



**THE
KIMBERLEY
REGIONAL GROUP**

Meeting Minutes

14 November 2025

As a quorum was not achieved, the Kimberley Regional Group meeting proceeded as an informal discussion.

The items were noted and discussed, but no resolutions were passed.

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1. Meeting Open: 11:47am

Chair acknowledged the Traditional Custodians of the different lands on which people met today, and paid respect to all the Elders past, present and emerging.

2. Attendance and Apologies

Name	Shire / Council / Organisation	Method
Members		
Cr David Menzel (Chair)	President, Shire of Wyndham East Kimberley	In Person
Cr Brenda Garstone	President, Shire of Halls Creek	In Person
Cr Chris Mitchell	President, Shire of Broome	In Person
Peter McCumstie	President, Shire of Derby West Kimberley	In Person
Observers		
Sam Mastrolembo	CEO, Shire of Broome	In Person
Tamara Clarkson	CEO, Shire of Derby West Kimberley	In Person
Vernon Lawrence	CEO, Shire of Wyndham East Kimberley	In Person
Susan Leonard	CEO, Shire of Halls Creek	In Person
Executive Support Team		
Paul Rosair	Principal, NAJA Business Consulting Services	In Person
Michelle Mackenzie	Principal, Mira Consulting	In Person
Jane Lewis	Principal, Redit Research	In Person
Rebecca Billing	Administrative Assistant, NAJA	In Person
Presentations		
Janine Hatch	Director, RDA Kimberley	In Person
Kate Vivian	Assistant Commissioner Strategy and Emergency Management, Department of Fire and Emergency Services	Zoom
John Hutchison APM	Superintendent, Kimberley District Office, WA Police Force	In Person
Apologies		
Cr Tony Chafer	Deputy Shire President, SWEK	
Cr Desiree Male	Deputy Shire President, Shire of Broome	
Cr Kerrissa O'Meara	Deputy Shire President, Shire of Derby West Kimberley	

3. Disclosures, Conflicts and Declarations of Interest:

Financial Interest / Impartiality			
Member	Item Number	Item	Nature of Interest
Executive Team	14	Executive Officer Contract	Perceived declaration of interest

4. Minutes of the last meeting

Item for Decision

Submitted by: Secretariat

Attachment 1: Matters Arising and Outstanding Business

Confirmation of Previous Minutes

Resolution/s		Action(s) / Budget Implications	
The Minutes of the Kimberley Regional Group held on 25 September 2025, as published and circulated, were noted.		See Attachment 1 – Matters Arising and Outstanding Business	
Moved:	N/A	Responsible:	See Attachment
Seconded:	N/A	Due date:	As appropriate
Carried:	-		

Attachment 1 Matters Arising and Outstanding Business

Date / Item	Action / Progress	Responsible
Administrative Matters		
11/10/2024	Review of KRG Strategic Documents Action 1. Develop a framework and consolidate the KRG strategic documents 2. Executive Team to schedule a workshop to develop a new KRG Business Plan in 2025 Status/Progress 1. In Progress. 2. In Progress. Scheduled for the November 2025 planning workshop	Executive Team
03/07/2025	Confirmation of Previous Minutes Action 1. Executive Officer to arrange a meeting with Hon Reece Whitby MLA, Minister for Police; Road Safety; Tourism; and the Great Southern and notify members once confirmed. Status/Progress 1. Complete. Meeting held Monday 20 October 2025	Executive Team
21/02/2024 & 23/08/2024 & 03/07/2025	Action: 1. Developing Northern Australia: Executive Officer to work with Dr Allan Dale regarding CRCNA. 2. Executive Officer to invite Grey Mackay from the Land Alliance to the October KRG meeting to present on bushfire issues in the Kimberley. 3. Executive Officer to negotiate early bird pricing with Developing Northern Australia for the 2026 Conference in Alice Springs and consult members post local government elections on attendance at the 2026 Conference. Status / Progress: 1. In Progress. 2. In Progress. 3. In Progress. Executive Team emailed members on 30 October 2025 to advise of the discounted rate of \$1,199 (plus GST) and requested confirmation of their two nominated representatives by 9 November 2025. The Executive Team subsequently emailed DNA on 10 November 2025 to confirm the number of tickets required.	Executive Team / KRG Secretariat

10/04/2025	North West Defence Alliance – KRG Representative Action 1. KRG Secretariat to advise North West Defence Alliance that Geoff Haerewa is no longer a Councillor and that the KRG is working through a process for a replacement representative, and that the Alliance will be advised of the KRG representative in due course Status/Progress 1. In Progress.	KRG Secretariat
10/04/2025 & 03/07/2025	Formal Presentations: Action 1. Shires to circulate ABS job roles when advertised through networks. 2. The Executive Officer to liaise with RDA Kimberley and the DPIRD Deputy Director General, Industry and Economic Development to understand progress of a potential WA government partnership with NAIF and/or the establishment a small loans scheme similar to the Northern Territory. 3. The Executive Officer to draft an insurance position paper for KRG, in light of the RDA Kimberley Insurance Review Report Status/Progress 1. Ongoing: Note RDA Kimberley circulated Broome based 2026 Census Operational Support Centre Engagement Manager role which closed 15 June for Councils to circulate 2. In Progress. 3. The Insurance Report has been released so a position paper will be progressed	Executive Officer
03/07/2025	Around the Grounds Action 1. The Executive Officer to place Regional Waste Management on the August KRG agenda with the focus - What aspect of Waste Management does it make sense for the 4 Kimberley Shires to cooperate on. Status/Progress 1. This item was deferred to the November planning workshop.	Executive Officer
WALGA Position – Native Clearing Regulations Advocacy Position		
03/07/2025	Action: 1. The Executive Officer to contact the State Government to confirm if the submission timeframe is still open. 2. The Executive Officer to explore the possibility of making a direct submission to the State's Native Clearing Regulations Review Status / Progress: 1. In Progress 2. Subject to outcome of Action 1.	Executive Officer

Position Papers		
10/04/2025 & 03/07/2025	Action - Executive Team to draft a Land Tenure Reform Position Paper, July 2025, with the Executive Officer to conduct a further review to ensure that the rights and opportunities of Native Title holders are reflected and that the position put forward is legally robust and practical. - The Executive Officer to seek an update from the Kimberley Development Commission on the status of the PBC Capability Building project. Status / Progress: - In Progress. - In Progress.	Executive Officer
Advocacy Strategy Management & Maintenance of Social Housing		
16/02/2024 & 10/04/2025	Action - Executive Officer to develop a template for members to populate to support the advocacy strategy. Status / Progress: - Paused.	Executive Officer
2028 Eclipse Strategic Planning Working Group – KRG Representative		
10/04/2025	Action - Executive Officer and KRG Members to develop a list of priority projects for consideration by the Eclipse Working Group. Status / Progress: - The Secretariat is the KRG representative on the Eclipse Working Group - It was agreed that Shires would send their project ideas to the Secretariat / the Working Group for consideration. - KRG representative to provide verbal update in General Business	Executive Officer / Members
Benchmarking		
23/11/2023	Refer General Business Action: - Spreadsheet to be sent for 2023/24 Actuals and 2024/25 Budget. Status / Progress: - Complete. Spreadsheets sent to individual councils requesting information for 2024/25 actuals and 2025/26 budget.	Executive Team / Members

Kimberley Housing Roundtable and Housing		
23/08/2024 & 11/10/2024 & 10/04/2025 & 03/07/2025	Action - Executive Team to progress next steps from the Roundtable with each Shire, in partnership with Housing Australia, the Department of Communities, Development WA, the Housing Supply Unit, WA Department of Treasury, and non-government agencies. - That the Executive Team - Develop a brief scope of works for KDC for funding (20K) to progress the Kimberley Housing pipeline. - Work with the KDC to explore innovative solutions for the Kimberley that may attract government investment interest. - The Executive Officer provide information on the level of government subsidy required to unlock housing investment in the Kimberley - Councils to provide their project timeframes and cashflow requirements to the Executive Officer. - The Executive Officer to liaise with the Acting CEO of KDC to discuss progression of the demand data, and their view on the next steps to progress the Kimberley Housing Pipeline in partnership with the WA Government. - Executive Officer to provide a completion date of the Kimberley Housing Pipeline project to members to align with a submission to the State - Executive Officer to note Sanctuary Road, Broome, as a priority regional housing project. - Executive Officer to organise a meeting with the Four Shire Presidents and Leon McIvor (Director General, Department of Housing and Works WA) to discuss the Housing Pipeline Status / Progress: - In Progress. Shires have been asked for project timeframes with a response from one Shire received. A submission under development which brings together information requested by government including population projections, housing demand data, pipeline schedule, project governance and investment request. - A Draft Scope of Works was provided to the KDC and RDA Kimberley for input. Advice from the KDC is that they will progress this project, rolling it into a larger piece of work that includes updating their Residential Housing and Land Snapshot 2023. - Advice from a large WA community housing provider with a footprint in the Kimberley is that the level of subsidy required, is based on the total project cost, the estimated annual income, who retains ownership, how much debt is required and who would provide that finance. Housing Australia provides a 25 year Availability Payment (AP) as part of the Housing Australia Future Fund Facility (HAFFF). In essence this is rental “top up” subsidy like	Executive Team / Members

