



ANNUAL ELECTORS' MEETING

AGENDA

**NOTICE IS HEREBY GIVEN that an
Annual Electors' Meeting will be held
in the Council Chambers, Welcome Road, Karratha,
on Monday, 19 August 2024 at 5.30pm**



**SIMON KOT
A/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.

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

The City of Karratha warns that anyone who has any application lodged with the City of Karratha must obtain and should only rely on

WRITTEN CONFIRMATION

of the outcome of the application, and any conditions attaching to the decision made by the City of Karratha in respect of the application.

Signed: _____

Simon Kot – A/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 Interest** in a matter. I intend to include these notes in each agenda for the time being so that Councillors may refresh their memory.

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

INTERESTS AFFECTING IMPARTIALITY

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

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

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

IMPACT OF AN IMPARTIALITY CLOSURE

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

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

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AGENDA

1 OFFICIAL OPENING

Mayor Scott acknowledges the Traditional Owners of the land on which we meet today, the Ngarluma People, and pay our respects to Elders both past and present.

2 PUBLIC QUESTION TIME

3 RECORD OF ATTENDANCE / APOLOGIES

Councillors:
Cr Daniel Scott [Mayor]
Cr Daiva Gillam [Deputy Mayor]
Cr Gillian Furlong
Cr Brenton Johannsen
Cr Travis McNaught
Cr Kelly Nunn
Cr Sarah Roots
Cr Tony Simpson
Cr Joanne Waterstrom Muller

Staff:

Simon Kot	A/Chief Executive Officer
Emma Landers	Director Community Experience
Alistair Pinto	Director Corporate & Commercial
Lee Reddell	Director Development Services
Michael Bunting	A/Director Strategic Projects & Infrastructure
Miranda Geal	A/Manager Governance & Organisational Strategy
Kate Jones	Minute Secretary

Apologies:

Absent:

Members of Public:

Members of Media:

4 DECLARATIONS OF INTEREST

**5 CONFIRMATION OF MINUTES AND BUSINESS
ARISING FROM MINUTES OF PREVIOUS MEETINGS**

OFFICER'S RECOMMENDATION

That the Minutes of the Annual Electors' Meeting held on Monday, 31 July 2023, be confirmed as a true and correct record of proceedings.

6 REPORTS

ANNUAL REPORT 2022/23

File No:	IM.5
Responsible Executive Officer:	Chief Executive Officer
Reporting Author:	Manager Marketing & Communications
Date of Report:	2 August 2024
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Annual Report 2022/23

PURPOSE

To consider the Annual Report for the financial year ended 30 June 2023.

OFFICER'S RECOMMENDATION

To ACCEPT the City of Karratha Annual Report 2022/23 including the audited Annual Financial Report for the Year ended 30 June 2023.

BACKGROUND

The Annual Report 2022/23 details the activities and achievements of the organisation over the 2022/23 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 2022-2023.

DISCUSSION

Some highlights for 2022/23 period are outlined below:

Strategic theme	Key achievements
Our Community: Inclusive and Engaged	<ul style="list-style-type: none"> Supported 31 Meet the Street parties to the value of \$5,510 while 258 properties benefited from the Security Subsidy Scheme. More than half a million visits across the Karratha Leisureplex, Wickham Recreation Precinct, and the Roebourne Aquatic Centre, with the Leisureplex achieving its highest membership base since opening. Continued support of the Arts delivering the 30th Cossack Art Awards, the Red Earth Arts Festival as well as Arts Development partnerships with the WA Ballet, Black Swan Theatre Company, Perth Symphony Orchestra and Barking Gecko. 'Kids Swim and Shoot Free' initiative saw 7,100 entries issued across January 2023, improving community access to Karratha Leisureplex, Wickham Recreation Precinct and Roebourne Aquatic Centre by removing entry fees for children.

