



ORDINARY COUNCIL MEETING

MINUTES

The Ordinary Meeting of Council was held
in the Council Chambers, Welcome Road, Karratha,
on Tuesday, 28 January 2014

CHRIS ADAMS
CHIEF EXECUTIVE OFFICER



No responsibility whatsoever is implied or accepted by the Shire of Roebourne for any act, omission or statement or intimation occurring during Council or Committee Meetings. The Shire of Roebourne disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee Meetings.

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

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

The Shire of Roebourne warns that anyone who has any application lodged with the Shire of Roebourne 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 Shire of Roebourne in respect of the application.

Signed:  _____
Chris Adams - 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.

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OFFICIAL OPENING	7
2	PUBLIC QUESTION TIME.....	7
3	RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE	7
4	DECLARATIONS OF INTEREST	8
5	PETITIONS/DEPUTATIONS/PRESENTATIONS.....	8
6	CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS	8
7	ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION	9
8	EXECUTIVE SERVICES.....	11
8.1	PILBARA-KIMBERLEY FORUM	11
8.2	INTERNATIONAL RELATIONS WITH RIZHAO AND DALIAN	15
9	CORPORATE SERVICES	19
9.1	FINANCIAL STATEMENT FOR PERIOD ENDING 30 NOVEMBER 2013	19
9.2	LIST OF ACCOUNTS DECEMBER 2013	41
9.3	WARD BOUNDARY REVIEW	63
10	COMMUNITY SERVICES	67
10.1	TENDER 15-13/14 – MANAGEMENT OF COSSACK HISTORICAL TOWN SITE .	67
10.2	NOMINATIONS TO THE CULTURAL AND MUNICIPAL OFFICES ADVISORY GROUP	73
10.3	ALTERATION OF WICKHAM PONY CLUB INC LEASE	77
10.4	CLUB DEVELOPMENT OFFICER SCHEME	81
10.5	DRAFT SPORT, RECREATION & LEISURE STRATEGIC PLAN 2013 - 2022.....	85
10.6	COMMUNITY PAVILION IMPROVEMENTS PROGRAM	89
10.7	SHIRE OF ROEBOURNE TRAILS MASTERPLAN.....	95
11	DEVELOPMENT SERVICES.....	99
11.1	EXPLORATION LICENCE E47/2942 ON RESERVE 45588, 40 MILE BEACH	99
11.2	KARRATHA FORESHORE MANAGEMENT PLAN, GNOOREA (40 MILE) FORESHORE MANAGEMENT PLAN AND POINT SAMSON FORESHORE MANAGEMENT PLAN	103
11.3	SAND MINING IN CONSERVATION, RECREATION AND LANDSCAPE PROTECTION RESERVE EAST OF SAM’S CREEK ROAD, POINT SAMSON ..	113

12	STRATEGIC PROJECTS & INFRASTRUCTURE	121
12.1	DAMPIER PUBLIC BOAT RAMP REFURBISHMENT TENDER 04-13/14	121
12.2	KARRATHA AIRPORT – PARKING AND GROUND TRANSPORT POLICY REVIEW	125
12.3	EMERGENCY PROCUREMENT PROVISIONS FOR TROPICAL CYCLONE CHRISTINE RECOVERY	131
12.4	DISPOSAL OF PROPERTY – WASTE WATER TREATMENT PLANT NO. 1 SHED	135
12.5	EFFLUENT REUSE SCHEME - CONCEPT & DESIGN CONSULTANCY BRIEF TENDER 17-13/14	139
12.6	KARRATHA AIRPORT TERMINAL UPGRADE PROJECT / BAGGAGE HANDLING SYSTEM TENDER 23-13/14	143
12.7	PASSENGER SCREENING AUTHORITY SERVICE AND EQUIPMENT REQUEST FOR TENDER.....	151
13	ITEMS FOR INFORMATION ONLY	157
13.1	SHIRE PRESIDENT’S MAIL.....	158
13.2	REGISTER OF DOCUMENTS STAMPED WITH THE SHIRE OF ROEBOURNE COMMON SEAL.....	159
13.3	NON STATUTORY DONATIONS FOR PERIOD ENDING 31 DECEMBER 2013.	160
13.4	RECORD OF TENDERS AWARDED BY THE CEO UNDER DELEGATION 13 ..	162
13.5	MONTHLY BUILDING STATISTICS - DECEMBER 2013	165
13.6	PLANNING DECISIONS ISSUED 03 DECEMBER 2013 - 13 JANUARY 2014....	168
13.7	JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATIONS 03 DECEMBER 2013 - 13 JANUARY 2014.....	170
13.8	MONTHLY RANGER STATISTICS	171
13.9	MONTHLY HEALTH STATISTICS – DECEMBER 2013	174
13.10	CLEANSWEEP TASKFORCE QUARTERLY REPORT	177
13.11	AMENDMENTS TO THE CAT AND DOG ACTS	179
13.12	WASTE SERVICES DATA	181
13.13	MOONRISE CINEMA FINAL REPORT	184
14	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	185
15	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	185
16	URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION.....	185
17	MATTERS BEHIND CLOSED DOORS	185
	CONFIDENTIAL ATTACHMENTS TO ITEM 10.1 TENDER 15-13/14 – MANAGEMENT OF COSSACK HISTORICAL TOWN SITE	186
	CONFIDENTIAL ATTACHMENT TO ITEM 10.2 NOMINATIONS TO THE CULTURAL AND MUNICIPAL OFFICES ADVISORY GROUP.....	186

**CONFIDENTIAL ATTACHMENT TO ITEM 12.1 DAMPIER PUBLIC BOAT RAMP
REFURBISHMENT TENDER 04-13/14..... 186**

**CONFIDENTIAL ATTACHMENT TO ITEM 12.5 EFFLUENT REUSE SCHEME -
CONCEPT & DESIGN CONSULTANCY BRIEF TENDER 17-13/14 186**

**CONFIDENTIAL ATTACHMENT TO ITEM 12.6 KARRATHA AIRPORT TERMINAL
UPGRADE PROJECT / BAGGAGE HANDLING SYSTEM TENDER 23-13/14.... 186**

17.1 AIR DEVELOPMENT PLAN FOR KARRATHA AIRPORT 186

**17.2 PASSENGER SCREENING AUTHORITY IMPLEMENTATION OF FEES AND
CHARGES AT KARRATHA AIRPORT 186**

18 CLOSURE & DATE OF NEXT MEETING 191

AGENDA

1 OFFICIAL OPENING

The Ordinary Meeting of Council held in the Council Chambers, Welcome Road, Karratha on 28 January 2014 was declared open at 6:30 pm. Cr Long acknowledged the traditions of the Ngarluma people, on whose land we are gathered here today.

2 PUBLIC QUESTION TIME

Member of the public, Mr Stuart Otto, representing the Karratha Community Garden addressed the Council and asked if consideration could be given for the Millars Well Pavilion to be developed to suit a 'Men's Shed' concept.

In response, Shire of Roebourne, Director Community Services, Mr Andrew Ward referred to Agenda Item 10.6 Community Pavilion Improvements Program (CPIP). Mr Ward advised that the construction of a Men's Shed in Millars Well was a component of the Shire's CPIP and the Shire's 2013 Sport, Recreation and Leisure Strategic Plan. Furthermore major capital expenditure identified within the Shire's Draft Long Term Financial Plan 2014/15 - 2023/24 is noted to accommodate a Men's Shed within the Millars Well Pavilion with minor internal works planned.

3 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE

Councillors:

- Cr Peter Long [President]
- Cr John Lally [Deputy President]
- Cr Garry Bailey
- Cr Geoff Harris
- Cr Harry Hipworth
- Cr Nerida Kickett
- Cr Janine Miller
- Cr Michael Saylor
- Cr Evette Smeathers
- Cr Robin Vandenberg

Staff:

Chris Adams	Chief Executive Officer
Phillip Trestrail	Director Corporate Services
Andrew Ward	Director Community Services
David Pentz	Director Development Services
Simon Kot	Director Strategic Projects & Infrastructure
Linda Franssen	Minute Secretary

Apologies: Cr Fiona White-Hartig

Absent: Nil

Leave of Absence: Nil

Members of Public: Melissa Edwards
 Peter McDowell
 Stuart Otto

Members of Media: Peter de Kruijff - Pilbara News
 Ebony Swetman - Pilbara News
 Ben Leahy- Pilbara Echo

COUNCIL RESOLUTION

Res No : 152728
MOVED : Cr Smeathers
SECONDED : Cr Vandenberg

That Council approve leave of absence for Cr Hipworth, Cr Kickett and Cr White-Hartig for the 17 February 2014 Council meeting.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
AGAINST : Nil

4 DECLARATIONS OF INTEREST

Nil.

5 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

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

RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152729
MOVED : Cr Lally
SECONDED : Cr Kickett

That the Minutes of the Ordinary Meeting of Council held Monday 16 December 2013, be confirmed as a true and correct record of proceedings.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
AGAINST : Nil

7 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

03/12/2013 - Meeting with Roebourne Visitors Centre
03/12/2013 - Seniors Christmas Party (Karratha/Dampier)
03/12/2013 - St Paul's Primary School Presentation Evening
04/12/2013 - Karratha City of the North Steering Group Meeting (Perth)
04/12/2013 - Meeting with Regional Development and Lands (Perth)
04/12/2013 - Meeting with Apache Energy (Perth)
04/12/2013 - PDC 21 Years in the Pilbara Celebration (Perth)
05/12/2013 - Meeting with Rio Tinto (Perth)
09/12/2013 - St Luke's High School Presentation Night
11/12/2013 - Visitor Information Services Review Meeting
11/12/2013 - Meeting with Ngarliyarndu Bindirri Aboriginal Corporation
12/12/2013 - Meeting with Paul Jones - CC Architect
16/12/2013 - Meeting with Pilbara Regiment
17/12/2013 - Meeting with Yindjibarndi Aboriginal Corporation
17/12/2013 - Meeting with Point Samson Community Association
19/12/2013 - Meeting with Department of Regional Development

8 EXECUTIVE SERVICES

8.1 PILBARA-KIMBERLEY FORUM

File No:	GR.24
Responsible Executive Officer:	Chief Executive Officer
Reporting Author:	Director Corporate Services
Date of Report:	13 January 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Draft Program

PURPOSE

To consider the attendance of Councillors at the 2014 Pilbara-Kimberley Forum.

BACKGROUND

The Pilbara-Kimberley Forum (previously referred to as the Joint Pilbara and Kimberley Zone Regional Council Meeting) has been running for a number of years, offering networking opportunities for delegates from Pilbara and Kimberley local governments, coupled with presentations from representatives of prestigious Australian and international organisations on a variety of topics relevant to the North West.

The 2014 Pilbara-Kimberley Forum is being organised by the Pilbara Regional Council (PRC). Based on support of Pilbara and Kimberley local governments, this year's forum will be held in Jakarta, Indonesia, and will take place from May 4th to 7th.

The PRC is building a program of presentations that are relevant to the Pilbara and Kimberley local governments, looking at trade links with Indonesia, regional investment, providing an international perspective to local issues and trade concerns, and investigating reciprocal tourism opportunities. The attached brochure outlines the topics and speakers for the proposed forum.

So that flight and venue bookings can be made, the PRC has requested that Council provide attendee nominations as soon as possible.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy *CE-8 Significant Decision Making Policy*, this matter is considered to be of moderate significance in terms of economic issues and Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with Councillors at the Agenda Briefing.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

Attendance at the forum by Councillors would constitute professional development in accordance with Policy CE-3 *Professional Development Allowance (Councillors)*.

FINANCIAL IMPLICATIONS

The registration fee for the forum is \$450 per delegate, including conference costs, international airfares, accommodation and meals. The only additional cost will be domestic airfares.

Attendance at the Forum can be funded from the Professional Development budget.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program: 1.b.1.2 Build partnerships with stakeholders including Government Agencies and Public and Business Enterprises to implement the vision of the Karratha City of the North.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council resolved to support the 2014 Pilbara-Kimberley Forum being held in Jakarta at the October 2013 Ordinary Council Meeting.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT SUPPORT attendance of Councillors or Officers at the 2014 Pilbara-Kimberley Forum being held in Jakarta.

CONCLUSION

The Pilbara Regional Council (PRC) has requested that Council provide the names of any Councillors and Officers attending the 2014 Pilbara-Kimberley Forum which will be held in Jakarta in May. The Forum offers delegates networking opportunities and presentations on a variety of topics relevant to the Pilbara and Kimberley local governments, including looking at trade links with Indonesia, regional investment, providing an international perspective to local issues and trade concerns, and investigating reciprocal tourism opportunities.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to SUPPORT the attendance of the following Councillor/s at the 2014 Pilbara-Kimberley Forum in Jakarta.

COUNCIL RESOLUTION

Res No : 152730
MOVED : Cr Hipworth
SECONDED : Cr Miller

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to SUPPORT the attendance of the following Councillor/s, Cr Long, Cr White-Hartig, Cr Harris, Cr Kickett, Cr Vandenberg at the 2014 Pilbara-Kimberley Forum in Jakarta.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
Cr Smeathers, Cr Vandenberg
AGAINST : Nil

8.2 INTERNATIONAL RELATIONS WITH RIZHAO AND DALIAN

File No:	ED.18
Responsible Executive Officer:	Chief Executive Officer
Reporting Author:	Manager Marketing and Communications
Date of Report:	16 January 2014
Applicant/Proponent:	CEO
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To:

- a) Seek Council consideration of a proposal to enter into formal discussions with Rizhao (Lanshan) and Dalian cities in China as potential candidates to be Sister Cities with the Shire of Roebourne.
- b) Consider a proposed scoping tour to China to move to the next stage of the Sister City process in line with the Shire's International Relations Strategy.

BACKGROUND

Council has previously resolved its intention to establish Sister City relationships to enable cultural, educational and business exchange with like minded local governments around the world. The Sister Cities Advisory group recommended that a Chinese Sister City was the highest priority and that a port city that received iron ore exported from the Shire of Roebourne would be the best fit. Council endorsed the International Relations Strategy that reflected this course of action at the October 2013 Council meeting.

In line with this strategy, three cities have been selected in consultation with the Consulate of the People's Republic of China in Perth as having strong merit to establish bi-lateral relationships and as potential Sister City candidates. At its November 2013 meeting, Council endorsed entering into a formal relationship with the Huangdao District. On the advice of the Chinese Consulate and Premier's Office, contact has now been made with the Lanshan District in Rizhao and also with Dalian. These cities both meet the major criteria of being port cities which receive iron ore shipments from the Shire of Roebourne and both have expressed an interest in establishing a relationship. It is proposed that a formal relationship be commenced with these cities through a letter of intent, similar to the one provided to Huangdao.

Following the establishment of formal relations, the next proposed step in furthering the bi-lateral relationships and moving towards a Sister City relations is undertaking a scoping exercise whereby representatives would travel to China to meet representatives of the cities as well as viewing their infrastructure and key initiatives, including ports, cultural facilities and educational institutions. This scoping exercise would aim to determine the appropriateness and level of willingness/support for a sister city relationship from the various potential sister cities.

The proposed dates for the scoping exercise are from February 18-23, with each of the three cities to be visited for approximately one day during this time. Following the mission, a report

will be prepared outlining the level of relationship that will be sought with the respective cities and the proposed course of action to establish a Sister City partnership.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

This Sister Cities Advisory Group has provided input into the International Relations Strategy and has been consulted in the selection of potential Sister Cities.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The Sister Cities budget has a total allocation \$30,000 for this financial year of which \$5000 has been earmarked for the scoping mission.

STRATEGIC IMPLICATIONS

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	4.f.1.20	Continue to build the capacity of the organisation to deliver the City of the North Aspiration.
Our Services:	4.f.1.20.1	Participate in the development and implementation of the Shire's Economic Development Strategy.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 5.8 of the *Local Government Act 1995* RESOLVES to:

1. CONSULT with the Consulate of the People's Republic of China in Perth to determine further options for potential Sister Cities; and
2. DEFERS the scoping mission for two officers to visit China until more suitable options are found.

CONCLUSION

The Shire is continuing to develop international relationships as a precursor to establishing a formal Sister City partnership. Sending letters of intent to Rizhao and Dalian will establish formal communications with the cities enabling us to move to the next stage of discussions. The proposed scoping exercise to the three cities will help gain an understanding of the local culture, municipal leaders, business climate and potential benefits that each would present as a Sister City.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152731
MOVED : Cr Vandenberg
SECONDED : Cr Lally

That Council by SIMPLE Majority pursuant to Section 5.8 of the *Local Government Act 1995* RESOLVES to:

1. **APPROVE** letters of intent to establish a friendly relationship to be sent to Rizhao (Lanshan District) and Dalian; and
2. **SEND** a delegation involving the Shire CEO and the Manager Marketing and Communications to visit Qingdao, Rizhao and Dalian from 18-23 February 2014 to investigate the suitability of each City becoming a City Sister to the Shire of Roebourne.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
Cr Smeathers, Cr Vandenberg
AGAINST : Nil

9 CORPORATE SERVICES

9.1 FINANCIAL STATEMENT FOR PERIOD ENDING 30 NOVEMBER 2013

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Management Accountant
Date of Report:	20 December 2013
Applicant/Proponent:	Not applicable
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To provide a summary of Council’s financial position for the period ending 30th November 2013.

BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 30th November 2013:

2013-2014	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Var. Ind
Operating Expense	(75,785,178)	(76,528,033)	(30,503,451)	(26,389,039)	4,114,412	▼
Operating Revenue (incl. Rates)	105,366,343	111,853,515	72,494,461	72,948,407	453,946	▲
Non Operating Exp	(51,031,459)	(61,411,818)	(14,795,744)	(11,219,021)	3,576,723	▼
Non Operating Rev	12,643,124	17,249,924	2,421,881	2,380,920	(40,961)	▼
Non Cash Items Included	8,153,389	7,700,370	1,444,891	2,336,008	891,117	▲
Surplus BFWD 12/13	653,781	1,136,042	1,136,042	1,136,042	0	
Surplus/(Deficit) 13/14	0	0	32,198,080	41,193,317	8,995,237	▲

This table shows that Council is currently in a surplus position \$8.9m above budget. Major variances of year to date actual versus year to date budget comprise of the following major items:

Operating Expense	Non-operating Expense
Under budget in the following programs: <ul style="list-style-type: none"> • \$1.2m in transport; • \$884k in Recreation; • \$644k in Community Amenities; • \$538k in Governance; • \$534k in Other Property & Services. 	Under budget in the following projects: <ul style="list-style-type: none"> • \$729k Airport works; • \$608k in footpath construction; • \$522k in Karratha Leisureplex expenses; • \$255k Airport Water Infrastructure upgrades; • \$218k Tip building improvements; • \$187k Airside Upgrade works; • \$157k Civic precinct development costs; • \$155k CCTV installation.

Further detail on these variances is included later in this report in the variance commentary by Program for the Rate Setting Statement.

FINANCIAL MANAGEMENT SUMMARY

Financial Ratios

Ratio	Description of Ratio/Indicative Target Ranges provided by Dept. of Local Government	Original Budget 2013/14	YTD Budget 2013/14	YTD Actual Result	Variance Description
Operating Sustainability					
Operating Surplus Ratio	An indicator of the extent to which revenue raised not only covers operational expenses, but also provides for capital funding				This variance is due to high operating income year to date. An Operating Surplus Ratio in excess of 15% indicates a strong financial position.
	Operating Surplus (excl. capital grants & contributions)/Own Source Revenue	21,962,770	29,744,753	35,852,340	
	Minimum Target between 0% and 15%	86,583,328	55,565,749	57,277,185	
Asset Sustainability Ratio	An approximation of the extent to which assets managed by a local government are being replaced as these reach the end of their useful life				The Asset Sustainability Ratio is below the YTD budget due to Capital expenditure being behind budget YTD. Depreciation is above budget YTD due to depreciation adjustments relating to EOFY plant revaluations.
	Capital Renewal and Replacement Expenditure/Depreciation	28,559,117	11,236,716	7,825,157	
	Target - Greater than 0.90	8,075,504	1,796,667	2,031,177	
Own Source Revenue Ratio	An indicator of a local government's ability to cover its costs through its own tax and revenue efforts				This variance is due to operating expenses below YTD budget.
	Own Source Operating Revenue/Operating Expenses	86,644,765	55,557,847	57,277,185	
	Target - Greater than or equal to 0.40	75,785,178	30,503,451	26,389,039	
Liquidity Ratios					
Current Ratio	A measure of a local government's liquidity and its ability to meet its short term financial obligations from unrestricted current assets				The current ratio is unable to be calculated on a YTD budgeted basis due to the nature of its components being budgeted on an annual basis. The YTD Actual results in a ratio of 6.55 due to rates revenue being recorded at the beginning of the financial year.
	Current Assets less Restricted Assets/Current Liabilities less liabilities associated with Restricted assets	9,569,996	Not Applicable	47,663,945	
	Target - greater than or equal to 1	9,277,760		7,272,960	
Debt Ratios					
Debt Service Cover Ratio	An indicator of a local government's ability to generate sufficient cash to cover its debt payments				Original Budget results in a ratio in excess of 10 due to low level of debt resulting from early loan repayment programme undertaken in 2012/13. Council's sole outstanding debt is a Self Supporting Loan to the Chamber of Commerce.
	Operating surplus before interest expense and depreciation/Principal and interest Expense	30,042,200	31,541,420	35,852,340	
	Target - more than 2- The higher the better	6,858	3,429	2,394	
		>10	>10	>10	

Statement of Financial Position

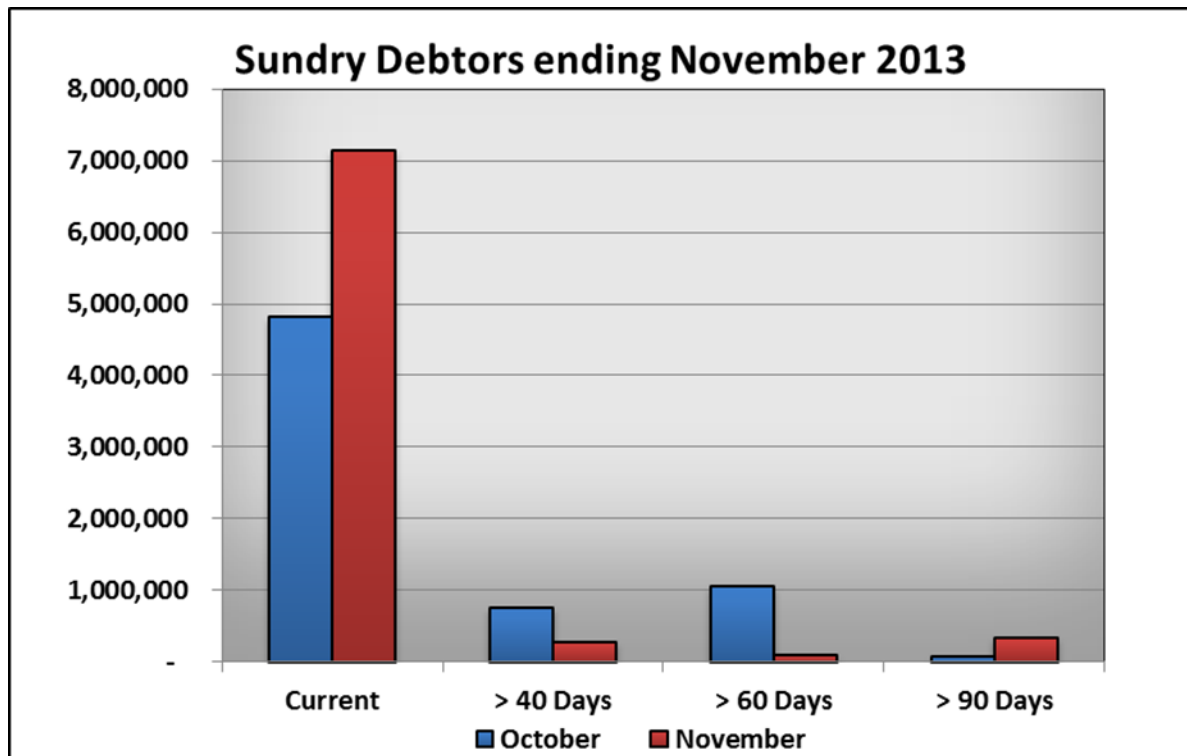
	2013 Nov	2013 Oct	% change
Current			
Assets	91,429,903	91,644,062	-0.23%
Liabilities	9,954,832	10,706,851	-7.02%
Non Current			
Assets	266,112,807	265,511,408	0.23%
Liabilities	570,185	570,185	0.00%
Net Assets	347,017,692	345,878,434	

Total Current Assets decreased by 0.23% from October to November, which is a normal monthly variance. Current Liabilities have decreased by 7.02% from October to November due to an increased volume of supplier invoices having been paid in November. Non current assets have increased 0.23% due to capital works commenced. Non Current Liabilities remained unchanged.

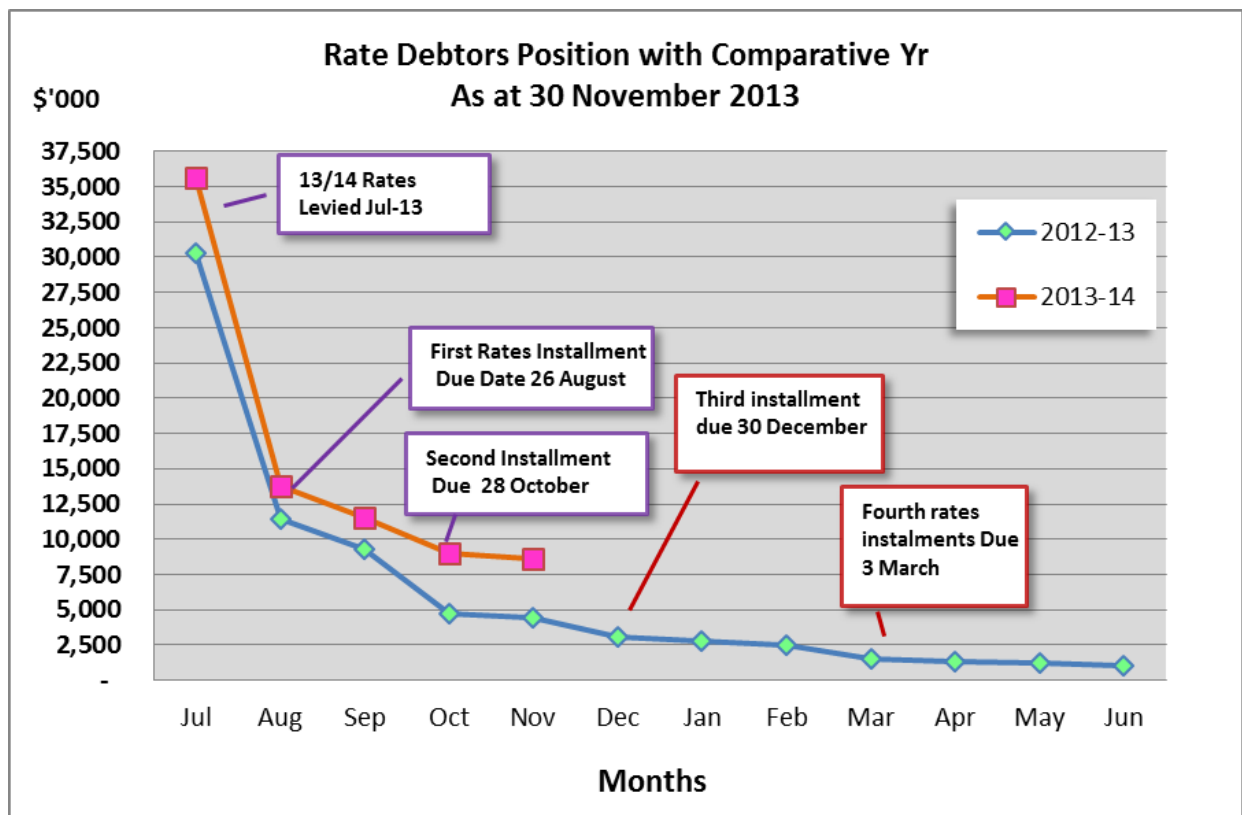
Debtors Schedule

Total Trade Debtors increased by 17% or \$1,132,079 in the period due to regular monthly invoicing. Stringent debt collection on outstanding debts greater than 40 Days continued in line with Council policy. The following table shows outstanding balances for each aging period for balances in excess of \$5,000 as well as debtors with significant current balances held in excess of \$1 million.

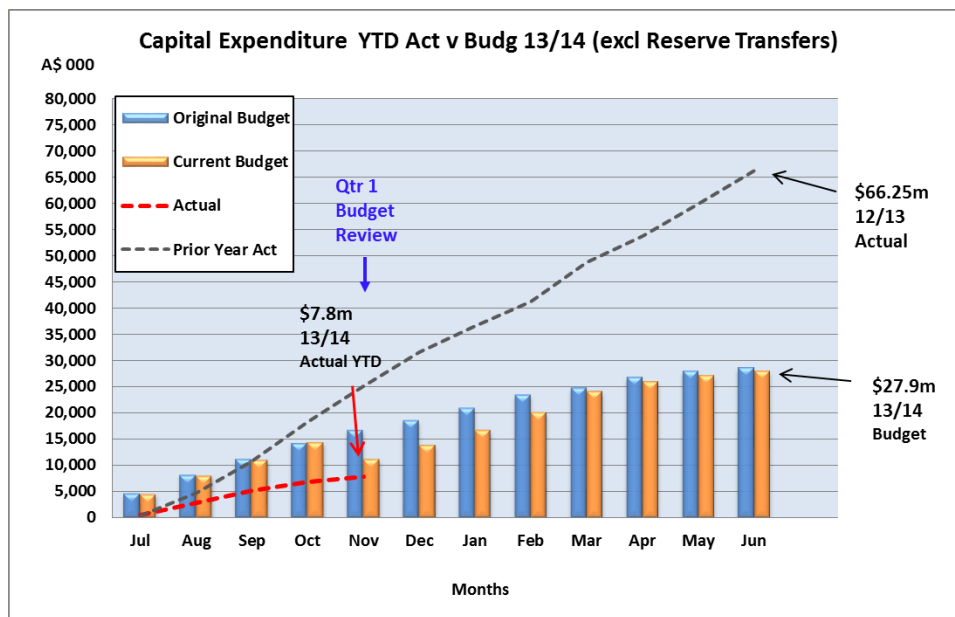
Debtor	Total	Current	40 Days	60 Days	>90 Days	Since paid (Y/N)	Comments
QANTASLINK PTY LTD	292,821	157,539	8,700	14,801	111,781	No	Qantas have not accepted 13/14 fees and charges so not paying/shortpaying. Forwarded to Debt Collection as per policy
QANTAS AIRWAYS LIMITED	1,365,287	1,165,107	35,189	66,735	98,257	No	Qantas have not accepted 13/14 fees and charges so not paying/shortpaying. Forwarded to Debt Collection as per policy
ALLIANCE AIRLINES PTY LTD	268,707	208,279	60,428	0	0	No	Referred to debt collection
HNZ Australia Pty Limited	29,198	6,404	22,795	0	0	No	Under investigation
Hammersley Iron Pty Limited	1,186,373	1,185,973	400	0	0	No	Primarily Current Balance
Karratha Netball Association	24,441	12,219	0	7,054	5,168	No	Referred to debt collection
Tox Free Australia Pty Ltd	726,409	701,444	40,249	-554	-14,730	No	Referred to debt collection
KARRATHA AIR LOGISTICS	16,592	0	0	0	16,592	No	Referred to debt collection
Pilbara Iron Company (Services) Pty Ltd	1,331,160	1,329,396	0	228	1,536	No	Primarily Current Balance
Skywest Airlines Pty Ltd	19,606	12,498	0	8,875	-1,767	No	Referred to debt collection
VEOLIA ENVIRONMENTAL SERVICES	194,869	142,489	51,912	468	0	No	Referred to debt collection
WOODSIDE ENERGY LTD (GRV PROPERTIES)	66,177	22,775	43,402	0	0	No	Referred to debt collection



Rates payments of \$416,157 (including interims) were received during the month of November. This represented 5% of the outstanding rates balance from the prior month. The third rates instalment is due on the 30th December.



Capital Expenditure



Asset Class	YTD			Annual	
	YTD Amended Budget	YTD Actual	Variance %	Annual Orig Budget	Annual Amend Budget
	30-Nov-13			30-Jun-14	
Land	0	0	0%	0	0
Artwork	0	0	0%	0	0
Buildings	5,345,867	3,403,873	-36%	14,359,126	14,186,829
Equipment	89,500	0	0%	288,000	200,000
Furn & Equip	136,500	84,560	-38%	644,800	634,448
Plant	232,071	205,095	0%	1,726,290	773,802
Infrastructure	5,432,778	4,131,628	-24%	11,540,901	12,164,365
Totals	11,236,716	7,825,157	-30%	28,559,117	27,959,444

The Shire’s 2013/14 Capital Expenditure budget is \$27.9 million. This represents a significant decrease in capital spend on the prior years actual spend of \$66.25 million. The majority of the budget is associated with major projects including Karratha Airport building and infrastructure and Karratha Leisureplex works. This shows that Council is currently 30% below budget in capital expenditure year to date. Major variances are in Building & Infrastructure purchases as follows:

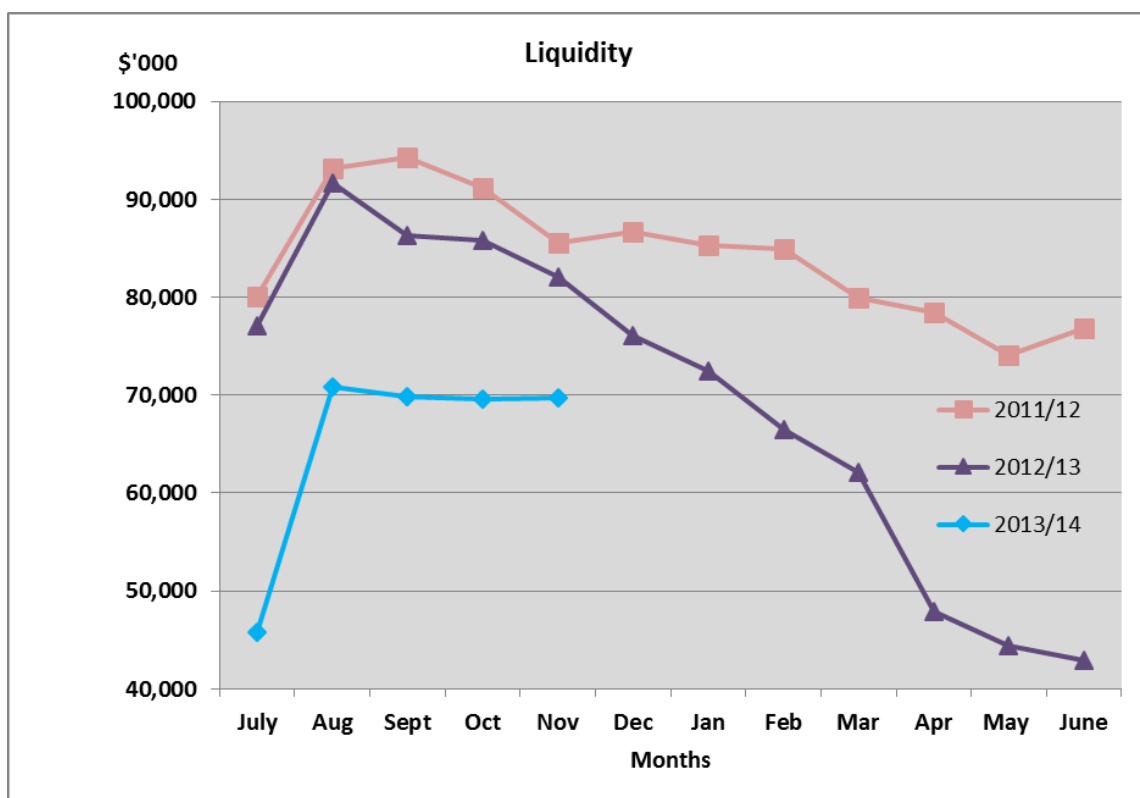
Capital Expenses	Material Variance	Significant Items
Purchase Of Assets - Buildings	-36% (1,941,994)	(729,957) ▼ Karratha Airport Terminal Expansion
		(402,249) ▼ Karratha Leisureplex
		(217,957) ▼ 7 Mile Tip Bldg. Improvements
		(157,047) ▼ New Civic Centre
		(119,537) ▼ Leisureplex Improvements
Purchase Of Assets - Infrastructure	-24% (1,301,150)	(608,042) ▼ Footpaths - Construction
		(255,087) ▼ Water Infrastructure Upgrades-Karratha Airport
		Airside Upgrade: This project has reached Practical Completion, contractor payments dependent upon provision of
		(186,771) ▼
		(155,000) ▼ CCTV Installation

Further detail on these variances is included later in this report in the variance commentary by Program for the Rate Setting Statement.