	payment of circa \$15K per annum in addition to the annual rent receive to support provides in servicing their debt / financing commitments. The AP is made available conditional upon a whole range of covenants being met such a debt service coverage ratio, loan to valuation ratio and equity contributions. If we assume the cost of a property in the Kimberley (Kununurra and Broome) is circa \$700,000, the subsidy required would be circa half or \$350,000. The Community Housing Provider could then borrow the balance against the value of the property (50% LVR) and could service the debt based on an interest rate of 5%, or \$20,000 per annum, assuming the annual rent is approximately \$26,000 or \$500 per week. The simplest way to model the subsidy is to determine the net surplus from the rent proceeds and assess what level of debt that income can afford to fund (as per above). Based on this the simplest model would involve the state funding the subsidy (~\$350,000 to \$400,000) and the CHP could then leverage HAFF to fund the gap. 4. Pending. 5. In Progress. 6. See agenda Item 8. 7. Noted and will be actioned. 8. In Progress.	
Review of Financial Assistance Grants		
23/11/2023	Action: 1. Executive Officer to meet with the Grants Commission to discuss submission. Status / Progress: 1. In Progress. Advocacy continuing.	Executive Officer
Shared Services		
20/06/2024 & 10/04/2025	Action 1. Executive Officer to action a stocktake of current state / any planned enterprise initiatives across the 4 shires as a prelude to determining opportunities for collaboration. 2. Secretariat and Members to progress actions arising from the KRG CEO meeting held 15 August 2025. Status / Progress: 1. In Progress. This was discussed at the Strategy Workshop. 2. In Progress.	Executive Officer / CEO's / Secretariat

Canberra Trip 2026		
25/09/2025	Action 1. Secretariat and Executive Officer to explore possible dates in 2026 and report back to the members. 2. Executive Officer to review and refine the Kimberley Housing Pipeline to create a more robust and visual document in preparation for the budget cycle and 2026 Canberra visit. 3. Executive Officer to review the Timber Creek Native Title decision and its relevance to the Kimberley and the effect on the KRG members. 4. Executive Officer to progress actions from the Canberra meetings a. Darren Skuse; Senior Advisor to Senator the Hon Malarndirri McCarthy: The Executive Officer to liaise with NBY regarding access/applicability on funding opportunities. b. Hon Clare O'Neil MP: The Executive Officer to research federal housing grant opportunities for all KRG projects e.g. McMahon Estate. c. Senator Susan McDonald: The Executive Officer to write to the ACCC to monitor airline charges on the Kimberley/NT route (Nexus/Air North). Status / Progress: 1. In Progress. 2. In Progress. 3. In Progress. 4. In Progress.	
KRG Planning Workshop – November 2025		
25/09/2025	Action 1. CEOs to provide additional items for inclusion in the planning workshop to the Executive Team by 16 October. 2. Executive Officer to include an item on the possibility of holding a Government Forum in Canberra with key ministers, departments and members. 3. Executive Officer to include an item on the possibility of joint meetings with the Kimberley and Pilbara Shires' CEOs. Status / Progress: 1. Complete. 2. Complete. 3. Complete.	

Watching Brief

Aboriginal Heritage Act: Now pending Department updates on rescinded legislation. On 15 November 2023, the *Aboriginal Heritage Act 1972* was restored as the legislation that manages Aboriginal heritage in Western Australia some amendments drawn from feedback from consultation. Approval is only required where there is potential for any harm to an Aboriginal site.

The Executive Officer met with the Minister for Aboriginal Affairs and the Director General Department of Planning Lands and Heritage on this issue and is undertaking advocacy to ensure that there is clarity for local governments working with this legislation.

State government funding to support young people in the Kimberley. New \$4M community-led Immediate Response Night Space (IRNS) service for young people in Broome and Fitzroy Crossing. Funding for new services in Derby and Halls Creek. There remains no overarching State or Federal Government youth justice strategy for the region.

First Point of Entry (FPOE) Broome – Federal Government announced February 2024 that work will be undertaken for the enhanced FPOE status for Broome. Funding allocated in the WA State Budget. January 2025 First Point of Entry Status granted by Federal Government for Wyndham. The State Labor election commitment to invest \$15.5M to upgrade facilities at the Kimberley ports is allocated in the WA budget.

The members discussed the slow roll-out and lack of urgency regarding the implementation of First Point of Entry status in Wyndham. It was agreed that this item be carried forward under Matters Arising.

North West Defence and Border Security – April 2024 letter sent to State and Federal Government expressing concern. Response received from the Minister for Home Affairs on the 7th July.

Planning Reform: EO monitoring reform status and will advise accordingly as issues arise

Local Government Elected Members Association with Tranche 2 Reforms: EO to monitor and advise accordingly

Aviation White Paper initiatives – the Aviation White Paper includes 56 policy settings for the direction of the Industry. The centrepiece is an independent Aviation Industry Ombuds Scheme and a new Charter of Customer Rights. Other initiatives include airlines having to show cause when flights delayed, disability standards and workforce and climate change initiatives. In relation to regional aviation – the government is responding to Rex Airlines voluntary administration and funding programs for remote airstrip upgrades and regional airports extended. The Productivity Commission will hold a review into regional airfares.

Resolved

Media and Communications Policy and Stakeholder Engagement Plan
Lord Mayors Distress Relief Funding
Insurance Costs relief as a result of flood impacts
Potential tourism opportunities for total eclipse events, provided by Kym Francesconi
Regional Road Group: Shire allocations
Regional Road Group Road Projects Funding Allocation – wrote to WALGA outlining KRG’s position
Emergency Management Policy Position – Wrote to Matt Reimer DFES
Members advised Cr Mitchell of their response to the Regional Road Group Project grant funding
Ministerial notes 15/02/24 – Minister Papalia, Minister Beazley, Premier. Sent to members 26/02/24
Requirements for the Deputy Chair position clarified and stands endorsed as per November 2023
Submissions to the Independent Review of Commonwealth Disaster Funding & the Senate Inquiry.
WA LEMA Review endorsed by SEMC August 2023 – uploaded on SEMC website
Emergency Services position paper endorsed 23 November 2023 meeting
Priority Action List – feedback provided by members, E.T allocate resources from contract hours
SDWK & SoHC provided bridge issues to EO. KRG wrote to State and Federal Government
State and Federal Government Election Strategy, RAI Summit 2024, position papers on website
Kimberley Housing Roundtable – Broome 29 July 2024
Advocacy Strategy Management & Maintenance of Social Housing - endorsed April 2024 meeting: issues raised with Minister Dawson 2025.
SDWK provided Infill Housing and Investigations Report
Regional Volunteering Strategy 2020 endorsed at individual council meetings. EO actioned
RCAWA approved KRG to use the benchmarking template.
Inquiry into Local Government Sustainability submitted 30 May 2024
Tanami Road Funding – KRG Media release issued, SoHC leading work on a Activation Strategy
Relationship with Kimberley Development Commission – resolved
Alcohol Restrictions: EO monitored changes in alcohol restrictions and advised accordingly
Inquiry into Local Government Sustainability - EO presented at the Public Hearing 28 August 2024
EO Contract Renewal – Feedback discussed with Secretariat & new arrangements implemented
FBT Housing – A position paper developed, and advocacy being undertaken on this issue
Submission to Clearing Legislative Reform submitted 22 nd December 2024
State & Federal Government Election Strategy – Canberra meetings Nov 2024 & 50 packs reprinted
Review of Strategic documents - status update on actions in the Business Plan at Feb 2025 meeting
Meeting held in Sydney with the CEO of Housing Australia as part of the visit to Canberra 2024
Financial Assistance Grants Position Paper developed based on the review and used for advocacy: distributed to key stakeholders, uploaded to KRG website, media release, and LinkedIn post.
Community Safety and Crime Prevention Investment Package endorsed at February 2025 meeting: Executive Summary prepared: issues raised with Minister Stojkovski 25/06/25: full report provided
Shared Services meeting held with CEOs to discuss next steps 30/07/24. Discussion focussed on staffing challenges opportunities to explore together finance and enterprise platforms
Meeting held with Karen Wheatland, Labor candidate for Durack and KRG Chair and Secretariat
Shire of Carnarvon – Vote of no confidence; Executive Officer met Minister Stojkovski on 25/06/25 re Kimberley matters.
Election advocacy, communications & engagement plan for 2025 State and Federal elections
Rates Exemptions Position Paper designed and printed as per meeting July 2025
Draft KRG 2025/26 budget presented and endorsed at 25 September 2025 meeting.

