



## **ANNUAL ELECTORS' MEETING**

# **MINUTES**

**Annual Electors' Meeting was held  
in the Council Chambers, Welcome Road, Karratha,  
on Monday, 24 March 2025 at 5:30pm**

  
\_\_\_\_\_  
**VIRGINIA MILTRUP**  
**CHIEF EXECUTIVE OFFICER**



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Signed: \_\_\_\_\_

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

**Virginia Miltrup - Chief Executive Officer**

### **Procedures for Electors' Meetings**

In accordance with section 5.30 of the *Local Government Act 1995*, the Mayor shall preside at the elector's meetings. Under section 5.34 of the Act, the Deputy Mayor may preside if the Mayor is unavailable.

In accordance with regulation 18 of the *Local Government (Administration) Regulations 1996*, the procedures to be followed at electors' meetings are to be determined by the person presiding over the meeting, being the Mayor.

The following procedures have been approved by the Mayor for electors' meetings (both for the Annual General Meeting of Electors and Special Electors Meetings):

#### **Preamble**

1. All attendees present are required to sign the attendance register including name and address.
2. Only electors of the City of Karratha are entitled to speak and vote.
3. The proceedings will be live streamed and recorded on our website to meet legislative requirements. No other audio visual recordings will be permitted without permission from the Mayor.
4. There will be no adverse reflection on elected members or City employees.

#### **Order of Business**

5. Order of business shall be:
  - a. Official Opening
  - b. Record of Attendance / Apologies
  - c. Annual Report, Annual Financial Statement and Auditor's Report
  - d. General Business
  - e. Closure
6. During general business, statements, questions or motions may only relate to the matters that affect the local government and will be accepted at the discretion of the Mayor.
7. When addressing the meeting, a person is to:
  - a. Rise and move to the microphone/lectern,
  - b. State their name and suburb, and
  - c. Address the meeting through the Mayor.

#### **Statements**

8. The Mayor will call for any statements. Precedence will be given to those statements received in writing in advance of the meeting.
9. Electors wishing to make a statement have a maximum of two minutes in which to make their statement.
10. Electors will be offered another opportunity to make further statements of up to two minutes following all other electors being provided an opportunity to make statements.

#### **Questions**

11. The Mayor will call for any questions. Precedence will be given to those questions received in advance of the meeting.
12. Electors will be offered an opportunity to ask two questions at a time.

13. Electors will be offered another opportunity to ask further questions following all other electors being provided an opportunity to raise questions.

#### **Movement of Motions**

14. The Mayor will call for any motions from electors. Precedence will be given to those motions submitted in advance of the meeting.
15. The elector who proposed the motion will be asked to read out their motion before the Mayor asks for it to be seconded.
16. Any motions are to be moved and seconded before any discussion is to occur.
17. A mover for a motion has two minutes in which to speak on the motion.
18. The seconder for a motion has two minutes in which to speak on the motion.
19. Debate may ensue.
20. The mover of a motion has the right of reply, for up to two minutes.

#### **Voting**

21. All motions are determined by a simple majority vote of electors present.
22. Each elector present at the meeting is entitled to one vote on each matter to be decided but does not have to vote.
23. Voting is to be conducted by a show of hands so that no voter's vote is secret. The number of votes For and Against are recorded in the Minutes.
24. Any other rules or procedures not defined are to be determined by the Mayor, as the person presiding over the meeting.

#### **Questions from Electors in Writing**

25. Only City of Karratha electors may submit questions to the City in writing. Written questions maybe:
  - a. provided in advance of the meeting where a response can be tabled at the meeting (see 29), where possible, or
  - b. provided at the meeting where a response can be provided at the meeting or taken on notice and published in the next Ordinary Council Meeting (see 31).
26. Questions asked at the Annual General Meeting of Electors must relate to a matter within the remit of the City of Karratha.
27. The City will accept a maximum of five (5) written questions per City of Karratha elector. To ensure equity and consistency, each part of a multi-part question will be treated as a question in its own right.
28. Written questions lodged with the City of Karratha by 9:00am on the day of the scheduled Annual General Meeting of Electors will be responded to, where possible, at the Annual General Meeting of Electors. These questions, and their responses, will be distributed to elected members and made available to the public in written form at the meeting.
29. The Mayor shall decide to accept or reject any written question and the Mayor's decision is final. Where there is any concern about a question being offensive, defamatory or the like, the Mayor will make a determination in relation to the question. Questions determined as offensive, defamatory or the like will not be published.
30. Written questions unable to be responded to at the Annual General Meeting of Electors will be taken on notice. In this case, a written response will be provided as soon as possible and included on the agenda of the next Council meeting, or if that is not possible, the agenda for the following Council meeting.

31. An elector who submits written questions may also ask questions at the Annual General Meeting of Electors and questions asked verbally may be different to those submitted in writing.
32. Questions and any responses will be summarised and included in the minutes of the Annual General Meeting of Electors.
33. Written questions should be sent via email to [publicaffairs@karratha.wa.gov.au](mailto:publicaffairs@karratha.wa.gov.au)

#### **Motions from Electors**

34. Any motions to be moved at the Annual General Meeting of Electors should be received in writing by the City by 9:00am on the day of the scheduled Annual General Meeting of Electors. Motions should be submitted by email to [publicaffairs@karratha.wa.gov.au](mailto:publicaffairs@karratha.wa.gov.au)
35. Preference will be given to those electors that submit motions in writing by the required time. Time permitting, the Mayor may consider further motions from the floor.
36. To give fair opportunity to all electors in attendance, an elector can only move one motion at a time.

#### **Decisions made at the meeting**

37. Decisions made at the annual electors meeting are not binding on the City of Karratha Council. All decisions made at the meeting will be presented to Council at its next ordinary Council meeting as far as practicable for its consideration.
38. Minutes of this meeting will be available on the City's website as soon as practicable after the meeting and before the next Ordinary Council meeting.

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# MINUTES

## 1 OFFICIAL OPENING

The Annual Electors' Meeting held in the Council Chambers, Welcome Road, Karratha on Monday 24 March 2025 was declared open at 5.33pm. Mayor Scott acknowledged the traditions of the Ngarluma people, on whose land we are gathered here today.