Cash and Investments

Investment Accounts	Balance 30 November	Interest %	
Reserve Account	2,792,302	2.51	Transactional Account
Maxi Cash Reserve	10,910,631	3.00	Cash Management
Reserve TD - WBC	30,000,000	3.75	Investment
Municipal Accounts	16,982,831	2.51	Transactional Account
Municipal TD - Bankwest	7,000,000	3.75	Investment
Municipal TD - NAB	2,000,000	3.7	Investment
Cash on Hand	26,955	0	Cash Floats
Total	69,712,720		

The Reserve Bank cash rate (overnight money market interest rate) has remained at 2.5%, since the 25 basis point decrease in early August. During November, \$5 million of invested municipal funds were drawn down to fund cash flow requirements whilst \$9m of municipal funds continued to be invested (\$7m at 3.75% and \$2m at 3.7%). \$30 million of maturing reserve funds were invested at 3.75% to mature in January. The Municipal funds held with Westpac Bank continued to earn 2.51% interest on balances between \$1,000,000 and \$5,000,000 in the everyday account and 3% on the Maxi-Direct Muni Account to maximise interest earnings.



The liquidity graph for 2013/14 demonstrates a normal local government position at the commencement of the new financial year, with the third rate instalment falling due on the 30th December. This liquidity position is in contrast to prior financial years of significant grant funding used to fund major Community & Recreation building and infrastructure projects.

The financial statements for the reporting period are provided as an attachment in the form of:

- Rate Setting Statement;
- Operating Revenue and Expenses Variance Commentary by Nature & Type;
- Operating and Capital Variance Commentary by Program Area;
- Net Current Asset Position;
- Statement of Financial Position (Balance Sheet);
- Cash and Cash Equivalent Note;
- Schedule of Divisional Financial Activity.

LEVEL OF SIGNIFICANCE

Financial integrity is essential to the operational viability of the Shire but also as the custodian of community assets and service provision. An ability to monitor and report on financial operations, activities and capital projects is imperative to ensure that financial risk is managed at acceptable levels of comfort.

The ability for the Shire of Roebourne to remain financially sustainable is a significant strategy for a region that is continually under pressure from the resources industry, private enterprise and State Government obligations for the ongoing development of infrastructure and services.

COUNCILLOR/OFFICER CONSULTATION

Executives and Management have been involved in monthly reviews of their operational and departmental budgets and notifying the Financial Services team of trends and variances arising from their operational areas.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

In accordance with the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*, a Statement of Financial Activity is required to be presented to Council as a minimum requirement.

Section 6.4 of the *Local Government Act 1995* provides for the preparation of financial reports.

In accordance with Regulation 34 (5), a report must be compiled on variances greater than the materiality threshold adopted by Council of \$50,000 or 10% whichever is the greater. As this report is composed at a program level, variance commentary considers the most significant items that comprise the variance.

POLICY IMPLICATIONS

The Shire's financial reporting is prepared in accordance with Accounting Policy CF1. This is reviewed periodically to ensure compliance with legislative and statutory obligations.

FINANCIAL IMPLICATIONS

The report represents the financial position of the Council at the end of November 2013 with a current full year balanced budget and actual surplus year to date reported of \$41,193,317 which is largely due to invoicing of rates in July and delays in commencement of 2013/14 projects.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

- | | | |
|---------------|-----------|--|
| Our Program: | 4.d.1.3 | Provide transparent and accountable financial information required by the Local Government Act, Code of Accounting Practice, Australian Accounting Standards and Local Government regulations. |
| Our Services: | 4.d.1.3.2 | Prepare the monthly financial statements and reports to Council. |

RISK MANAGEMENT CONSIDERATIONS

Astute financial management backed by strong internal controls, policies and monitoring will ensure risks are assessed regularly and managed appropriately. Expenditure and revenue streams are monitored against approved budgets by management and the financial team with material variances being reported. It is incumbent on all managers that any perceived extraordinary variances that have, or likely to have, occurred are escalated immediately for consideration by Executive and/or Council.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

This is a routine process alerting Council of the current financial position of the Shire of Roebourne.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per the Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Administration) Regulations 1996* RESOLVES to:

1. RECEIVE the Financial Reports for the financial period ending 30th November 2013 and
2. APPROVE the following actions:
 - a. _____
 - b. _____

Option 3

That Council by Simple Majority pursuant to Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Administration) Regulations 1996* RESOLVES to NOT RECEIVE the Financial Report for the financial period ending 30th November 2013.

CONCLUSION

Council is obliged to receive the monthly financial reports as per statutory requirements. Details in regards to the variances and the commentary provided are to be noted as part of the report.

OFFICERS RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152732
MOVED : Cr Kickett
SECONDED : Cr Smeathers

That Council by SIMPLE Majority pursuant to Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Administration) Regulations 1996* resolves to RECEIVE the Financial Reports for the financial period ending 30th November 2013.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
AGAINST : Nil

Shire Of Roebourne							
Notes To And Forming Part Of The Financial Statements							
for the period ending 30 November 2013							
	Original Budget	Amended Budget	Budget YTD	Actual YTD	Material Variance >=10%	\$50,000 or more	2012/13
	\$	\$		\$	%	\$	\$
Operating Revenue And Expenses Classified According To Nature And Type							
Revenues from Operations							
Rates	36,406,894	36,403,692	35,293,692	35,289,704	-	-	29,047,976
Fees and Charges	47,637,743	44,749,825	19,053,978	20,671,164	-	(1,617,186)	48,449,059
Operating Grant, Subsidies and Contributions							
Contributions	10,681,939	10,327,744	4,679,891	4,961,857	-	281,966	10,994,220
Interest Earned	2,050,282	2,281,433	987,405	968,728	-	-	2,970,801
Proceeds/Realisation	-	-	(150)	2,336	-	-	0
All Other	549,846	609,954	222,772	345,082	54.90%	(122,310)	1,288,872
Total	97,326,704	94,372,648	60,237,588	62,238,872	-	(1,457,529)	92,750,928
Expenses from Operations							
Employee Costs	33,005,625	32,851,492	14,320,590	13,446,661	-	(873,929)	30,784,622
Materials and Contracts	25,770,547	25,436,908	11,199,396	6,726,838	-39.94%	(4,472,558)	20,879,527
Utilities (gas, electricity, water etc)	3,692,330	3,972,212	1,540,872	1,094,316	-28.98%	(446,556)	3,172,054
Interest Expenses	3,926	3,926	1,988	953	-52.04%	-	1,385,118
Depreciation	8,075,504	8,926,140	1,796,667	2,031,177	13.05%	234,510	9,176,505
Insurance Expenses	1,419,733	1,565,654	1,396,429	1,543,451	10.53%	147,022	1,875,382
Other Expenses	3,678,191	3,632,379	1,590,511	1,237,907	-22.17%	(352,604)	2,910,200
Total	75,645,856	76,388,711	31,846,453	26,081,302		(5,765,150)	70,183,406
Non Operating Grants, Subsidies and Contributions							
Contributions	7,978,202	16,115,775	12,246,257	10,707,028	-12.57%	(1,539,229)	10,702,278
Fair Value Adjustments	-	-	-	-	-	-	6,223,764
Profit On The Sale Of Assets	(61,437)	(1,365,092)	(7,902)	(2,507)	-	-	(30,532)
Loss On Asset Disposal	139,322	139,322	9,328	307,338	-	-	1,846,738
Change In Net Assets From Operations	29,581,165	35,325,482	40,635,966	46,559,767		4,307,621	25,229,830

In accordance with the materiality threshold adopted by Council for the reporting of variances in Operating Revenue and Expenses classified according to nature and type, the following comments are made to provide an explanation of these variances. Further detail is provided later in this report in the variance commentary by Program for the Rate Setting Statement

Variance Commentary by Nature & Type

Revenues from Operations	Material Variance		Significant Items		
All Other	54.90%	(122,310)	(78,300)	▲	Insurance Contributions - Cash Settlement Monies
			(58,543)	▲	Workers Comp & Insurance rebates
Expenses from Operations	Material Variance		Significant Items		
Materials and Contracts	-39.94%	(4,472,558)	(710,495)	▼	Karratha Airport
			(233,895)	▼	Local Planning Strategy
			(176,321)	▼	Karratha Entertainment Centre
			(137,379)	▼	Computer network expenses
			(136,259)	▼	Open Space / Drain Reserve Maintenance
			(129,223)	▼	Cossack Art Awards expense
			(98,083)	▼	Sports Facilities - Lighting
			(80,000)	▼	PIRSA-Pilbara Industry Road Safety Alliance expense
			(69,195)	▼	Records Management Project
			(59,198)	▼	Plant - repairs
			(54,534)	▼	Community Bus
			(53,791)	▼	Dampier Community Hub- Expenditure
			(52,760)	▼	Staff Housing - mtce costs
Utilities	-28.98%	(446,556)	(221,779)	▼	Karratha Leisureplex
			(146,169)	▼	KTA Airport - Karratha Terminal Building - Op Exp
			(56,336)	▼	Oval Maintenance
Depreciation	13.05%	234,510	70,705	▲	Depreciation-Staff Housing
			52,383	▲	KTA Airport -Depreciation
Insurance Expenses	10.53%	147,022	147,022	▲	Various Insurances
Other Expenses	-22.17%	(352,604)	(357,744)	▼	Non Statutory Donations
			(56,000)	▼	MSIS - Retention Payments
			131,000	▲	Contribution To Pilbara Regional Council
Non Operating Grants, Subsidies and Cont.	-12.77%	(1,539,228)	(1,000,000)	▼	Rio Tinto and SOR Contrib-Dampier Community Hub
			(234,208)	▼	Local Govt Programs - Road Projects Grants

Shire Of Roebourne							
Rate Setting Statement							
for the period ending 30 November 2013							
Rate Setting Statement	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance $\geq 10\%$	\$50,000 or more	Var. Ind
	\$	\$	\$	\$	%	\$	
Operating							
Revenues (Sources)							
General Purpose Funding (excluding Rates)	3,619,076	3,856,982	1,831,065	1,838,764	-	-	
Governance	166,257	188,967	99,570	158,207	58.89%	(58,637)	▲
Law, Order And Public Safety	2,602,691	1,689,945	584,339	800,655	37.02%	(216,316)	▲
Health	165,699	182,395	80,050	139,707	74.52%	(59,657)	▲
Education and Welfare	96,000	159,900	125,544	94,542	-24.69%	-	▼
Housing	278,952	1,578,952	116,230	100,450	-13.58%	-	▼
Community Amenities	16,884,132	14,810,164	7,880,398	7,940,040	-	(59,642)	
Recreation And Culture	14,645,400	23,581,249	15,323,460	14,949,068	-	374,392	
Transport	29,016,847	27,803,461	10,385,557	10,725,587	-	(340,029)	
Economic Services	1,107,530	894,090	496,425	488,661	-	-	
Other Property And Services	376,865	700,516	278,131	423,023	52.10%	(144,892)	▲
	68,959,449	75,446,621	37,200,769	37,658,703	-	(457,934)	
Expenses (Applications)							
General Purpose Funding	(211,250)	(205,250)	(113,373)	(107,701)	-	-	
Governance	(4,656,439)	(4,614,457)	(2,157,828)	(1,619,471)	-24.95%	(538,357)	▼
Law, Order And Public Safety	(2,108,639)	(2,103,112)	(904,595)	(630,671)	-30.28%	(273,924)	▼
Health	(1,431,902)	(1,378,514)	(608,085)	(517,926)	-14.83%	(90,159)	▼
Education and Welfare	(241,604)	(242,260)	(112,440)	(129,840)	15.47%	-	▲
Housing	(915,003)	(782,737)	(297,014)	(434,421)	46.26%	137,407	▲
Community Amenities	(15,670,069)	(16,454,634)	(5,815,464)	(5,170,538)	-11.09%	(644,926)	▼
Recreation And Culture	(26,020,175)	(27,633,235)	(11,446,275)	(10,561,936)	-	(884,339)	
Transport	(20,847,055)	(20,861,063)	(7,441,333)	(6,236,694)	-16.19%	(1,204,640)	▼
Economic Services	(2,147,325)	(2,144,377)	(942,873)	(849,646)	-	(93,227)	
Other Property And Services	(1,535,717)	(108,394)	(664,171)	(130,197)	-80.40%	(533,974)	▼
	(75,785,178)	(76,528,033)	(30,503,451)	(26,389,039)	-13.49%	(4,114,412)	
Capital							
Revenue							
Proceeds From Disposal Of Assets	251,650	1,607,746	21,929	2,336	-89.35%	-	
Tsf From Aerodrome Reserve	-	-	-	-	-	-	
Tsf From Royalties for Regions Reserve	-	-	-	633	-	-	
Tsf From Plant Replacement Reserve	957,943	659,807	-	-	-	-	
Tsf From Infrastructure Reserve	7,253,325	7,163,654	200,000	115,000	-42.50%	85,000	▼
Tsf From Partnership Reserve	-	408,000	408,000	408,000	-	-	
Tsf From Waste Management Reserve	-	3,859,303	-	-	-	-	
Tsf From Housing Reserve	1,500,000	-	-	-	-	-	
Tsf From Public Open Space Reserve	-	-	-	-	-	-	
Tsf From Parks, Ovals and Rec Facilities	-	-	-	-	-	-	
Tsf From Information Technology Reserve	-	-	-	-	-	-	
Tsf From Aged Persons Homes Reserve	-	-	-	-	-	-	
Tsf From Dampier Drainage Reserve	27,804	27,890	-	-	-	-	
Tsf From Walkington Theatre Reserve	-	-	-	-	-	-	
Tsf From Junior Sport Reserve	96,290	97,296	-	-	-	-	
Tsf From Workers Comp Res	-	-	-	-	-	-	
Tsf From Employee Entitlements Res	-	-	-	-	-	-	
Tsf From Community Development Res	725,000	725,000	-	-	-	-	
Tsf From Cossack Infrastructure Res	-	-	-	-	-	-	
Tsf From Mosquito Control Reserve	-	-	-	-	-	-	
Tsf From Airconditioning Reserve	-	-	-	-	-	-	
Tsf From Medical Services Assistance Package Reserve	33,333	33,333	-	-	-	-	
Tsf From Heavy Haulage Roads Reserve	-	-	-	-	-	-	
Tsf From Carry Forward Budget Reserve	1,787,346	1,787,346	1,787,346	1,787,346	-	-	
Tsf From Restricted Funds Reserve	-	870,116	-	-	-	-	
Tsf From History & Cultural Publications	-	-	-	-	-	-	
Restricted Funds Utilised	-	-	-	-	-	-	
Tsf From Restricted Cash Unspent	-	-	-	63,024	-	(63,024)	
Grants/Contributions	-	-	-	-	-	-	
New Loans Raised	-	-	-	-	-	-	
Repayments Of Self Supporting Loans	2,932	2,932	1,466	1,441	-	-	
Repayments Of Interest Free Loans To Local Groups	7,501	7,501	3,140	3,140	-	-	
	12,643,124	17,249,924	2,421,881	2,380,920	-	40,961	