Resolved	
2028 Eclipse Strategic Planning Working Group: correspondence to KDC re Tanami Rd opportunities	
Canberra trip and meetings with key stakeholder's 1 st & 2 nd September 2025	
EO wrote to the Australian Bureau of Statistics reinforcing the importance of the Kimberley Census of Population and Housing pilot and the KRG's support for this new approach.	
EO & A/CEO KDC no longer required to meet to discuss the Kimberley Housing Pipeline as KDC is not progressing the Housing Demand data work at this stage.	
Grant Guru not progressing subscription for KRG – Shires to progress independently	
Land Tenure Reform report sent to the Jeff Gooding, Commissioner for the Shire of Derby West Kimberley.	
Share Services meeting with CEOs held 3 July 2025.	
EO briefed Jeff Gooding, Commissioner for the Shire of Derby West Kimberley on the work done on housing	

5. Correspondence

Item for Noting

Submitted by: Secretariat

- Attachment 2** Hon Stephen Dawson MLC; Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley
- Attachment 3** Jenny Telford, General Manager, Census and Population Division
- Attachment 4** Hon Stephen Dawson MLC; Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley
- Attachment 5** Hon Stephen Dawson MLC; Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley

Note: Correspondence considered of an administrative nature, such as meeting invites etc, will not be tabled unless they contain important information

Correspondence In	
Date	14/10/2025
From	Hon Stephen Dawson MLC; Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley
Topic	Invitation to attend KRG meeting on 14 November 2025 in Broome
Attachment	2
Date	25/09/2025
From	Jenny Telford, General Manager, Census and Population Division
Topic	Thank you for your letter regarding 2026 Census – Planning for the Kimberley
Attachment	3
Correspondence Out	
Date	21/10/2025
From	Paul Rosair, KRG Executive Officer
To	Hon Stephen Dawson MLC; Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley
Topic	States and Territories Build a Stronger North – Kimberley Housing Pipeline
Attachment	4
Date	06/10/2025
From	Paul Rosair, KRG Executive Officer
To	Hon Stephen Dawson MLC; Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley
Topic	Invitation to attend KRG meeting on 14 November 2025 in Broome
Attachment	5

Resolution/s		Action(s) / Budget Implications	
The Correspondence was noted		Nil	
Moved:	N/A	Responsible:	-
Seconded:	N/A	Due date:	-
Carried:	-		

**Attachment 2 Correspondence In: Hon Stephen Dawson MLC; Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley; States and Territories
Invitation to attend KRG meeting on 14 November 2025 in Broome**

On Tue, 14 Oct 2025 at 09:55, Appointments.Dawson <Appointments.Dawson@dpc.wa.gov.au> wrote:

OFFICIAL

Our ref: 62-42058

Good morning Bec,

On behalf of Minister Dawson, I would like to thank you for your invitation to attend the next KRG meeting taking place on Friday 14 November.

Due to prior diary commitments in Perth, the Minister is unable to join on this occasion. We appreciate your understanding and hope to participate at a future meeting.

Kind regards

PIA LAZARIDIS Appointments Secretary

Office of the **Hon. Stephen Dawson MLC**

Minister for Regional Development; Ports;
Science and Innovation; Medical Research; Kimberley;
Leader of the Government in the Legislative Council

+61 8 6552 5800

12th Floor, Dumas House 2 Havelock Street WEST PERTH WA 6005 Australia
minister.dawson@dpc.wa.gov.au

Acknowledgement of Country

The Government of Western Australia acknowledges the traditional custodians throughout Western Australia and their continuing connection to the land, waters and community.

We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders both past and present.

Attachment 3 Correspondence In: Jenny Telford, General Manager, Census and Population Division Thank you for your letter regarding 2026 Census – Planning for the Kimberley



Australian Bureau of Statistics
Locked Bag 10 | Belconnen ACT 2616

Mr Paul Rosair
Executive Officer
Kimberley Regional Group and Kimberley Zone

paul@naja.com.au

Dear Paul,

Thank you for your letter regarding 2026 Census – Planning for the Kimberley.

I was so pleased to receive your positive feedback on our decision to establish Operational Support Centres in the Kimberley and to recruit staff with local knowledge and strong connections in the region. I am particularly encouraged to hear that you foresee a positive impact on participation and data quality in the 2026 Census.

High quality Census data is key to ensuring effective planning for community services and regional infrastructure, so it is always good to hear that the measures we take to improve Census participation are making a difference.

We would be delighted to meet to discuss opportunities for further collaboration with the Kimberley Regional Group at a time convenient to you. Would late September or early October be possible?

Josh Lowrie and Mark Harding, the Program Manager of Census Field Operations, would be keen to discuss our recruitment plans over the next 6 months, provide an update on property, and talk about additional engagement and promotion the ABS will roll out in 2026 across each of the LGAs.

We will be in touch to propose a time.

Thank you again for reaching out. We look forward to continued collaboration with you to ensure a great 2026 Census outcome.

Yours sincerely,



Jenny Telford
General Manager, Census and Population Division
Australian Bureau of Statistics

23 September 2025

www.abs.gov.au

Attachment 4 Correspondence Out: Hon Stephen Dawson MLC; Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley; States and Territories
Build a Stronger North – Kimberley Housing Pipeline



The Hon Stephen Dawson MLC
Minister for Regional Development; Ports; Science and Innovation;
Medical Research; Kimberley
Dumas House
2 Havelock Street
West Perth WA 6005

21 October 2025

Dear Minister

States and Territories Build a Stronger North - Kimberley Housing Pipeline

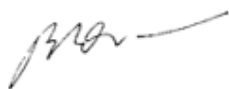
Congratulations on the work you are progressing with the Northern Australian Ministerial Forum, (NAMF) by exploring opportunities to grow a stronger north.

I write in reference to the Communique issued after the last meeting of NAMF. The Kimberley Regional Group was pleased to see that housing was a key discussion point at NAMF with a focus on addressing housing supply with practical actions.

At the behest of Housing Australia, the Kimberley Regional Group developed a Housing Pipeline. This co-ordinated package of works leverages land held by local and state governments, the non-government sector, to build much needed affordable and key worker homes across the region. The benefit of the pipeline includes achieving economies of scale, and derisking and stimulating business investment into the construction industry in response to a viable pipeline of work.

The Kimberley Regional Group would welcome the opportunity to brief you on the Kimberley Housing Pipeline and how this will support the NAMF agenda to increase housing supply in Australia's north.

Your sincerely



Paul Rosair
Executive Officer

Attach – Kimberley Housing Pipeline Project Summary

Proponent	Project	Lots	Homes	Project Status	Proponent Contribution	Investment sought Lots	Investment sought Homes
Broome							
Shire of Broome	Sanctuary Village – affordable homes	0	91	Shovel ready	\$7.6M		\$ 25,000,000.00
Shire of Broome	McMahon Estate – 120 Affordable/Social/Private	120	48	Subdivision, headworks and 48 affordable and key worker homes	Brokering Land		\$ 36,200,000.00
Shire of Broome	Key worker housing	0	14	Shovel ready	\$3.5M		\$ 8,600,000.00
Nyamba Buru Yawuru	Birragun Buru Estate Stage 2	0	12	Shovel ready	Land		\$ 7,000,000.00
Nyamba Buru Yawuru	Lot 502 Gubinge Road	750	0	Planning and headworks	Land	\$ 15,000,000.00	\$ -
Nyamba Buru Yawuru	Specialist Disability Accommodation	0	10	Shovel ready	Land		\$ 6,500,000.00
Derby and Fitzroy Crossing							
Shire of Derby West Kimberley	Service Worker Units	0	30	Planning and construction	Brokering Land		\$ 25,000,000.00
Leedal Pty Ltd	33 Forrest Road Fitzroy Crossing - 4x staff homes, 47 key worker homes - 32 x 1 bedroom & 15 x 2 bedroom	0	51	Planning phase	Land		\$ 35,528,000.00
Halls Creek							
Shire of Halls Creek	Stage one infill social housing		30	Shovel ready	Brokering Land		\$ 30,000,000.00
Shire of Halls Creek	Affordable rentals - staff		9	Shovel ready	Land		\$ 8,500,000.00
Shire of Halls Creek	New land release – Social, affordable, for purchase	80	0	Planning and Headworks	Brokering land	\$ 40,000,000.00	\$ -
Kimberley Language Resource Centre	Affordable rentals - staff	0	4	Shovel ready	Land		\$ 3,600,000.00
Yarliyil Arts Centre	Affordable rentals - staff	0	2	Planning and construction	Land		\$ 3,000,000.00
Jungarni Jutiya	Affordable rentals -staff	0	3	Planning and construction	Land		\$ 3,500,000.00
Kununurra							
Shire of Wyndham East Kimberley	Crossing Falls - 10 x 1.8Ha rural residential blocks for sale	10	0	Planning	\$152K - income generated through land sale	\$ 220,000.00	
Wunan Aboriginal Corporation	Bloodwood Drive- affordable homes	0	42	Planning and construction	Land		\$ 24,700,000.00
TOTAL		960	346			\$ 55,220,000.00	\$ 217,128,000.00

Investment sought		
Cost per home	\$	627,537.57
Cost per lot	\$	57,520.83

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Indicative Kimberley Housing Pipeline by Town March 2025

