:	16 September 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Confidential – RFT0000059 Evaluation Report

PURPOSE
For Council to consider the tender for the Supply of Staff Uniforms.

OFFICER'S RECOMMENDATION

That Council:

1. **ACCEPT the tender submitted by Thorny Devil Access Pty Ltd ABN 85 668 813 189 as the most advantageous tender to form a contract for Supply Package One – Outdoor Uniforms and Supply Package Two – Indoor Uniforms, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT0000059 – Supply of Staff Uniforms; and**

2. **AUTHORISE the Chief Executive Officer to execute a contract with Thorny Devil Access Pty Ltd, SUBJECT to any variations of a minor nature.**

BACKGROUND
A review of uniform purchases undertaken during the previous financial year identified an opportunity to improve procurement efficiency and consistency through the establishment of preferred suppliers for indoor and outdoor uniforms. This approach aligns with City of Karratha (the City) Council Policy OP-HR-08 Uniform Policy, which outlines the standards, entitlements and processes for the provision of uniforms to City employees.

The proposed contract will operate in accordance with the current policy and provide flexibility to accommodate future policy updates. It responds to the high volume of ad hoc uniform purchases and the administrative burden associated with obtaining multiple quotations from suppliers. While pricing has generally remained stable, variations in stock availability, sizing and delivery timeframes have created delays and uncertainty in meeting operational requirements.

Uniform stock is currently held at the Operations Centre and managed by the Fleet and Depot team. Due to variable and unpredictable demand, access to a suitable range of sizes and stock levels is required to ensure uniforms can be issued in a timely manner. This also reduces travel requirements for staff located outside the depot. In accordance with OP-HR-08 Uniform Policy, employees are entitled to an initial uniform issue upon commencement and a new allocation every twelve months, subject to fair wear and tear.

At its meeting of 28 April 2026, Council resolved to call tenders for the Supply of Staff Uniforms.

Tenders were advertised on 4 August 2026 and closed 1 September 2026.

Six (6) tenders were received by the closing date from:
- Bunzl Brands & Operations
- J Blackwoods & Sons Pty Ltd
- Karratha Workwear
- Kevcor Pty Ltd tas Shuttle Apparel Australia
- Thorny Devil Access Pty Ltd
- Tradies Workwear and Safety

The tenders were evaluated by a three (3) person panel comprising:
- Manager Infrastructure Operations
- Fleet Supervisor
- Depot Services Officer

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 were:

Criteria	Weighting
Relevant Experience	10%
Quality	10%
Capacity to Deliver	10%
Sustainability	10%
Price	60%

The Regional Price Preference Policy was applied to three (3) local tenderers.

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

The A/ Director Infrastructure Services and the Chief Executive Officer have endorsed the recommendation.

DISCUSSION

The tender structure approved by Council was designed to establish a preferred supplier arrangement for staff uniforms that meets the operational needs of the City and supports consistent and timely supply across the organisation. Separating the requirements into two (2) supply packages for indoor and outdoor uniforms broadened supplier participation and allowed tenderers to submit for either or both packages.

Six (6) submissions were received from suitably qualified and experienced providers. The tender structure enabled the Evaluation Panel to assess each offer against the City's requirements, including relevant experience, product quality, capacity to deliver, sustainability and price.

Following evaluation against the weighted criteria, Thorny Devil Access Pty Ltd was identified as the preferred tenderer for both the indoor and outdoor uniform supply packages and assessed as providing the most advantageous outcome for the City.

Thorny Devil Access Pty Ltd is a majority Western Australian Indigenous-owned business headquartered in Karratha, with demonstrated experience delivering comparable uniform supply contracts. Its submission demonstrated established operational systems and experience servicing organisations including Pilbara Ports, Monadelphous, Mammoet and the City of Fremantle, together with an established service history with the City over the previous 12 months.

The tender submission also demonstrated the capacity to maintain local stockholdings in Karratha, provide in-house embroidery and quality control, and manage uniform orders through an online ordering platform with real-time inventory visibility. The local warehouse will provide access to fitting and collection services and enable more responsive management of stock, sizing and uniform requirements.

The preferred tenderer has demonstrated the capacity to maintain the required uniform range, sizes and stock levels locally, enabling uniforms to be supplied within 48 hours of need. This will support timely replenishment of stock held at the Operations Centre while reducing the volume of inventory and associated storage requirements that need to be maintained by the City.

Awarding both supply packages to one supplier will also provide a consistent approach to ordering, embroidery, quality control and contract management across the organisation. It establishes a single point of accountability for the supply of staff uniforms and reduces the administrative requirements associated with managing multiple suppliers.

The recommended arrangement also provides local economic benefits through local employment, reduced freight requirements and expenditure with a Karratha-based business.

On the basis of the tender evaluation, demonstrated capability, local stock availability, service delivery model and value for money, Administration recommends Thorny Devil Access Pty Ltd as the preferred tenderer for both supply packages under the Supply of Staff Uniforms contract.

The proposed contract will be for two (2) years, with two (2) one (1) year extension options exercisable at the sole discretion of the City. On the basis of the tender evaluation, demonstrated capability, local stock availability, service delivery model and value for money, Administration recommends Thorny Devil Access Pty Ltd as the preferred tenderer for both supply packages under the Supply of Staff Uniforms contract.

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 cultural & wellbeing issues.

STATUTORY IMPLICATIONS
Tenders were called in accordance with Section 3.57 of the *Local Government Act 1995* and associated regulations.

COUNCILLOR/OFFICER CONSULTATION
No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION
No community consultation is required.

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

FINANCIAL IMPLICATIONS
The proposed contract is a schedule of rates contract and does not commit the City to a fixed level of expenditure. Expenditure under the contract will occur only as works are authorised and will be managed within Council-approved budget allocations.

STRATEGIC IMPLICATIONS
There are no strategic implications.

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

Category	Risk level	Comments
Health	Low	Uniforms must meet the specified SPF and UV protection requirements to help protect staff from sun exposure when working in challenging outdoor environments.
Financial	Low	The financial impact is considered low, with costs expected to remain within budget forecasts.
Service Interruption	Low	Delays in procuring uniforms may result in staff commencing their roles without the required uniform.
Environment	N/A	Nil
Reputation	Low	Staff without uniform may appear inconsistent and be less easily identifiable to customers and the community, which may negatively impact the City's reputation.
Compliance	Low	Contracted rates for uniforms ensure compliance with procurement guidelines and policies.

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

RELEVANT PRECEDENTS
At the April 2026 OCM, Council agreed to invite Tenderers for the Supply of Staff Uniforms.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
The tender evaluation process identified a preferred tenderer Thorny Devil Access Pty Ltd to supply both outdoor and indoor uniforms. The tenderer demonstrated the relevant capacity and experience required to deliver the contract, while also providing a local Pilbara presence to support service delivery.

Awarding both packages to one supplier will support consistent contract management and service continuity and reduced administration for administration officers.

13.4 NOTICE OF MOTION RESPONSE - SPORTS TURF IMPROVEMENT PROGRAM

File No: PK.88

Responsible Executive Officer: Director Infrastructure Services

Reporting Author: Manager Parks and Natural Areas

Date of Report: 24 September 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s): Nil

PURPOSE

For Council to consider the current and future approach of the City of Karratha (the City) to sports turf management, irrigation-water efficiency and water security, including improvement initiatives, infrastructure investment and future priorities.

OFFICER'S RECOMMENDATION

That Council NOTES the City's Sports Turf Improvement Program and the current and future initiatives outlined in this report for the management, improvement and sustainability of sports turf, irrigation water and associated infrastructure.

BACKGROUND

At its August 2026 Ordinary Council Meeting, Council requested the Chief Executive Officer prepare a report outlining the City's Sports Turf Improvement Program and its current and future approach to improving the management, efficiency and sustainability of irrigation water, sports turf assets and associated infrastructure.

The Notice of Motion requested that the report consider:

- the City's Sports Turf Improvement Program, including current investment, completed and planned initiatives, irrigation infrastructure, Levels of Service and long-term sustainability;
- current and future irrigation-water management, including recycled-water infrastructure, water availability and quality, water security and opportunities to improve irrigation efficiency;
- turf-maintenance and renovation practices, specialist expertise, technology and internal capability;
- water-quality matters associated with the Karratha Leisureplex, including the existing pool backwash and irrigation arrangements;
- future service-delivery priorities and strategic initiatives; and
- indicative costs, risks, funding opportunities and future budget implications associated with identified improvements.

The Notice of Motion followed correspondence received from a local sports turf contractor raising matters relating to sports turf performance, irrigation practices, water quality, water security and opportunities to improve the long-term sustainability and performance of the City's active reserves.

The City manages 58 identified turf service locations across Karratha, Dampier, Roebourne, Wickham and Point Samson, comprising approximately 45.7 hectares of sports turf, premium parks and irrigated public open space. The network includes the City's major sporting ovals and recreation facilities, many of which accommodate multiple sporting codes, school use and community recreation.

Historically, sports turf management formed part of the City's broader parks maintenance function. In recent years, the City has progressively moved towards a more specialised and evidence-based approach that recognises the relationship between turf condition, irrigation performance, water quality, soil condition, sporting use and maintenance practices.

As part of the restructure of Parks and Natural Areas implemented in April 2026, the City established a dedicated Turf and Reticulation team with a specific focus on improving turf and irrigation performance across the City's sporting grounds and irrigated assets. Key appointments to the new structure commenced in August 2026. The restructure brings turf maintenance and irrigation management together within a dedicated service area, providing greater technical focus, accountability and capacity to plan and deliver improvement programs.

Council has continued to invest in sports turf and irrigation infrastructure. Major irrigation and turf upgrades have been completed at Hampton Oval, Kevin Richards Oval and Wickham Oval within the past five years, with additional expenditure on irrigation upgrades/repairs during 2025/26 of approximately $250k.

Council's investment continues in 2026/27, with approximately $3.57M allocated across key sports turf, irrigation, recycled-water and associated operating activities. This includes continued investment in the Effluent Reuse Scheme (ERS), irrigation infrastructure, turf renovation and ongoing water requirements. Further detail is provided under Financial Implications.

DISCUSSION

Sports Turf Improvement Program and Service Capability

The City's Sports Turf Improvement Program provides a coordinated approach to improving playing-surface condition, irrigation performance and the long-term sustainability of sports turf assets. The program combines strengthened internal capability with programmed turf renovation, agronomic monitoring, irrigation improvements and access to specialist equipment and expertise.

Key initiatives implemented or underway include:

- structured annual turf renovation programs
- revised seasonal mowing Levels of Service for major sporting ovals
- increased soil, plant-tissue, irrigation-water and soil-moisture testing
- site-specific soil amendment and nutrition programs
- coordinated broadleaf and Crowsfoot Grass management
- increased access to specialist turf-management expertise and equipment
- improved monitoring of turf condition and irrigation performance

The revised Level of Service provides for major sporting ovals to be mown twice weekly from October to May, supported by improved mowing equipment to promote playing-surface quality during active turf growth and summer sporting use. During periods of reduced winter growth, resources can be redirected towards targeted turf and irrigation improvements.

The City has advertised a Specialist Turf Renovation Contract to provide access to specialist equipment and experienced operators for activities including aeration, coring, verti-mowing and top dressing. Specialised mowing and spray equipment is also being introduced to improve operational efficiency and the accuracy of turf treatments.

Internal capability is being strengthened through staff development, including Certificate III qualifications in Horticulture and Conservation and Land Management and the appointment of a turf-management trainee. This is complemented by external turf specialists and contractors where additional technical expertise or specialised equipment is required.

Irrigation Water Management, Efficiency and Water Security

The City's irrigated turf network is supplied through a combination of recycled and potable water, with arrangements varying between locations.

Within Karratha, Water Corporation supplies approximately 2,800 to 3,200 kL of recycled water per day through the ERS. Approximately 1,200 kL per day is allocated to the Karratha Golf Course, with the remaining supply distributed through the City's storage and irrigation network to sporting ovals and selected premium parks.

Wickham is supplied through a separate Water Corporation wastewater treatment plant, producing approximately 450 kL of usable recycled water per day, of which the City currently uses approximately 300 kL. Windy Ridge Oval in Dampier receives approximately 200 kL per day of recycled water from a wastewater treatment plant managed by Rio Tinto. Hampton Oval in Dampier and sporting turf in Roebourne and Point Samson are supplied from potable water.