Shire Of Roebourne							
Rate Setting Statement							
for the period ending 30 November 2013							
Rate Setting Statement	Original Budget	Amended Budget	Year to Date Amended Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more	Var. Ind
	\$	\$	\$	\$	%	\$	
Expenses							
Purchase Of Assets - Land	-	-	-	-	-	-	
Purchase of Assets - Artwork	-	-	-	-	-	-	
Purchase Of Assets - Buildings	(14,359,126)	(14,186,829)	(5,345,867)	(3,403,873)	-36.33%	(1,941,994)	▼
Purchase Of Assets - Equipment	(288,000)	(200,000)	(89,500)	-	-100.00%	(89,500)	▼
Purchase Of Assets - Furniture & Equipment	(644,800)	(634,448)	(136,500)	(84,560)	-38.05%	(51,940)	▼
Purchase Of Assets - Plant	(1,726,290)	(773,802)	(232,071)	(205,095)	-11.62%	-	▼
Purchase Of Assets - Infrastructure	(11,540,901)	(12,164,365)	(5,432,778)	(4,131,628)	-23.95%	(1,301,150)	▼
Loan Principal Repayments	(2,932)	(2,932)	(1,441)	(1,441)	-	-	
Tsf To Aerodrome Reserve	(3,673,514)	(8,175,178)	(88,027)	(168,941)	91.92%	80,914	▲
Tsf To Airconditioning Reserve	-	-	-	-	-	-	
Tsf To Dampier Drainage Reserve	(1,069)	(1,125)	(565)	(303)	-46.41%	-	▼
Tsf To Plant Replacement Reserve	(1,365,234)	(235,107)	(45,794)	(27,450)	-40.06%	-	▼
Tsf To Walkington Theatre Reserve	(203)	(213)	(108)	(58)	-46.71%	-	▼
Tsf To Workers Compensation Reserve	(24,960)	(26,373)	(13,185)	(7,094)	-46.20%	-	▼
Tsf To Royalties for Regions Reserve	-	-	-	-	-	-	
Tsf To Infrastructure Reserve	(11,007,169)	(15,749,744)	(2,983,539)	(2,889,705)	-	(93,834)	
Tsf To Partnership Reserve	-	(2,700,000)	-	-	-	-	
Tsf To Waste Management Reserve	(5,514,212)	(5,678,269)	(343,445)	(188,316)	-45.17%	(155,129)	▼
Tsf To Housing Reserve	-	-	-	(5,357)	-	-	
Tsf To Parks, Ovals & Rec Facilities Reserve	-	-	-	-	-	-	
Tsf To Aged Persons Home Reserve	(2,872)	(2,995)	(1,490)	(844)	-43.37%	-	▼
Tsf To Information Technology Reserve	-	-	-	-	-	-	
Tsf To Junior Sport Reserve	(3,730)	(3,933)	(1,973)	(1,010)	-48.81%	-	▼
Tsf To Public Open Space Reserve	(2,943)	0	0	(730)	-	-	
Tsf To Mosquito Control Reserve	(167)	(187)	(89)	(50)	-43.37%	-	▼
Tsf To History & Cultural Publications Reserve	(2,177)	(2,284)	(1,143)	(623)	-45.51%	-	▼
Tsf To Employee Entitlements Reserve	(91,927)	(95,972)	(48,911)	(25,374)	-48.12%	-	▼
Tsf To Community Development Reserve	(768,884)	(767,197)	(23,892)	(10,562)	-55.79%	-	▼
Tsf To Underground Power Reserve	-	-	-	-	-	-	
Tsf To Medical Services Assistance Package Reserve	(10,349)	(10,865)	(5,426)	(2,983)	-45.03%	-	▼
Tsf To Carry Forward Budget Reserve	-	-	-	-	-	-	
Tsf To Restricted Funds Reserve	-	-	-	-	-	-	
Interest Free Loan Principal	-	-	-	-	-	-	
Tsf of Unbudgeted Muni Restricted Cash	-	-	-	-	-	-	
Income Set Aside As Restricted Funds	-	-	-	(63,024)	-	63,024	
	(51,031,459)	(61,411,818)	(14,795,744)	(11,219,021)	-24.17%	(3,576,723)	
Adjustment For Non Cash Items							
Depreciation	8,075,504	8,926,140	1,796,667	2,031,177	13.05%	(234,510)	▲
Movement in Employee Benefit Provisions	0	0	0	0	-	-	
Movement in Accrued Interest	0	0	0	0	-	-	
Movement in Accrued Salaries & Wages	0	0	0	0	-	-	
Movement in Deferred Pensioner Rates	0	0	0	0	-	-	
(Profit) / Loss On Disposal Of Assets	77,885	(1,225,770)	(1,489)	304,831	-	(306,320)	
	8,153,389	7,700,370	1,795,178	2,336,008	30.13%	(540,830)	
Surplus Brought Forward 1 July	653,781	1,136,042	1,136,042	1,136,042			
Amount Raised From Rates	36,406,894	36,406,894	35,293,692	35,289,704	-	-	
Surplus / (Deficit)	0	0	32,548,367	41,193,317			

In accordance with the materiality threshold adopted by Council for the reporting of variances by program in the Rate Setting Statement, the following comments are made to provide an explanation of these variances.

Variance Commentary by Program

Revenues from Operations	Material Variance		Significant Items	
Governance	58.89%	(58,637)	(58,637)	▲ Various amounts under materiality threshold
Law, Order And Public Safety	37.02%	(216,316)	(176,000)	▲ Rio Tinto funding invoiced ahead of schedule as requested by Rio Tinto
Health	74.52%	(59,657)	(59,657)	▲ Various amounts under materiality threshold
Other Property And Services	52.10%	(144,892)	(78,301)	▲ Timing difference - RAC lighting claim received in November ahead of budgeted timing of January
Expenses from Operations	Material Variance		Significant Items	
Governance	-24.95%	(538,357)	(137,379)	▼ Computer Network Expenses
			(89,628)	▼ Employment Costs-Corp Services due to pay period ending 04/12 to be entered in December
			(67,470)	▼ Records Management Project
			(66,665)	▼ Ex Gratia Contribution - Roebourne Advisory Group
			(65,303)	▼ Karratha Main Admin Building-Op Costs
			(64,211)	▼ Employment Costs-Corporate Compliance due to pay period ending 04/12 to be entered in December
			(52,085)	▼ Ex Gratia Contribution - Pt Samson Community Assoc
Law, Order And Public Safety	-30.28%	(273,924)	(80,000)	▼ PIRSA-Pilbara Industry Road Safety Alliance expense: Awaiting advice from IT services as to data transfer and storage
Health	-14.83%	(90,159)	(56,000)	▼ MSIS - Retention Payments
Housing	46.26%	137,407	70,705	▲ Depreciation-Staff Housing
			(60,000)	▼ Staff Housing General Mtce - Preventative/Remedial
Community Amenities	-11.09%	(644,926)	(135,617)	▼ Refuse Site Maintenance - 7 Mile (Dom/Comm)
			(100,000)	▼ Karratha Redevelopment Plans: The Shire has not received anywhere near the number of large applications in 2013/14 that it received in previous years. A few more larger applications are expected in the back half of 2013/14.
			(73,994)	▼ Local Planning Strategies
			(57,336)	▼ Statutory Planning Support Services - General Consultants

Variance Commentary by Program (cont.)

Expenses from Operations	Material Variance		Significant Items	
Transport	-16.19%	(1,204,640)	(302,564)	▼ Kta Airport-Landside Mtce Exp
			(143,730)	▼ Kta Airport-Terminal Building-Op Cost
			(95,844)	▼ Kta Airport - Car Park & Grounds Transport Op Exp
			(78,060)	▼ Shoulder Grading Various Roads: contract works to guard rails & impact cushions to be replaced in new year (contract)
			(74,926)	▼ Footpath Sweeping
			(70,238)	▼ Traffic/Street Signs And Control Equipment
			(61,508)	▼ TTI - Bar Expenses
			(57,726)	▼ Kta Airport - Safety & Security: Progress Claims have been lower than anticipated due to requirement for completion of documentation for tender process
			(56,123)	▼ Town Street Maintenance: Little to no rain has allowed roads to remain intact. Wet season will accelerate expenditure. Dampier Drainage Pipes reduced TSM expenditure due to all staff required on Dampier project, also short staff during the year
			(55,637)	▼ Unsealed Rural Road Mtce
			(52,133)	▼ KTA Airport - Administration
			(51,345)	▼ Street Cleaning Maintenance
			(51,316)	▼ Kta Airport - Security & Safety - Inspections/ Exercises: Works were delayed by issue of building permit and progress claims coming slower than anticipated.
			(50,000)	▼ KTA Airport - Consultants For Studies
			52,383	▲ KTA Airport -Depreciation: Balancing charges are anticipated by the end of the financial year.
			162,133	▲ KTA Airport - Employment Costs: \$15K unspent in cleaners salaries. November electricity account not yet received and processed.
Other Property And Services	-80.40%	(533,974)	(350,535)	▼ Plant-Repairs
			(88,912)	▼ Workshop Supervision
Capital Revenue	Material Variance		Significant Items	
Tsf From Infrastructure Reserve	-42.50%	85,000	85,000	▼ CCTV Installation Grant funding not yet transferred from Reserve

Variance Commentary by Program (cont.)

Capital Expenses	Material Variance		Significant Items		
Purchase Of Assets - Buildings	-36.33%	(1,941,994)	(729,957)	▼	Karratha Airport Terminal Expansion Project
			(402,249)	▼	Karratha Leisureplex
			(217,957)	▼	7 Mile Tip Bldg. Improvements
			(157,047)	▼	New Civic Centre
			(119,537)	▼	Leisureplex Improvements
			(91,590)	▼	Buildings-Roebourne/Wickham SES: Delay in actioning development due to extended consultation with W/R SES.
			(86,844)	▼	Restoration Works -Cossack Buildings: Progress slowed by additional work required in court house building. Expenditure of all budget expected by end of January
			(64,602)	▼	New Airport Depot W/S Facility: Initial fence project commenced and to be invoiced early 2014. Tenders to go out in January 2014 for the major airside fencing project to commence later in 2014.
Purchase Of Assets - Equipment	-100.00%	(89,500)	(89,500)	▼	Various amounts under materiality threshold
Purchase Of Assets - Furniture & Equipment	-38.05%	(51,940)	(51,940)	▼	Various amounts under materiality threshold
Purchase Of Assets - Infrastructure	-23.95%	(1,301,150)	(608,042)	▼	Footpaths - Construction
			(255,087)	▼	Water Infrastructure Upgrades-Karratha Airport
			(186,771)	▼	Airside Upgrade: This project has reached Practical Completion, contractor payments dependent upon provision of documentation
			(155,000)	▼	CCTV Installation
			(59,788)	▼	Reseal-Dugald Way
			(56,995)	▼	R2R Reseal-Wickerson Way
			(50,000)	▼	Norman Road Extension: Depreciation to be recalculated by Asset Accountant as per Revaluation entered June 2013.
			(50,000)	▼	Led Lighting Upgrade: Actual revenue is lower than anticipated due to a timing difference. Current predictions based on average monthly invoicing shows that the figure should equal out by the end of the financial year
			53,385	▲	Footpaths-Dampier Highway Stage 2
			84,903	▲	Airport Roadway Construction: Purchase order for \$63K raised for lighting system protection shed. Invoice will be received once work has been completed.
Tsf To Aerodrome Reserve	91.92%	80,914	80,914	▲	Higher than forecast interest due to maturing long term deposit. This is a timing difference.
Tsf To Waste Management Reserve	-45.17%	(155,129)	(155,129)	▼	Higher than forecast interest due to maturing long term deposit. This is a timing difference.

Shire Of Roebourne

Notes to the Financial Statements

for the period ending 30 November 2013

Note 1. Net Current Assets

	Year to Date	2013/14
	Actual	Brought Fwd
Note	30 Nov 2013	1 July 2013
	\$	\$
Current Assets		
Cash and Cash Equivalents – Unrestricted	25,946,762	797,590
Net Trust Liabilities in Muni	(12,681)	57,078
Trust - ATM Floats	0	0
Trust - Medical Services Incentive Services	0	0
Cash and Cash Equivalents - Restricted - LSL & R4R	-	-
Cash and Cash Equivalents - Restricted – Reserves	43,702,933	42,684,509
Cash - Restricted Unspent Grants/Contributions	63,024	166,312
Cash - Restricted Unspent Loans	0	0
Trade and Other Receivables	17,969,799	9,314,700
Land held for Resale - Development Costs	0	0
Inventories	391,822	449,261
Total Current Assets	88,061,660	53,469,450
Current Liabilities		
Trade and Other Payables	3,124,432	9,607,922
Bank Overdraft	0	0
Current Portion of Long Term Borrowings	1,495	2,935
Current Portion of Provisions	4,064,328	4,064,328
Total Current Liabilities	7,190,255	13,675,185
Net Current Assets	80,871,404	39,794,265
Plus (Minus) Items To Be Excluded		
Take Out Reserve Funds	(43,702,933)	(42,684,509)
Take Out Fully Restricted Cash (Grants/Contributions)	(40,977)	(40,977)
Take Out Fully Restricted Cash (Loans)	0	0
Take Out Restricted Cash (LSL)	0	0
Add Back Non Cash Provisions	4,064,328	4,064,328
Add Back Current Borrowings	1,495	2,935
Net Current Asset Position	41,193,317	1,136,042

Shire Of Roebourne

Notes to the Financial Statements (cont.) for the period ending 30 November 2013

Note Explanation:

1) Reserves and Long Service Leave are Cash Backed

2)

Total Trade and Other Receivables	9,398,428
Total Rates Debtors Outstanding	8,571,371

Shire Of Roebourne
Statement of Financial Position
for the period ending 30 November 2013

Note 2: Balance Sheet	Actual 2013/14 \$	Actual 2012/13 \$
Current Assets		
Cash On Hand	26,955	27,255
Cash and Cash Equivalents - Unrestricted	25,982,831	936,647
Cash and Cash Equivalents - Restricted (Trust)	2,751,896	2,944,984
Cash and Cash Equivalents - Restricted (Reserves/Muni)	43,702,933	42,684,509
Trade and Other Receivables	18,573,465	9,777,096
Inventories	391,822	449,261
Total Current Assets	91,429,903	56,819,751
Non Current Assets		
Trade and Other Receivables	53,402	53,402
Property, Plant and Equipment	157,079,780	163,350,919
Infrastructure	108,979,625	97,367,531
Total Non Current Assets	266,112,807	260,771,853
Total Assets	357,542,710	317,591,604
Current Liabilities		
Bank Overdrafts	0	0
Trade and Other Payables	3,124,432	9,607,922
Trust Liabilities	2,764,577	2,887,905
Long Term Borrowings	1,495	2,935
Provisions	4,064,328	4,064,328
Total Current Liabilities	9,954,832	16,563,091
Non Current Liabilities		
Long Term Borrowings	53,402	53,402
Provisions	516,783	516,783
Total Non Current Liabilities	570,185	570,185
Total Liabilities	10,525,018	17,133,276
Net Assets	347,017,692	300,458,328
Equity		
Accumulated Surplus	287,404,443	241,863,499
Asset Revaluation Reserve	15,910,320	15,910,320
Reserves	43,702,929	42,684,509
Total Equity	347,017,692	300,458,328

Shire Of Roebourne
Statement Of Financial Activity
for the period ending 30 November 2013

Note 3: Cash and Cash Equivalents

	\$
Municipal & Trust Fund Bank	
Cash On Hand	26,955
Westpac on call	8,196,510
Westpac on call & Term Deposits	<u>20,538,217</u>
	<u>28,761,683</u>
Reserves Fund Bank	
Westpac/WATC/Bankwest on call & Term Deposits	<u>43,702,933</u>
	<u>43,702,933</u>
Total Cash	<u><u>72,464,616</u></u>

Note 4				
Shire Of Roebourne				
Notes To And Forming Part Of The Financial Statements				
by Divisions by Activities				
for the period ending 30 November 2013				
	2013/2014 Budget	2013/2014 Amended	2013/2014 Year To Date Budget	2013/2014 Actual To Date
	\$	\$	\$	\$
Note: Material Variance is Year to Date Amended Budget to Year to Date Actual (=> 10% or => \$50,000)				
EXECUTIVE SERVICES				
Net (Cost) Revenue to Council for Members of Council	(974,642)	(944,642)	(325,578)	(383,641)
Net (Cost) Revenue to Council for Cossack Infrastructure Project	0	(172,176)	(204,916)	(118,072)
Net (Cost) Revenue to Council for Executive Admin	(938,564)	(792,055)	(336,687)	(325,631)
Net (Cost) Revenue to Council for Public Affairs	(358,750)	(405,020)	(128,949)	(214,656)
CORPORATE SERVICES				
Net (Cost) Revenue to Council for Rates	36,596,354	36,712,949	35,497,627	35,711,038
Net (Cost) Revenue to Council for General Revenue	(4,392,526)	(4,437,527)	2,550,801	2,577,915
Net (Cost) Revenue to Council for Corporate Services	3,596,395	3,296,654	1,172,124	1,484,031
Net (Cost) Revenue to Council for Human Resources	(1,696,898)	(1,799,630)	(709,419)	(691,789)
Net (Cost) Revenue to Council for Corporate Compliance Services	(1,939,401)	(1,436,171)	(618,749)	(440,141)
Net (Cost) Revenue to Council for Information Services	(850,942)	(941,080)	(496,889)	(271,279)
Net (Cost) Revenue to Council for Television & Radio Services	(9,921)	(9,921)	(4,886)	(12,191)
Net (Cost) Revenue to Council for Staff Housing	(346,182)	(411,987)	(33,674)	(88,065)
COMMUNITY SERVICES				
Net (Cost) Revenue to Council for Rio Tinto Partnership	(473,968)	603,222	2,580,105	2,062,428
Net (Cost) Revenue to Council for Community Development	(2,100,242)	(1,524,678)	(560,315)	(598,522)
Net (Cost) Revenue to Council for Cossack Art Awards	(131,612)	(1,612)	(1,612)	96,135
Net (Cost) Revenue to Council for Youth Development	(23,700)	(23,200)	(21,500)	4,898
Net (Cost) Revenue to Council for Other Culture	(234,160)	(205,264)	(104,818)	(81,593)
Net (Cost) Revenue to Council for Arts & Culture Program	(46,304)	(43,304)	306,353	536,624
Net (Cost) Revenue to Council for Community Sponsorship	(1,953,502)	(1,866,016)	(790,391)	(371,669)
Net (Cost) Revenue to Council for Daycare Centres	(124,313)	(66,069)	(37,196)	(43,642)
Net (Cost) Revenue to Council for Child Health Clinics	(102,830)	(98,440)	(44,253)	(40,286)
Net (Cost) Revenue to Council for Karratha Entertainment Centre	(70,944)	(19,368)	(214,529)	(43,791)
Net (Cost) Revenue to Council for Karratha Aquatic Centre	0	0	0	(14,084)
Net (Cost) Revenue to Council for Roebourne Aquatic Centre	(544,771)	(471,327)	(339,173)	(226,649)
Net (Cost) Revenue to Council for Libraries	(1,583,308)	(1,566,321)	(663,312)	(593,690)
Net (Cost) Revenue to Council for Cossack Operations	(368,392)	(306,201)	(205,663)	(169,842)
Net (Cost) Revenue to Council for Ovals & Hardcourts	(1,409,552)	(1,418,428)	(784,586)	(707,686)
Net (Cost) Revenue to Council for Karratha Bowling & Golf	(542,183)	(597,226)	(260,257)	(283,772)
Net (Cost) Revenue to Council for Pavilions & Halls	(776,676)	(811,324)	(321,014)	(464,640)
Net (Cost) Revenue to Council for Recreation Projects	(854,649)	(799,968)	(234,775)	(275,331)
Net (Cost) Revenue to Council for Playgrounds	(416,032)	(408,072)	(108,370)	(110,060)
Net (Cost) Revenue to Council for Youth Centres	(3,640)	50,163	(1,515)	(884)
Net (Cost) Revenue to Council for Medical Services	30,424	32,684	475	62,497
Net (Cost) Revenue to Council for Other Buildings	(297,195)	(247,195)	(126,183)	(11,580)
Net (Cost) Revenue to Council for The Youth Shed	(888,227)	(1,023,302)	(405,038)	(397,988)
Net (Cost) Revenue to Council for Karratha Leisureplex	(2,205,104)	(3,020,581)	3,317,382	3,594,710
Net (Cost) Revenue to Council for Pam Buchanan Family Centre	(102,851)	(154,028)	(89,689)	(148,193)
Net (Cost) Revenue to Council for Aged Persons Housing	0	(949)	(569)	(379)
Net (Cost) Revenue to Council for Asbestos Remediation Project Roebou	0	0	0	(467)