Proponent	Project	Homes	Project Status	Proponent Contribution	Investment sought	NGO Housing
Broome						
Shire of Broome	Sanctuary Village – 91 affordable homes	91	Shovel ready	\$7.6M	\$ 25,000,000.00	
Shire of Broome	McMahon Estate – 120 Affordable/Social/Private	48	Subdivision, headworks and 48 affordable and key worker homes	Brokering Land	\$ 36,200,000.00	
Shire of Broome	14 affordable rentals	14	Shovel ready	\$3.5M	\$ 8,600,000.00	
Nyamba Buru Yawuru	Birragun Buru Estate Stage 2 – 12 homes	12	Shovel ready	Land	\$ 7,000,000.00	\$ 7,000,000.00
Nyamba Buru Yawuru	Lot 502 Gubinge Road – 650 /750 block land release		Planning and headworks	Land	\$ 15,000,000.00	\$ 15,000,000.00
Nyamba Buru Yawuru	Specialist Disability Accommodation – 10 affordable homes	10	Shovel ready	Land	\$ 6,500,000.00	\$ 6,500,000.00
TOTAL		175			\$ 98,300,000.00	\$ 28,500,000.00

Derby and Fitzroy Crossing

Shire of Derby West Kimberley	30 Service Worker Units	30	Planning and construction	Brokering Land	\$ 25,000,000.00	
TOTAL		30			\$ 25,000,000.00	

Halls Creek

Shire of Halls Creek	Stage one infill social housing - 30 social homes	30	Shovel ready	Brokering Land	\$ 30,000,000.00	
Shire of Halls Creek	9 affordable rentals	9	Shovel ready	Land	\$ 8,500,000.00	
Shire of Halls Creek	New land release – 80 lots - Social, affordable, for purchase		Planning and Headworks	Brokering land	\$ 40,000,000.00	
Kimberley Language Resource Centre	4 affordable rentals	4	Shovel ready	Land	\$ 3,600,000.00	\$ 3,600,000.00
Yarliyil Arts Centre	2 affordable rentals	2	Planning and construction	Land	\$ 3,000,000.00	\$ 3,000,000.00
Jungarni Jutiya	3 affordable rentals	3	Planning and construction	Land	\$ 3,500,000.00	\$ 3,500,000.00
TOTAL		48			\$ 88,600,000.00	\$ 10,100,000.00

Kununurra

Shire of Wyndham East Kimberley - Water Lily Place	16 affordable rentals	16	Shovel ready	Land	\$ 8,000,000.00	
Wunan Aboriginal Corporation	Bloodwood Drive 42 affordable homes	42	Planning and construction	Land	\$ 24,700,000.00	\$ 24,700,000.00
TOTAL		58			\$ 32,700,000.00	
TOTAL		311			\$ 244,600,000.00	\$ 63,300,000.00

Average cost per home

\$

786,495.18

Attachment 5 Correspondence Out: Hon Stephen Dawson MLC; Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley; States and Territories Invitation to attend KRG meeting on 14 November 2025 in Broome

On Mon, 6 Oct 2025 at 11:19, NAJA Administration <info@naja.com.au> wrote:

Good morning Pia,

I'm reaching out on behalf of the **Kimberley Regional Group (KRG)** to warmly invite Minister Dawson to attend our next KRG meeting, which will be held in the **Shire of Broome on Friday, 14 November from 1:00pm to 3:00pm.**

We would be happy to accommodate the Minister's schedule if another time that day would be more convenient.

Cr David Menzel, Chair of the KRG and Board Member of the Kimberley Development Commission (KDC), has also mentioned that this would be a wonderful opportunity for the Minister to meet with members of the KDC Board while in Broome.

We would be delighted to welcome the Minister and look forward to the possibility of his attendance.

Kind regards

Bec Billing

Corporate Services Manager:

NAJA Business Consulting Services

Administrative Officer: Regional Capitals Alliance WA (RCAWA)

Administrative Officer: Kimberley Regional Group (KRG)



www.naja.com.au
info@naja.com.au

459 Albany Highway,
Victoria Park, WA, 6100

6. Financial Report

Item for Noting

Submitted by: Vernon Lawrence, KRG Secretariat

Attachment 6: Kimberley Regional Group Financial Report to 30 September 2025

Purpose

To update the KRG members on the financial position of the Group.

In summary

This report presents the Kimberley Regional Group Interim Financial Activity Statement for the period ended 30 September 2025. The report recommends that the Kimberley Regional Group (KRG) receives the Financial Activity Statement.

Background

Previous Considerations

The KRG adopted its annual budget for the 2025/26 Financial year at the meeting on 25 September 2025. At this meeting a report relating to the finances for the financial year to 30 June 2025 was approved by the KRG assuming that there were to be no project work to be undertaken.

This report is for the financial activity for Quarter 1 of the 2025/26 financial year. Quarterly reports will be tabled at meetings as soon after the end of each quarter as is practical.

Comment

The Financial Activity Statement presents a current surplus position of \$217,190 represented by a cash balance held in reserve.

Invoices in the amount of \$180,000 for the 2025/26 financial year have not been sent out to the members of the KRG at the time of writing this report. They will be sent out before the Christmas close. Contributions will be maintained at \$45,000 as agreed to in the Annual Budget. The receipt of members contribution will increase the cash balance held to \$397,190.

The expenditure to date is in line with the year to date budget at \$44,184. The two items exceeding the year to date budget relate to the trip to Canberra in September. Reimbursable travelling and accommodation costs of \$2,330 and executive hours spent in setting up meetings, preparation of documents and attendance at meetings of \$6,798.

The cash position of the KRG remains healthy and there are sufficient funds to fund future operations and programs. It is noted that there will be a strategic planning session held on 14 November 2025 from which adjustments to the budget may arise that will impact on the funds held in reserve.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT***Local Government Act 1995*****Financial Implications**

As at the 30 June 2025 the Kimberley Regional Group cash balance was \$261,374. Expenses for the first quarter were \$44,184 against a budget of \$45,750. The closing cash balance is \$217,190 held in reserves by the Shire of Wyndham East Kimberley on behalf of the KRG.

Invoices for the members contributions will be sent out in November. Upon receipt of these amounts the cash reserves will increase to \$397,190 less any costs incurred between the date of preparation of this report and the receipt of the funds.

Strategic Implications**Governance Goal – A collaborative group demonstrating strong regional governance:**

Effective governance protocols and systems for business efficiency and improved services through collaboration

Secure funding for regional initiatives

Link to Key Pillar/s and Strategies:		Budget Implications	
People Place Prosperity Performance Advocate Partner Promote Facilitate Fund Monitor			
Resolution/s		Action(s)	
The Kimberley Regional Group noted: - the Interim Financial Report to 30 September 2025; - the \$44,184 year to date operating budget deficit; - that the 2025/26 members contributions will be invoiced and sent to members before the end of Quarter 2; - the \$217,190 cash surplus position representing the total members interests at 30 September 2025.			
Moved:	N/A	Responsible:	-
Seconded:	N/A	Due date:	-
Carried:	-		

Attachment 6: Kimberley Regional Group Financial Report to 30 September 2025

Kimberley Regional Group - Financial Activity Statement for the period ending 30 September 2025	Annual Budget 2025/26	Budget Year to Date	Actual Year to Date
Expenditure			
Kimberley Regional Group - Zone & RCG Meeting Expenses	6,000	1,500	166
Kimberley Regional Group - Canberra Delegation Expenses	12,000	3,000	6,798
Kimberley Regional Group - Annual Financial Audit	5,000	1,250	-
Kimberley Regional Group - IT Support	1,000	250	-
Kimberley Regional Group - Sundry Expenses	1,000	250	-
Kimberley Regional Group - Policy creation	3,000	750	-
Kimberley Regional Group - Website upgrade	2,000	500	-
Kimberley Regional Group - Projects	-	-	-
Kimberley Regional Group - Executive Consultancy	150,000	37,500	34,890
Kimberley Regional Group - Executive Consultancy - reimbursable costs	3,000	750	2,330
Kimberley Regional Group - North West Defence Alliance	-	-	-
	<u>183,000</u>	<u>45,750</u>	<u>44,184</u>
Income			
Kimberley Regional Group - Reimbursement Zone & RCG Meetings Expenses - Op Inc	-	-	-
Kimberley Regional Group - Members Contribution Secretariat Costs - Op Inc	-180,000	- 45,000	-
Kimberley Regional Group - Disbursement from Reserve.		-	-
Kimberley Regional Group - Interest on Reserve - Op Inc.	-3,000	- 750	-
	<u>- 183,000</u>	<u>- 45,750</u>	<u>-</u>
Net Operating Result	<u>-</u>	<u>-</u>	<u>44,184</u>
Opening Cash Balance	261,374	261,374	261,374
Outstanding Contributions			
Appropriation from Reserve			- 44,184
Closing Cash Balance	<u>261,374</u>	<u>261,374</u>	<u>217,190</u>

7. Formal Presentations

Item for Discussion

Submitted by: Executive Team

Purpose

To provide a forum for guests to address the KRG on relevant topics.

Attendees

Time	Name	Position
1:00pm – 1:15pm	Janine Hatch	Director, RDA Kimberley
1:30pm – 1:45pm	Kate Vivian	Assistant Commissioner Strategy and Emergency Management, Department of Fire and Emergency Services
1:45pm – 2:00pm	John Hutchison APM	Superintendent, Kimberley District Office, WA Police Force

Link to Key Pillar/s and Strategies:		Budget Implications
People Place Prosperity Performance	Advocate Partner Promote Facilitate Fund Monitor	Nil
Resolution/s		Action(s)
For noting		EO to keep KRG members informed about any upcoming meetings with politicians. Members to notify the EO if they wish to attend accordingly.