Recycled-water availability remains an ongoing constraint. Supply is dependent on wastewater generation and can reduce during summer when Karratha's population decreases. Higher evaporation during this period further affects available supply. This coincides with the hottest period of the year when irrigation demand is at its highest, creating a seasonal mismatch between recycled-water availability and turf water demand.

Water Corporation maintains a potable-water backup connected to the Karratha reuse-water supply to maintain a minimum supply of approximately 2.6 ML per day when recycled-water availability is insufficient. While this provides additional supply security, potable water is provided at a higher cost than recycled water, creating a financial impact where increased potable-water supplementation is required.

The City continues to engage with Water Corporation regarding supply availability, water quality, infrastructure capacity and opportunities to improve long-term water security and reduce reliance on potable-water supplementation.

Irrigation efficiency is also being improved through infrastructure renewal and technology. Irrigation systems are managed remotely using SignalCloud, while the 2026/27 ERS program includes storage improvements and transition to the Niagara control platform. Soil-moisture sampling has also recently been introduced to provide better information on soil conditions and assist staff in determining irrigation requirements and avoiding unnecessary watering.

Further opportunities will continue to be assessed, including improved system monitoring and control, irrigation scheduling, sprinkler performance, leak detection, recycled-water storage and progressive renewal of ageing irrigation infrastructure.

Sports Turf Performance and Management

The City predominantly uses Wintergreen Couch across its sporting ovals due to its suitability to Pilbara conditions, including heat and wear tolerance and its ability to recover from intensive use.

Turf performance and growth varies between locations due to differences in soil profile, irrigation performance, water quality, compaction, climatic conditions and sporting use. The City's approach is therefore increasingly based on site-specific assessment, with soil, plant-tissue, irrigation-water and soil-moisture testing used to inform renovation, nutrition, soil amendment, weed management and irrigation requirements.

Annual turf renovation programs are used to address soil compaction, improve water infiltration and root development, improve surface condition and support turf recovery. Specialist contractors are used where specific expertise or equipment is required.

High utilisation remains a significant constraint to effective turf management. Many sporting grounds accommodate multiple sporting codes, school use and community recreation, with limited periods available between sporting seasons to undertake significant renovation and allow sufficient turf recovery. The existing demand across the City's sporting grounds also limits the ability to temporarily remove individual ovals from service or redistribute users to alternative facilities while more intensive renovation works are undertaken.

Renovation activities are therefore coordinated with sporting bookings and seasonal changeovers to maximise available recovery periods while minimising disruption to users. However, where grounds remain subject to high levels of year-round use, the available maintenance and recovery windows can limit the extent of renovation that can practically be undertaken.

Over the longer term, the availability and capacity of the City's active open space network will be an important consideration in supporting both increasing sporting demand and appropriate maintenance and recovery periods for existing playing surfaces. This will need to be considered as part of future planning for sporting facilities and active open space.

Water Quality and Karratha Leisureplex

Water quality is an important factor in turf performance and is assessed alongside soil and plant-tissue testing to inform site-specific treatment requirements.

At the Karratha Leisureplex (KLP), pool backwash water is currently discharged into reuse-water storage tanks as part of the facility's existing water-management arrangements. This reuse has contributed to KLP achieving Gold Waterwise status and the City achieving Platinum Waterwise status, being the first local government outside the Perth and Peel region to do so.

Pool backwashing occurs on average three times per week. Backwash water represents approximately 1–2% of total irrigation-water use during summer and approximately 5–7% during winter and is mixed within the broader reuse-water storage system prior to irrigation. Irrigation water is tested monthly by the City's Environmental Health team, with microbiological results remaining compliant, and is treated through ultraviolet (UV) filtration prior to application to the turf.

Recent soil testing at KLP Oval, Bulgarra Oval and Kevin Richards Oval identified elevated pH and nutrient imbalances across the three sites, with KLP recording materially higher salinity and sodium levels. This identifies salinity and sodium as important management considerations at KLP; however, the testing does not establish the source of these conditions or demonstrate that pool backwash is the cause.

Soil compaction is also considered a contributing factor at KLP Oval. The site was previously used as a construction laydown area during development of the KLP, with the underlying soil profile also subject to ongoing compaction associated with the intensive use of the precinct as a multi-use sporting facility.

The City is actively undertaking remediation works. During September 2026, approximately 250m² of suitable turf was harvested from the Karratha Golf Course in conjunction with Turf Life and installed in identified high-wear areas at KLP Oval. The oval has also been cored, with further gypsum treatment programmed to assist with soil condition and turf recovery.

Further specialist water, plant-tissue and soil testing is scheduled for October 2026. This will assist the City in assessing the interaction between irrigation-water quality, soil condition and turf health and refining the site-specific improvement program for KLP Oval.

Should ongoing monitoring identify a need to modify the existing pool backwash treatment, storage or disposal arrangements, options, implementation requirements and indicative costs will be assessed. Any significant infrastructure or operational changes arising from this investigation are not currently funded and would be subject to further assessment and Council consideration.

Future Priorities and Service Delivery

The principal challenges affecting the City's sports turf network include ageing irrigation infrastructure, recycled-water availability and quality, Pilbara climatic conditions, variable soil profiles, increasing sporting and community use, limited renovation and recovery periods, weed pressure and maintaining appropriate specialist workforce capability.

Over the next 12 months, the City's priorities include:

- delivery of the annual Turf Renovation Program and establishment of the Specialist Turf Renovation Contract
- implementation of revised seasonal mowing Levels of Service
- continued soil, plant-tissue, irrigation-water and soil-moisture monitoring
- continued site-specific nutrition, soil amendment and weed-management programs
- investigation of the KLP pool backwash and irrigation-water arrangements
- delivery of programmed irrigation and ERS infrastructure upgrades
- continued engagement with recycled-water suppliers regarding supply, quality and long-term water security
- continued development of specialist turf and irrigation capability
- development of measurable turf-condition and Levels of Service standards for major sporting grounds

In the medium to longer term, increasing the capacity of the City's active open space network will be important in responding to sporting and community growth while also supporting the sustainable management of existing sporting grounds. Planning is currently underway through the Rectangle Fields Master Plan for additional active open space near the Kevin Richards Memorial Oval (KRMO) precinct.

The development of additional sporting fields near KRMO would provide greater flexibility in the allocation and programming of sporting use across the City's active reserves. In addition to accommodating future growth, increased capacity would provide greater opportunity to temporarily redistribute sporting activities between facilities, allowing existing grounds to be taken out of service where required to undertake more intensive turf renovation and provide appropriate recovery periods.

The Rectangle Fields Master Plan is therefore an important component of the City's longer-term approach to sports turf management, providing both additional sporting capacity and greater flexibility to sustainably manage and maintain the existing active open space network.

The City will also continue to assess irrigation renewal, recycled-water security and storage, water quality, irrigation technology and climate resilience. Together with future active open space planning, these considerations will inform future asset renewal, service delivery and investment priorities.

Current improvement programs are predominantly provided for through existing Council-approved budgets. Where future investigations or planning identify significant infrastructure upgrades, additional water treatment or storage, new technology or increased Levels of Service outside existing allocations, these will be subject to further technical assessment and consideration through the City's annual budget and long-term financial planning processes.

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.

STATUTORY IMPLICATIONS
There are no statutory implications.

COUNCILLOR/OFFICER CONSULTATION
This report has been prepared in response to the Notice of Motion considered by Council at its August 2026 Ordinary Council Meeting regarding the City's Sports Turf Improvement Program and its current and future approach to irrigation water, sports turf assets and associated infrastructure.

Preparation of the report has involved consultation across relevant City service areas, including Parks and Natural Areas, Infrastructure Operations, Facilities and officers involved in irrigation, recycled-water infrastructure and the management and programming of sporting facilities.

This internal consultation has assisted in providing a coordinated assessment of the City's current programs, Levels of Service, infrastructure investment, operational challenges and future priorities for sports turf and irrigation management.

COMMUNITY CONSULTATION
The August 2026 Notice of Motion and preparation of this report followed correspondence received from Callum Hitching of Turf Life regarding sports turf performance, irrigation practices, water quality, water security and opportunities to improve the management and sustainability of the City's sporting grounds.

Mr Hitching is a local sports turf service provider who regularly engages with City officers on turf-management matters. As part of the preparation of this report, the City has consulted with Mr Hitching regarding the matters raised in his correspondence and the City's current and planned initiatives.

The City also engages with external turf, agronomic and irrigation specialists to support the development and review of turf-management practices, renovation programs, soil amendments, nutrition, irrigation performance and product selection.

This includes:

- Callum Hitching of Turf Life;
- Paul Chapman, Business Development Manager at Baileys; and
- Aaron Petrovski, State Manager at Nuturf.

The City also engages specialist laboratories, irrigation specialists, Water Corporation and other recycled-water providers where technical advice, testing or infrastructure coordination is required.

This external engagement provides access to local knowledge and specialist technical expertise and supports the City's evidence-based approach to turf renovation, irrigation management, water quality, nutrition and soil management.

No broader community consultation has been undertaken in the preparation of this report. Future projects or significant service changes arising from the report will be subject to appropriate stakeholder and community engagement where required.

POLICY IMPLICATIONS

There are no policy implications arising directly from this report. The initiatives and future priorities outlined within the report will continue to be delivered in accordance with relevant Council policies and operational requirements.

FINANCIAL IMPLICATIONS

Council has allocated approximately $3.57M in the 2026/27 budget across key sports turf, irrigation, recycled-water and associated operating activities.

The 2026/27 allocations include:

- $1.05M for the Effluent Reuse Scheme (ERS), comprising approximately $780k for infrastructure upgrades and $270k for the ERS control-system upgrade
- $815k for irrigation works
- $592k for turf renovation
- $175k for sand and fertiliser
- $938k for water

These allocations provide for the continuation of the City's current sports turf and irrigation improvement programs, including turf renovation, irrigation infrastructure renewal, ERS improvements and ongoing irrigation-water requirements.

Future projects identified within the City's Long Term Financial Plan will support the progressive renewal and improvement of sports turf, irrigation and recycled-water infrastructure.

The investigation into the Karratha Leisureplex pool backwash and irrigation arrangements will be undertaken within existing resources. Any infrastructure or operational changes arising from the investigation are not currently funded. The scope and cost of any potential works cannot be determined until the investigation and further testing are completed.

Any additional infrastructure upgrades, service enhancements or initiatives not currently provided for within the adopted budget or Long Term Financial Plan will require further technical and financial assessment, including consideration of whole-of-life costs, through future annual budget and long-term financial planning processes.

Where appropriate, external funding and partnership opportunities will also be investigated to support future recycled-water, irrigation and sports turf infrastructure projects.

STRATEGIC IMPLICATIONS

This report supports the City's strategic objectives relating to the provision and sustainable management of quality community infrastructure, public open space and recreation facilities.

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

Goal:	2	Our community is welcoming, connected, vibrant, healthy, and safe
Objective	2.3	Provide sport, recreation, cultural and leisure facilities and year-round activities, for all ages and abilities
Goal:	4	Our places and spaces are functional, attractive, and reflect our unique identity
Objective	4.1	Provide high amenity, well-maintained foreshores, parks, playgrounds, toilet amenities and streetscapes

The Sports Turf Improvement Program contributes to these objectives through the ongoing improvement of sporting surfaces, irrigation and recycled-water infrastructure, improved water-use efficiency and the planned renewal and maintenance of associated assets.

The program also supports the City's longer-term approach to sustainable service delivery by balancing community expectations and sporting demand with water availability, environmental conditions, asset sustainability and available financial and operational resources.

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Low	Poor or uneven playing surfaces may increase the risk of injury to sporting and community users. Programmed turf renovation, mowing, surface monitoring and targeted rectification works assist in maintaining safe and serviceable playing surfaces.
Financial	Moderate	Ageing irrigation and recycled-water infrastructure, water costs and future renewal requirements may create additional financial pressures. Current improvement works are provided for through adopted budgets, with significant future works to be considered through annual budget and long-term financial planning processes.
Service Interruption	Moderate	Failure of irrigation infrastructure or reductions in recycled-water availability may affect the City's ability to maintain turf condition and sporting-ground availability. Progressive infrastructure renewal, storage, monitoring and engagement with recycled-water suppliers assist in managing this risk.