Strategic theme	Key achievements
	<ul style="list-style-type: none"> • Completed the 'Grassing of the Greens' project at Karratha Country Club with all 18 greens fully grassed and reticulated. • Events delivered for seniors, youth, and people with disability or diverse background including Seniors Christmas Lunch, Silver Sneakers program, Seniors High Tea, Youth Services term and school holiday programming and International Day of People with Disabilities. • Welcomed 82 new Australian citizens to our community.
Our Economy: Well Managed and Diversified	<ul style="list-style-type: none"> • Allocated more than \$90,000 through the Take Your Business Online grant program and provided support to events and conferences. • Supported local business by progressing the Small Business Friendly Approvals Project and with the Karratha Districts Chamber of Commerce and Industry supported the Quarterly Business Briefings. • Provided continued funding of \$140,000 to support skills and education development through the Pilbara Universities Centre. • Hosted the Fourth OECD Meeting of Mining Regions and Cities bringing dignitaries and experts from across the world to Karratha. • Provided more than \$200,000 through the Major Event Sponsorship and Attraction Program. • Support of Wedgetail Aerospace Pty Ltd for funding to deliver a Pilbara Drone Operational Hub Proof of Concept through the Economic Development Grant Policy. • Delivered the Annual Business Climate Scorecard to understand the needs and priorities for local businesses.
Our Natural and Built Environment: Thriving and Sustainable	<ul style="list-style-type: none"> • Completed Landfill Capping Project of Cell 0 at the 7 Mile Waste Facility. • Winner of the General Appearance category in the Tidy Towns Sustainable Communities Awards 2022. • Certified as a Gold Waterwise Council, making us just the second regional council in the state to receive this recognition. • Continued focus on sustainable use and management of resources with the Climate Clever program and Reticulation Replacement Program. • Implementation of the State Waste Strategy 2030 supported by the City's Waste Engagement and Education Plan. • Continued use of the Effluent Reuse Scheme to irrigate parks, ovals and verge gardens reducing the City's reliance on valuable potable water sources.
Our Leadership: Proactive and Accountable	<ul style="list-style-type: none"> • 84% of the key performance measures achieved or substantially achieved for the 22/23 year. • Continued efforts to foster strong and productive relationships with indigenous and traditional owner groups through delivery events and partnerships.

Strategic theme	Key achievements
	<ul style="list-style-type: none"> Annual Community Survey conducted with more than 900 residents participating and overall score of 76 achieved. Progressed initiatives aimed at improving the availability and affordability of housing including the Service Worker Accommodation initiative, Hancock Way subdivision and Walgu Development. Managed over \$700m of assets including roads, bridges, recreation and community facilities, commercial properties including the Quarter HQ, as well as the Karratha Airport and Waste facilities.

In summary, the Annual Financial Report indicated that the City had as at 30 June 2023:

	30 June 2023	30 June 2022	Inc/(Dec)
Net Result	\$21,127,343	\$14,363,886	\$6,763,457
Net Assets	\$842,425,271	\$821,077,828	\$21,347,443
Total Assets	\$866,644,896	\$851,996,662	\$14,648,234
Total Liabilities	\$24,219,625	\$30,918,834	(\$6,699,209)
Loan Liability	\$24,765	\$16,854	\$7,911
Cash Reserves	\$84,448,299	\$78,025,524	\$6,422,775
Property, Plant & Equipment	\$303,744,458	\$295,400,378	\$8,344,080
Investment Property	\$39,300,000	\$35,125,608	\$4,174,392
Infrastructure Assets	\$414,283,217	\$419,108,677	(\$4,825,460)
Final Surplus (Restricted)	\$62,129	\$124,258	(\$62,129)
Final Surplus	\$4,126,240	\$4,745,519	(\$619,279)

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 1 May 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 2022/23. The Annual Financial Report and the Independent Auditor's Report was accepted by the Audit & Organisational Risk Committee on 20 May 2024. Council accepted the Annual Report and audited Financial Report at its June Ordinary Council Meeting.

COMMUNITY CONSULTATION

Community engagement activities in accordance with the iap² 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.	August 2024	Date, time, place and purpose of Electors' Meeting	Give local public notice of the 2022/23 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 2022-2023 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 hold the Electors' general meeting within 56 days 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

Absolute Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

To DEFER consideration of the Annual Report 2022/23 including the audited Annual Financial Report for the Year ended 30 June 2023 to a meeting to be held prior to 23 August 2024 being within 56 days from when Council accepts the Annual Report.

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 2022/23 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 2023.

7 CLOSURE & DATE OF NEXT MEETING

The meeting closed at _____.