8. Housing Pipeline Update

Item for Decision

Submitted by: Executive Team

Attachment 7: Sample demand data dashboard

Attachment 8: Kimberley Housing Demand Study Proposal of fees from Jointly

Purpose

To seek funding for housing demand data to enable the Proposal for investment in the Kimberley Housing Pipeline to be completed.

In summary

- The Kimberley Housing Pipeline, a co-ordinated package of new housing projects across the Kimberley, is an outcome of the Housing Roundtable held in Broome on the 29th July 2024.
- The State and Federal Governments have requested housing demand data as a context for understanding investment need.
- The Kimberley Development Commission in the review of their Residential Housing and Land Snapshot 2023 were going to include housing demand data. This project has been delayed.
- The Kimberley Development Commission have provided ten-year population projections for each Kimberley Shire, along with a preliminary list of investment projects for each Shire, as data to indicate additional housing need.
- Attached is an example of housing demand snapshot that would be useful to support investment in the Kimberley Housing pipeline.
- A quote was sourced by the Executive Officer to do this work – a quote is attached.
- Funding is being requested from the KRG to progress this immediate piece of work.
- This housing demand data could be used by each Shire to inform border housing
- In addition, information is provided on the cost of a more substantial piece of work if this is something that the KRG would like to consider.

Background

- As above

Details

The missing piece of work for the Kimberley Housing Pipeline is housing demand data, needed as the broader context in which to prosecute the case for new investment in housing supply. This information has been requested by Housing Australia and the WA Housing Supply Unit. The Kimberley Development Commission were going to provide this information as part of a review of the Residential Housing and Land Snapshot 2023. This review has been delayed.

Attachment 8 provides a sample dashboard from a Queensland local government that outlines the type of housing demand data needed for Kimberley Housing Pipeline project.

Jointly Planning, a town planning consultancy firm, were approached for a quote to undertake this work, as they have worked with a number of metropolitan and regional local governments on housing demand analysis. Jointly Planning have provided a quote for a short, sharp piece of work. This quote is attached.

Jointly Planning will provide a dashboard, similar to the Queensland local government dashboard, for the Kimberley region and for each Shire for a total cost of \$1500. This can be done within a 2-week time frame. This project will deliver the following regional and Shire data –

- Key housing and demographic statistics based on available Forecast Id. and ABS data
- Population forecasts based on available Forecast Id. and ABS data, and compared to WA Tomorrow data
- Dwelling demand based on available Forecast Id. and ABS data
- Brief key insights (based on available information)

In addition, Jointly Planning has provided information on the scope and cost of a larger piece of housing work, This more substantive piece of work, which would involve the creation of details maps, would cost between \$25,000 to \$30,000 and would take around 16 weeks to complete. The information provided by Jointly Planning is as follows -

The study will provide the Kimberley Regional Group (KRG) and member local governments with a unified framework for understanding demographic trends, housing market performance, development constraints, and future land release needs across the six major towns and surrounding settlements.

Objectives

- *Identify the current housing and land supply across the region, including tenure mix, dwelling typologies, and occupancy trends.*
- *Analyse population growth, household formation, and demographic change to determine likely housing demand to 2041.*
- *Assess housing affordability, market performance, and investment constraints, including the role of social housing, GROH, and employer-provided accommodation.*
- *Map existing and potential urban expansion areas and identify opportunities for targeted infill or redevelopment aligned with infrastructure capacity and servicing.*
- *Develop regional growth scenarios and provide indicative dwelling yield estimates under low, medium, and high growth conditions.*
- *Recommend strategic actions and governance mechanisms for local governments to coordinate land and housing delivery across the region.*

Key Tasks

- 1. Project Inception and Scoping**
 - Confirm project objectives, stakeholder roles, data sources, and outputs.
 - Review regional and local strategic documents (KRG Regional Plan, Local Planning Strategies, Corporate Business Plans, and Regional Housing Programs).
- 2. Baseline Data Compilation**
 - Consolidate existing datasets from ABS, Landgate, Department of Planning, Lands and Heritage (DPLH), and Department of Communities.
 - Extract and harmonise data on population, housing approvals, social housing stock, vacancy rates, and land supply across all four LGAs.
- 3. Demographic and Housing Market Analysis**
 - Assess historical and projected population growth using WA Tomorrow and regional forecasting tools.
 - Analyse housing typologies, ownership, affordability, overcrowding, and tenure composition.
 - Identify structural causes of market failure and key drivers of housing demand.
- 4. Land Supply and Capacity Assessment**

- Audit undeveloped and underutilised urban land within each town.
 - Identify potential redevelopment and infill precincts with existing infrastructure support.
 - Apply indicative density and yield modelling (low to high growth) to estimate potential dwelling capacity.
5. **Regional Growth Scenarios and Future Needs**
- Develop spatial and quantitative growth scenarios for short (0–5 years), medium (5–10 years), and long-term (10–20 years) horizons.
 - Align scenarios with infrastructure and service delivery capacity, economic drivers, and workforce needs.
6. **Strategic Findings and Recommendations**
- Identify key housing challenges and constraints unique to the Kimberley.
 - Recommend strategies for increasing housing diversity, enabling investment, and coordinating regional delivery mechanisms.
 - Provide guidance on local planning policy responses and advocacy opportunities.
7. **Final Reporting**
- Prepare a concise Kimberley Regional Land and Housing Study Report, supported by infographics, mapping outputs, and summary dashboards.
 - Deliver presentations to the Kimberley Regional Group Board and participating local governments.

Deliverables

- Draft and Final Regional Land & Housing Study Report (Word and PDF)
- GIS-based maps showing settlement structure, growth potential, and land capacity
- Summary Fact Sheets for each local government area
- Executive presentation for adoption and dissemination

Risk

Reputational: That the KRG does not deliver outcomes from the Kimberley Housing Roundtable .

Financial: Ensure value for money is obtained from project work.

Link to Key Pillar/s and Strategies:		Budget Implications	
People Place Prosperity Performance Advocate Partner Promote Facilitate Fund Monitor		\$1,500 plus GST	
Resolution/s		Action(s)	
The KRG noted the below recommendation/s 1. Approve \$1500 (plus GST) for housing demand data for the Kimberley and for each Shire: and 2. Discuss whether they would like to undertake a detailed piece of work on housing demand data.			
Moved:	N/A	Responsible:	
Seconded:	N/A	Due date:	
Carried:	-		

Attachment 7: Sample demand data dashboard

AREA SUMMARY – COASTAL MACKAY

The Coastal Mackay area is made up largely of family households that reside within larger detached dwellings. A larger portion of these families have children, with a considerable school-aged population.

The area has seen substantial demand for housing in the last decade, with very high levels of building approvals, and strong price growth.

With the strongest population growth forecast, the current planned supply for detached dwellings is substantially below the forecast demand by 2036. However, with a significant ultimate gap, there is potential for the total planned supply to cater for the demand levels. There is sufficient planned supply for the attached market.

Population & Demographics

Population Growth:

↑ **1.4% P.A.**

Historical 2016-21

↑ **2.1% P.A.**

Forecast 2021-36



18% of the population is school aged children



Majority of households high earning with 53% earning more than \$104,000



60% of the workforce are in white collar occupations.

Housing Insights and Key Messages



Key Issue: Dwelling Structure

- Majority of homes are detached, with little change over the last five years.



Key Issue: Dwelling Size

- Majority of dwellings have 4 or more bedrooms
- 87% of dwellings have bedrooms excess to requirements



Key Issue: Rental Market

- 28% of renters in rental stress
- Significant price growth for unit and house rentals over the last five years
- High median rental prices compared to wider region



Key Issue: New Dwelling Market

- Significant increase in building approvals in the post-pandemic period
- Relatively strong with circa 50% converting to a lot registration

Forecast Dwelling Estimates

DETACHED DWELLINGS				ATTACHED DWELLINGS				
2021								
Current	8,051			1,068				
2031								
	Demand^	Planned Dwelling Supply^	Gap*	Ultimate Gap*	Demand^	Planned Dwelling Supply^	Gap*	Ultimate Gap*
Base Case	11,297	10,181	-1,116	+4,646	1,334	1,646	+312	+2,046
High Growth	12,311		-2,130	+3,632	1,454		+192	+2,002

[^] No. Dwellings
^{*} (+Surplus / -Deficit)

Attachment 8: Kimberley Housing Demand Study Proposal of fees from Jointly



1 November 2025

Ms Jane Lewis
Principal: Redit Research
Associate: NAJA Business Consulting Services,
Executive Assistant: Regional Capitals Alliance WA
Executive Assistant: Kimberley Regional Group

Via email: jane@reditresearch.com.au

Dear Jane,

Kimberley Housing Demand Study - Population Forecast and Dwelling Yield Data Snapshots

Further to your email of 31 October 2025 and our subsequent conversations, I offer the following proposal for your consideration.