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

## 2 RECORD OF ATTENDANCE / APOLOGIES

<b>Councillors:</b>	Cr Daniel Scott [Mayor]	
	Cr Daiva Gillam [Deputy Mayor]	
	Cr Gillian Furlong	
	Cr Brenton Johannsen	
	Cr Kelly Nunn	
	Cr Sarah Roots (via Teams)	
	Cr Tony Simpson	
	Cr Jodie Swaffer	
	Cr Joanne Waterstrom Muller	
<b>Staff:</b>	Virginia Miltrup	Chief Executive Officer
	Emma Landers	Director Community Experience
	Alistair Pinto	Director Corporate & Commercial
	Lee Reddell	Director Development Services
	Henry Eaton	Manager Governance & Organisational Strategy
	Izabella Brandis	Minute Secretary
<b>Apologies:</b>	Simon Kot	Director Projects & Infrastructure
<b>Absent:</b>	Nil	
<b>Members of Public:</b>	35	
<b>Members of Media:</b>	Nil	

### 3 REPORTS

#### 3.1 ANNUAL REPORT 2023/24

**File No:** IM.5  
**Responsible Executive Officer:** Chief Executive Officer  
**Reporting Author:** Manager Marketing & Communications  
**Date of Report:** 18 March 2025  
**Applicant/Proponent:** Nil  
**Disclosure of Interest:** Nil  
**Attachment(s):** Annual Report 2023/24

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#### PURPOSE

To consider the Annual Report for the financial year ended 30 June 2024.

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#### OFFICER'S RECOMMENDATION

**MOVED :** B JOHANNSEN  
**SECONDED :** S ROOTS  
**Res No :** AEM250324-01

That Electors **ACCEPT** the contents of the City of Karratha Annual Report 2023/24 including the audited Annual Financial Report for the Year Ended 30 June 2024.

**CARRIED**

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#### BACKGROUND

In accordance with Section 5.27 of the Local Government Act 1995 a general meeting of electors is to be held once every financial year, not more than 56 days after the local government has accepted the annual report. At the Special Council Meeting held Monday, 3 February 2025, Council accepted the City's Annual Report 2023/24 subject to further styling and minor edits, the City's Financial Report for the year ended 30 June 2024 and Independent Auditors Report dated 13 December 2024.

The Annual Report 2023/24 details the activities and achievements of the organisation over the 2023/24 financial year supported by the Annual Financial Report and the Independent Auditor's Report. Reporting is provided against the City's Strategic Community Plan 2020-2030, Corporate Business Plan 2020-2025 and Operational Plan 2023-2024.

#### DISCUSSION

Some highlights for 2023/24 period are outlined below:

Strategic theme	Key achievements
Our Community: Inclusive and Engaged	<ul style="list-style-type: none"> <li>The City awarded more than \$180,000 to local community and sporting organisations across the Local Government Area through the City's Community Grants Scheme.</li> <li>The area in front of the Quarter was grassed – providing the community with a revitalised public space to enjoy.</li> </ul>



Strategic theme	Key achievements
	<ul style="list-style-type: none"> <li>• The City of Karratha Libraries Memory Preservation Station received the Library Board Award for Innovation and Collaboration</li> <li>• Airport Passenger growth has exceeded forecasts, with 661,779 passengers over the financial year, driven by increased seating capacity and heightened demand spurred by ongoing project activity in Karratha.</li> <li>• The 31st Cossack Art Awards were held in 2023 with more than \$85,000 in prize money awarded across 10 categories. The 2023 Awards saw more than 8,000 visitors enjoy the gallery.</li> <li>• Record-breaking attendance at Karratha Leisureplex, with over 580,000 visits.</li> </ul>
Our Economy: Well Managed and Diversified	<ul style="list-style-type: none"> <li>• The City provided \$102,829 in Take Your Business Online Grants to 40 local businesses as well as \$170,000 in Business Development Support Grants to three local business support providers.</li> <li>• Four events were secured through the Major Events Sponsorship &amp; Attraction Scheme including the Pilbara Summit.</li> <li>• We continued five formal partnerships with Pilbara Kimberley University Centre, Karratha and Districts Chamber of Commerce, Karratha Business Enterprise Centre Incorporated, SEED, and Pilbara Tourism Association.</li> <li>• As part of the City's efforts to support local industry, approximately \$10M was spent locally across 3469 payments. This meant 68.97% of invoices were to local suppliers well above our target of 50%.</li> <li>• The Karratha Tourism and Visitor Centre recorded strong visitation and booking numbers, boasting more than 23,581 tourists through the Centre.</li> <li>• The City continued to manage leases at its facilities including The Quarter with currently 90.9 per cent of available area leased as well as assisting Development WA and businesses to progress development of the Gap Ridge Industrial Estate.</li> </ul>
Our Natural and Built Environment: Thriving and Sustainable	<ul style="list-style-type: none"> <li>• Three key initiatives of the City's Environment Sustainability Strategy (ESS) commenced. These being carbon accounting, Waterwise Council program implementation, and utility monitoring working group</li> <li>• Continued monitoring of the Effluent Reuse Scheme used to irrigate parks, ovals and verge gardens to ensure public safety is not compromised. Using treated effluent in this water reduces pressure on potable water sources.</li> <li>• Over the financial year, more than 75,000 tonnes of waste were accepted to landfill with 21,116 tonnes of liquid waste.</li> <li>• 29 subscriptions taken up through the Climate Clever Program. Under the program, Council agreed to subsidise up to 50 community subscriptions as a way of</li> </ul>