Category	Risk level	Comments
Environment	Moderate	Inefficient irrigation, poor water quality or inappropriate application may result in unnecessary water consumption or impacts to soil and turf condition. Irrigation monitoring, soil-moisture assessment, water-quality testing and progressive system improvements assist in managing this risk.
Reputation	Low	The condition and presentation of sporting grounds can influence community and sporting-user satisfaction. Revised Levels of Service, programmed renovation and improved monitoring provide a structured approach to maintaining and improving turf condition.
Compliance	Low	Sports turf, irrigation and recycled-water activities are required to operate in accordance with relevant legislative, environmental, safety and operational requirements. Existing City procedures, contractor requirements and operational controls assist in managing compliance obligations.

IMPACT ON CAPACITY
There is no additional impact on organisational capacity arising from this report.

Council has previously approved the Parks and Natural Areas structure, including the establishment of the dedicated Turf and Reticulation team, providing the capacity to deliver the initiatives outlined within this report within existing approved staffing and operational resources.

RELEVANT PRECEDENTS
No relevant precedents related to this matter.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
The City has commenced a more structured and specialised approach to the management of its sports turf, irrigation and recycled-water assets, supported by dedicated internal capability, specialist expertise, programmed turf renovation, improved monitoring and continued infrastructure investment.

The initiatives outlined in this report demonstrate a continued focus on improving turf condition, irrigation efficiency, water management and the long-term sustainability of the City's sporting grounds. This approach will continue to be informed by monitoring and testing, asset condition, water availability and quality, sporting demand and site-specific requirements.

Further investigations, including the Karratha Leisureplex pool backwash and irrigation arrangements, will inform whether additional operational or infrastructure improvements are required. Any significant initiatives outside existing programs and approved budgets will be subject to further assessment and consideration through the City's future planning and budget processes.

The approach outlined in this report provides a framework for continued improvement while balancing sporting and community expectations with water security, asset sustainability and available resources.

14 STRATEGIC PROJECTS AND BUSINESS REPORTS

There are no Strategic Projects and Business reports.

15 CHIEF EXECUTIVE OFFICER REPORTS

15.1 PROPOSED AMENDMENDMENT TO CITY OF KARRATHA ADVOCACY POSITIONS

File No:	CR.77
Responsible Executive Officer:	Chief Executive Officer
Reporting Author:	Manager Advocacy & Stakeholder Relations
Date of Report:	24 September 2026
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. City of Karratha Advocacy Positions 2025-26 2. Advocacy Positions – October 2026 Update 3. Summary Changes – October 2026

PURPOSE
For Council to consider adopting the updated City of Karratha Advocacy Positions.

OFFICER'S RECOMMENDATION

That Council ADOPT the City of Karratha Advocacy Positions – October 2026 Update included as Attachment 2.

BACKGROUND
Council adopted the City of Karratha Advocacy Position Statements in June 2024 and subsequently endorsed amendments in December 2024 and July 2025.

The Advocacy Positions document provides Council's endorsed position on matters of strategic importance to the City and guides advocacy activities with State and Federal Governments, industry stakeholders, regional advocacy organisations and other key partners.

Since the previous review, several advocacy priorities have progressed significantly, while new challenges and opportunities have emerged that warrant the establishment of additional advocacy positions.

In March 2026, Council participated in a Strategic Workshop to review the City's advocacy framework, discuss emerging advocacy priorities and provide direction on future advocacy focus areas. Feedback from that workshop has informed a number of the proposed amendments.

Administration has undertaken a review of the document to ensure it remains current, reflects Council's strategic priorities and provides a framework for future advocacy activities.

DISCUSSION
Since Council last reviewed the Advocacy Positions, a number of outcomes have been achieved and several priority initiatives have progressed significantly.

Notable outcomes include:

- Commencement of civil works at Mulataga, supporting the delivery of approximately 130 additional residential lots.
- Achievement of Restricted Use and Alternate International Airport designation for Karratha Airport.
- Completion of the Karratha Step-Up Step-Down mental health facility.
- State Government commitment to deliver at least 110 additional Government Regional Officer Housing (GROH) dwellings in Karratha.
- Further State Government action to facilitate housing delivery through an Expression of Interest process for housing developments in Karratha, creating opportunities for development-ready projects.
- Removal of tenancy term limits for DevelopmentWA's service worker accommodation at Warambie Estate and Karratha Quarter, improving housing security for tenants and better reflecting local housing market conditions.

Proposed Amendments

The updated Advocacy Positions document has been reviewed to ensure it remains current, reflects Council's strategic priorities and responds to emerging advocacy opportunities.

The proposed amendments have been informed by:

- advocacy outcomes and project progression since the previous review;
- feedback received through the March 2026 Council Strategic Workshop;
- the Council Plan and Annual Community Survey feedback;
- emerging advocacy issues identified through stakeholder engagement and ongoing advocacy activities; and
- changes in government policy settings, funding programs and regional priorities.

New Advocacy Positions

The proposed amendments introduce a number of new advocacy positions relating to:

- Residential Land Supply;
- Service Worker Accommodation;
- Access to Regional Health Services;
- Local Government Revenue and Regional Economic Contribution;
- Rating Methodology Reform;
- Strategic Regional Transport and Connectivity Network; and
- Community Infrastructure Funding.

These additions broaden Council's advocacy platform and respond to emerging challenges associated with housing supply, workforce attraction, community infrastructure, local government sustainability and regional connectivity.

Updated Advocacy Positions

A number of existing positions have been revised to reflect advocacy outcomes, changing circumstances and evolving government policy settings.

This includes updates to positions relating to:

- Housing as Critical Economic Infrastructure;
- Housing for State Government Employees;
- Housing Australia Future Fund;
- Project Dorothy and the City's broader Housing Development Program;
- Retirement Living;
- Access to Health Services;
- International Air Services;

- Capped Price Regional Airfares;
- Roebourne Heavy Vehicle Deviation Route; and
- Manuwarra Red Dog Highway.

Retired and Emerging Positions
The updated document introduces dedicated sections for Retired Advocacy Positions and Emerging Advocacy Positions.

Three advocacy positions are proposed to be retired following achievement of the primary advocacy objective:

- Housing Support Program – Mulataga;
- International Airport Status; and
- Step-Up Step-Down Facility.

The Emerging Advocacy Positions section provides a mechanism for recording and monitoring issues that require further investigation, stakeholder engagement or policy development before becoming formal Council advocacy positions.

The review has also improved consistency throughout the document, simplified several position statements and strengthened alignment with Council's strategic planning framework.

Next Steps
Subject to Council adoption, Administration will:

- update the City's public facing advocacy materials;
- utilise the Advocacy Positions document as the primary framework for advocacy activities and stakeholder engagement;
- incorporate the adopted positions into discussions with State and Federal Government, industry and other key stakeholder;
- use the adopted positions to support funding submissions, investment attraction opportunities and partnership discussions; and
- continue to monitor advocacy outcomes and emerging issues and bring future amendments to Council as required.

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 influencing the City's activities and reputation.

STATUTORY IMPLICATIONS
There are no statutory implications.

COUNCILLOR/OFFICER CONSULTATION
The proposed amendments have been informed by feedback received through the March 2026 Council Strategic Workshop and consultation with relevant officers.

COMMUNITY CONSULTATION
The Advocacy Positions have been developed having regard to community priorities identified through the Council Plan 2025-2035, Annual Community Survey and ongoing stakeholder engagement undertaken by the City.

POLICY IMPLICATIONS
There are no policy implications.

FINANCIAL IMPLICATIONS
Provision has been made within the City's operational budget to support advocacy activities. There are no additional financial implications arising from the proposed amendments to the Advocacy Positions.

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:	7.2	Advocate and partner with government and industry for the wellbeing and future of the community
Priority Focus Area:		Industry and government advocacy and partnerships
Key projects/actions:		Deliver Advocacy Plan actions

RISK MANAGEMENT CONSIDERATIONS
There are no risk management considerations directly associated with the recommendation. The Advocacy Positions provide a framework to proactively address strategic risks associated with housing supply, infrastructure provision, service delivery, regional connectivity, economic development and community wellbeing.

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

RELEVANT PRECEDENTS
Council adopted the City of Karratha Advocacy Position Statements in June 2024 and subsequently endorsed amendments in December 2024 and July 2025.

VOTING REQUIREMENTS
Simple Majority.

CONCLUSION
The Advocacy Positions document provides Council's endorsed position on issues of strategic importance to the City of Karratha.

The proposed amendments recognise advocacy outcomes achieved since the previous review, broaden Council's advocacy platform to address emerging priorities and ensure Council's positions remain aligned with the City's strategic objectives and long-term vision.

Adoption of the updated document will ensure the City continues to advocate with a consistent and Council-endorsed voice on matters that support the long-term growth, liveability and prosperity of Karratha and its community.

15.2 ITEMS FOR INFORMATION ONLY

Responsible Officer: Chief Executive Officer

Reporting Author: Minute Secretary

Disclosure of Interest: Nil

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

VOTING REQUIREMENTS
Simple Majority.

OFFICER'S RECOMMENDATION

That Council note the following information items:

15.2.1 Information Report - Community Experience Service & Programs - August 2026
15.2.2 Information Report - Community Experience - Concession on Fees - August 2026
15.2.3 Information Report - Youth Advisory Group- Council Update October 2026
15.2.4 Information Report - RFQ0000260 - Karratha Airport Terminal Seating Replacement Project
15.2.5 Information Report - RFT0000087 Karratha Airport Line Marking Project Stage 2
15.2.6 Development Services Update