Shire Of Roebourne				
Notes To And Forming Part Of The Financial Statements				
by Divisions by Activities				
for the period ending 30 November 2013				
	2013/2014 Budget	2013/2014 Amended	2013/2014 Year To Date Budget	2013/2014 Actual To Date
DEVELOPMENT & REGULATORY SERVICES				
Net (Cost) Revenue to Council for Emergency Services	(551,983)	(332,886)	(256,051)	(69,816)
Net (Cost) Revenue to Council for Ranger Services	(949,820)	(891,912)	(106,767)	(87,475)
Net (Cost) Revenue to Council for Business Improvement Process	(169,284)	(44,501)	(23,300)	(16,407)
Net (Cost) Revenue to Council for Tourism/Visitors Centres	(479,159)	(610,833)	(305,417)	(305,416)
Net (Cost) Revenue to Council for Community Safety	(297,796)	(86,027)	(68,625)	320,540
Net (Cost) Revenue to Council for Economic Development	(278,588)	(290,268)	(135,438)	(120,943)
Net (Cost) Revenue to Council for Camping Grounds	47,220	43,220	32,721	41,024
Net (Cost) Revenue to Council for Building Control	89,058	(1,656)	57,621	88,627
Net (Cost) Revenue to Council for Health Services	(956,877)	(941,029)	(369,457)	(320,736)
Net (Cost) Revenue to Council for Town Planning	(1,229,783)	(1,360,061)	(424,372)	(493,320)
Net (Cost) Revenue to Council for Strategic Planning	(319,025)	(395,827)	102,452	(101,577)
Net (Cost) Revenue to Council for Development Services	(90,535)	(50,535)	(20,213)	(19,361)
INFRASTRUCTURE SERVICES				
Net (Cost) Revenue to Council for Depots	(503,630)	(536,265)	(206,839)	(177,384)
Net (Cost) Revenue to Council for Public Services Overheads	(142,856)	108,524	(20,638)	553,159
Net (Cost) Revenue to Council for Vehicles & Plant	(1,650,959)	20,077	(308,434)	211,852
Net (Cost) Revenue to Council for Roads & Streets	(5,343,243)	(5,270,765)	(1,748,380)	(1,345,421)
Net (Cost) Revenue to Council for Parks & Gardens	(2,021,931)	(1,920,609)	(730,312)	(552,123)
Net (Cost) Revenue to Council for Drainage	(321,006)	(321,092)	(451,755)	(394,329)
Net (Cost) Revenue to Council for Footpaths & Bike Paths	(1,207,033)	(1,281,927)	(992,493)	(319,692)
Net (Cost) Revenue to Council for Effluent Re-Use Scheme	(1,218,721)	(848,964)	(268,412)	(204,916)
Net (Cost) Revenue to Council for Cemeteries	(85,741)	(85,741)	(15,776)	(4,320)
Net (Cost) Revenue to Council for Public Toilets	(476,180)	(476,180)	(112,527)	(124,589)
Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties	(318,812)	(318,812)	(145,080)	(49,117)
Net (Cost) Revenue to Council for Town Beautification	(1,783,105)	(1,772,152)	(693,697)	(561,050)
Net (Cost) Revenue to Council for Bus Shelters	(100,000)	(200,000)	(5,000)	(4,379)
Net (Cost) Revenue to Council for Private Works & Reinstatements	0	101,062	9,195	15,766
Net (Cost) Revenue to Council for Works Overheads	93,506	(140,872)	(215,353)	584,963
Net (Cost) Revenue to Council for Parks & Gardens Overheads	184,001	154,453	57,401	541,765
Net (Cost) Revenue to Council for Tech Services	(1,138,399)	(340,741)	(403,188)	(2,118,829)
Net (Cost) Revenue to Council for Tech Services Overheads	0	0	0	(3,418)
Net (Cost) Revenue to Council for Vehicle Storage Temporary Contract	0	0	0	0
Net (Cost) Revenue to Council for Roebourne Enhancement Scheme	0	0	0	0
Net (Cost) Revenue to Council for SP & Infrastructure Services	0	(32,000)	(13,338)	(16,291)
STRATEGIC BUSINESS PROJECTS				
Net (Cost) Revenue to Council for Project Management	36,930	(241,091)	(48,298)	4,799
Net (Cost) Revenue to Council for Waste Collection	(3,745,908)	(4,169,984)	1,722,932	1,937,401
Net (Cost) Revenue to Council for Landfill Operations	2,686,739	3,519,742	962,133	1,926,937
Net (Cost) Revenue to Council for Waste Overheads	1,276,056	1,276,006	499,444	337,078
Net (Cost) Revenue to Council for Karratha Airport	6,557,872	1,978,594	(384,351)	1,989,079
Net (Cost) Revenue to Council for Tien Tsin Inne	59,591	(57,409)	44,072	72,321
Net (Cost) Revenue to Council for Other Airports	(6,546)	(6,546)	(3,051)	(536)

9.2 LIST OF ACCOUNTS DECEMBER 2013

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Creditors Officer
Date of Report:	6 January 2014
Applicant/Proponent:	Not Applicable
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To advise Council of payments made since the previous Ordinary Council Meeting.

BACKGROUND

Council has given delegated authority that allows the Chief Executive Officer to approve payments from Council's bank accounts either via cheque or through electronic lodgement.

LEVEL OF SIGNIFICANCE

The level of significance for this matter is very high in ensuring trade creditors are compensated for services they provide to the Shire. These services enable the Shire to meet the needs and expectations of the community.

COUNCILLOR/OFFICER CONSULTATION

Officers have been involved in the approvals of any requisitions, purchase orders, invoicing and reconciliation matters.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Payments are to be made in accordance with Part 6, Division 4 of the *Local Government Act 1995* and as per the *Local Government (Financial Management) Regulations 1996*. Payments are to be made through the municipal fund, trust fund or reserve funds. Payments are to be in accordance with approved systems as authorised by the CEO.

POLICY IMPLICATIONS

Staff are required to ensure that they comply under Council Policy CF6 – Purchasing Policy and CF5 - Regional Price Preference Policy (where applicable) and that budget provision is available for any expenditure commitments.

FINANCIAL IMPLICATIONS

Payments are made under delegated authority and are within defined and approved budgets. Payment is made within agreed trade terms and in a timely manner.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	4.d.1.5	Ensure financial accountability
Our Services:	4.d.1.5.1	Assist compliance against purchasing delegations
	4.d.1.5.2	Ensuring timely recognition and collection of revenues and payment for goods and services

RISK MANAGEMENT CONSIDERATIONS

It is incumbent on the Shire to have good trade practices. As a leader in the community it is important that good governance structures and controls are established. Having poor terms of trade is likely to have increase risk of penalties, loss of quality services and contractors and increase in dissatisfaction amongst the community. The reverse is the case with good terms of trade.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* RESOLVES to ACCEPT payments totalling \$8,343,338.57 submitted and checked with vouchers, being made up of:

- a) Trust Vouchers 218 to 219 (Inclusive),
- b) EFT25203 to EFT25720 (Inclusive),
- c) Cheque Vouchers 76474 to 76598, 76610 (Inclusive)
- d) Cancelled cheques EFT25016, EFT25066, EFT25086, EFT25201, EFT25250, EFT25254, EFT25320, EFT25419, EFT25514, 76480, 76485, 76493, 76497, 76542, 76543, 76544, 76549, 76550 and 76563.
- e) Direct Debits DD19302.1
- f) Payroll Cheques \$1,496,094.22

CONCLUSION

It has been a customary practice that whilst being a leader in the community that we meet our terms of credit as established between suppliers and aspire to obtain discounts where practicable. Payments have been approved by authorised officers in accordance with agreed delegations and policy frameworks.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152733
MOVED : Cr Smeathers
SECONDED : Cr Vandenberg

That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* RESOLVES to ACCEPT payments totalling \$8,343,338.57 submitted and checked with vouchers, being made up of:

- a) Trust Vouchers 218 to 219 (Inclusive);
- b) EFT25203 to EFT25720 (Inclusive);
- c) Cheque Vouchers 76474 to 76598, 76610 (Inclusive);
- d) Cancelled cheques EFT25016, EFT25066, EFT25086, EFT25201, EFT25250, EFT25254, EFT25320, EFT25419, EFT25514, 76480, 76485, 76493, 76497, 76542, 76543, 76544, 76549, 76550 and 76563;
- e) Direct Debits DD19302.1;
- f) Payroll Cheques \$1,496,094.22.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
Cr Smeathers, Cr Vandenberg
AGAINST : Nil

Chq/EFT	Date	Name	Description	Amount
218	06.12.2013	Shire Of Roebourne	Refund - Rental Security Bond Naeem Babar (Allocate To Debtors Invoice #74966)	486.20
219	06.12.2013	Bond Administrator	Rental / Pet Security Bond - Nicole Bylund	7,066.12
EFT25016	27.11.2013	Onyx (Aust) Pty Ltd	Cancelled Cheque	-5,848.90
EFT25066	27.11.2013	East To West Concreting & Earth Works	Cancelled Cheque	-6,625.08
EFT25086	28.11.2013	Identity Security Pty Ltd	Cancelled Cheque	-3,905.00
EFT25201	28.11.2013	Raymond Simpson t/as West Coast Outback Pty Ltd	Cancelled Cheque	-11,228.95
EFT25203	04.12.2013	Building Commission (Building Services Levy)	BSL October 2013 - Building Permits	66,698.41
EFT25204	04.12.2013	Austral Pool Equipment	Anti Platform Cap - No Diving	2,631.20
EFT25205	04.12.2013	Avis Australia Car Hire	Car Hire - 12/11/13 - 15/11/13, S Shields	868.39
EFT25206	04.12.2013	Pilbara Bakeries T/A BT's Bakery	TTI - Bread, October 2013	3,011.88
EFT25207	04.12.2013	Courier Australia (Toll Ipec Pty Ltd)	Freight - Depot Parts Compactor	14.11
EFT25208	04.12.2013	Staples Australia (formerly Corporate Express)	KTA Airport - Office Stationery	94.55
EFT25209	04.12.2013	Chandler Macleod	Labour Hire - Litter Picker (N Tanasi) W/E 03/10/13	20,570.25
EFT25210	04.12.2013	Davis Langdon Australia Pty Ltd	7 Mile Landfill Redevelopment - Dec Works Approval	75,820.53
EFT25211	04.12.2013	Geraldton Building Services & Cabinets	Tender - Stone Masonry Work At Cossack Town site	129,879.20
EFT25212	04.12.2013	Garrards Pty Ltd	Stock - Spray Gun	550.73
EFT25213	04.12.2013	Hampton Harbour Boat & Sailing Club	Guy Fawkes Day 2013 - Sponsorship	11,000.00
EFT25214	04.12.2013	Hart Sport	Basketball	551.50
EFT25215	04.12.2013	Institute Of Public Works Engineering Australasia	Fleet Management Certificate 2013 - Enrolment, T Stewart	1,155.00
EFT25216	04.12.2013	Karratha International Hotel	Accommodation - Traffic Management Training 10/11/13 - 14/11/13, M Shankland	1,084.00
EFT25217	04.12.2013	Midalia Steel	Materials - Supagal RHS Yellow End	138.29
EFT25218	04.12.2013	North West Realty	461 McKenzie - Replace Letter Box	132.00

Chq/EFT	Date	Name	Description	Amount
EFT25219	04.12.2013	Department Of Racing Gaming & Liquor	TTI - Liquor Licence Fee, 1/1/14 - 31/12/14	550.00
EFT25220	04.12.2013	Poolmart Karratha	KLP - Calcicol 1 & 2	2,295.00
EFT25221	04.12.2013	Parry's Merchants	TTI - Cafe Stock	8,605.10
EFT25222	04.12.2013	Swan Earthmoving	Karratha Golf Club - Earthworks, Bobcat & Tipper Hire	7,007.00
EFT25223	04.12.2013	Signswest Stick With Us Sign Studio	KLP - Clear Acrylic Panel	990.00
EFT25224	04.12.2013	Reliance Petroleum	Depot - Bulk Diesel 16009L \$1.3838	24,368.58
EFT25225	04.12.2013	Shenton Enterprises Pty Ltd	RAC - Dolphin Pro	5,115.00
EFT25226	04.12.2013	Sealanes	Kitchen - Milk Re-stock November 2013	340.88
EFT25227	04.12.2013	Stihl Shop Redcliffe	Depot - Edger Blades	55.80
EFT25228	04.12.2013	Royal Life Saving Society WA Inc	KLP - Bronze Medallion	246.40
EFT25229	04.12.2013	Travelworld Karratha	RICM meeting in Melbourne - Martine Galvin	673.60
EFT25230	04.12.2013	TNT Express	Freight	513.09
EFT25231	04.12.2013	Whelans	Survey Services For Lot 683 Searipple Road Karratha	11,253.00
EFT25232	04.12.2013	Blackwoods (Atkins Carlyle Ltd)	Stock - Fly Spray	316.48
EFT25233	04.12.2013	Australian Institute Of Management	HR - AIM Corporate Membership 01/11/13 to 31/10/14	4,895.00
EFT25234	04.12.2013	Onyx (Aust) Pty Ltd	Litter Initiatives - Catering for Pilbara Kimberley Tidy Towns Regional Award Ceremony 16/10/13	4,403.00
EFT25235	04.12.2013	Abco Products	Stock - Ecozyme B+	1,871.83
EFT25236	04.12.2013	Airport Alliance Contracting	KTA Airport - Annual Technical Inspection for Electrical & Lighting	5,780.50
EFT25237	04.12.2013	Austswim Limited (Melbourne)	KLP - Infant and Preschool Aquatics H. Bowden	265.00
EFT25238	04.12.2013	Avdata Australia	KTA Airport - Reporting Billing Service Fees and Charges October 2013	1,167.12
EFT25239	04.12.2013	BOC Limited	KLP - Welding Rods	159.93
EFT25240	04.12.2013	Bunzl Ltd	Stock - Toilet Tissue Executive	2,438.49
EFT25241	04.12.2013	BC Lock & Key	20A Shadwick Dr - Replace Window Locks In Study	110.00
EFT25242	04.12.2013	Burru Mountain Bike Club	Sports Funding Scheme - Grant Bikes and Helmets	748.00
EFT25243	04.12.2013	BRL Building Company	PBFC - General Repairs	1,441.00
EFT25244	04.12.2013	Baynton West Primary School P&C	Community - Grant, Administration Resources	2,000.00
EFT25245	04.12.2013	Centurion Transport Co Pty Ltd	Freight	423.51
EFT25246	04.12.2013	Coates Hire Operations	REAF 2013 - Infrastructure Supply and Maintenance	1,601.88
EFT25247	04.12.2013	Coca-Cola Amatil (Holdings) Ltd	TTI - Bar Stock	3,091.92
EFT25248	04.12.2013	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Stock - Gear Box Oil	655.47
EFT25249	04.12.2013	Chemform	Stock - Odour Neutraliser	1,674.99
EFT25250	04.12.2013	De Neefe Signs Pty Ltd	Cancelled Cheque	0.00
EFT25251	04.12.2013	Wickham Youth Group Inc	Annual Community Sponsorship - Wickham Youth Group First Instalment	10,340.00
EFT25252	04.12.2013	Fildes Food Safety Pty Ltd	Environmental Health - Economy Waterproof Flat Digital Thermometers	123.75
EFT25253	04.12.2013	Total Eden Pty Ltd t/a DME Contractors	Refund for Overpayment of Fees - BL 130877 - Attn: J. Kitanoski	91.50
EFT25254	04.12.2013	Department Of Planning (Govt Of WA - Dept Finance Shared Services)	Cancelled Cheque	0.00
EFT25255	04.12.2013	E & MJ Rosher Pty Ltd	Stock - Bolt	134.90
EFT25256	04.12.2013	Environmental Industries	Catrrall Park - Maintenance August 2013	68,027.46