Strategic theme	Key achievements
	promoting uptake and removing barriers to the use of the platform, procuring software designed to assist in the sustainable use of utilities and to assist in measuring the City's carbon emissions.
Our Leadership: Proactive and Accountable	<ul style="list-style-type: none"> <li>In 2023/24, 73% of the key performance measures were achieved or substantially achieved.</li> <li>Following the review of the Local Government Act by the State Government, the 2023 election saw the implementation of a preferential voting method and the mayor is now elected by electors as a separate election to councillor elections. Councillor Daniel Scott was elected Mayor.</li> <li>The City received 2,075 completed responses to the 2024 Annual Community Survey, representing a 128% increase in participation, and received an overall score of 75%.</li> <li>The City continues to build strong partnerships and indigenous relations including strong traction with three Roebourne entities who have partnered with us to deliver engagement activities.</li> </ul>

### 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 City is required to prepare an annual report for each financial year in accordance with Part 5 Division 5 of the *Local Government Act 1995* (the Act). The report is to be accepted no later than 31 December or two months following receipt of the final audit opinion by an absolute majority in accordance with section 5.54 of the Act. The audit opinion was received from the Auditor General on 13 December 2024. Section 5.27 of the *Local Government Act 1995* requires that a general electors' meeting be held within 56 days to discuss the contents of the Annual Report.

### COUNCILLOR/OFFICER CONSULTATION

Each directorate has had the opportunity to provide input into and review the Annual Report 2023/24. The Annual Financial Report and the Independent Auditor's Report was accepted at a Special Council Meeting held on 3 February 2025.

### COMMUNITY CONSULTATION

Community engagement activities in accordance with the iap<sup>2</sup> public participation spectrum process to inform have occurred as follows:

Who	How	When	What	Outcome
Community	Advertise in the local newspaper and on the City's website and on noticeboards.	February 2025	Date, time, place and purpose of Electors' Meeting	Give local public notice of the 2023/24 Annual Report and Annual Electors' meeting

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There are no financial implications.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2023-2024 provided for this activity:

Programs/Services: 4.e.2.1

Publications and Media Notices

Projects/Actions: 4.e.2.1.19.1

Produce Annual Report

**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	N/A	Nil
Compliance	Moderate	Failure to receive the Annual Report within two months following receipt of the final audit opinion will breach statutory requirements

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

The Annual Report, Annual Financial Report and Auditor's Report is considered by Council each year.

**VOTING REQUIREMENTS**

Simple Majority.

**CONCLUSION**

The Annual Report provides an overview of the achievements of the City in terms of statutory obligations, Strategic Community Plan outcomes and financial management for the 2023/24 financial year. The Annual Financial Report has been prepared in accordance with the *Local Government Act 1995* and indicates the City's financial position as at 30 June 2024.

## 4 GENERAL BUSINESS

### 4.1 PUBLIC QUESTIONS

G Slee, Pegs Creek, provided the following statement and questions in writing prior to the meeting. The Presiding Member, Mayor Scott, read the below statement and questions at the meeting.

**Statement:**

For about seven years, the Council and Executive of the City of Karratha have been actively promoting the vision of the City of Karratha (in its Annual Reports and elsewhere) to be the most liveable regional city in Australia ... as distinct from being more liveable.

This vision requires an appropriate strategy to achieve success in comparison to other regional cities in Australia. Let's call this the Strategic Vision Plan.

Achievement of the City of Karratha's Strategic Community Plan would make the city more liveable. However, would it make the city the most liveable?

The Strategic Community Plan is an inward-looking community strategy to meet community expectations.

The Strategic Vision Plan is an outward-looking regional strategy to transcend other regional cities.

The two Plans are interdependent.

In my view, a Strategic Vision Plan would make the Council and Executive stretch their efforts, be adaptable, think outside the traditional box, and be accountable to the community in that all City operations and efforts must align with the vision.

My questions are about the actions of the Council.

**QUESTION 1:**

Has the Council clearly defined what "most liveable" means?  
(Answer must be YES or NO only)

**MAYOR RESPONSE:**

No, we have not.

However, I would note that we have our Strategic Community Plan which outlines our actions over a 10 year period is an aspirational vision. The Council will adopt a new vision as part of the Strategic Community Plan that is being developed and it is based on community feedback. In the first instance it is our community who decide what livability means to them, and the Strategic Community Plan is where this is articulated.

**QUESTION 2:**

If YES:

A) What is the Council's definition of what "most liveable" means?

If NO:

A) Why hasn't the Council clearly defined what "most liveable" means ... given it is central to the Council's strategic direction?

B) When will Council clearly defined what "most liveable" means?

(Please provide specific date in your response)

**MAYOR RESPONSE:**

Our aspirational vision to be the most livable regional City enables and fosters innovative strategic thinking and challenges the City to deal with constraints towards cost of living, infrastructure, culture and environment. Additionally, we lobby or partner with state and federal governments and industry in the areas of healthcare, education, security, economic diversity and recently on affordable housing.

(See Question 3 for a response about 'when')

**QUESTION 3:**

Will the Council formally direct the Chief Executive Officer to prepare and execute an appropriate Strategic Vision Plan – an outward-looking regional strategy?

(Answer must be YES or NO only)

**MAYOR RESPONSE:**

We have directed the CEO to commence work on the Karratha 2050 plan, which is an outward looking strategic vision and plan, outlining what we want Karratha to look and feel like in 2050. This is the overarching vision that demonstrates the continuing pursuit toward being the most liveable regional City. As you discussed in your opening statement, this is the long term and outwardly facing Strategic Vision.

The Council agreed to this during their strategic planning session in March this year and will be engage the community as part of developing this plan.

**QUESTION 4:**

If YES:

A) When will the Council's formally issue its directive?

(Please provide specific date in your response)

If NO:

A) Why won't the Council issue the directive?

**MAYOR RESPONSE:**

The Council has already issued directive to commence the Karratha 2050 plan. (See Question 3).

**QUESTION 5:**

Has the Council any questions if wishes to ask me?

**MAYOR RESPONSE:**

Not at this time Gary, however I am happy to catch up for a coffee if you have any great ideas or suggestions for us.

**QUESTION 6:**

Will a written response to these questions be provided?

**CITY RESPONSE:**

A written response will be provided as a part of the minutes. Any questions not answered today will be responded to and brought to the next Council Meeting.

**G FITZGERALD, LIA, QUESTION:**

For the FY 22-23, what were the total salaries paid, and the number of staff employed?  
What is the increase in FY 24-25?