15.2.1 INFORMATION REPORT - COMMUNITY EXPERIENCE – AUGUST 2026

File No: CS.23

Responsible Executive Officer: Director Community Experience

Reporting Author: EA Community Experience

Date of Report: 28 September 2026

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s) Nil

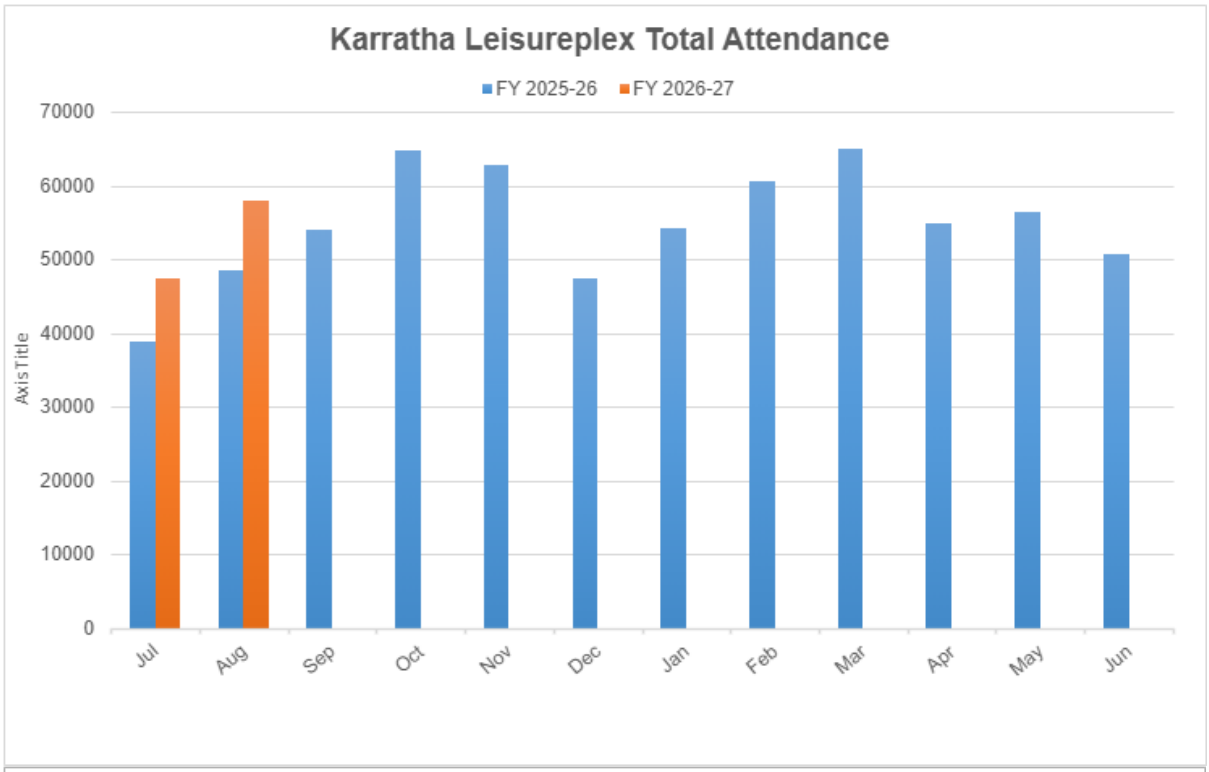
PURPOSE

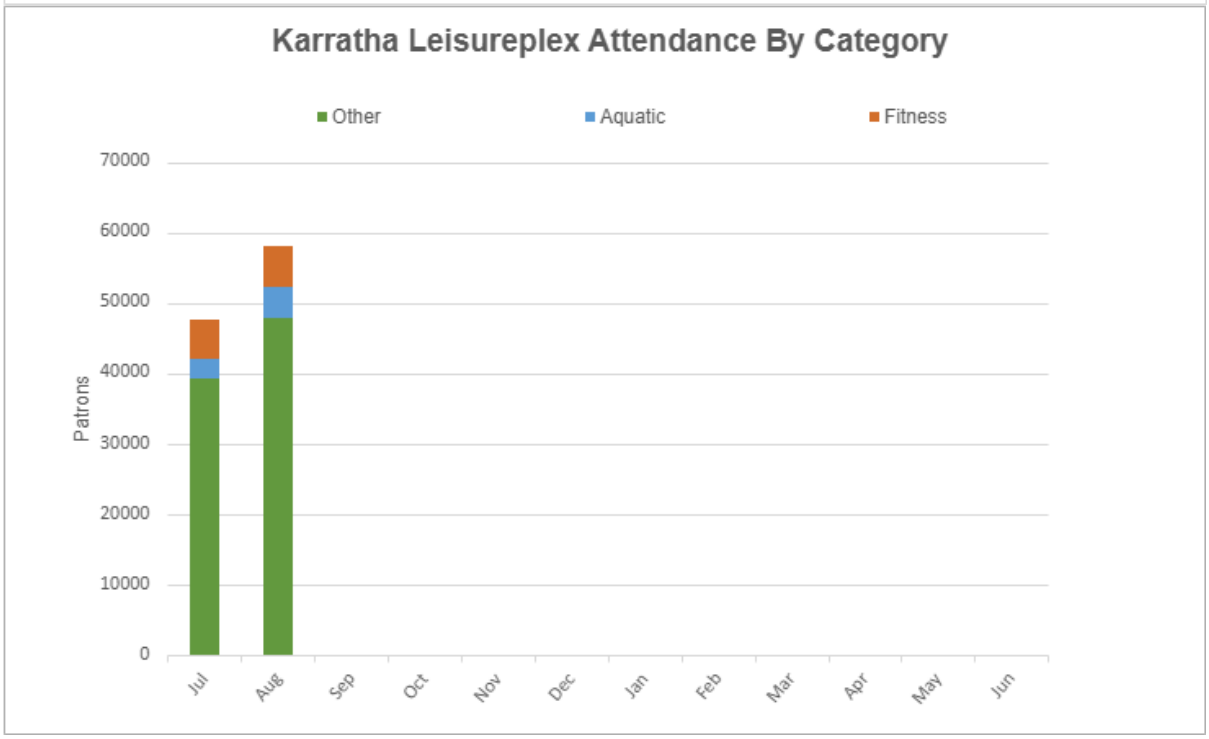
To provide Council with an update on Community Experience services and programs for August 2026.

Attendance & Utilisation Summary

Facility Attendance	Aug 2025	Aug 2026	Year on Year %
The Youth Shed	683	762	+ 12%
The Base	790	712	- 10%
Total Library	8,164	8,236	+1%
Karratha Leisureplex	48,475	57,992	+ 20%
Wickham Recreation Precinct	2,161	2,376	+ 10%
Roebourne Aquatic Centre	0	0	0%
Indoor Play Centre	1,840	1,688	- 8%
Red Earth Arts Precinct	4,033	3,038	- 25%
Arts Development & Events	15,114	14,988	- 14%

Karratha Leisureplex





August 2026 was Karratha Leisureplex's busiest August on record. Total visits reached 57,992, up 20% on August 2025 (48,475). We are tracking ahead of last year across the financial year so far.

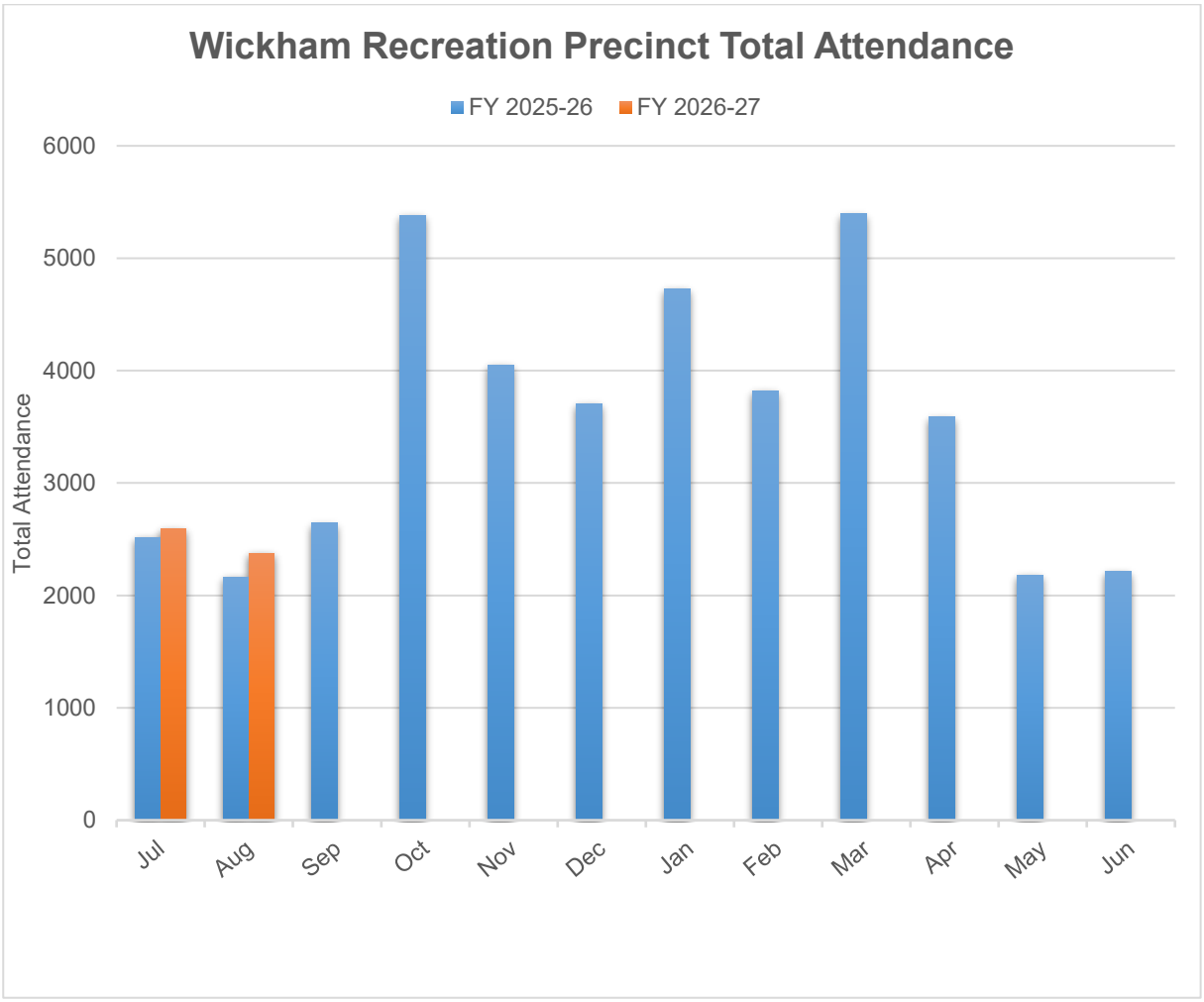
August compared to last year:

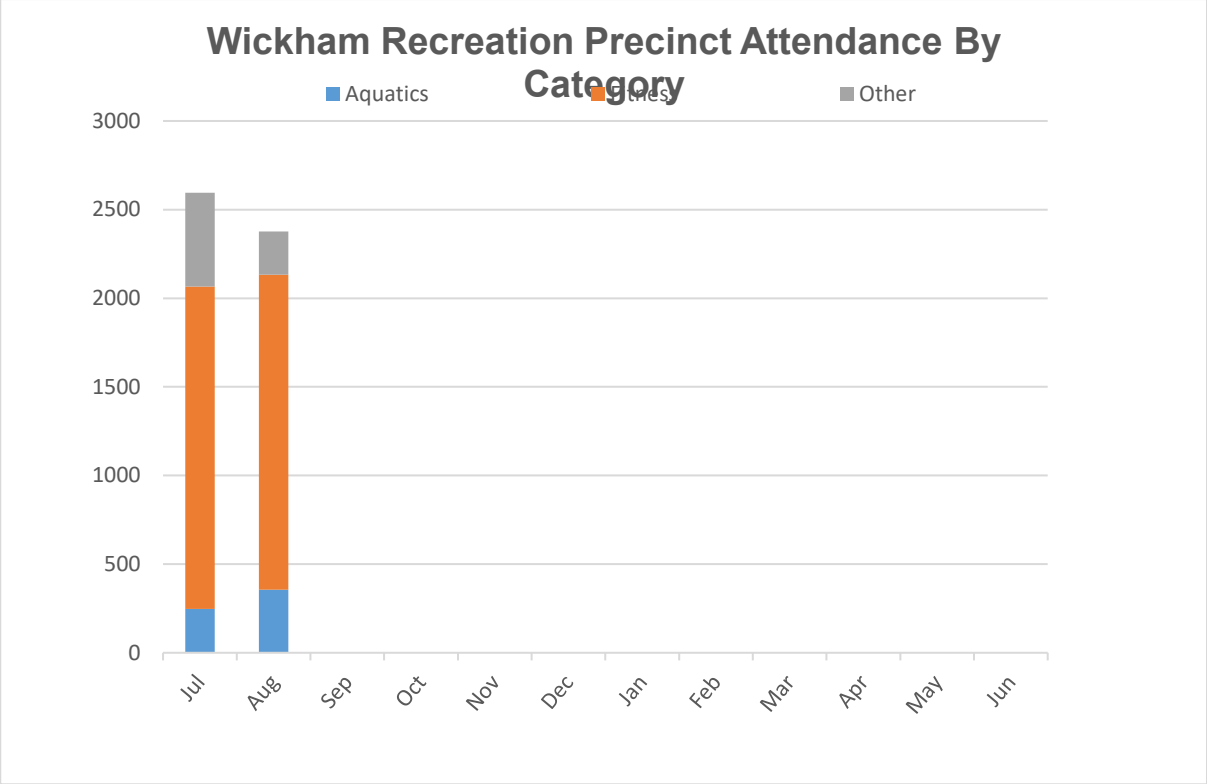
- Aquatic: 4,441 visits, up 7% (4,163).
- Fitness: 5,776 visits, down 3% (5,964). Group fitness was up 4% and personal training up 21%, but gym attendance was lower. Member visits rose 10%, so our members are coming in more often.
- Other: 47,775 visits, up 25% (38,348), driven by strong use of the courts, programs and the wider facility.
- Membership: 2,181, up 4% (2,104) and steady on July (2,193).