Chq/EFT	Date	Name	Description	Amount
EFT25257	04.12.2013	Elan Media Partners	Wickham Library - New Resources October 2013	1,070.25
EFT25258	04.12.2013	East To West Concreting & Earth Works	Depot - Fix Concrete Track Around Pit in Workshop 16/10/13	6,625.08
EFT25259	04.12.2013	FOXTEL For Business	KLP - Foxtel 18/11/13 to 17/12/13	325.00
EFT25260	04.12.2013	Gym Care: Commercial Fitness Specialists	KLP Equipment Repairs - Raise Seat Height and Widen Stabilising Bar	2,420.00
EFT25261	04.12.2013	Globe Australia Pty Ltd	Stock - Termidor	509.30
EFT25262	04.12.2013	Global Security Management (WA)	PBFC - Call Out 28/10/13	521.40
EFT25263	04.12.2013	Home Hardware Karratha	Millars Well Pavilion - Extension Lead	231.15
EFT25264	04.12.2013	Harvey Norman Karratha (Karravit Pty Ltd atf Karravit No 2 Trust t/as)	HR - Scandisk USB 8 GB for Project Training	683.64
EFT25265	04.12.2013	Identity Security Pty Ltd	KTA Airport - VIC Issuing System Renewal October 2013	3,905.00
EFT25266	04.12.2013	Ibis Styles Karratha	HR - Accommodation for M. Hocking 06/11/13 - 07/11/13	270.00
EFT25267	04.12.2013	Jason Signmakers	7 Mile Waste - Aluminium Stencils	1,483.90
EFT25268	04.12.2013	James Bennett Pty Limited	Karratha Library - New Resources 30/10/13	413.56
EFT25269	04.12.2013	Karratha Smash Repairs	Vehicle Maintenance - Replace Windscreen	495.00
EFT25270	04.12.2013	Karratha Auto Electrics	Vehicle Maintenance - Repair Blower Fan in Air conditioning System	3,820.16
EFT25271	04.12.2013	Kelyn Training Services	HR - Traffic Management Training 11/11/13 to 14/11/13	9,213.10
EFT25272	04.12.2013	Karratha Contracting Pty Ltd	Wickham Transfer Station - Removal and Replacement of Air Con Unit	40,026.15
EFT25273	04.12.2013	Kwik Kopy Printing Centre	Community Development - Full Colour Brochures	593.45
EFT25274	04.12.2013	Kott Gunning	KTA Airport - Legal Advice On Leases for Recoverables Project	1,993.75
EFT25275	04.12.2013	Kinetic Health Group Pty Ltd	HR - Twinrix Vaccinations for Employees	1,186.90
EFT25276	04.12.2013	Karratha Newsagency - TTI Account	TTI - Newspapers and Magazines WE 03/11/13	1,817.98
EFT25277	04.12.2013	Rikker Holdings Pty Ltd T/A Karratha Tilt Tray And Towing	Rangers - Whistling Kite Exercise	1,018.60
EFT25278	04.12.2013	K Sevelj	Reimbursement - As per Manager Contract for Utilities Water Usage	107.72
EFT25279	04.12.2013	Label Image	Development Services - Thermal Paper for Label Printer	395.27
EFT25280	04.12.2013	Liquor Traders Australia Pty Ltd	TTI - Drink Products	7,219.59
EFT25281	04.12.2013	MAK Industrial Water Solutions Pty Ltd	KTA Airport - Freight for Spare Parts	1,620.08
EFT25282	04.12.2013	Ovation Performance Company	Contribution - Purchase of Tarkett Flooring	2,200.00
EFT25283	04.12.2013	Pilbara Distributors	RAC - Stock for Kiosk	906.08
EFT25284	04.12.2013	Pilbara Motor Group	Parts - Air Filter	104.69
EFT25285	04.12.2013	Pilbara Copy Service	KTA Airport - Photocopier Service October 2013	702.75
EFT25286	04.12.2013	Pilbara Newspapers Pty Ltd (Pilbara Echo)	Moonrise Cinema - Advertising November 2013	1,735.53
EFT25287	04.12.2013	Initial Hygiene (formerly Pink Hygiene Solutions)	KTA Airport - Essential Hygiene Treatment Urinal 31/10/13 to 13/12/13	2,616.69
EFT25288	04.12.2013	Perth Safety Products	Cyclone Clean Up - Magnetic Signs	330.00
EFT25289	04.12.2013	Amnet It Services	Computer Network Expenses - ADSL for SMTP 09/12/13 to 09/01/14	79.00

Chq/EFT	Date	Name	Description	Amount
EFT25290	04.12.2013	Ralph & Beattie Bosworth Pty Ltd	KLP - Quantity Surveying Services September/October 2013	3,520.00
EFT25291	04.12.2013	Red Dot Stores	Disability Christmas Function - Decorations and Prizes	97.96
EFT25292	04.12.2013	Regional Development Australia	Training Expenses - Advanced Strategy Risk and Governance Master class 19/11/13	5,500.00
EFT25293	04.12.2013	Revolution Truck And Trailer Parts	Parts - Pair Lined QC Shoes	734.17
EFT25294	04.12.2013	Rowan'z Mowin & Handyman Service	1 Cook Close - Garden Maintenance	880.00
EFT25295	04.12.2013	Statewide Bearings	Parts - M/Cyl Bowl	166.74
EFT25296	04.12.2013	State Emergency Service	KTA SES - Operating Budget October to December 2013	5,500.00
EFT25297	04.12.2013	Sunstone Design	KTA Airport - New Blinds SOR Office Space	1,600.00
EFT25298	04.12.2013	Seton Australia Pty Ltd	Community - Hard Hat Vented	18.51
EFT25299	04.12.2013	Broometown Holdings T/a Subway Karratha	Fleet Management - Catering for Training Lunch	97.35
EFT25300	04.12.2013	Smokemart	TTI - Tobacco Products 20/11/13	1,675.40
EFT25301	04.12.2013	Scope Business Imaging	Development Services - Photocopier Charges September 2013	2,089.44
EFT25302	04.12.2013	Statewide Food Distributors	TTI - Muffin Wrappers	101.62
EFT25303	04.12.2013	Telford Industries	Stock - Chem-Chlor	1,702.80
EFT25304	04.12.2013	Tradelink Plumbing Supplies	KLP - Plumbing Supplies for Island Benches	946.61
EFT25305	04.12.2013	Tox Free (Australia) Pty Ltd	KTA Airport - Vacuum of Septic Tanks	667.46
EFT25306	04.12.2013	Total Electrical Communication Services	Low Voltage Power Upgrade - Bayly East Generator Works	2,654.00
EFT25307	04.12.2013	20th Century Fox Film Distributors Pty Ltd	Moonrise Cinema - Film Hire Fee for Turbo 09/11/13	589.75
EFT25308	04.12.2013	UDLA	Roebourne Education and Community Precinct Plan Development - Part B	5,431.15
EFT25309	04.12.2013	Karratha Timber & Building Supplies (formerly Versatile)	Youth Shed - Cyclone Tie Down Materials October 2013	139.93
EFT25310	04.12.2013	Woolworths (WA) Ltd	Rangers - Batteries	1,045.10
EFT25311	04.12.2013	Wrapped Creations	Community Sports Award 2013 - Hire Tables Covers & Centrepiece	616.00
EFT25312	04.12.2013	Yakka Pty Ltd	Uniforms - Hi Vis Vest	638.86
EFT25313	05.12.2013	Crawford Realty Karratha	Deposit for Purchase of Property at 7 Honeyeater Corner Nickol	10,000.00
EFT25314	05.12.2013	Terry & Vicki Day	38 Lewis Drive - Water Usage 19/07/13 to 24/09/13	95.29
EFT25315	05.12.2013	Marcia DaSilva	Refund for Cancelled Adult Beginner Salsa Program	84.00
EFT25316	05.12.2013	Handy Hands Pty Ltd	Oval Maintenance - Install Weed Control Turf KTA Golf Course/Bowling Green	23,056.00
EFT25317	05.12.2013	Karratha Community Association	Contribution - KCA Community Garden Consultation	5,865.50
EFT25318	05.12.2013	Kelly Taylor	Refund for Cancelled Adult Beginner Salsa Program	84.00
EFT25319	05.12.2013	Caroline Main	Refund for Cancelled Adult Beginner Salsa Program	84.00
EFT25320	05.12.2013	Pan International Pty Ltd	Cancelled Cheque	0.00
EFT25321	05.12.2013	Sonia Silva	Refund for Cancelled Adult Beginner Salsa Program	84.00
EFT25322	05.12.2013	Tegan-Peta Forster	Refund for Cancelled Adult Beginner Salsa Program	84.00
EFT25323	05.12.2013	West Australian Newspapers Limited	Moonrise Cinema - Advertising October 2013	3,630.00
EFT25324	05.12.2013	Frenkel Partners Law Practice Trust Account.	REAF 2013 - Event Management Terms of Settlement	45,100.00
EFT25325	06.12.2013	K Christensen-mortgage	Home Ownership Allowance	572.00
EFT25326	06.12.2013	T Swetman	Home Ownership Allowance	555.00

Chq/EFT	Date	Name	Description	Amount
EFT25327	06.12.2013	GAN S L (Mortgage Account)	Home Ownership Allowance	1,427.64
EFT25328	06.12.2013	B Middleton- Mortgage Account	Home Ownership Allowance	550.00
EFT25329	06.12.2013	MAXXIA Pty Ltd	Payroll Deductions	3,865.26
EFT25330	11.12.2013	Australian Taxation Office	Payroll Deductions	275,654.00
EFT25331	11.12.2013	Child Support Agency	Payroll Deductions	1,056.57
EFT25332	06.12.2013	Glenn Bonanno	Refund - Rental Security Bond 7b Leonard Way	20.00
EFT25333	06.12.2013	Otan Karratha Pty Ltd	Refund - Bond Clearance - P2582 Jingarri Nickol Subdivision Stage 1A Civil Works	24,200.00
EFT25334	06.12.2013	Darren Phegan	Refund - Rental Security Bond 13 Gecko Circle	398.92
EFT25335	11.12.2013	Karratha Contracting Pty Ltd	Plant - Supply and Install Air Conditioners	88,296.93
EFT25336	11.12.2013	Chandler Macleod	7 Mile Waste - Litter Pickers WE 10/11/13	41,360.55
EFT25337	11.12.2013	Caltex Energy WA (Link Energy Pty Ltd)	Stock - Bulk Diesel 27/11 16000L @ 1.555763	24,892.21
EFT25338	11.12.2013	BP Australia Pty Ltd	Diesel	17,305.12
EFT25339	11.12.2013	Design Co-Operative Ltd	Executive Services - Annual Report Design and Two Print Runs	21,291.67
EFT25340	11.12.2013	E & MJ Roshier Pty Ltd	Plant Purchase - Out Front Mower and Grass Catcher (P7006)	45,646.20
EFT25341	11.12.2013	Gresley Abas Pty Ltd	Dampier Community Hub - Consultancy Services	32,163.48
EFT25342	11.12.2013	Designa Sabar Pty Ltd	KTA Airport - Abacus Exit Control Terminal Maintenance	25,676.19
EFT25343	11.12.2013	Broad Civil Construction Services	KTA Airport - Office Refurbishment and Relocation	198,432.87
EFT25344	11.12.2013	Department Of Fire And Emergency Services (ESL Payments)	Emergency Services Levy - Quarter 2 Contribution	653,180.73
EFT25345	11.12.2013	North West Tree Services	Open Drainage Maintenance - Pruning and Removal of Various Vegetation Dampier	50,265.50
EFT25346	11.12.2013	Northwest Shedmasters	KTA Airport - Workshop Design and Construction	411,450.60
EFT25347	11.12.2013	Pindan Contracting Pty Ltd	KLP - Variations Approved Progress Claim 30	170,168.21
EFT25348	11.12.2013	Price Waterhouse Coopers	KTA Airport - Development Plan	76,798.80
EFT25349	11.12.2013	Sanders Turner Ellick Architects	KTA Airport - Professional Services Second Stop/Go Point	403,744.88
EFT25350	11.12.2013	West-Sure Group	KTA Airport - Kerbside Security and Cash Collection Transit Services November 2013	57,282.30
EFT25351	11.12.2013	Australia Post	Australia Post - Postage Charges Nov 2013	4,123.98
EFT25352	11.12.2013	Alpha First Aid Supplies Pty Ltd	Depot - First Aid Supplies Crepe Bandage 10Cm	52.54
EFT25353	11.12.2013	Avis Australia Car Hire	Car Hire - 26/11/13 - 28/11/13 (S Shields)	281.38
EFT25354	11.12.2013	Allied Pickfords - Karratha	Uplift Transient Furniture - Storage 10/12/13 - 31/12/13	154.94
EFT25355	11.12.2013	Chefmaster Australia	Depot - Bin Liners 80L	1,354.20
EFT25356	11.12.2013	Chemdry Northwest	160A Withnell Way - Final Full Clean 28.11.2013	132.00
EFT25357	11.12.2013	Staples Australia (formerly Corporate Express)	Development Services - Stationary	4,302.81
EFT25358	11.12.2013	Signature Music Pty Ltd	REAF 2013 - Medics Performance 7/9 8/9	15,131.00
EFT25359	11.12.2013	Duxton Hotel Perth	Accommodation & Meal Charges 25/11 - 26/11 (C Adams)	296.00
EFT25360	11.12.2013	GHD Pty Ltd	Karratha ERS Upgrade Design Brief	1,100.00
EFT25361	11.12.2013	Garrards Pty Ltd	Depot - Acelepryn Insecticide	1,876.63
EFT25362	11.12.2013	Hathaway's Lubricants	Stock - Renolit Moreplex Grease	3,707.65

Chq/EFT	Date	Name	Description	Amount
EFT25363	11.12.2013	Karratha Earthmoving & Sand Supplies	Dampier Pipeline - Fine Sand	5,258.00
EFT25364	11.12.2013	Midalia Steel	Depot - Hot Rolled Sheet	1,108.25
EFT25365	11.12.2013	Market Creations Pty Ltd	Advertising - Tourism Full Page KDCCI Directory	1,463.00
EFT25366	11.12.2013	WALGA (Marketforce)	Advertising - Tender Sharepoint Intranet 26/10/13	9,721.40
EFT25367	11.12.2013	McLernons Supply & Demand - Welshpool	KLP - Supply Of Longspan Shelving	11,561.44
EFT25368	11.12.2013	Pilbara Iron Company (Services) Pty Ltd	Wickham Library - Electricity Usage 1/10/13 - 8/11/13 39 Days 8608kL	3,546.66
EFT25369	11.12.2013	Parry's Merchants	TTI - Cafe Stock	6,082.60
EFT25370	11.12.2013	Roebourne School P&C	Catering - Seniors Christmas Party Roebourne 6/12/13	4,730.00
EFT25371	11.12.2013	St Lukes College	Donation - St Luke's College End Of Year Presentation Awards 2013	150.00
EFT25372	11.12.2013	St John Ambulance-Karratha	REAF 2013 - St John Presence 21/9/13	660.00
EFT25373	11.12.2013	Signswest Stick With Us Sign Studio	Youth Shed - A Frame Sign For Indoor Play Fit Posters Birthday Bookings	996.05
EFT25374	11.12.2013	Te Wai Manufacturing	Uniforms - 4 X Polo Shirts With Embroidery XL	463.00
EFT25375	11.12.2013	TNT Express	KLP	1,808.85
EFT25376	11.12.2013	Toll Express	Freight	46.84
EFT25377	11.12.2013	The Retic Shop	Depot - Poly Ratchet Clips	56.68
EFT25378	11.12.2013	Thrifty Car Rental	Car Hire - 20/10 - 26/10 Mosquito Management Course (L Myburgh)	582.34
EFT25379	11.12.2013	Visimax	Rangers - Trainee Ranger Badges	100.95
EFT25380	11.12.2013	Atom Supply	Stock - 5 Litre Water Container	358.92
EFT25381	11.12.2013	Blackwoods (Atkins Carlyle Ltd)	Stock - Fuel Treatment	4,457.65
EFT25382	11.12.2013	Auslec	Equipment - Pliers Long Nose	895.13
EFT25383	11.12.2013	Australasian Performing Right Assoc (APRA)	Moonrise Cinema - License for Period 01/07/12 to 30/06/13	1,741.09
EFT25384	11.12.2013	Onyx (Aust) Pty Ltd	Refund for Transactions on SoR EFTPOS Machines 30/09/13 to 02/10/13	2,093.30
EFT25385	11.12.2013	Protector Alsafe	Uniforms - Safety Work Boots	1,576.00
EFT25386	11.12.2013	A & P Transport	Stock - Chook Food	135.00
EFT25387	11.12.2013	Airport Security Pty Ltd	KTA Airport - Print and Supply of ASIC Cards	320.00
EFT25388	11.12.2013	Atktec Pty Ltd	7 Mile Waste - Preparation of the Electrical Specification Document	2,783.00
EFT25389	11.12.2013	Australian Performing Arts Centres Association	APACA - Annual Ordinary Membership 2014	1,180.00
EFT25390	11.12.2013	Allpest WA	KLP - Eradicate Wasp Nests	88.00
EFT25391	11.12.2013	Ashdown-Ingram	Parts - LED Side Marker	25.30
EFT25392	11.12.2013	Ampac Debt Recovery	Debt Recovery - Sundry Debtors September 2013	1,143.57
EFT25393	11.12.2013	Altara Group Pty Ltd	KTA Airport - Safety Management Manual	7,194.70
EFT25394	11.12.2013	ACM Earthworks	7 Mile Waste - Water Truck Hire 07/11/13	3,740.00
EFT25395	11.12.2013	BOC Limited	RAC - Medical Oxygen	548.86
EFT25396	11.12.2013	Bunzl Ltd	Stock - Toilet Paper Interfold	803.44
EFT25397	11.12.2013	Beaurepaires	Plant Maintenance - Omitrac Tyres	12,234.60
EFT25398	11.12.2013	Dudley Billing	Disability Access and Inclusion - DJ Services for Christmas Party	1,000.00
EFT25399	11.12.2013	Bridgestone Australia Pty Ltd	Vehicle Maintenance - New Tyres	3,155.02
EFT25400	11.12.2013	Blooming Services	23 Rodgers Way - Mow Lawns Tidy Gardens Check Reticulation Remove All Rubbish	577.50
EFT25401	11.12.2013	BRL Building Company	20A Shadwick Dr - Replace the Rotten Timbers of the Patio and Carport	6,181.96