**CITY RESPONSE:**

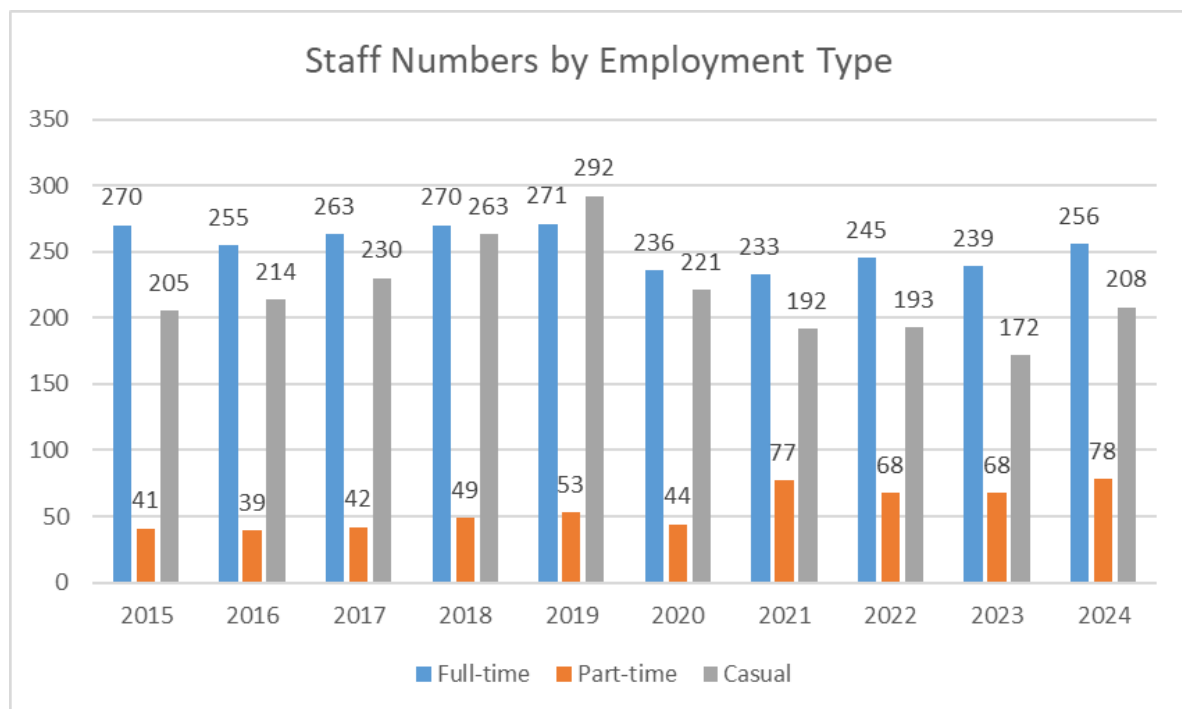
Understaffing was present when the CEO commenced in 2022, and the City has benchmarked staff numbers in certain areas against other regional capitals' local governments. In a 2024 survey, Karratha ranked 5th out of 7 regional capitals in total staff numbers.

The CEO has increased full-time employees (FTE) to address service delivery gaps. This decision is supported by (a) a comparison of FTE to service levels per function in other Regional Capitals, and (b) key performance indicators ensuring improvement where additional roles are created.

As a result, the City of Karratha experienced a 50% reduction in employee turnover from 2022 to 2024 and received an Australian Award as an employer of choice. The reduction in turnover has improved services, productivity and employee wellbeing.

While the CEO has increased roles in some teams, fixed term projects are resourced by employees on fixed term contracts and do not add to the ongoing permanent headcount. Additionally, Council decisions on whether services are performed by external contractors or Council employees affect staffing levels.

At a macro level, the City monitors 'Employee Cost as a % of Operating Expense'. For the 7 Regional Capitals, this ratio ranges from 34% to 44%. In 2024, the City of Karratha ranked 6th out of 7. To maintain expected service levels by Council and the community, it is anticipated that this ratio will increase but will be carefully monitored alongside service metrics.



Below is a table of supplementary information in response to the question regarding total salaries paid:

Description	2022/23	2023/24	2024/25
Employee Cost Less Depreciation	\$11,526,811	\$15,750,471	\$21,041,718
Operating Expenses Less Depreciation	\$82,056,362	\$91,791,402	\$101,104,266
Operating Revenue	\$124,589,545	\$143,214,855	\$162,128,630
% Employee Cost per Operating Expense	14%	17%	21%
<i>Regional Cities Average</i>			37.11%

Table 1: Employee Cost Report

**K SIMPSON, BAYNTON, QUESTION 1:**

Can Council do something about line marking on the roads in the Light Industrial Area? Vehicles tend to have difficulty deciding which side of the road they want to drive on and it would make it a whole lot safer if there was line marking on these roads.

**CITY RESPONSE:**

Officers will audit the line marking in the Light industrial Area and where any replacement is required it will be reported to Main Roads Western Australia (MRWA) to schedule the replacement. Where any new line marking is required, the City will look to submit designs for MRWA approval to install.

**K SIMPSON, BAYNTON, QUESTION 2:**

There are a lot of empty houses around town that have been empty for a long time, is Council able to talk to larger corporations in the region to see how many houses they own or pay rent on that nobody is living in? There are so many people desperate for housing, surely there has to be a way that something can be done so that people can rent a house at a reasonable price rather than the houses sitting empty.

**CITY RESPONSE:**

Your point on empty houses is a good one. We have done numerous audits and spoken to all of the main owners of housing in the region to discuss what strategies they have got for making houses available and in some cases the City negotiated to take those houses off their hands or turn it into Service Worker Accommodation. The City will continue to advocate for every single vacant house to be made available. We meet with larger organisations like Woodside and Rio Tinto on a regular basis as part of our partnership agreement and one of the first items on every agenda is what are you doing with your houses, so there is progress occurring in this area. If there are specific houses this question is referring to, the City is open to discussing these offline and we can find out who the owners are and see if that could unlock something we have missed in our audits of houses.