It is understood that in July 2024, the Kimberley Regional Group, in agreement with Housing Australia, resolved to develop a Kimberley Housing Pipeline – a package of works to facilitate an increase in housing supply across the region. To develop this pipeline, the four Kimberley Shire have identified a range of housing projects led by Shires and non-government agencies.

It is also understood that, to inform the pipeline, and new housing developments in the region, the Kimberley Regional Group is seeking to engage a suitably qualified consultant to identify and quantify current and future housing needs in order to understand unmet need for the Kimberley region and for the major towns in each Shire.

This is required to include a data snapshot for each of the four Shires of the Kimberley region, which illustrates current and projected housing demand over the next ten years based on available ABS demographic data and the Kimberley Development Commission's (KDC) population projections.

We are available in November of 2025 to undertake the following scope of work over the course of approximately 2 weeks:

- Key housing and demographic statistics based on available Forecast Id. and ABS data
 - Population forecasts based on available Forecast Id. and ABS data, and compared to WA Tomorrow data*;
 - Dwelling demand based on available Forecast Id. and ABS data
 - Brief key insights (based on available information)
- * Where required, data will also be sourced through Forecast.id, which is derived from the Australian Bureau of Statistics' Estimated Resident Population. Forecast.id is considered to be more localised and up to date compared to the demographic trend-based forecasts contained within WA Tomorrow and Report No. 12 (WAPC).

The final document will be provided in PDF and InDesign formats.

This engagement is offered at a fixed price of **\$1,500 + GST**. Payment terms are as follows:

- Start Up Meeting - 50%
- Final Report - 50%

If you are happy with this proposal, please provide a purchase order accordingly so that we can commence this engagement and arrange a convenient date for a start-up meeting.

Please call me on 0433 270 116 if you require any further information / explanation.

Kind regards,



Jana Joubert

Owner / Managing Director

9. Executive Assistant Networking Update

Item for Noting

Submitted by: Executive Team

Purpose

To provide members with an update on the Executive Assistant networking group – post June workshop

Background

An Executive Assistant workshop was held in Perth in July 2025 with the purpose of providing learning opportunities and establishing a network group. Following the workshop a Teams chat group was set up in order to provide an ongoing forum for information sharing and networking.

Details

Since the establishment of the Teams chat group, the group have discussed various topics and provided information / solutions relevant to their work. Some topics have included:

- Performance Appraisal review processes
- Budget impacts
- Alerts on seminars and learning opportunities
- Recruitment and Role advertising for LG positions
- Elected member payment responsibilities
- AI transcripts
- Procurement policies and updates
- Councillor internal induction packs
- Cyber Security alerts

A virtual meeting was held on 7/10/2025 during which the EA's discussed:

- Local government elections, including administrative in-house preparations for new members, induction processes and manuals, election process issues with election boxes not being received in time, post offices holding voting slips etcetera
- Record keeping systems for Councillor Teams – the difficulty of managing discussions and document attachments via Teams, Docs on Tap, SharePoint and other systems. Suggestion to have a session to invite members IT representatives to a virtual meeting to see what others are doing that could be a successful solution
- New personnel in some local governments
- Travel arrangements and the use of the LG travel company as opposed to a travel agent or on-line searches: pros and cons
- Planning for future meetings – self-determining regarding timing, different facilitators, agenda items to be canvased but to include a hint or tip that has been learnt over the last month that could help others
- Possibility of another face-to-face meeting in 2026 – to be discussed with CEO's

The Executive Assistant Group appears to provide a beneficial network opportunity for those that participate. The KRG executive team have also noticed a marked increase in connectivity and responses to requests since the workshop.

Risk

Reputational: Ability to hold a workshop with meaningful outcomes, attended by high profile, key stakeholders

Link to Key Pillar/s and Strategies:		Budget Implications	
People Place Prosperity Performance Advocate Partner Promote Facilitate Fund Monitor			
Resolution/s		Action(s)	
The KRG noted		Members to consider an inperson workshop for Executive Assistants in 2026.	
Moved:		Responsible:	
Seconded:		Due date:	
Carried:			

10. Around the Grounds

Item for Discussion

Submitted by: Executive Team

Purpose

This session provides an opportunity for members to share information of a local or regional nature that may provide opportunities for collaboration or may serve the purposes of sharing a learning that could impact the region as a whole.

In summary

- Since the inception of this agenda item in February 2023, two events were deemed major enough to steer discussion: the Kimberley floods and the Canberra visit.
- Local Government elections 2025 – overview from each Shire
- Shires to introduce a topic/s of their choice that they deem relevant for the group. It is the intention that each Shire can hold the floor for up to 5 minutes, after which the item can either be followed up out of session or raised as an agenda item for the next meeting.

Potential Topics

- Discussion on recent local government elections

Risk

Operational and reputational: if key issues facing KRG members are not understood by the KRG.

Link to Key Pillar/s and Strategies:		Budget Implications
People Place Prosperity Performance	Advocate Partner Promote	Facilitate Fund Monitor
Resolution/s		Action(s)
For information only		

11. Kimberley Regional Group Priority Action List

Item for Noting

Submitted by: Executive Team

Attachment 9: Status Report, KRG Prioritised Action List

Purpose

To provide a status update on action items.

In summary

- The Priority Action List 2023/24, developed November 2022, is a standing agenda item.
- Priority Actions do not preclude other activities or seizing opportunities as they arise.
- This list will be updated after the November 2025 planning workshop

Background

- As above

Details

- As per the attached action list

Risk

Operational: Without agreement on the priority work opportunities may be missed.

Link to Key Pillar/s and Strategies:		Budget Implications	
People Place Prosperity Performance Advocate Partner Promote Facilitate Fund Monitor		Additional funding to progress agreed after a scope of works is presented for endorsement	
Resolution/s		Action(s)	
The KRG noted priority action list progress.			
Moved:		Responsible:	-
Seconded:		Due date:	-
Carried:			

Attachment 9: KRG Prioritised Action List Status November 2025

Note: These actions will be reviewed at the November 2025 planning workshop.

Legend

Ongoing		Complete	On track	Pending	Behind
Type of Activity	Actions		Within contract scope	Status Update	
Performance	Secretariat to source information on AI training		Yes	Information being sourced	
Advocate Facilitate	Develop a Scope of Works for a Regional Economic Development Strategy		Yes	Pending workshop discussion	
Advocate Facilitate	Progress a Discussion Paper on Royalties for Regions Opportunities		Yes	Pending	
Facilitate and partner	Develop a collective Kimberley Housing Investment Strategy		No	- Housing Advocacy Strategy endorsed November 2023 - Discussion with Housing Australia to develop of a 5-year Kimberley Housing Pipeline - Discussion with the WA Treasury Housing Supply Unit who support the pipeline approach - Pipeline projects identified by each Shire. - Submission in development which incorporates information requested by government including population projections, demand data, the pipeline and investment schedule, project governance and risk. - Scope of Works written for housing demand data for KDC review of the Residential Housing and Land Snapshot 2023. Advice that this review may not be progressing.	
Advocate	Capture current advocacy for community safety and crime prevention package			In progress	
Advocate	Develop 2026/27 bid in advance of the WA Government State Budget (include community safety and crime prevention)			Pending workshop discussion	
Advocate	KRG members to put a link to the KRG Website from their websites			Only one Shire has progressed this	
Advocate	Housing Maintenance Advocacy Strategy		Yes	- Letter written to Minister Dawson outlining key issues - Strategy to be developed for KRG endorsement	

Advocate	- Review KRG land policy and strategy - Advocate for policy changes to the transfer of Crown land to freehold for the provision of housing, with savings allocated for headworks or other activities to facilitate development.	Yes	- Paper presented in July 2025 meeting for endorsement - Paper being reviewed based on feedback
Performance	Improving performance by learning from others (Benchmarking Project)	No	- Benchmarking project endorsed November 2023 meeting. - Templates provided to Councils for input
Performance	Explore Shared Services Opportunities - CEOs to identify difficult to recruit roles - Executive to collate and determine areas of joint need, the best options and methods of delivery and to draft and EOI	No	CEOs identifying difficult to recruit roles
Advocate	- Expansion of mental health services. - Expansion of family and domestic violence services. - Expansion of aged care services. - Health facilities that are fit for purpose in Aboriginal communities.	Yes	An opportunity to lead joint advocacy with NGO sector
Advocate	Advocate for whole of family approach and wrap around services to be located in the Kimberley.	Yes	Rolled into election strategy. Benchmarking exercise to assist with this.
Advocate	Develop advocacy strategies to encourage economic diversification including mining; tourism; agriculture; defence; creative Industries; small business; Indigenous business growth	Yes	Ongoing advocacy and engagement
Advocate	Advocate for MOG initiatives around better place based regional service delivery to be progressed.	Yes	- Ongoing advocacy and engagement. - MOG reform in WA underway post 2025 Election.
Advocate	Changes to Environmental Clearing Regulations	No	In train
Advocate	Submission to the Federal Inquiry into Local Government Sustainability.	Yes	- Submission Framework on the April 2024 agenda for discussion and input. - Submission lodged 30th May 2024 - Attended public hearing August 2024.
Advocate Facilitate	Gather government election priorities	Yes	Reviewed government commitments
Advocate Facilitate	Create Investment Prospectus 2023		Complete
Advocate Facilitate	Create Investment Prospectus 2024	No	Complete
Advocate	Develop pre-election summary document	No	Complete