Chq/EFT	Date	Name	Description	Amount
EFT25402	11.12.2013	Baynton West Primary School	Donation - Baynton West Primary End Of Year Presentation Award 2013	75.00
EFT25403	11.12.2013	E H Brett & Sons Pty Ltd	Youth Shed - Boulderling Wall Crash Mat Cover	385.00
EFT25404	11.12.2013	Braille Sign Supplies	Maintenance - Johns Creek Public Toilet	465.00
EFT25405	11.12.2013	CJD Equipment	Depot - Parts	6,035.62
EFT25406	11.12.2013	Coates Hire Operations	Dampier Pipeline - Equipment Hire 13/11/13 to 17/11/13	2,007.46
EFT25407	11.12.2013	Coca-Cola Amatil (Holdings) Ltd	TTI - Drink Products	14,061.56
EFT25408	11.12.2013	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Parts - Super Wash	2,145.00
EFT25409	11.12.2013	Chemform	Stock - Odour Neutraliser	2,123.73
EFT25410	11.12.2013	Snap Pilbara (formerly Coral Coast Print)	Business Cards - Charlie Dewberry Fleet and Plant Supervisor	285.56
EFT25411	11.12.2013	Commander Centre	Computer Network Expenses - Avaya Professional Services and Technical Support	286.00
EFT25412	11.12.2013	Coral Coast Electrical	Youth Shed - Reinstate the Audible Fire Alarm Connected to the Security Alarm	137.50
EFT25413	11.12.2013	Cho Cleary	Disability Access and Inclusion - DJ Services for Christmas Party	1,000.00
EFT25414	11.12.2013	Chris Sayer Consulting	Consultant - Chris Sayer November 2013	4,856.00
EFT25415	11.12.2013	David Gray And Company Pty Limited	Stock - Roundup Attack	1,153.68
EFT25416	11.12.2013	Dy-Mark (Aust) Pty Ltd	Stock - Layout Paint	157.87
EFT25417	11.12.2013	Wickham Youth Group Inc	Special Youth Projects - Reimbursement for End of Year Bash Wickham Youth Group	513.67
EFT25418	11.12.2013	Dimension Data Learning Solutions	HR - Training Administering System Centre Configuration Manager 2012	3,375.35
EFT25419	11.12.2013	Department Of Planning (Govt Of WA - Dept Finance Shared Services)	Cancelled Cheque	0.00
EFT25420	11.12.2013	D & S Wells (WA) Pty Ltd	Plant Maintenance - Repair Radiator Doors	1,679.70
EFT25421	11.12.2013	Shelley Davis	Reimbursement - Meals and Taxi Fares NAAA Conference 15/09/13 to 20/09/13	109.22
EFT25422	11.12.2013	Dallcon	Dampier Pipeline - Liner Base Retractable Lid and Barrels	3,916.00
EFT25423	11.12.2013	Donna Stott	Refund for Cancelled Adult Portrait Drawing Program	96.00
EFT25424	11.12.2013	Environmental Industries	Mowing Brushcutting Litter Collection Northwest Coastal Highway 5 Roundabouts Info Bay Karratha Entry Walls Lia Entry Walls	5,467.00
EFT25425	11.12.2013	Ezi-Hose Pty Ltd	Parts - Suction Hose	393.38
EFT25426	11.12.2013	Entertainment One Hopscotch Pty Ltd	Moonrise Cinema - Screen Fee Rush Movie 16/11/13	625.39
EFT25427	11.12.2013	eTool Pty Ltd	Airport Solar Power Project - Undertake a Review and Assessment of Proposal	2,200.00
EFT25428	11.12.2013	Farinosi & Sons Pty Ltd	Stock - Cement	1,728.03
EFT25429	11.12.2013	Chubb Fire Safety Ltd	KTA Airport - Service Fire Extinguisher Install Signage and Supply New Fire Blanket	371.80
EFT25430	11.12.2013	Fast Automation	KTA Airport - Remote Monitoring and Remediation for PLC Component	792.00
EFT25431	11.12.2013	Golden Hiabs	Hire Float Move Excavator Depot - Neilsen PI Dampier	726.00
EFT25432	11.12.2013	Globe Australia Pty Ltd	Avipoint Birds Deterrent Baynton West Oval Nickol Skate Park & Catrall Park	106.48
EFT25433	11.12.2013	Gurrura Pty Ltd	Sharpe Ave Street Opening - Welcome To Country By Patrick Churnside 30/11/13	660.00
EFT25434	11.12.2013	Prime Media Group (GWN7)	KLP - TV Advertising October 2013	1,323.30
EFT25435	11.12.2013	Glidepath Australia Pty Ltd	KTA Airport - Full BHS Maintenance Inspection November 2013	9,130.00

Chq/EFT	Date	Name	Description	Amount
EFT25436	11.12.2013	Home Hardware Karratha	Karratha Library - Electric Blower	1,002.23
EFT25437	11.12.2013	Harvey Norman Karratha (Karravit Pty Ltd af Karravit No 2 Trust t/as)	Youth Shed - HDMI Cables for Programmes 19/11/13	30.00
EFT25438	11.12.2013	Hitachi Construction Machinery	Stock - Air Filter	516.45
EFT25439	11.12.2013	Institute Of Public Works Engineering WA	Tech Services - Registration of Road Audit July 2013	1,925.00
EFT25440	11.12.2013	Interloc Lockers Pty Ltd	Equipment - Locker Cylinder and Key	550.00
EFT25441	11.12.2013	Insight Callcentre Services	Corporate Compliance - After Hours Call Centre Service October 2013	1,181.62
EFT25442	11.12.2013	Iron Mountain Australia Pty Ltd	Records Management - Transportation Archive Boxes from Iron Mountain to Karratha	967.99
EFT25443	11.12.2013	IML Logistics	Gap Ridge WWP - Transport of Chlorine Gas Cylinder	1,954.68
EFT25444	11.12.2013	Ibis Styles Karratha	Small Business Development - Breakfast Venue Hire 15/11/13	3,190.00
EFT25445	11.12.2013	Image Investment Group Pty Ltd	Youth Projects - RYCN and High School Presentations	3,550.00
EFT25446	11.12.2013	Jangs Thai Kitchen & Services	Catering - Agenda Briefing and Ordinary Council Meeting November 2013	234.00
EFT25447	11.12.2013	James Bennett Pty Limited	Karratha Library - New Resources	305.36
EFT25448	11.12.2013	Karratha Smash Repairs	Vehicle Repairs - Rear Bumper Bar	6,139.13
EFT25449	11.12.2013	Keyspot Services	Depot - Self Inking Stamps	797.20
EFT25450	11.12.2013	Karratha Auto Electrics	Vehicle Maintenance - Rectify Issue with Wiring Harness	455.95
EFT25451	11.12.2013	Kott Gunning	Water Infrastructure Upgrades - Legal Services and Reviews of Documentation	3,055.26
EFT25452	11.12.2013	Komatsu Australia Pty Ltd	Parts - Water Pump	6,756.96
EFT25453	11.12.2013	Kinetic Health Group Pty Ltd	HR - Twinrix Vaccination for S. Lebcir	1,116.50
EFT25454	11.12.2013	Karratha Newsagency - TTI Account	TTI - Newspapers and Magazines WE 10/11/13	206.66
EFT25455	11.12.2013	KLB Systems	7 Mile Waste - Thermal Receipt Printer Paper	396.00
EFT25456	11.12.2013	Rikker Holdings Pty Ltd T/A Karratha Tilt Tray And Towing	Rangers - Tow Dinghy from Withnell Bay to Depot	2,574.00
EFT25457	11.12.2013	Karratha Automotive Group	Depot - Air Filter	1,224.25
EFT25458	11.12.2013	Karratha Water Polo Association Inc.	Sports Funding - Grant for Electronic Scoreboard	1,800.00
EFT25459	11.12.2013	Lyons & Peirce	TTI - Pump Grease Traps November 2013	979.84
EFT25460	11.12.2013	Liftmec Pty Ltd	Dampier Pipeline - Float Excavator from Dampier to Depot	1,306.80
EFT25461	11.12.2013	Landgate	Online Transaction Summary - October 2013	144.00
EFT25462	11.12.2013	A.B. Loveridge	TTI - Red Dog Stubby Holders	330.00
EFT25463	11.12.2013	Lion Hire Pty Ltd	Hire - 5 Tonne Mini Digger 1 Day (Drainage Works Balmoral Rd Front Adventure Sports)	402.19
EFT25464	11.12.2013	Landmark Products Ltd	Back Beach - Fish Cleaning Station	8,052.00
EFT25465	11.12.2013	Liquor Traders Australia Pty Ltd	TTI - Drink Stock	1,473.64
EFT25466	11.12.2013	iSentia Pty Limited (Media Monitors Australia Pty Ltd)	Media Monitoring Service Dec 2013	1,657.10
EFT25467	11.12.2013	Morrison Low Consultants Pty Ltd	Corp Services - LTFP Financial Model Update for FY 13/14	6,226.00
EFT25468	11.12.2013	Spinifex Promotions	Youth Shed - Dance Party Mixing and DJ Equipment Hire 08/11/13	1,010.00
EFT25469	11.12.2013	NW Communications & IT Specialists	KTA Airport - Hand Held Radios	3,639.85

Chq/EFT	Date	Name	Description	Amount
EFT25470	11.12.2013	Redwave Media Ltd	Advertising - Community Awareness Campaign 13/14 Cyclone Season	1,980.00
EFT25471	11.12.2013	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	7 Mile Waste - Spring Water	453.25
EFT25472	11.12.2013	Neverfail Springwater Pty Ltd - Wickham Transfer Station	Wickham Transfer Station - Spring Water	234.50
EFT25473	11.12.2013	Neils Reticulation And Landscaping	KTA Airport - Modify and Install Extra Sprinklers to Existing Garden/Tree Areas	11,795.38
EFT25474	11.12.2013	National Institute of Dramatic Art (NIDA)	Youth Shed - NIDA Customised School Workshops November 2013	7,400.00
EFT25475	11.12.2013	Orica Australia Pty Ltd	Gap Ridge WWP - Chlorine Gas Cylinder	5,833.22
EFT25476	11.12.2013	OTS Landscaping Service	KTA Airport - Whipping of Grass and Rubbish Removal	5,698.00
EFT25477	11.12.2013	Fulton Hogan Industries Pty Ltd (Pioneer Road Services)	Pods of Emulsion	4,730.00
EFT25478	11.12.2013	Pilbara Distributors	RAC - Kiosk Stock	319.62
EFT25479	11.12.2013	Pilbara Motor Group	Stock - Air Filter	1,136.79
EFT25480	11.12.2013	Pilbara Institute	HR - Intermediate Excel Course 17/10/13	430.00
EFT25481	11.12.2013	Play Right Australia Pty Ltd	Playground Maintenance - Slide Parts for Repair	2,651.00
EFT25482	11.12.2013	Pilbara Newspapers Pty Ltd (Pilbara Echo)	Moonrise Cinema - Advertising 23/11/13	1,656.91
EFT25483	11.12.2013	Pilbara Access Management Solutions Wa	7 Mile Waste - Scaffold Platform and Stair Hire 29/10/13 to 25/11/13	726.00
EFT25484	11.12.2013	Pilbara Multicultural Association	Community Sponsorship - Pilbara Multi Cultural Association 25% Upront	2,500.00
EFT25485	11.12.2013	P&G Body Builders	Depot - Supply & Fit Kevrik 1000S Crane	13,612.01
EFT25486	11.12.2013	Prepress Skills Centre	HR - Enrolment for Communications Officer Illustrator Course 18/12/13 to 20/12/13	945.00
EFT25487	11.12.2013	Paramount Pictures Australia	Walkington - Screen Fee For Thanks For Sharing 23/11/13	530.95
EFT25488	11.12.2013	Perth Safety Products	Traffic Control - Saddle Bags	1,650.00
EFT25489	11.12.2013	Print Sync Norwest Business Solutions	Corp Services - Service Photocopier November 2013	1,647.50
EFT25490	11.12.2013	Peter Hunt Architects	Church Park - Build Montage of Custom Design Shade Structure	1,100.00
EFT25491	11.12.2013	Premiere Events	Perth Royal Shoe 2013 - Hire Fish Tank Fish & Demonstrations	6,468.00
EFT25492	11.12.2013	Ralph & Beattie Bosworth Pty Ltd	SES - Tender Review for Wickham SES Building	7,865.00
EFT25493	11.12.2013	Red 11 Pty Ltd	Computer Equipment - LenovoThinkpad Laptop	15,123.97
EFT25494	11.12.2013	Raiders Boxing Club	Sports Funding - For Travel and Accommodation for National Golden Gloves Tournament	1,000.00
EFT25495	11.12.2013	Royal Agricultural Society Of WA	Perth Royal Show 2013 - Advertising in Coupon Book	418.00
EFT25496	11.12.2013	RGR Road Haulage Pty Ltd	REAF 2013 - Stage Freight Karratha to Perth 28/08/13	600.00
EFT25497	11.12.2013	Riley Consulting	Roebourne Structure Plan - Update and Write up of Previous Report	990.00
EFT25498	11.12.2013	RAC Driving Centre	HR - RAC 4WD Training K. Glover L. Hughes & S. Thomason 06/11/13	1,319.00
EFT25499	11.12.2013	Statewide Bearings	Depot - Parts	507.38
EFT25500	11.12.2013	Kmart Karratha	Youth Shed - Socks	352.55
EFT25501	11.12.2013	Sigma Chemicals	KLP - Pallet of Sodium Bisulphate	2,957.04
EFT25502	11.12.2013	Sunny Sign Company Pty Ltd	Street Signs - No Parking Signs	125.40
EFT25503	11.12.2013	Seatadvisor Pty Ltd	Ticket Sales - November 2013	482.90

Chq/EFT	Date	Name	Description	Amount
EFT25504	11.12.2013	Smokemart	TTI - Tobacco Products	1,383.50
EFT25505	11.12.2013	Scope Business Imaging	Corp Services - Photocopier Charges October 2013	360.11
EFT25506	11.12.2013	Soul Cafe	REAF 2013 Catering for VIP Function at Finale Concert	2,750.00
EFT25507	11.12.2013	Sunny Industrial Brushware Pty Ltd	Stock - Main Broom New Poly	286.00
EFT25508	11.12.2013	Stephen Jiang	Make A Move Photography Workshops 16/11/13 27/11/13. Facilitation & Production	1,240.00
EFT25509	11.12.2013	Triangle Filtration	Bulgarra Tanks - Filter Seal Washer	75.35
EFT25510	11.12.2013	T-Quip	Stock - Fuel/Water Separator Filter	376.40
EFT25511	11.12.2013	State Library of WA (Office of Shared Services)	KTA Library - Lost and Damaged Items	215.60
EFT25512	11.12.2013	Tennant Australia Pty Ltd	Stock - Nozzle-Side Skid Shoe	491.90
EFT25513	11.12.2013	The University Of Western Australia	Municipal Heritage Inventory Review - Final Progress Payment	3,496.80
EFT25514	11.12.2013	Team Viewer	Cancelled Cheque	0.00
EFT25515	11.12.2013	The Walt Disney Company Pty Ltd	Moonrise Cinema - Screen Fee for Thor 30/11/13	1,552.40
EFT25516	11.12.2013	The Luke Adams Foundation	Community - Artist Development Grant L. Rodd	550.00
EFT25517	11.12.2013	Traffic Management Plan Service	Traffic - Design Traffic Management Diagram	607.75
EFT25518	11.12.2013	TenderLink.com	Green the Greens Project - Advertisement of Tender 16/11/13	1,320.00
EFT25519	11.12.2013	TCS Pilbara Pty Ltd	Office Expenses - Building Plan Assessment and Advice	3,388.00
EFT25520	11.12.2013	Toastees Wetsuits	KLP - Men's Instructor Series	945.00
EFT25521	11.12.2013	UDLA	Eastern Corridor Community Hub - Conceptual Design Plans	11,585.75
EFT25522	11.12.2013	Uniqco(wa)pty Ltd	Fleet Management - Unifleet Reporting System November 2013	3,144.17
EFT25523	11.12.2013	Karratha Timber & Building Supplies (formerly Versatile)	KLP - Maintenance Requirements October 2013	1,352.06
EFT25524	11.12.2013	Westrac Equipment Pty Ltd	Plant - Cold Planer Delivery Installation and Training	3,270.10
EFT25525	11.12.2013	Woolworths (WA) Ltd	Staff Christmas Gift - Chocolate Christmas Stockings	3,598.13
EFT25526	11.12.2013	Wormald Australia Pty Ltd	Records Management - Isolate and Test Fire Alarm	2,574.48
EFT25527	11.12.2013	Wurth Australia Pty Ltd	Workshop - Cleaning and Maintenance Supplies	1,109.14
EFT25528	11.12.2013	Tony Wear	Reimbursement of KLP Opening Staff Party	275.00
EFT25529	11.12.2013	Wrapped Creations	NAIDOC - Contract Commencement Payment 1	6,000.00
EFT25530	11.12.2013	Weerianna Street Media	NAIDOC Contract Commencement Payment 1	3,300.00
EFT25531	11.12.2013	Windtech Consultants Pty Ltd	KTA Airport - Wind Tunnel Testing	8,800.00
EFT25532	11.12.2013	West Australian Newspapers Limited	Corp Services - Advertisement Purchase of Staff Housing 02/10/13	319.50
EFT25533	11.12.2013	Yakka Pty Ltd	Uniforms - Men's Trousers	3,484.66
EFT25534	11.12.2013	Zipform Pty Ltd	City Status Project - Printing and Mailing of City Status Call for Public Submissions	2,541.40
EFT25535	12.12.2013	Karratha First National Real Estate	16 Garland Place - Leased Paid to 20/01/14	26,723.22
EFT25536	12.12.2013	North West Realty	500 Murray Street - Leased Paid to 30/01/14	21,943.40
EFT25537	12.12.2013	Pilbara Real Estate	14 Honeyeater Corner - Leased Paid to 30/01/14	23,898.81
EFT25538	12.12.2013	Ray White Real Estate	52 Desert Pea Boulevard - Leased Paid to 25/01/14	20,535.71
EFT25539	12.12.2013	Terry & Vicki Day	38 Lewis Drive - Leased Paid to 24/01/14	5,214.29
EFT25540	12.12.2013	Yantram BPO Services Pvt Ltd	KTA Airport - 3D Flyover Animation of Terminal Redevelopment - Final Claim	11,062.00
EFT25541	12.12.2013	Downer Edi Works Pty Ltd	2013/14 Reseal Program Wickerson Way - Finnerty St to Finnerty St	128,393.66