**T ABBOTT, BULGARRA, QUESTION:**

Where was the advertising for this meeting? What are the rules and format for this meeting? Does the time of 5:30pm suit majority of the community members, given how many shift workers are in the community?

**CITY RESPONSE:**

The meeting was advertised in the following places:

- Local newspaper (Pilbara News published 26 February 2025),
- City website (public notice issued 18 February 2025 including link to make a submission),
- Facebook posts (18 February 2025 – Notice of Annual Electors' meeting and reminder 24 March 2025), and

- Local noticeboards at the Administration Building and Libraries (18 February 2025).

Council decided on the time and date of the Annual Electors Meeting at the Ordinary Council Meeting held on 24 February 2025. The public are welcome to provide feedback or to ask questions about the proposed time as part of public participation at council meetings.



## 4.2 MOTIONS

### 4.2.1 S BLATCHFORD, Baynton

As a member of the general public I would like to request that the Council:

1. RECOGNISE that the Conzinc Bay and associated 4x4 access tracks commonly referred to as the “Jump Up” have been closed for public access for over two years now with no sign of any progress on the promised access road.
2. NOTE that the construction of the access road was expected to start in late 2024 but to date there has been no sign of progress other than filling in the well known 4x4 challenge known as the “Jump Up” and that there has been no further indication of an updated timeline for completion.
3. Council formally REQUEST that the Murujuga Aboriginal Corporation (MAC) and the Department of Biodiversity, Conservation and Attractions (DBCA) immediately re-open public access to Conzinc Bay via the existing route or an alternative interim solution.

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#### RECOMMENDATION:

**MOVED : S BLATCHFORD**  
**SECONDED : R KRAMME**

**That Council formally request DBCA and Murujuga Aboriginal Corporation immediately reopen access to Conzinc Bay via existing road or alternate route until they are ready to start development, and that they provide feedback on the progress to the community.**

**CARRIED**

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#### REASON:

- The premature closure of the access roads to Conzinc Bay has unnecessarily restricted access to popular recreational areas with no signs of progress on the new proposed road
- The community has been waiting for years yet there has been no visible movement or clear explanation provided to explain the delays
- Other National Parks such as Cape Range in Exmouth successfully manage public access alongside conservation efforts which demonstrates an interim solution is possible
- As a frequent user of the area prior to being locked up, I observed that the beaches and access tracks were mostly adhered to (with the only section I would exclude from that being the “chicken track” over the hill that bypassed the “Jump up”). Also, I would note that those who could access the area due to its challenges were those who cleaned up after themselves and respected the pristine beaches. With MAC making access easier this is going to be detrimental to the cleanliness of the area.
- A temporary re-opening would allow locals and visitors who responsibly access the area to do so whilst MAC and DBCA finalise long-term infrastructure plans
- Another similar example of this closure is Gregory’s Gorge in Ashburton Shire. This area was officially locked up 12 years ago (February 2013) and has absolutely no sign of any development having occurred despite funding having been provided. Signs at the access gate have stated for at least the past five years that they are in the final stages of the Management Plans, but it still remains closed and no indication of when

it will re-open to the public. The only development visible is more and more bollards each side of the gate. Will the people of City of Karratha have to wait this long (or longer since that still hasn't happened either) to access the popular weekend destination too?

**CITY RESPONSE:**

The City understands this area is valued for recreation, but it is not under our control. We are collaborating with involved parties and offering various options. The City is dedicated to developing infrastructure to help reopen the area and will continue to advocate for the community's access.

**4.2.2 R KRAMME, Nickol**

I submit this motion for consideration at the Annual Electors' Meeting, requesting that Council approve the waiving of facility hire fees for eligible not-for-profit organisations, sole traders, and small businesses that host community events benefiting residents socially, culturally, or economically. Many small events struggle to break even due to the costs associated with venue hire, which often leads to events being scaled back, postponed, or never taking place. By removing this financial barrier, we can encourage more community-driven activities that contribute to the vibrancy and well-being of our region.

Additionally, I ask that Council implement a simple application process, ensuring small organisations and sole traders can easily access this waiver without excessive administrative burden. To maximise community benefit, I further propose that the City actively promote this initiative through its communication channels, raising awareness and encouraging greater participation in local events.

**Background**

The City of Karratha has a strong and diverse community, with many local groups, sole traders, and small businesses working hard to provide events and activities that enrich our region. However, facility hire costs often pose a significant challenge, making it difficult for organisers to deliver valuable programs for the community. By supporting this motion, Council can help sustain and grow local events that contribute to our social, cultural, and economic well-being. I urge Council to remove these financial barriers and invest in a thriving community where more events can succeed.

**CITY RESPONSE:**

The CEO asked a clarifying question, this motion is for certain organisations to be eligible for the waiving of fees at community facilities, what spaces do you have in mind specifically?

**R KRAMME RESPONSE:**

The motion is referring to ovals, community halls etc to support organisations that are trying to run no or low-cost events for the community that support mental and physical wellbeing. It can be quite hard to cover costs when running events for the community that are affordable for everyone.

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**RECOMMENDATION:**

**MOVED : R KRAMME**  
**SECONDED : H HOROMONA**

**That Council approve a waiver of hire fees for eligible NFPs, sole traders and small businesses for the use of Council facilities, when running community events for community benefit.**

---

**PROPOSED AMENDMENT:**

**MOVED : G KNEALE**  
**SECONDED : K DART**

**Based on council drafting a policy that identifies appropriate eligibility.**

**CARRIED**

---

**AMENDED RESOLUTION:**

**MOVED : G KNEALE**  
**SECONDED : K DART**

**That Council approve a waiver of hire fees for eligible NFPs, sole traders and small businesses for the use of Council facilities, when running events for community benefit, based on council drafting a policy that identifies appropriate eligibility.**

**CARRIED**

---

**4.2.3 N SELTEN, BULGARRA**

Recently our landscaping business has been caught up in a non-payment issue through our head contractor while completing tendered works for the City of Karratha. The completion of these works was back in October 2024 and we are yet to receive payment. Whilst we appreciate the City of Karratha has worked through these issues it has had a major impact on our business cash flow and operations, it has got to the point where we are now just hanging in there. I feel that this should not happen to any contractors doing any sort of government work, so I put forward the following motion ensuring payment protection for local subcontractors in tenders.