Advocate Facilitate	Develop communication and advocacy plan	Yes	Key messages / key stakeholders
Advocate	Develop White Paper with clear positions	Yes	- Complete – Instead of White Paper Position Papers developed on the following issues - 1. Prosperous and Diverse Economy 2. Housing 3. Management of Alcohol and Other Drugs 4. Juvenile Justice 5. Community Safety and Crime Prevention 6. Provision of Government Services 7. Emergency Management 8. Financial Assistance Grants 9. Fringe Benefits Tax Housing 10. Rates Exemptions
Advocate	- Increase support for mitigation measures, infrastructure replacement to be more resilient. - Removal of the distinction between ordinary and additional costs in NDR payments. - Streamlined contracting and procurement processes, surety to payments, and immediate access to NDR funds.	Yes	- Independent Review of Commonwealth Disaster Funding Submission endorsed and submitted. - Senate Inquiry submission submitted. - EM Policy Paper submitted. - These points included in submissions and EM Policy Paper.
Facilitate and Partner	Develop strong relationships with NHFIC (National Housing Finance Investment Corporation), Development WA and the Department of Communities – invite CEOs to KRG meeting to discuss partnership opportunities.	Yes	- NHFIC, now Housing Australia, attended November 2023 meeting. - Are engaged through Housing Advocacy Strategy and the Kimberley Housing Pipeline.
Advocate	Develop a stakeholder engagement and communications plan, and advocacy strategy, to drive the actions identified in the Housing Policy Position, i.e.: - State and federal social and affordable housing investment programs target the Kimberley - Community housing partnerships. - The DPLH support Shires to review housing needs in each town. - Changes to Government Regional Officer Housing and Home Ownership Subsidy Scheme policies - Government incentives for new supply - Changes to finance lending practices for home purchase	Yes	Endorsed November 2023 meeting
Advocate	Submission to Aviation Green Paper	Yes	Submission endorsed at November 2023 meeting and submitted

Performance	Review KRG Governance Documents	Yes	Governance documents endorsed at November 2023 meeting.
Advocate	Submission to National Housing and Homelessness Plan	Yes	Submission lodged based on Housing Policy Position
Advocate	First Port of Entry Status	Yes	- Letters sent to State and Federal Government Ministers – continued to be raised in meetings with government. - Expanded FPOE status progressed for Broome - Wyndham First Port of Entry Status Federally approved 17 January 2025 - Funding allocated in the 2025 WA Budget
Advocate	Defence and Border Security		- Letters to Ministers - Support for North West Defence Alliance
Advocate	Alcohol Management – Letters and submissions on the Banned Drinkers Register	Yes	Submissions made on proposed changes to the Banned Drinkers Register
Advocate	Potential summit with Regional Australia Institute, 14-15 August, Canberra	Yes	- NAJA negotiated reduced conference package and opportunities - KRG sponsor of National Summit recognised through branding and dedicated session.
Facilitate and Partner	Host a Kimberley Housing Roundtable	No	Held in Broome July 2024.
Advocate	Launch Pre-election document	Yes	Formal launch at August 2024 Kimberley Economic Forum.
Advocate	Tanami Activation Strategy	No	- Application lodged by KDC for precinct funding under rPPP was not successful - Activation strategy is included in the Investment Prospectus and Election Strategy - Correspondence to the KDC requesting whole of government governance arrangements to facilitate project development
Advocate	Financial Assistance Grants	No	- Research report endorsed Feb 2025 - Report provided to key stakeholders - Submission lodged with the WA Grants Commission 21 May 2025
Partner	Develop a joint project to quantify shire expenditure on vandalism/property crime.	No	Community Safety and Crime Prevention Package complete

Monitor and Advocate	Research on the Financial Assistance Grants (FA Grants) methodology with recommendations for changes to the funding allocation.	No	- Scope of works endorsed at November 2023 meeting. - Review completed - Review circulated to key stakeholders - Submission made to WA Grant Commission May 2025
Advocate	Develop a stakeholder engagement, communications and advocacy strategy in line with the Policy Papers	Yes	Complete
Advocate	Undertake Pre-election Advocacy	Yes (unless Canberra)	Complete

12. Executive Officer Report

Item for Noting

Submitted by: Executive Officer

Attachment 10: EO Report October 2025

Purpose

To update the KRG on the Executive Officer services provided for the period June 2025 inclusive.

Background

The attached report provides information about the services provided, activities undertaken and time allocation over the past two months.

Details

As in included attachment.

Risk

Nil

Link to Key Pillar/s and Strategies:		Budget Implications	
People Place Prosperity Performance	Advocate Partner Promote	Facilitate Fund Monitor	
Resolution/s		Action(s)	
The Executive Officers Report was noted			
Moved:		Responsible:	
Seconded:		Due date:	
Carried:			

Attachment 10: EO Report October 2025

Project Work / Activity

Refer to business arising and KRG action lists for all activities the Executive is working on.

Project / Activity	Status	Item
Administrative Matters and Meetings	Ongoing	-
Website and social media	LinkedIn posts continuing	-
Strategic Planning	Implementation of the KRG Prioritised Action List.	11
Strategic Planning Workshop	Complete	13
Advocacy Strategy Management of Social Housing	Paused	-
Kimberley Housing Pipeline	In Progress	8
Developing Northern Australia Conference 2026	In Progress	13
General Stakeholder Engagement	Ongoing – see Stakeholder list	12

Stakeholders

Stakeholders	Purpose
KRG members	Developing Northern Australia Conference 2026 Alice Springs, KRG Canberra visit, Minister Meetings, 2026 meeting dates
KRG Secretariat	Agenda items, advocacy discussions, finance administrative matters, Service Level Agreement review
Executive Team	Workshop to review the priority action list, organise meetings in Canberra, Developing Northern Australia Conference logistics, Strategic Planning Workshop
Stuart Smith, Director General of the Department of Biodiversity, Conservation and Attractions	Informal meeting request (held 17 October), KRG matters
Hon. Reece Whitby MLA; Minister for Police; Road Safety; Tourism; Great Southern	Community Safety and Crime Prevention Investment Package
Ben Cave, CEO, RSPCA Western Australia	Attend November meeting
Jenny Telford, General Manager, Census and Population Division, Australian Bureau of Statistics	ABS Census 2026 Kimberley , Attend November meeting
Josh Lowrie, Director (a/g), Census Operational Support Centres, Australian Bureau of Statistics	Attend November meeting

Stakeholders	Purpose
Hon Stephen Dawson MLC; Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley; Leader of the Government in the Legislative Council	Meeting Request (held 22 October 2025), KRG matters, invitation to attend November meeting, Kimberley Housing Pipeline
Carolyn Gowen, Business Partnership Manager, Developing Northern Australia	2026 DNA Conference Alice Springs tickets and partnership package
Melissa Pexton, Deputy Commissioner Strategy and Emergency Management, Department of Fire and Emergency Services	Attend November meeting
John Hutchison APM, Superintendent, Kimberley District Office, WA Police Force	Attend November meeting

Time Allocation

Historic Contract: September 2022 – August 2024

Name	Contract Hrs.	Actual Hrs.
Paul Rosair	670	663.5
Michelle Mackenzie	462	441.25
Jane Lewis	564	499
Support	92	131

Current Contract: September 2024 – August 2025

Total 1-Year Contract: 864 Hours: Monthly from 8th of the month to 7th of the next month

Paul Rosair			Michelle Mackenzie		Jane Lewis		Support	
	Contract	Actual	Contract	Actual	Contract	Actual	Contract	Actual
Sep 24	25	32	22	23	26	7	5	8
Oct 24	25	37.5	22	24.75	26	46	5	10
Nov 24	25	36.5	22	9.5	26	10	5	12
Dec 24	15	15.5	11	11	14	3	2	3
Jan 25	15	19.5	11	47.50	14	49.5	2	3
Feb 25	25	24.5	22	19.25	26	3	5	10
Mar 25	25	25	22	18.25	26	4	5	11
Apr 25	25	40	22	18.50	26	13	5	6
May 25	25	15	22	21.75	26	10	5	10
June 25	25	24	22	27.50	26	26	5	17
July 25	25	46.5	22	16.25	26	36	5	20
Aug 25	25	12	22	17.50	26	4	5	12
Sep 25	25	25	22	16.25	26	2	5	10
Oct 25	25	25	22	9.75	26	12	5	10
TOTALS	330	378*	286	280.75	340	225.5	64	142
OVERALL CONTRACT: 1,020 ACTUALS: 1,026.25*								

Note: A one-off payment was made by the KRG to reconcile outstanding hours to the 29th of February 2024.