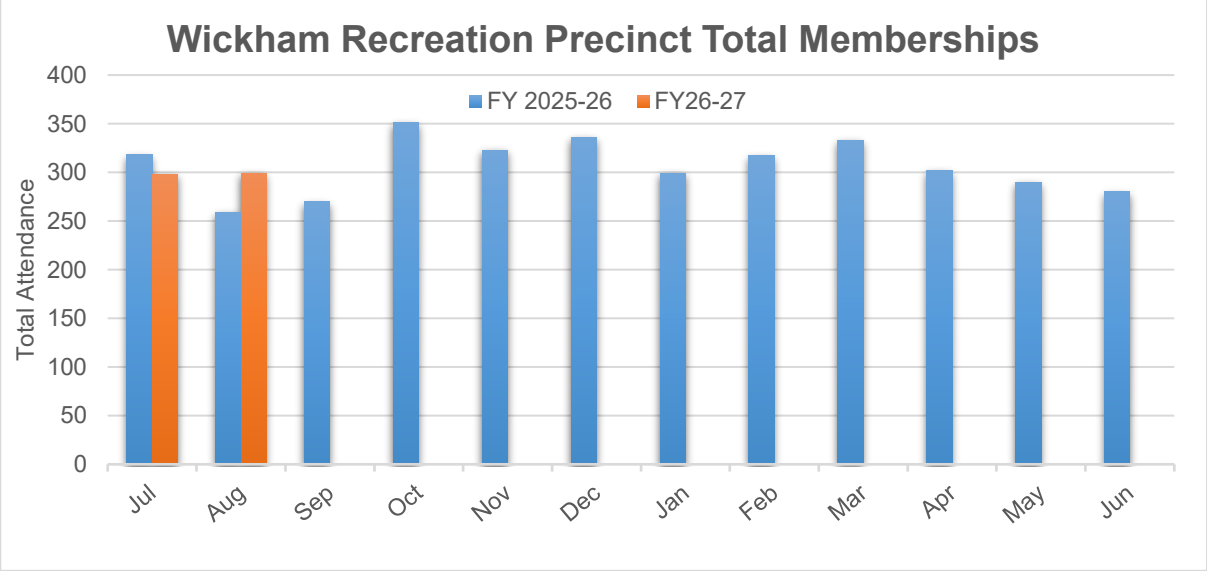
Year to date (July to August) compared to last year:

- Total visits: 105,521, up 21% (87,269), which is 18,252 more visits
- Aquatic: 7,134, up 6% (6,753)
- Fitness: 11,328, up 1% (11,258)
- Other: 87,059, up 26% (69,258)
- July and August 2026 were both the highest on record for those months.

Wickham Recreation Precinct

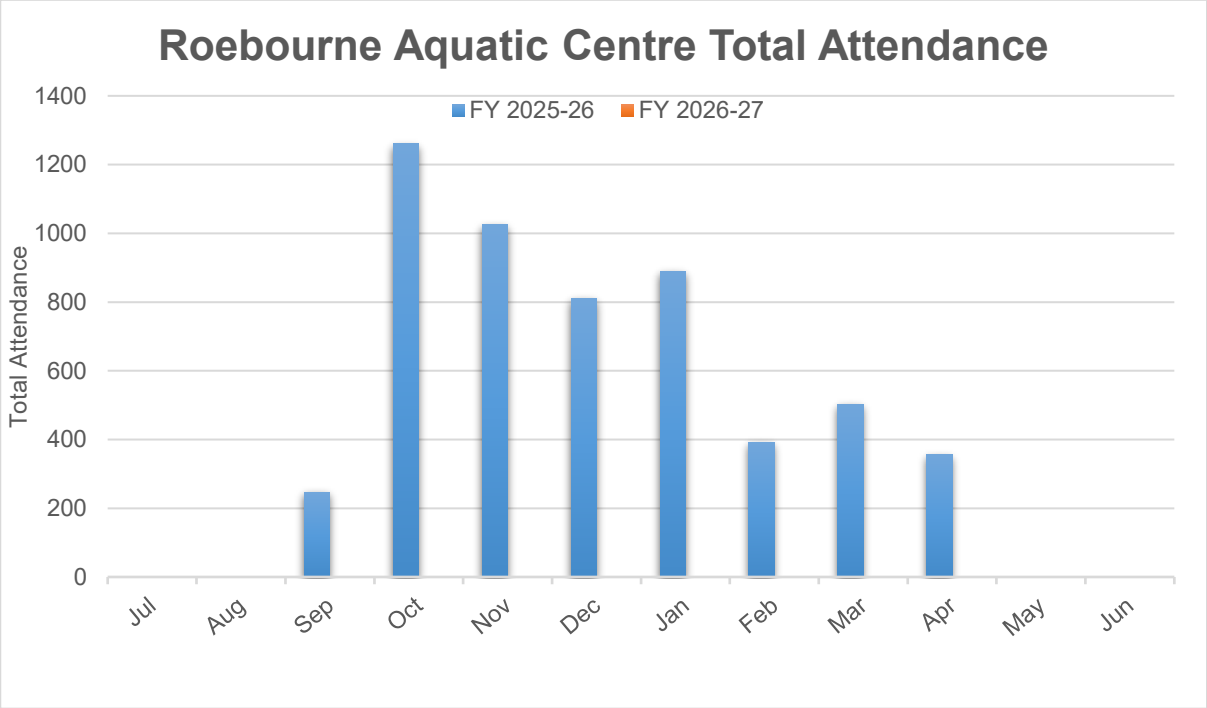






Total attendance continues to show an increase on the same period last year, with August 9.9% up year on year. This result was driven by an increase in fitness stats of 28.6%. This is due to ongoing work around getting the fitness timetable to best meet demand and as the weather warms up increasing the aquatic fitness space which will hopefully in turn drive the aquatic numbers as we move into summer. The splashpad closures due to the roof sheeting exclusion zone for the hard court shade have now concluded, just in time for the warmer weather. Memberships are also holding steady which is something the team are continuing to focus on.

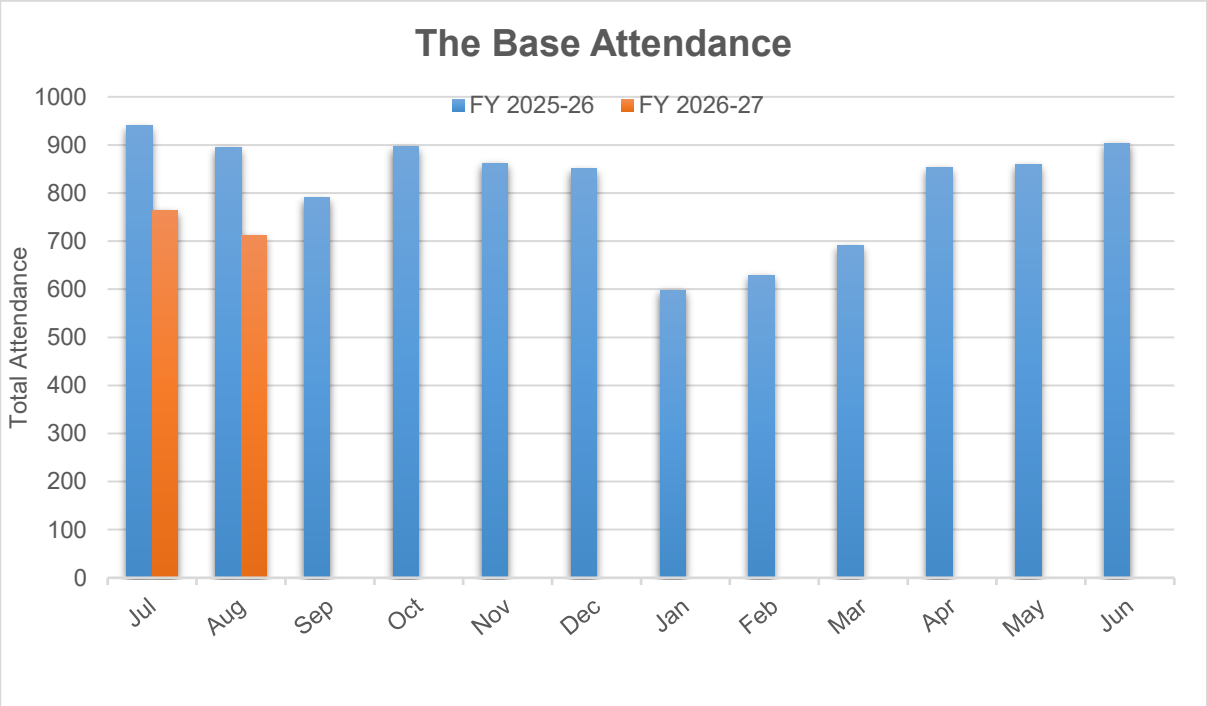
Roebourne Aquatic Centre



N/A - The Centre has closed for winter.

Youth Services

The Base, Wickham



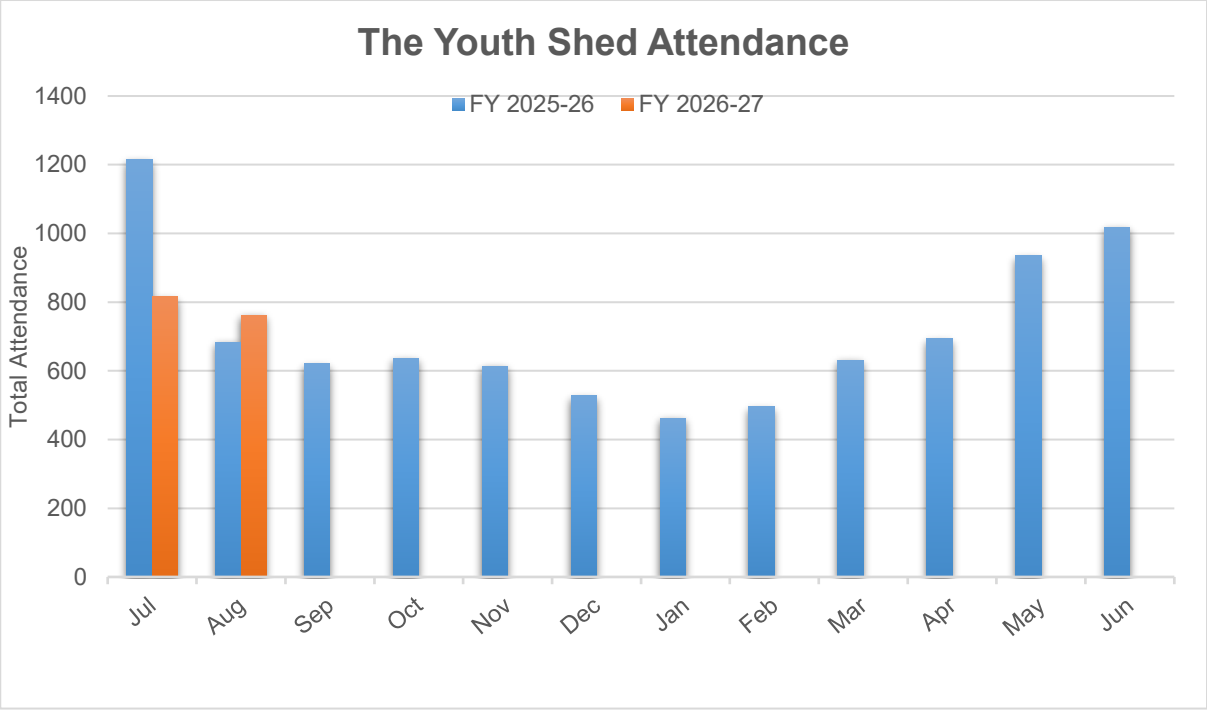
The Base recorded 712 young people compared to 790 in August 2026. The decrease in attendance can be attributed to several factors, including the school Clontarf camps and the new basketball courts at the school, which have provided young people with an additional space to participate in sport and social activities. The Base also experienced Fenancle and staffing requirements, which impacted overall attendance. Despite these factors, The Base continued to deliver strong and consistent programming throughout the month. Friday nights

have always remained the busiest night with the highest attendance reaching 80 young people in one evening.

A key achievement this month was our Talent Pool Lifeguard Program, with attendees completing their training and sitting their Pool Lifeguard Certificate at The Base. Two of our young people successfully completed the course providing them with the necessary qualification and employment pathway.

Despite the decrease in overall numbers, the Base continues to provide a safe place and strong engagement, meaningful programs and opportunities for the young people.