Council has a responsibility to support local businesses, by supporting this motion they are supporting these businesses, to ensure transparency, and sustainability.

---

**RECOMMENDATION:**

**MOVED : N SELTEN**  
**SECONDED : G SLEE**

**That Council:**

- 1. Implement a payment protection framework for local subcontractors engaged in projects awarded to larger companies through City of Karratha Tenders.**

**This framework should include:**

- a) A requirement for principal contractors to provide proof of payment to subcontractors before receiving their final payments from the City;**
  - b) A structured reporting system where subcontractors can flag non payment issues directly with the City; and**
  - c) Consideration of financial penalties or withholding of funds for companies that fail to meet subcontractor payment obligations;**
- 2. Review contractual obligations in City tenders to strengthen protections for local businesses by:**
  - a) Including clauses that mandate timely payments to subcontractors;**
  - b) Prioritising companies with a demonstrated history of fair subcontractor treatment in the tender evaluation process; and**
  - c) Establishing clear escalation procedures for payment disputes involving local subcontractors; and**
- 3. Commits to transparent communication with affected subcontractors by:**
  - a) Providing regular updates on payment concerns raised by local businesses; and**
  - b) Ensuring that any issues with outstanding payments are addressed within a reasonable timeframe.**

---

**REASON:**

Local businesses play a critical role in delivering City projects yet there have been instances where subcontractors have faced delayed or non-payment issues when working under larger, out of town companies awarded City tenders. This motion seeks to introduce greater transparency and accountability in payment processes, ensuring that local contractors are protected and fairly compensated for their work.

Council has a responsibility to support local businesses, and by introducing these safeguards, we can strengthen trust in the tendering process and prevent financial hardship for local subcontractors.

I urge my fellow residents to support this motion in the interest of fairness, accountability and the sustainability of our local contracting industry.

**OFFICER COMMENT:**

The City selected a contractor, through a tender process, who had stipulated to use local subcontractors to complete works. The contractor is required to provide us with regular statements each time they receive a payment from the City and provide a statutory declaration saying they are up to date with their subcontractor payments. That did occur, however, there was a period between October and December 2024 where subcontractor payments were not made.

The City was made aware of this in December 2024, and withheld payments to the contractor from then onwards whilst instigating a process of working with the contractor and subcontractors to resolve the payment issue.

The City hears and understands the hardship and pressure that this has caused to local businesses and has advocated on behalf of them to have the outstanding payments addressed.

Council has since formally considered the matter and has worked to remedy this as swiftly as possible and expects that the remedies should be flowing through to affected businesses within the coming days. This motion is supported, noting that there are a number of things listed that the City is already actioning, as it is a number one goal of the City to bring work to local businesses, such as yourselves.

---

**PROPOSED AMENDMENT:**

**MOVED : A LITTLE**  
**SECONDED : S BLATCHFORD**

**That the City reserves the right within the head contract to pay subcontractors direct instead of waiting for the head contractor to make payment.**

**CARRIED**

---

**AMENDED RESOLUTION:**

**MOVED : A LITTLE**  
**SECONDED : S BLATCHFORD**

**That Council:**

- 1. Implement a payment protection framework for local subcontractors engaged in projects awarded to larger companies through City of Karratha Tenders.**

**This framework should include:**

- a) A requirement for principal contractors to provide proof of payment to subcontractors before receiving their final payments from the City;**
- b) A structured reporting system where subcontractors can flag non payment issues directly with the City; and**

- c) **Consideration of financial penalties or withholding of funds for companies that fail to meet subcontractor payment obligations;**
- 2. **Review contractual obligations in City tenders to strengthen protections for local businesses by:**
  - a) **Including clauses that mandate timely payments to subcontractors;**
  - b) **Prioritising companies with a demonstrated history of fair subcontractor treatment in the tender evaluation process; and**
  - c) **Establishing clear escalation procedures for payment disputes involving local subcontractors;**
- 3. **Commits to transparent communication with affected subcontractors by:**
  - a) **Providing regular updates on payment concerns raised by local businesses; and**
  - b) **Ensuring that any issues with outstanding payments are addressed within a reasonable timeframe; and**
- 4. **That the City reserves the right within the head contract to pay subcontractors direct instead of waiting for the head contractor to make payment.**

---

**CARRIED**

**4.2.4 M ROBBINS, BULGARRA**

Request to revisit the decision on advocating for a royal commission into the Covid 19 response.

In 2024, the City conducted a community survey on this issue and results showed majority of community members supported advocacy for a royal commission. Given the outcome, I am asking the Council to reaffirm that support and formally advise federal members of parliament that our community believes that an independent and thorough enquiry is necessary.

Local governments have a history of advocating for royal commissions on issues of national importance. This is not about rehashing old debates, it is about recognising what the community has already told the Council through the survey. Ignoring the feedback goes against the principles of community engagement and good governance. The City invested in collecting this data and should now action it.

---

**RECOMMENDATION:**

**MOVED : M ROBBINS**  
**SECONDED : S BLATCHFORD**

**That Council:**

1. Reaffirm the community's support for advocating for a Royal Commission, as demonstrated by the survey results;
2. Write to Federal MPs advising them of the community's views and reiterating that the people of Karratha want transparency in the Covid-19 response;
3. Recognise the role of local government advocacy in ensuring national inquiries are held, citing the royal commission into child sexual abuse as an example of where council advocacy made a real difference; and
4. Acknowledge that councils have historically advocated for royal commissions on major issues and that stepping away from this responsibility would go against both community expectations and past practice.