* Pending reconciliation

13. General Business

Item	Responsible	Comments /Actions Arising
2026 Meeting dates	Executive Officer	The Executive Team liaised with members to determine suitable dates for 2026 meetings. <u>Draft Meeting Dates – 2026</u> February: Friday 20 – In-person (Perth or Regional, TBD) April: Friday 24 – Zoom June: Thursday 11 – Meeting (AM) / Government Forum (PM) August: Friday 21 – Zoom October: Thursday 8 & Friday 9 – Regional Visit and Strategic Planning December: Friday 11 – Zoom Members discussed meeting dates at the 14 November meeting. Draft 2026 meeting dates have been updated as follows: February: Thursday 12 & Friday 13 – In-person (SWEK) May: Wednesday 13 – Zoom June: • Thursday 18 – Meeting • Friday 19 - Government Forum August: Date TBD – to coincide with DNA Conference (17–18), in-person (Alice Springs) October: Friday 9 – Zoom December: Friday 11 – Zoom
Benchmarking	Executive Officer & KRG Secretariat	Verbal update to be provided
Developing Northern Australia Conference 2026	Executive Officer	Executive Team emailed members on 30 October 2025 to advise of the discounted rate of \$1,199 (plus GST) and requested confirmation of their two nominated representatives by 9 November 2025. The Executive Team subsequently emailed DNA on 10 November 2025 to confirm the number of tickets required.
Strategic Workshop Outcome	Executive Officer	Discussion on workshop outcome and next steps
Eclipse Update	KRG Secretariat	Verbal update to be provided

14. Executive Officer Contract

Item for Endorsement

Submitted by: Executive Officer

Attachment 11: Service Level Agreement – Review 2024/2025

Purpose

- To advise the members of the contract end date for NAJA Business Consulting Services and to offer an extension of contract for the role of Executive Services for the KRG.
- To note that a month-by-month extension of the current contract was implemented from 8 September 2025 to allow the 2024–2025 performance review to be completed in November 2025.
- To update the KRG on the Service Level Agreement performance outcomes between the KRG (Principal) and NAJA Business Consulting Services (Consultant)
- To endorse a CPI increase of 3.6% (Per Annum) for services provided backdated to the 8th September 2025 as recommended by the Secretariat. This will be reviewed on the 7th September 2026.

Background

NAJA Business Consulting Services was engaged to deliver Executive Services for the Kimberley Regional Group and Kimberley Country Zone commencing 8 September 2022. The initial 24-month contract included the possibility of two additional one-year extensions. A 12-month extension was subsequently awarded on 8 September 2024 and will conclude on 7 September 2025.

Under the terms of the contract, a service level agreement was established, requiring a performance review to be conducted annually. The review for the 2024–2025 period was carried out on 31 October 2025.

Additionally, Section 38.2 of the contract specifies that on each Review Date, the consultant shall be entitled to adjust the rates listed in the Schedule of Rates based on the percentage change as published in the Consumer Price Index since the last Review Date.

Details

Paul and his team are dedicated to supporting the KRG in enhancing the rich diversity and liveability of the Kimberley region, with a focus on improving social, economic, and cultural outcomes for its residents. He would be delighted to have the opportunity to continue his role as Executive Officer for an additional two-year term commencing December 8, 2025, to advance these objectives further.

This extension would enable Paul and his team to maintain momentum on crucial projects, execute ongoing initiatives, and bring to fruition other projects where the team has played a significant role.

The secretariat, Vernon Lawrence, CEO of SWEK, conducted an in-person service level review on 31 October 2025, via zoom. The outcomes of the review were as follows:

Risk

Operational: A change in Executive Support will impact on project delivery.

Financial: Risk is managed as this increase has been built into the budget.

Link to Key Pillar/s and Strategies:		Budget Implications	
People Place Prosperity Performance Advocate Partner Promote Facilitate Fund Monitor		As per recommendation: 3.6% increase for Executive Services to NAJA Business Consulting Services	
Resolution/s		Action(s)	
The KRG noted the below recommendation/s - KRG members endorsed NAJA Business Consulting Services's extension of Contract to provide Executive Services for the KRG from 8th December 2025 until 7th December 2027 with an option for a further one year extension. - The Service Level Agreement performance review between the KRG (Principal) and NAJA Business Consulting Services (Consultant) was noted. - A 3.6% CPI increase for Executive services provided by NAJA was endorsed for services provided for the period 8th September 2025 to 7th September 2026 as recommended by the Secretariat		NAJA Business Consulting Services Administrative Officer liaise with SWEK Finance Officer to implement the new arrangements.	
Moved:	N/A	Responsible:	
Seconded:	N/A	Due date:	
Carried:	-		

Attachment 11: Service Level Agreement – Review 2024/2025

Service Level Agreement

Between:

**the Kimberley Zone / Kimberley Regional Group (Principal) and
NAJA Business Consulting Services (Consultant)**

The SLA will be reviewed at regular intervals to ensure that the Consultant is meeting the standards set out within the SLA. Where the Principal determines that the Consultant is at risk of breaching or has already breached the SLA the Principal will provide the Consultant written notice. The Consultant must remedy the issues within at least 7 days, from the date the notice was delivered, or as otherwise agreed to by the Principal in writing.

The Principal will conduct a major review of the SLA annually. The Contractor must ensure that they participate in the review without inhibiting the process.

Date	KPI	Meeting Standards	At risk of breach	Breaching standards	Action required
	Meet general conditions as agreed to in the Contract				
	MEETING COORDINATION: a) Prepare the KRG meeting agenda items and business papers in consultation with the Chair, KRG Members and WALGA. b) Provide all KRG agenda items to WALGA for inclusion in the agenda within the specified timeframes; c) Liaise with WALGA in relation to meeting arrangements including guest speakers; and d) Attend a minimum of 6 meetings per year. e) Ensure KRG meeting resolutions are captured and actioned appropriately.	✓ ✓ ✓ ✓ ✓			

Date	KPI	Meeting Standards	At risk of breach	Breaching standards	Action required
	MEMBER SUPPORT a) Provide support on KRG business matters to KRG members, member Councils and other stakeholders. b) Deliver projects identified in the Strategic Community Plan, Regional Business Plan and other strategic documents. c) Coordinate meeting arrangements. d) Provide strategic advice to the KRG as required. e) Develop and maintain effective relationships across the KRG network.	✓ ✓ ✓ ✓ ✓			
	ADVOCACY AND POLICY INFLUENCE The Consultant will provide support to enable the KRG to: a) Meaningfully influence the policy agendas of the State and Federal governments to gain recognition of Kimberley local government issues and opportunities at a regional, state and national level. b) Advocate on behalf of the KRG to State and Federal governments, industry bodies and communities across the region for outcomes based on the KRG Strategic Community Plan, Regional Business Plan and other strategic documentation. c) Engage and collaborate with local and regional stakeholders to champion the interests of the KRG and the region. d) Develop and update advocacy documentation including the Advocacy Agenda, Infrastructure Prospectus and other documents as required. e) Prepare reports, speeches, presentations, briefings, correspondence and other documents as required to progress the strategic vision of the KRG. f) Liaise with media on agreed policy positions, noting the Chair of the KRG is the spokesperson. g) Provide advice and information that will facilitate the KRG vision. h) Where not undertaken by WALGA for the Zone, facilitate meetings with Ministers, Director Generals, external agencies, elected representatives and other stakeholders.	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓			

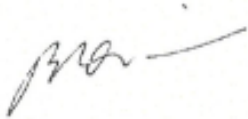
Date	KPI	Meeting Standards	At risk of breach	Breaching standards	Action required
	i) Plan and organise approved KRG events, conferences and meetings to promote the advocacy agenda.	✓			
	GOVERNANCE The KRG operates under a Memorandum of Understanding between the four member Shires. The Consultant will: a) Ensure compliance against the KRG MOU and any supporting documentation, including the KRG Governance Manual. b) Preparation and updating of KRG governance and corporate documentation including the KRG Annual Performance Report, Strategic Community Plan and the Strategic Business Plan and other governance and corporate documents as required. c) Assist the Secretariat with the treasury function through the identification and costing of budget items such as estimated approved project delivery costs.	 ✓ ✓ ✓			
	PROJECT FACILITATION The Consultant will be required to undertake the following duties: a) Project management and related contract supervision, including oversight of procurement documentation, finances, consultants and other resources, in conjunction with specialised Shire officers as nominated by their CEOs. b) Identification of funding opportunities, preparation and acquittal of funding submissions and liaison with funding bodies. c) Deliver prioritised outcomes derived from the KRG Strategic Community Plan, Regional Business Plan and agreed scope of work.	 ✓ ✓ ✓			
	REPORT PREPARATION Reports that are requested by the KRG may be undertaken within the scope of this Contract or, for larger projects outsourced where the role of the Consultant provides project management.	✓			

The KRG and NAJA Business Consulting Services agree to abide by this Service Level Agreement. Dated this 31st October 2025.



Vernon Lawrence

Secretariate of the Kimberley Regional Group



Paul Rosair

Principal NAJA Business Consulting Services

Attachment 12: 2025 Meeting dates

- CEO Ringaround
- In Person Meetings
- Zoom meetings
- State Council

Month	Meeting	Date	Time	Location
November	Zone only meeting	21/11/25	9:00am – 9:45am	Zoom

Meeting Closure: 1:58pm