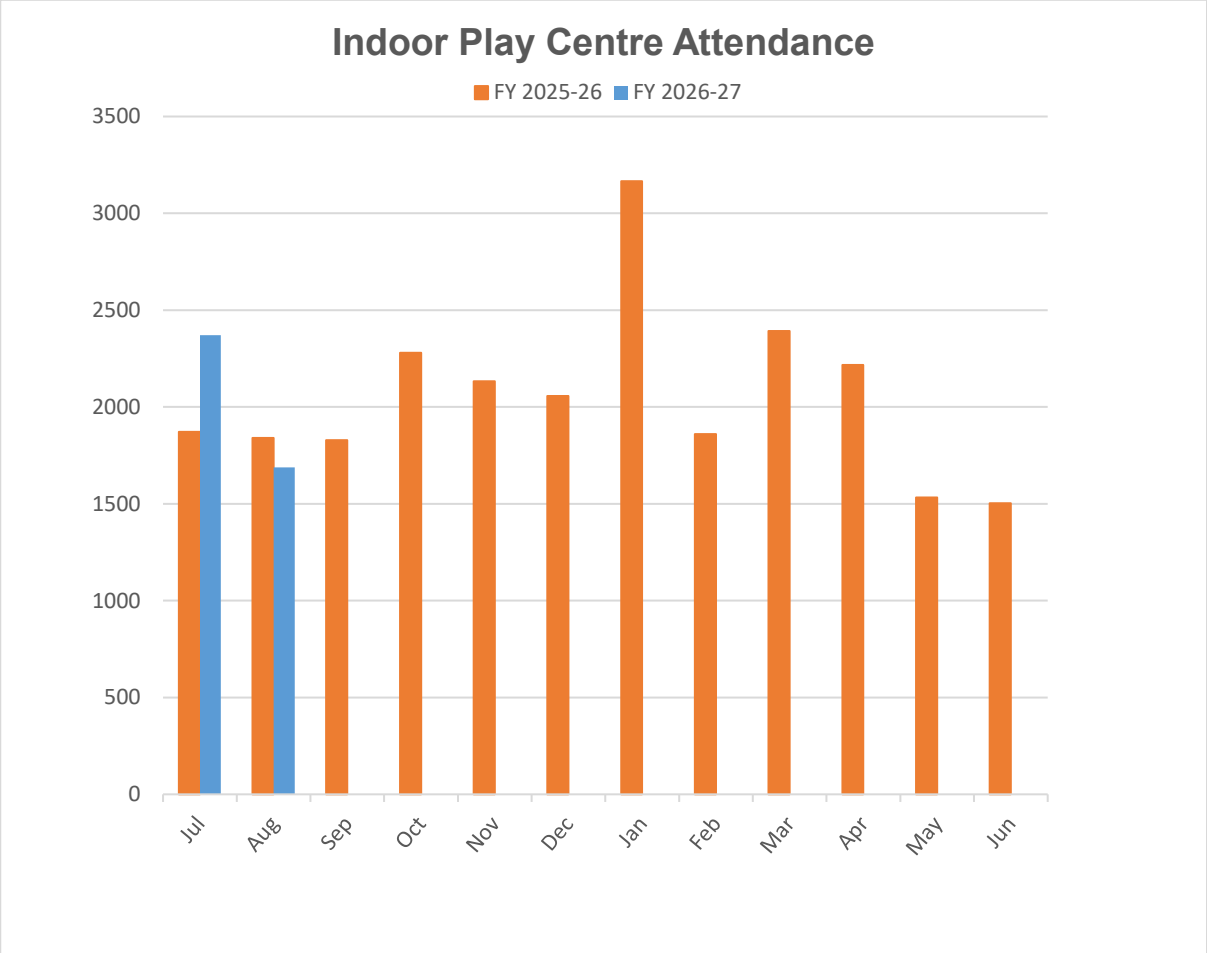
The Youth Shed, Karratha

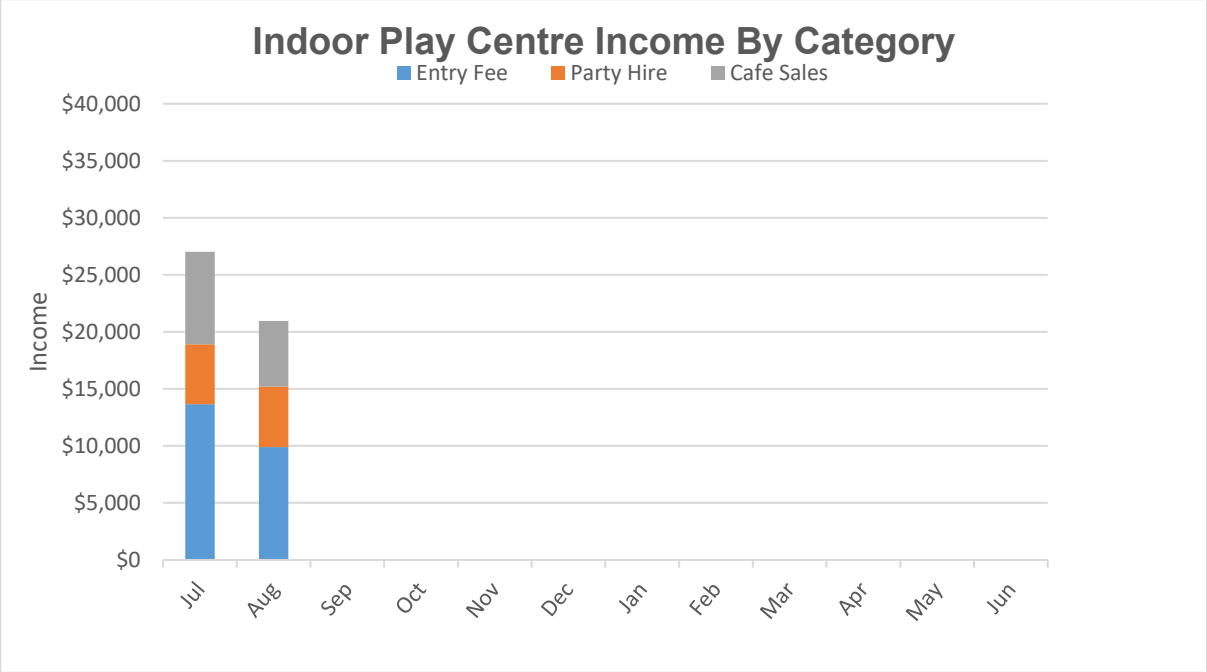


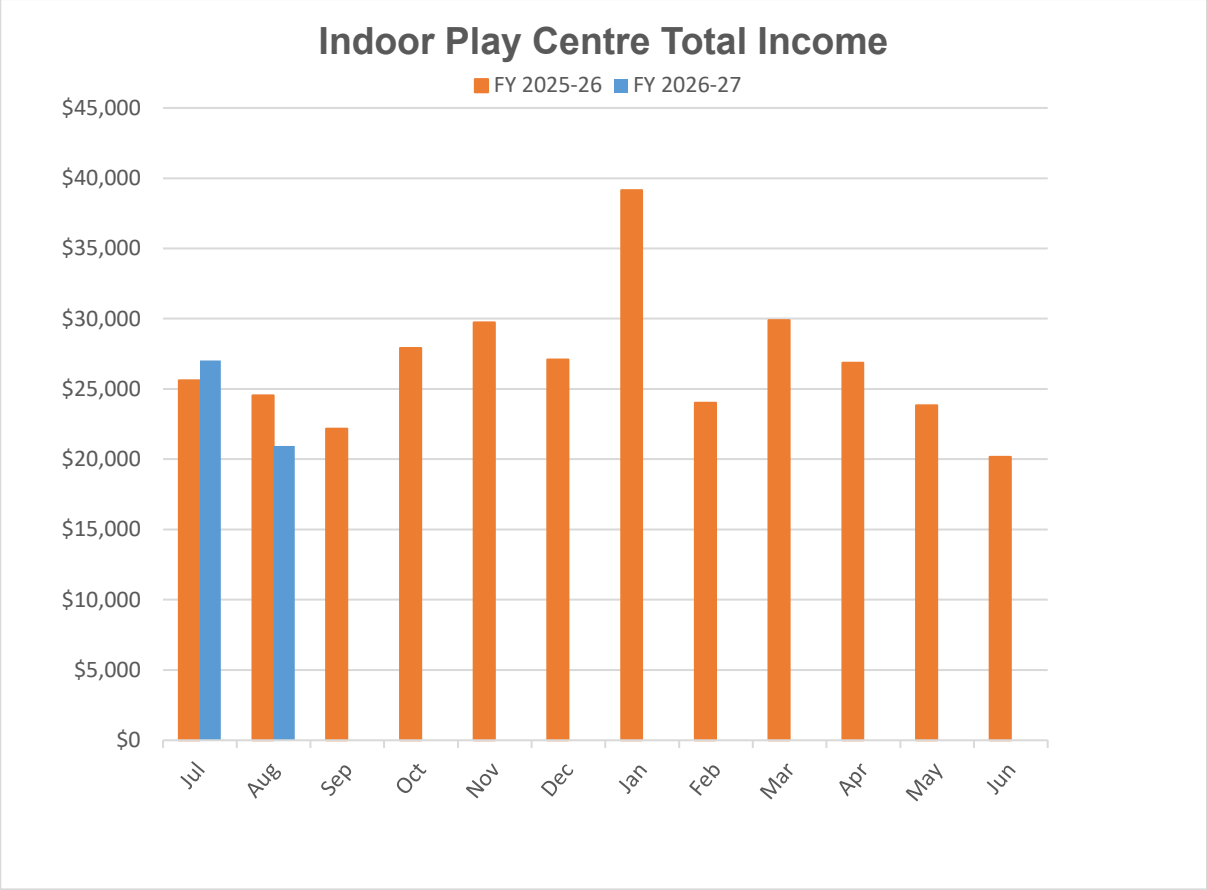
The Youth Shed recorded 762 attendances during August 2026, compared with 683 attendances in August 2025. This reflects an increase of 79 attendances (11.6%) compared to the same period last year. This positive shift can be largely attributed to the strong partnerships and engagement initiatives facilitated throughout the month. Collaborative efforts with Clontarf, KSHS, Bounce, and local homeschool networks have supported consistent participation and encouraged new young people to access the service.

Friday night sessions remained a particular highlight, continuing to draw strong numbers and averaging around 50 attendees, with the highest session reaching 81 young people. These evenings continue to demonstrate the value of structured, engaging, and youth-led programming.