**LOST**  
**FOR: 12**  
**AGAINST: 13**

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#### 4.2.5 T ABBOTT, Bulgarra

Electors of City of Karratha express significant concern regarding the Council's handling of community engagement, transparency and adherence to principles of good governance, particularly in relation to:

1. Reestablishing and building trust in government.

Despite clear support for advocacy, several councillors ignored or dismissed the survey results. These actions have raised concerns about whether Council's conduct is fostering or eroding public trust in government. Council engaged an external survey company at a cost of approximately \$30,000 to assess community support for advocating for a royal commission into Australia's covid-19 response.

2. Clarification of City of Karratha's Advocacy Priorities

The Council must confirm whether public health, particularly in relation to COVID-19, qualifies as an advocacy priority, especially given survey data indicating strong community support.

Point 4 of Mayor Scott's alternate motion, which restricts certain Notices of Motion: This may conflict with The Local Government Act 1995, specifically:

- Section 3.1 - Ensuring "good government" for the district.
- Section 2. 7 - Council's role in directing and overseeing policies in the best interests of the community.
- Section 2.8 - The Mayor's duty to speak on behalf of and advocate for the district.

The Council must explain whether restricting advocacy on matters of significant public interest is in breach of these responsibilities in the Local Government Act.

1. Accountability for disregarding community survey results

Mayor Scott and Councillors Furlong, Gillam, Nunn, and Simpson voted in favour of conducting a \$30,000 community survey in November 2024 to assess public views on advocating for a Royal Commission. The same Councillors then disregarded the results in December 2024 by voting against advocacy, despite a majority of respondents supporting action. This raises serious concerns about wasteful expenditure, the Council's respect for community input, and whether the decision was driven by personal political biases, political relationships and agendas, rather than community representation.

4. Confidence in the Council's Interpretation of the Local Government Act 1995

The Council has argued that advocating for a Royal Commission into the COVID-19 response falls outside its responsibilities. However, the Local Government Act 1995 s. 3.1, s. 2. 7, s. 2.8 establishes that local governments are responsible for representing the interests of their district, including when those interests intersect with State responsibilities such as public health.

The Act further empowers local governments to take necessary actions to meet community needs and advocate to higher levels of government where appropriate (s. 3.18). Given the survey results demonstrating majority community support, the Council must provide a clear legal justification for restricting advocacy efforts on this matter.

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#### RECOMMENDATION:

**MOVED :** T ABBOTT  
**SECONDED :** P TROTTER

**That Council:**

1. **Formally acknowledge community concerns regarding the handling of the community survey and the decisions that followed;**
2. **Provide detailed explanation regarding how its actions align with the stated goal of rebuilding trust in government;**
3. **Publicly define and disclose the City's advocacy priorities and confirm whether public health is included;**
4. **Address potential conflicts between the alternate motion and the Local Government Act and commit to reviewing any restrictive policies that may undermine democratic representation;**
5. **Justify the decision to ignore results of the \$30,000 survey and explain how future community engagement efforts will be taken seriously; and**
6. **Provide clarity and legal justification for the position that the Local Government advocacy in this area is outside the scope of its responsibilities under the Local Government Act of 1995.**

**LOST**

**FOR: 12**

**AGAINST: 15**

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#### **4.2.6 G JOHANNSEN, BULGARRA**

I propose that our public library should be open 24/7. This would provide extra accessibility, enhance study and research convenience, support underserved populations, increase Karratha's access to resources and provide a space for communities to gather at an unlimited range of times.

Although rare, a 24/7 library is not a 'new' thing and has been introduced before in multiple places. In New South Wales, Forestville Library, became one of the first council libraries to offer 24/7 access to registered members aged 16 and over. At first, Forestville experimented with the idea, and in 2022 implemented a three-month trial, which was soon concluded to be successful. When open outside of regular staffed hours, the library can be accessed by members by scanning a valid library card and entering a PIN. The data collected from the trials showed almost 640 people visit the library outside of staff hours, with a total of 7,500 visits. These visits made 21 per cent of the total visitations to the library in total. Sundays were seen to be the busiest day of the week. The community was seen to rapidly increase in population particularly in the libraries' area and the council received extensive good feedback from the community, in the following months.

A library being open 24/7 can provide numerous benefits to the community. Some of the benefits include:

- **Accessibility:** Not everyone has a flexible schedule. This is especially the case in Karratha, where many citizens work full-time. A 24/7 library would allow people with full-time work hours, students, or those with other time constraints to access library resources at any time, regardless of their schedule.
- **Study and Research Convenience:** Libraries are often places of study and research. For students, professionals, and others working on projects, having access to a quiet and resource-rich space at any hour is crucial. Late-night study sessions or the need for urgent research can be accommodated without the time restrictions of typical operating hours.
- **Support for residents:** Some people might be dealing with challenges or have unreliable access to technology or internet outside of the library. A 24/7 library would be an accessible place for people to work, study, or just have a quiet moment.
- **Community Gathering Place:** Libraries are more than just places to check out books; they often serve as hubs for community events, meetings, and services. Extending operating hours means that more people can engage in these events, especially those with irregular schedules.
- **Increased Access to Technology and Resources:** Libraries often offer free access to computers, the internet, and printing services. Having these resources available around the clock can support students, study groups and many others.

In conclusion, if our library was open 24/7 our community would greatly benefit from its resources and opportunities, enhancing the liveability of Karratha.

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#### **RECOMMENDATION:**

**MOVED : S BLATCHFORD**  
**SECONDED : K SIMPSON**

**That Council consider a pilot trial of opening one or more library facilities 24/7 based on the example in Forrestville, NSW.**

**CARRIED**

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**4.2.7 A JOHANNSEN, BULGARRA**

Like others my age, we would love a water park. Because in summer, it gets way too hot, and there aren't many places for kids to cool down, chill out, invite friends and play games and not everyone has a pool. Our community has been asking for this for a long time! Other towns have water parks so why don't we? It would bring people together and give kids something healthy to do instead of staying inside all day. Please think about how happy this would make so many kids, adults & the community too. We just want a place to splash, play and enjoy our City. Thank you for listening.

The community has been asking for water park facilities for a long time, this would benefit those who do not have pools at their house, can the Council please consider this.