Indoor Play Centre

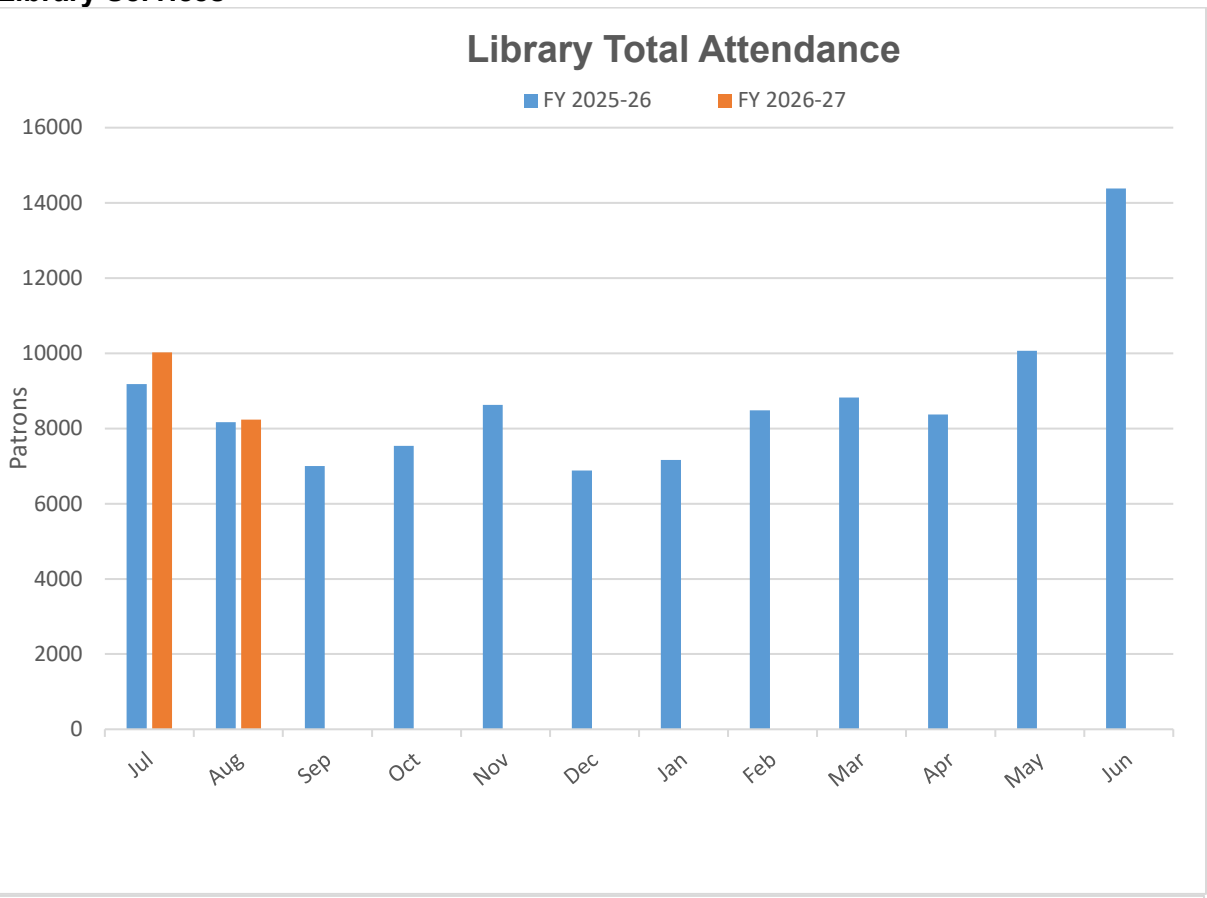


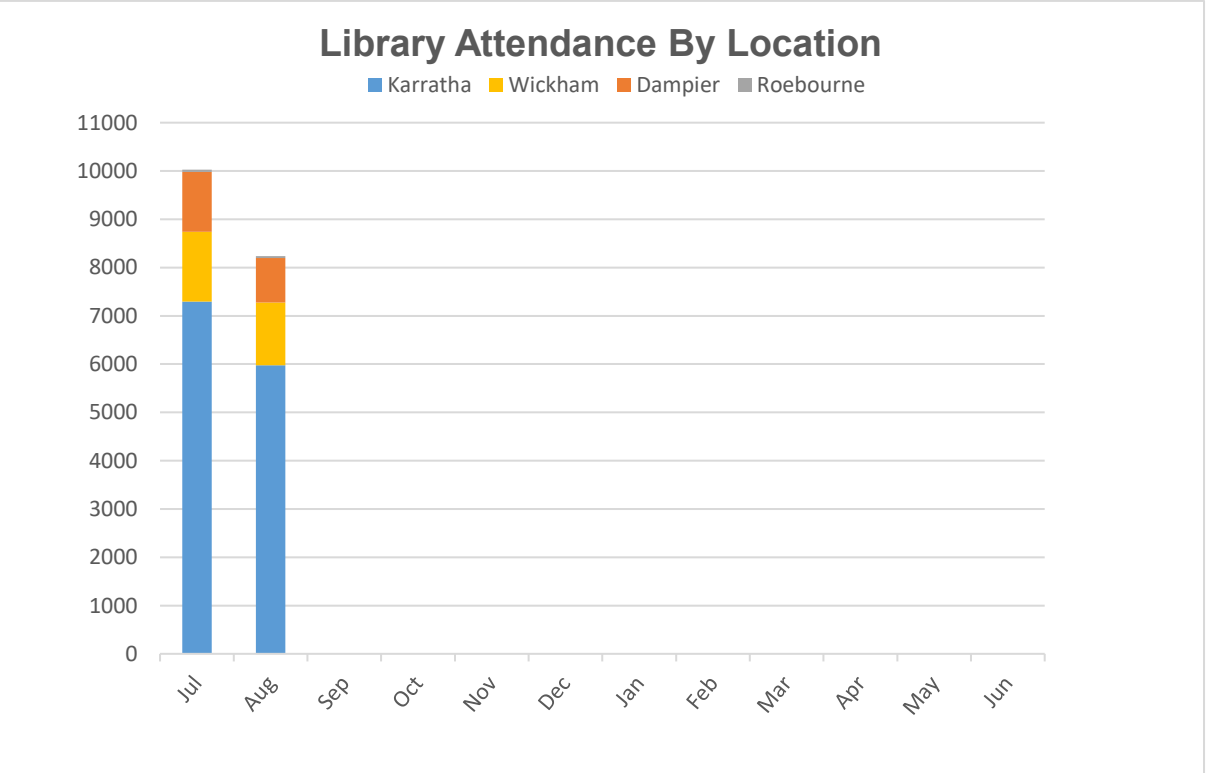




Attendance and revenue is similar to the same period in 2024, but down on 2025 figures, attributed predominantly to attendance and associated party revenue. A number of the laser tag guns required repair, which impacted availability of equipment for two weeks.

Library Services





13,403 Total memberships (47 new members signed up in August).	**2,531** Physical items (621 down from last month and **1,330** eResources borrowed (35 down from last month).

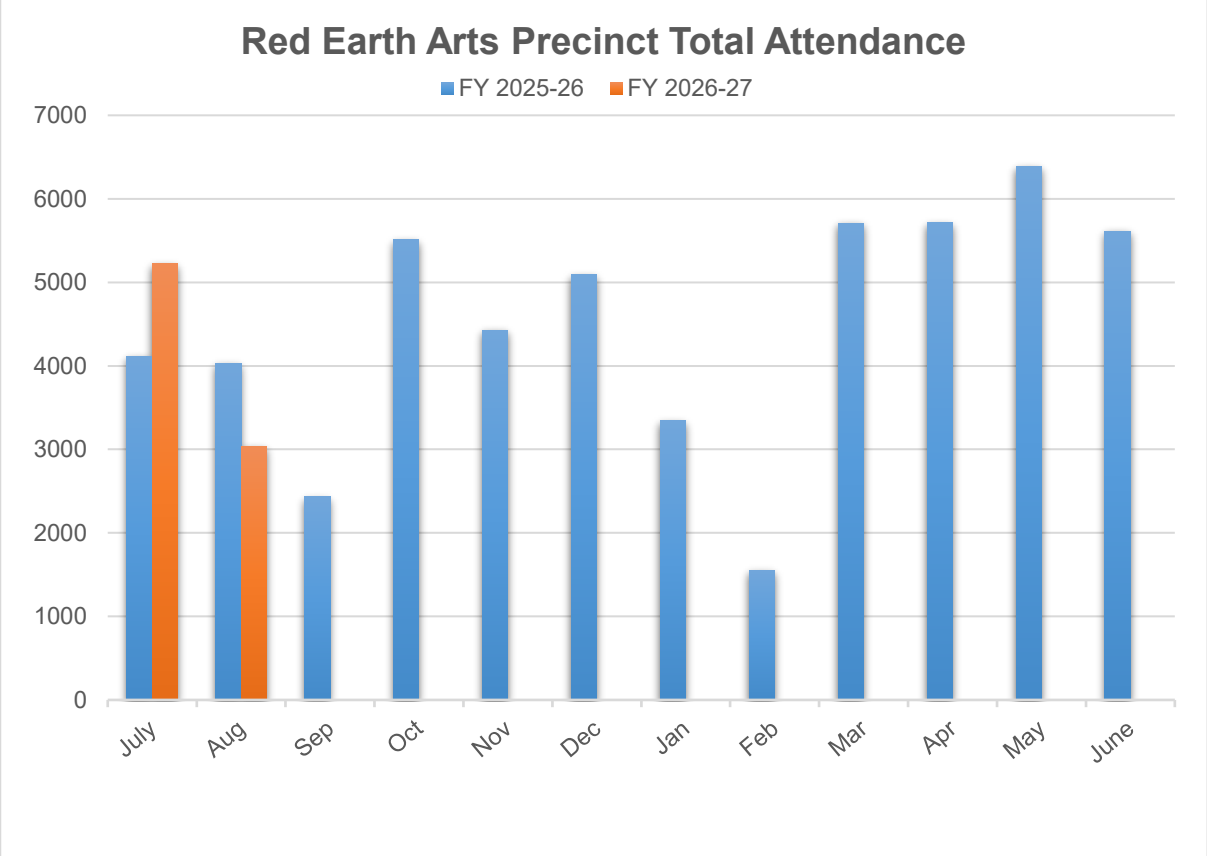
686 Individual computer log ins by members and guests (excludes Wi-Fi) (258 down from last month).	**1,132** Technical enquiries (including assistance with Computers, Wi-Fi, printing and scanning (576 down from last month).
658 Program participants at **65** programs (including regular in-term programming, Seed Swap sessions, Rick Fenny Events and outreach kindy visits).	**176** Better Beginnings Packs were distributed to Population Health, Kindy classes and Library patrons.

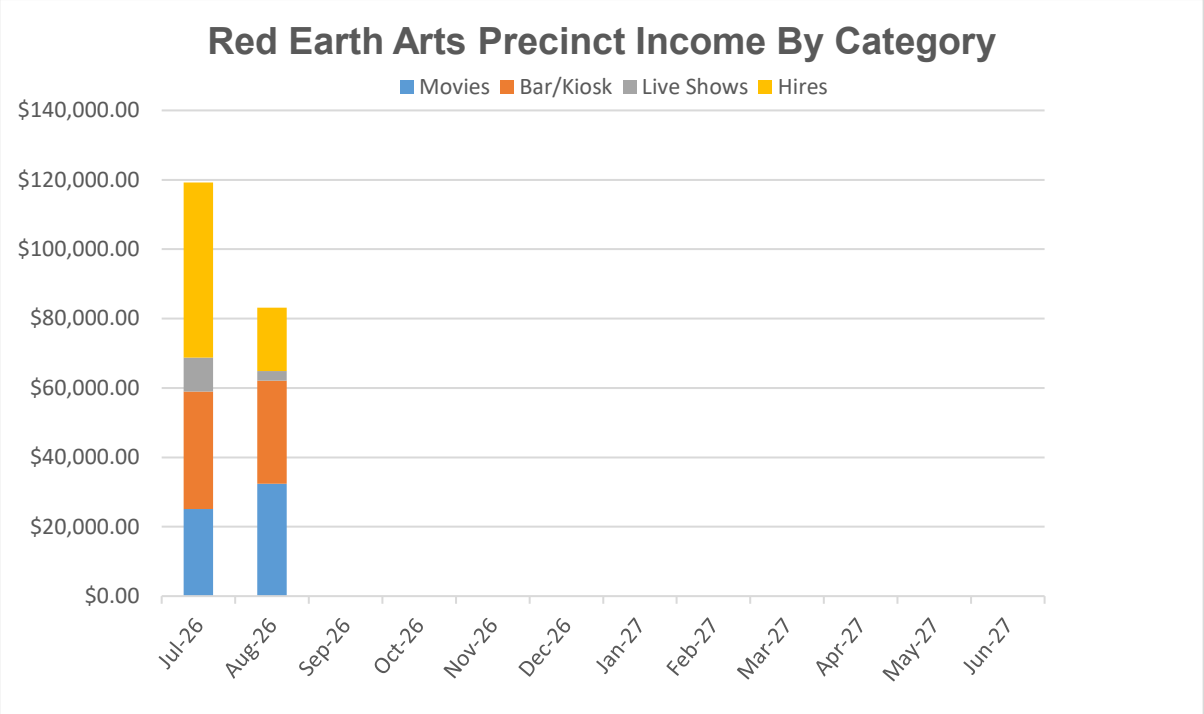
Overall visitation between August 2025 and August 2026 increased by 0.7%. Karratha (+7.6%) and Wickham (+18.5%) recorded growth, while Dampier (-33.6%) and Roebourne (-69.6%) visitation decreased. Note Roebourne Library has changed entry doors and has moved from an automatic door count to a manual one. August showed a downturn across several core services, with physical loans decreasing by 19.7%, eResource use by 2.6%, individual computer logins by 27.3% and technical enquiries by 33.7% compared with July.

Extended Hours Pilot
Daily Average per hour for extended hours:

Library Branch	Tuesday	Thursday	Sunday	Total – Average per hour
Karratha	9.5	7.5	16.16	**11.05**
Wickham	4	N/A	1.84	**2.92**

Red Earth Arts Precinct





Events and Programming – August 2026 Highlights

August was a strong month for REAP, with a diverse program of cinema, live entertainment, community events and venue hire. Highlights included movie screenings, the Neil Diamond tribute show, the Rio Tinto Ports Dampier and Marine Service Dinner, the Life and Soul Health Club celebration, the Pilbara Arts Festival, Woodside Recruitment Day, Kenex Awards, Wildcats on the Shelf, YOH Fest, 7 Stages of Grieving, and a high volume of dance bookings.

Cinema Operations

In August, REAP delivered a diverse range of films that attracted interest from across the community.

- Total cinema attendance: 1,999
- Number of films screened: 26
- Average attendance per film: 74
- August Cinema Highlight: Spider-Man: Brand New Day

The latest Spider-Man film was screened across two sessions, attracting 878 attendees. The screenings generated $9,502 in kiosk sales and $13,481 in ticket sales. The film was popular with both adult and family audiences, creating a shared community experience.

Bar and Kiosk Revenue

Bar and kiosk sales generated $29,752 in revenue for REAP.

Community Programs and Venue Hire

August saw a particularly high number of dance bookings as local performers prepared for the Starlight Dance Competition in early September. REAP hosted 473 young dancers throughout August.

Live Programming

Sweet Caroline: Neil Diamond Tribute – 4 August

In August, REAP hosted Showtime, a global entertainment company known for delivering high-quality tribute performances, as part of its Sweet Caroline tour. The show provided audiences with an engaging Neil Diamond-inspired experience.

- Attendance: 226 people
- Revenue: $5,068

Venue Hire Highlights

Rio Tinto Ports Dampier Service Dinner – 7 August

This flat-floor theatre event demonstrated the high standard of event delivery available at REAP. The team delivered a polished and well-presented setup, with the final room presentation reflecting the significant preparation and effort involved.

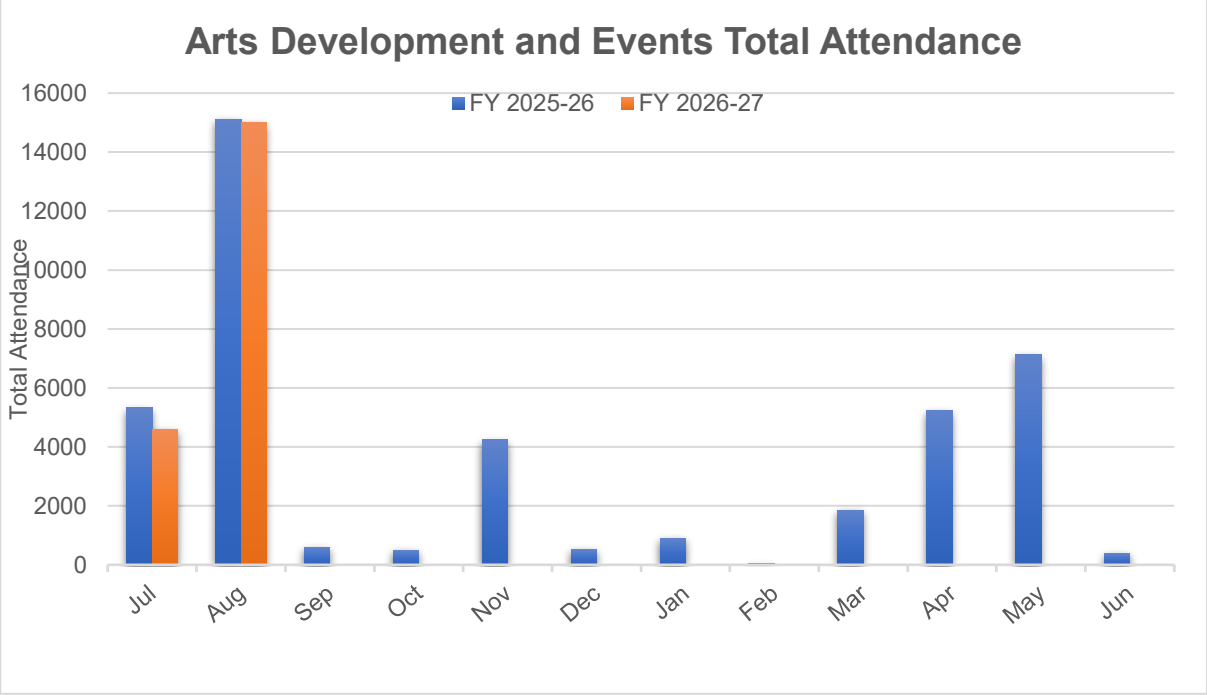
- Attendance: 130 people
- Kiosk sales: $4,300

Life and Soul 20-Year Celebration – 8 August

This shelf event celebrated 20 years of Life and Soul, one of Karratha's leading health and fitness clubs. Guests dressed for the occasion and enjoyed an outdoor evening celebrating a significant milestone for the organisation.

- Attendance: 100 people
- Kiosk revenue: $38,309

Arts Development & Events



August saw strong community engagement, with the FeNaCING Festival attracting approximately 13,000 attendees, consistent with the previous year. The Cossack Art Awards exhibition concluded in early August, alongside a successful Children's Art Day, with total exhibition attendance reaching 1,790 for the month.

REAP's programming welcomed Yirra Yaakin Theatre Company with The 7 Stages of Grieving, attracting 75 attendees across the matinee and evening performances, as well as 68 high school students for the education program. The company also delivered two days of community engagement with St Luke's High School and the Roebourne community in the lead-up to the performances.

Small Community Grants – August 2026

Town	Who	What	Awarded ex GST
Karratha	Karratha Netball Association	Individual Application - Tyler Murray - U12s State Netball Team	$1,000.00
Wickham	Evolved Boxing and Fitness	Building Accredited Boxing Coaches in Wickham - Flights, accommodation and coach course fees for 3 local coaches going to Perth for training	$4,380.00
Karratha	Northwest Multicultural Association	Multicultural Festival 2026 - Funding toward African beats performance at festival	$5,000.00

15.2.2 CONCESSION ON FEES FOR CITY FACILITIES – AUGUST 2026

File No: CR.38

Responsible Executive Officer: Director Community Experience

Reporting Author: Director Community Experience

Date of Report: 28 September 2026

Disclosure of Interest: Nil

PURPOSE

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

Name	Reason	Authorising Officer	Amount (ex GST)
City of Karratha – REAP	Waive Tickets to both 'The 7 Stages of Grieving' and 'FIFO' for the purpose of giveaways via local radio stations to increase exposure and audience reach.	Director Community Facilities	$381.82

15.2.3 YOUTH ADVISORY GROUP – COUNCIL UPDATE OCTOBER 2026

File No: CS.8

Responsible Executive Officer: Director Community Experience

Reporting Author: Community Development Officer

Date of Report: 27 August 2026

Disclosure of Interest: Nil

Attachment(s): Nil

PURPOSE
For Council to be informed of the key discussions, feedback, and outcomes from the Youth Advisory Group (YAG) meeting held on 24 August 2026.

BACKGROUND
The City of Karratha YAG provides a forum for young people to contribute to City projects and events and provide advice on matters affecting youth within the community. This YAG meeting was held in the Karratha Library Read Room and was attended by four of the twelve members. Conversations around Youth Week 2027 have been ongoing over the past few meetings, with the Community Development & Events Teams working to co-design next year's program with the YAG.

DISCUSSION

Agenda Item	Points of Discussion
Annual Community Survey	• The City discussed the Annual Community Survey. • YAG ranked different places and spaces, and events and activities, from most to least appealing, and shared the reasoning behind their choices. • When discussing programs and events, members said they value free or affordable activities, opportunities to attend with friends, active and screen-free options, and a mix of one-off and ongoing programs. • Members each shared one change they would make to improve where they live. Suggestions included more public toilets, improved footpaths, better medical facilities, increased park maintenance, more recreational opportunities for young people, improved public transport information, additional shops and cafes, and a greater cultural diversity in community facilities.
Youth Week 2027 Planning	• The City provided an update on Youth Week events: o Battle of the bands o Glow in the dark basketball (held in both Karratha and Roebourne) o Colour run/slime run held in Wickham • The CIty will be delivering a separate Events Mentoring Programme for interested YAG members to develop their skills and experience in event planning, and this group will have a direct role in delivering Youth Week 2027.

T-Shirt Designs – Aboriginal Art	• Earlier in the year, YAG members submitted t-shirt designs, and it was highlighted that many of the designs included the use of Aboriginal artwork and symbols. • Members discussed the difference between appropriation and appreciation, and the importance of understanding the meaning and significance of Aboriginal symbols and artwork, seeking permission where appropriate and working collaboratively with Aboriginal people when incorporating cultural elements into desgins. • City staff will be exploring opportunities for YAG to collaborate with an aboriginal artist on a project to learn more about this topic.

CONCLUSION

The meeting included consultation on the City's Annual Community Survey, planning opportunities for Youth Week 2027, and discussions around cultural awareness and the appropriate use of Aboriginal artwork in design. Overall, the meeting supported the ongoing development of YAG members as active contributors to community planning and youth-focused initiatives across the City.

15.2.4 RECORD OF TENDER OUTCOME UNDER DELEGATION – RFQ0000260 KARRATHA AIRPORT TERMINAL SEATING REPLACEMENT PROJECT

File No: RFQ0000260

Responsible Executive Officer: Chief Executive Officer

Date of Report: 30 September 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:

Quote No:	RFQ0000260	**Project Budget:**	$250,000
Tender Title:	Karratha Airport Terminal Seating Replacement Project		
Direct Email Invitations Sent:	29/06/2026	**Submission Closing Date/ Time:**	24/07/2026
Scope of Works:	The City is undertaking a comprehensive upgrade of Karratha Airport terminal seating, the objective being to replace the existing seating with modern, durable, and ergonomically designed seating that enhance passenger comfort, supports long-term operational requirements and reflects the Airport's commitment to providing a compliant, contemporary, welcoming and inclusive environment for all. The contract value of $333,916 exceeds the approved budget of $250,000 by $83,916. The additional funding requirement will be considered as part of the Q2 budget review.		
Selection Criteria:	Relevant Experience		10%
	Quality Control		10%
	Capacity to Deliver		15%
	Sustainability		5%
	Price		60%
Submissions Received:	1. Zaneti Pty Ltd 2. Business Desking & Seating Systems 3. Nak Office Interiors 4. UFL		

Contract Awarded:	☒ Yes ☐ No	**Date of Decision:**	30/09/2026
Tender Awarded To:	Zaneti Pty Ltd		
Contract Value:	$333,916		
Contract Term:	18 months	**Contract Options:**	NA

15.2.5 RECORD OF TENDER OUTCOME UNDER DELEGATION – RFT0000087 KARRATHA AIRPORT LINE MARKING PROJECT STAGE 2

File No: CM.112

Responsible Executive Officer: Chief Executive Officer

Date of Report: 17 September 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:	RFT0000087	**Project Budget:**	$250,000
Tender Title:	Karratha Airport Line Marking Project Stage 2		
State-wide Advertising Commenced:	8/07/2026	**Tender Closing Date/ Time:**	5/08/2026
Scope of Works:	The City sought tenders for the delivery of Stage 2 (Construction) of the Apron Line Marking Upgrade Project. The scope of works involved the physical implementation of approved airside pavement markings, including the application, renewal, removal, and reinstatement of apron, general aviation, fixed-wing, helicopter, and hazard markings across designated operational areas of the airport. The contract value of $366,876 exceeds the approved budget of $250,000 by $116,876. The additional funding requirement will be considered as part of the Q2 budget review.		
Selection Criteria:	Relevant Experience		20%
	Methodology		10%
	Capacity to Deliver		15%
	Key Personnel & Experience		10%
	Sustainability		5%
	Price		40%
Submissions Received:	1. Fulton Hogan Industries Pty Ltd 2. LineRight Pty Ltd		

Tender Awarded:	☒ Yes ☐ No	**Date of Decision:**	16/09/2026
Tender Awarded to:	Fulton Hogan Industries PL		
Contract Value:	$366,876		
Contract Term:	12 months	**Contract Options:**	NA

15.2.6 DEVELOPMENT SERVICES UPDATE

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

PURPOSE

To provide information to Council and the community on current:

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

16 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

17 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

18 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

19 MATTERS BEHIND CLOSED DOORS

OFFICERS RECOMMENDATION

In accordance with Section 5.23 of the *Local government Act 1995,* that Council move in camera to discuss items:

ATTACHMENT to item 10.6 TENDER OUTCOME – TECHNOLOGYONE PROPERTY AND RATING IMPLEMENTATION – COMPLIANCE MODULES

Attachment 1 to Item 10.6 is confidential under section 5.23(4)(c) of the *Local Government Act 1995* as it relates to information contained in a tender received by the local government for a contract to the extent that the information — is a tendered price; or a tendered methodology for calculating a price.

ATTACHMENT to item 13.3 TENDER OUTCOME – SUPPLY OF A WASTE COMPACTOR

Attachment 1 to Item 13.3 is confidential under section 5.23(4)(c) of the *Local Government Act 1995* as it relates to information contained in a tender received by the local government for a contract to the extent that the information — is a tendered price; or a tendered methodology for calculating a price.

ATTACHMENT to item 13.4 TENDER OUTCOME – SUPPLY OF STAFF UNIFORMS

Attachment 1 to Item 13.4 is confidential under section 5.23(4)(c) of the *Local Government Act 1995* as it relates to information contained in a tender received by the local government for a contract to the extent that the information — is a tendered price; or a tendered methodology for calculating a price.

20 CLOSURE & DATE OF NEXT MEETING

The Ordinary Council Meeting is to be held on Monday, 26 October 2026 at 6pm at Council Chambers - Welcome Road, Karratha.