---

**RECOMMENDATION:**

**MOVED : K SIMPSON**  
**SECONDED : R KRAMME**

**That Council build a waterpark for the community of the City of Karratha, including waterslides.**

**CARRIED**

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**OFFICER COMMENT:**

The City received positive feedback for water play and water park structures through the Strategic Community Plan and Community Infrastructure Plan. A proposal to add a water slide, part of the KLP Improvement Plan, will be included in next year's budget. Although ongoing costs are a concern, other options will also be explored. The Community Infrastructure Plan will be presented to the Council next month for consideration.

**4.2.8 H JOHANNSEN, BULGARRA**

I would like to propose a motion to add bus seats at all bus stops that currently lack them. A simple bench or seat would suffice.

You might be wondering why we can't just stand while waiting. Well, when preparing for an important event, like a job interview, we all appreciate having a place to sit, collect ourselves, and prepare mentally.

We simply ask for the same consideration as the other bus stops. Especially since many of us are waiting in the hot sun. On particularly warm days, this becomes even more frustrating, especially if we're carrying multiple heavy bags. As students, we carry laptops, books, and other materials to school, and it's not always easy to stand for extended periods of time.

Additionally, the bus stops in our community are not well distributed. For example, on one road, there are four bus stops closely spaced together, while an 800 meter stretch of path/road is without a single bus stop. One of the bus stops that was damaged in Cyclone Damien was removed, and yet no action has been taken to replace it, forcing students to walk further distances than necessary.

I strongly urge you to address these issues now, as they are long overdue. Thank you for your time and consideration.

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**RECOMMENDATION:**

**MOVED : A LITTLE**  
**SECONDED : K SIMPSON**

**That Council install seats and shelters at bus stops within the City, as well as maintaining weeding and upkeep of the stops, and that these installations are completed by next summer.**

**CARRIED**

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**4.2.9 T ABBOTT, BULGARRA**

The current agenda for Ordinary Council Meetings places Public Question Time solely at the beginning - Item 3, with no formal further opportunity for public engagement later in the proceedings. This structure limits the ability of residents to respond to or seek clarification on matters raised.

For example, during the December Council meeting, statements made by Councillors during debate raised further questions for the public, but the current format does not provide an avenue for these to be addressed.

Without the opportunity for follow-up questions, frustration may lead to interruptions from the public. Allowing post-debate public questions will:

- Enhance robust and transparent debate by allowing the public to engage directly with issues as they arise;
- Reduce disruptions and interjections, promoting orderly meetings; and
- Strengthen community representation and trust in Council proceedings by ensuring residents feel heard on matters of significance.

This amendment aligns with Council's responsibility under the Local Government Act 1995 (s. 1.3(2)) to facilitate greater community participation in decision-making and ensure accountability to the district.

This Motion Requests that the Council adopts the proposed changes to the meeting format, any necessary adjustments to Standing Orders be drafted for consideration and trial-tested at the next Ordinary Council Meeting.

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**RECOMMENDATION:**

**MOVED : T ABBOTT**  
**SECONDED : N SELTEN**

**The electors of the City of Karratha resolve to amend the format of OCMs as follows:**

- 1. Amend the meeting format to allow for public questions following the discussion of each Notice of Motion, in addition to the existing Public Question Time at the beginning of the agenda;**
- 2. Permit public questions after Council has debated a motion, particularly when standing orders have been suspended for open discussion; and**
- 3. Ensure a structured process for follow up questions from the public, reducing frustration and interjections while promoting orderly meetings and robust community engagement.**

**LOST**  
**FOR: 9**  
**AGAINST: 12**

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**4.2.10 T ABBOTT, BULGARRA**

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**RECOMMENDATION:**

**MOVED : T ABBOTT**  
**SECONDED : G KNEALE**

**When Council approves and funds community surveys, that the results are made easily accessible to the public by:**

- 1. Creating a dedicated page on the City of Karratha website, under the 'Council' section, titled 'Community Surveys';**
- 2. Including on this page two clear sections with prominent links and images: surveys in progress, and past survey results;**
- 3. Ensuring survey results are not solely embedded in meeting minutes or attachments but are presented in a user friendly format; and**
- 4. Establish a visible tile on the top of the City's website to help the community in finding surveys.**

**CARRIED**

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**OFFICER COMMENT:**

We use various tools to consult with the community, including an online portal called What We Make It. When the City releases a survey, it is posted on this site, along with the results. You can register to receive notifications about new information. While some prefer anonymity, registration helps verify that survey participants are from our district and prevents spam.

The City will make sure the What We Make It page is easily accessible from our homepage.

[Home | City of Karratha](#)

[Home | What we make it Karratha](#)

**4.2.11 A LITTLE, PEGS CREEK**

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**RECOMMENDATION:**

**MOVED :** A LITTLE  
**SECONDED :** S BLATCHFORD

**That Council:**

1. Develop and adopt a chemical use policy focusing on integrated weed and pest management that commits to the reduction of pesticide use, that will always use options such as cultural and biological controls prior to chemical use;
2. Quantify their current annual usage and declare the exact chemicals they are using in public spaces and for those to be available online;
3. Work with contractors in town that are spraying residential properties with schedule 6 chemicals which have a significant impact on pollinators; and
4. Take responsibility for weeds not only on the City's property, but those that have spread from their property to surrounding unoccupied crown land.

**CARRIED**

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**REASON:**

Council issued a weed management tender in 2016 and has been spraying the same chemicals for 9 years in the same locations with no tangible improvements throughout this time. In addition to broad spectrum spraying, I am aware the City is now using residual chemicals.

**OFFICER COMMENT:** The number of feedback received on weeds surpasses almost every other topic Council receives. Our team possesses significant knowledge around weeds and chemicals, and we strive to avoid the use of chemicals whenever possible. The Local Government Industry also has working groups dedicated to sharing knowledge on the latest weed management technology, addressing ongoing concerns for the broader Western Australian community. As an example, we have collaborated with an Aboriginal organisation on their proprietary equipment and reduced-chemical management of weeds.



## **5 CLOSURE**

There being no further business, the meeting closed at 8:15pm.