Chq/EFT	Date	Name	Description	Amount
EFT25542	12.12.2013	Building Commission (Building Services Levy)	BSL November 2013 - Building Permits	10,747.06
EFT25543	12.12.2013	Linkforce Hire Pty Ltd	Refund - Funds Incorrectly Paid to SoR should have gone to Shire of East Pilbara	6,362.46
EFT25544	12.12.2013	Smokemart	TTI - Cigarette Stock 05/12/13	4,050.10
EFT25545	12.12.2013	Woolworths (WA) Ltd	Youth Shed - Indoor Play Cafe Stock 6/9/13	232.24
EFT25546	12.12.2013	Beverley White	Morning Tea Catering For Partnership Meeting 25/09/13	150.00
EFT25547	13.12.2013	Raymond Simpson t/as West Coast Outback Pty Ltd	Refund - Performance Bond Planning File P2210 Lot 12 Coolawanyah Road KIE	11,228.95
EFT25548	13.12.2013	Australian Taxation Office	November 2013 BAS	164,445.00
EFT25549	13.12.2013	G Bailey	Sitting Fee - December 2013	2,791.67
EFT25550	13.12.2013	J Lally	Sitting Fee - December 2013	4,562.50
EFT25551	13.12.2013	E Smeathers	Sitting Fee - December 2013	2,791.67
EFT25552	13.12.2013	F White-Hartig	Sitting Fee - December 2013	2,791.67
EFT25553	13.12.2013	D Hipworth	Sitting Fee - December 2013	2,791.67
EFT25554	13.12.2013	G Harris	Sitting Fee - December 2013	2,791.67
EFT25555	13.12.2013	N Kickett	Sitting Fee - December 2013	2,791.67
EFT25556	13.12.2013	P Long	Local Government Allowance - December 2013	11,125.00
EFT25557	13.12.2013	J Miller	Sitting Fee - December 2013	2,791.67
EFT25558	13.12.2013	M B Saylor	Sitting Fee - December 2013	2,791.67
EFT25559	13.12.2013	R Vandenburg	Sitting Fee - December 2013	2,791.67
EFT25560	16.12.2013	The Haines Superannuation Fund	Superannuation Contributions	655.12
EFT25561	16.12.2013	WA Super (Formerly WALGSP)	Superannuation Contributions	217,838.93
EFT25562	16.12.2013	Jacqueline & Theresa Super Fund	Superannuation Contributions	636.97
EFT25563	16.12.2013	J & S Pryor Super Fund	Superannuation Contributions	846.83
EFT25564	16.12.2013	Statewide Super	Superannuation Contributions	1,350.62
EFT25565	14.12.2013	QSUPER - BROWN	Superannuation Contributions	988.40
EFT25566	17.12.2013	CAPE SETTLEMENTS TRUST ACCOUNT	Settlement Payment - 7 Honeyeater Way Karratha	703,671.14
EFT25567	18.12.2013	Avis Australia Car Hire	Project Management - Hire Vehicle 03/12/13 to 05/12/13	271.87
EFT25568	18.12.2013	Pilbara Bakeries T/A BT's Bakery	PBFC - Cafe Stock	387.72
EFT25569	18.12.2013	Karratha First National Real Estate	6C Kallama - Water Usage 16/9/13 - 13/11/13 58 Days 15kL	20.72
EFT25570	18.12.2013	Staples Australia (formerly Corporate Express)	Office Equipment Repair - Electric Binder	4,019.12
EFT25571	18.12.2013	Transpacific Cleanaway	KTA Airport - Daily Skip Bin Services November 2013	2,422.20
EFT25572	18.12.2013	Chandler Macleod	Finance - Creditors Officer J. Jackson WE 24/11/13	3,453.12
EFT25573	18.12.2013	Signature Music Pty Ltd	Moonrise Cinema - Operating Fees November & December 2013	2,992.00
EFT25574	18.12.2013	GHD Pty Ltd	KTA Airport - Project Management	24,333.98
EFT25575	18.12.2013	Institute Of Public Works Engineering Australasia	Registration Costs For Fleet And Plant Management Workshop - C. Dewberry 31/10/13	650.00
EFT25576	18.12.2013	Karratha International Hotel	RYCN - Venue Hire and Catering 27/11/13	2,669.00
EFT25577	18.12.2013	CMA Contracting Pty Ltd	KEC - Asbestos Removal & Demolition Project Progress Claim 1	911,815.30
EFT25578	18.12.2013	Karratha Earthmoving & Sand Supplies	7 Mile Waste - Supply Crushed Concrete Roadbase	174,745.00
EFT25579	18.12.2013	Mettler Toledo Limited	7 Mile Waste - New Weighbridge Facility	81,246.00

Chq/EFT	Date	Name	Description	Amount
EFT25580	18.12.2013	Wickham Community Association (Inc)	Donation - Citizenship Awards & Celebrity Cricket Match 19/10/13	99,000.00
EFT25581	18.12.2013	North West Realty	Rates Refund for Assessment - A55404	1,228.38
EFT25582	18.12.2013	Hotel Ibis Perth	Accommodation - S. Boyle 05/12/13 to 07/12/13	349.60
EFT25583	18.12.2013	Water2Water	KLP - Aquanet Bottle Cooler December 2013	66.00
EFT25584	18.12.2013	B A Pezzali	Reimbursement for Electricity Usage as per Managers Contract 02/10/13 to 02/12/13	570.38
EFT25585	18.12.2013	Pilbara Real Estate	17 Kallama - Water Usage 16/9/13 - 13/11/13 58 Days 81KL	111.86
EFT25586	18.12.2013	Parry's Merchants	Youth Shed - Cafe Stock	2,110.55
EFT25587	18.12.2013	Poinciana Nursery	KTA Airport - Mulch for Gardens	2,240.00
EFT25588	18.12.2013	St John Ambulance-Karratha	HR - Apply First Aid Course 18/11/13 to 19/11/13	487.00
EFT25589	18.12.2013	Signswest Stick With Us Sign Studio	Signage - Aluminium Signs for CCTV	2,149.40
EFT25590	18.12.2013	Royal Life Saving Society WA Inc	KLP - Stage 1 LTS Certificates	130.00
EFT25591	18.12.2013	TNT Express	3 x Eskies WE 30/11/13	1,020.40
EFT25592	18.12.2013	Thrifty Car Rental	HR - Car Hire for L. Cover 02/11/13 to 09/11/13	621.57
EFT25593	18.12.2013	Landmark Operations Limited	Stock - Enviro Dye Blue	871.40
EFT25594	18.12.2013	Blackwoods (Atkins Carlyle Ltd)	Stock - Ansell Pro Hi Vis Gloves	95.61
EFT25595	18.12.2013	Australasian Performing Right Assoc (APRA)	REAF 2013 - Live Music License	4,655.54
EFT25596	18.12.2013	Onyx (Aust) Pty Ltd	Catering for Agenda Briefing 12/12/13	470.00
EFT25597	18.12.2013	Protector Alsafe	Uniforms - Men's Navy Work Trousers	455.65
EFT25598	18.12.2013	Attorney-General's Department	KTA Airport - Auscheck Lodgements November 2013	1,176.00
EFT25599	18.12.2013	A&M Medical Services Pty Ltd	RAC - Servicing of Oxy-viva and Heart Start Defibrillator	541.31
EFT25600	18.12.2013	Apprenticeships Australia	HR - Managed Apprentice B. Le	366.67
EFT25601	18.12.2013	Ausco Modular Pty Limited	Depot - Lease of Portable Office Including Furniture	3,434.71
EFT25602	18.12.2013	Advam Pty Ltd	KTA Airport - Advam Services December 2013	404.42
EFT25603	18.12.2013	Ashdown-Ingram	Parts - Battery	172.70
EFT25604	18.12.2013	Ampac Debt Recovery	Debt Recovery - Sundry Debtors November 2013	598.33
EFT25605	18.12.2013	Abel Concepts (Aust) Pty Ltd	Community Development - Telescopic Aluminium Indoor Flagpole and Bright Gold Round Base	220.00
EFT25606	18.12.2013	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	Parts - Steering Cylinder	8,424.75
EFT25607	18.12.2013	BBC Entertainment	NAIDOC Week 2013 - Closing Ceremony T. Cassar-Daey	17,930.00
EFT25608	18.12.2013	Beacon Equipment	Equipment Purchase - Graco Linelazer IV 3900 Auto Layout System	15,280.10
EFT25609	18.12.2013	BRL Building Company	KTA Airport - Repair Skystar Departure Doors	452.54
EFT25610	18.12.2013	Sharon Boyle	Reimbursement for Food & Drink - Local Planning Strategy Meeting 05/12/13 to 06/12/13	44.95
EFT25611	18.12.2013	BPA Engineering Pty Ltd	KLP - Airlock Design and Documentation	1,650.00
EFT25612	18.12.2013	Coates Hire Operations	Dampier Pipeline - Plate Compactor Hire 03/12/13	136.13
EFT25613	18.12.2013	Coca-Cola Amatil (Holdings) Ltd	PBFC - Cafe Stock Final Order	1,655.68
EFT25614	18.12.2013	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Parts - Battery	156.20
EFT25615	18.12.2013	Chemform	Workshop Cleaning - Grime Buster Gold	120.78
EFT25616	18.12.2013	M Cameron	Reimbursement for Training - Airport Operations Diploma Programme	2,133.18
EFT25617	18.12.2013	Data#3 Limited	Software Expenses - Licences Illustrator Multiple Platforms	799.88

Chq/EFT	Date	Name	Description	Amount
EFT25618	18.12.2013	Dave's Transit Service	Christmas Event - 20 Seater Bus and Driver	715.00
EFT25619	18.12.2013	Dynamite Concrete Construction	KAHU Project - Concrete Pads for Sea Containers	1,870.00
EFT25620	18.12.2013	Daimler Trucks Perth	Stock - POD Ad Blue	957.89
EFT25621	18.12.2013	Essential Environmental	Karratha Revitalisation Plans - Consultancy Services Stage 1	39,486.93
EFT25622	18.12.2013	Ezi-Hose Pty Ltd	Tools Replacement - Truck Box Tool Kit	2,581.83
EFT25623	18.12.2013	Globe Australia Pty Ltd	Mosquito Management - Bioprene Granules	1,925.00
EFT25624	18.12.2013	Grants Empire	Regional Events Scheme - Provision of Completed Funding Application	990.00
EFT25625	18.12.2013	Home Hardware Karratha	Workshop Cleaning & Maintenance - Wheel Barrow Steel Cement Mixer	468.42
EFT25626	18.12.2013	Haines Norton (WA) Pty Ltd	KLP - Acquittal Community Development Grant Funds	7,865.00
EFT25627	18.12.2013	Iron Mountain Australia Pty Ltd	Records Management - Sentencing Destruction and Relodgement Of Corporate Compliance Archive Boxes	34,555.21
EFT25628	18.12.2013	IML Logistics	KLP - Transport Chlorine Gas Cylinder	1,954.68
EFT25629	18.12.2013	Ibis Styles Karratha	Emerging Leaders Workshop - Accommodation for A. Williamson 28/11/13	926.50
EFT25630	18.12.2013	Jangs Thai Kitchen & Services	Catering for OCM 18/11/13	234.00
EFT25631	18.12.2013	James Bennett Pty Limited	Karratha Library - New Purchases	1,097.25
EFT25632	18.12.2013	Karratha Smash Repairs	Vehicle Repair - Replace Windscreen	495.00
EFT25633	18.12.2013	Keyspot Services	Signature Stamp for Director Strategic Projects & Infrastructure	90.00
EFT25634	18.12.2013	Karratha Medical Centre	Cancelled Cheque	0.00
EFT25635	18.12.2013	Karratha Contracting Pty Ltd	KTA Airport - Installation of HW Split to X Ray Room	16,678.21
EFT25636	18.12.2013	CW & JD Marchesi - FSO Electrical	Transmitter Operating Costs - Investigate JJJ Off Air in Karratha	412.50
EFT25637	18.12.2013	Karratha Shooting Supplies	KTA Airport - Servicing of Gun and Extra Supplies	342.50
EFT25638	18.12.2013	Kwik Kopy Printing Centre	Office Expenses - Business Cards for Harris Hipworth Kickett Lally Long Vandenberg and White-Hartig	1,638.47
EFT25639	18.12.2013	Kott Gunning	Corporate Compliance - Legal Advice Karratha Leisureplex Tenancy	102.08
EFT25640	18.12.2013	Komatsu Australia Pty Ltd	Parts - Element	721.53
EFT25641	18.12.2013	Karratha Self Storage	Records Management - Monthly Storage December 2013	450.00
EFT25642	18.12.2013	Kinetic Health Group Pty Ltd	7 Mile Waste - Fast Track Twinrix Hep A & B Injections for L. Cowell	817.30
EFT25643	18.12.2013	Karratha Automotive Group	Plant Purchase - Holden Colorado	26,971.25
EFT25644	18.12.2013	Keynote Entertainment Pty Ltd	Community Sports Awards - Incidentals for Guest Speaker 15/11/13	95.64
EFT25645	18.12.2013	Landgate	Valuation Expenses - Gross Rental Evaluations 28/09/13 to 25/10/13	1,105.86
EFT25646	18.12.2013	Levanta	Equipment Purchase - BendPak Hoist	48,048.00
EFT25647	18.12.2013	MAK Industrial Water Solutions Pty Ltd	KTA Airport - WWTP Maintenance and Servicing	19,243.18
EFT25648	18.12.2013	Neverfail Springwater Pty Ltd - HR Office Account	Hire of free standing cooler and fortnightly replacement of 15L water bottles	117.25
EFT25649	18.12.2013	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	7 Mile Waste - 15 Litre Spring Water	175.25

Chq/EFT	Date	Name	Description	Amount
EFT25650	18.12.2013	Neverfail Springwater Pty Ltd - Wickham Transfer Station	Wickham Transfer Station - 15 Litre Spring Water	30.25
EFT25651	18.12.2013	Neils Reticulation And Landscaping	KTA Airport - New Retic Mainline	19,662.50
EFT25652	18.12.2013	Kobus Nieuwoudt	Reimbursement for Meals	99.88
EFT25653	18.12.2013	OTS Landscaping Service	KTA Airport - Gardening of Car Parks November & December 2013	1,584.00
EFT25654	18.12.2013	Pilbara Distributors	RAC - Kiosk Stock Purchase	249.43
EFT25655	18.12.2013	Pilbara Motor Group	Plant Purchase - Toyota Hilux P1056	21,719.86
EFT25656	18.12.2013	Pilbara Copy Service	7 Mile Waste - Photocopier Charges November 2013	672.32
EFT25657	18.12.2013	Pilbara Newspapers Pty Ltd (Pilbara Echo)	Community Development - Advertisement for Community Sports Awards 30/11/13	6,100.46
EFT25658	18.12.2013	Peter Hunt Architect Superannuation Fund No 2 (Rental costs only)	Lease of Welcome Road Offices 19/12/13 to 18/01/14	3,620.66
EFT25659	18.12.2013	Pavement Management Services Pty Ltd	KTA LIA - Undertake Engineering Analysis Based on Structural & Geometric Considerations	5,236.00
EFT25660	18.12.2013	Repco Auto Parts	KTA Airport - General Hardware	289.34
EFT25661	18.12.2013	Holcim (Australia) Pty Ltd	Dampier - Road Base	4,827.11
EFT25662	18.12.2013	Revolution Truck And Trailer Parts	Parts - Mudguard	58.61
EFT25663	18.12.2013	Amcap (Formerly Skipper Truck Parts)	Stock - Air Filter Outer	94.13
EFT25664	18.12.2013	Kmart Karratha	Youth Shed - Christmas Cooking Workshop	164.00
EFT25665	18.12.2013	Speedo Australia Pty Ltd	KLP - Merchandise	4,894.45
EFT25666	18.12.2013	Scarboro Painting Services Pty Ltd	KTA Airport - Painting Works for Car Park	4,466.00
EFT25667	18.12.2013	Seton Australia Pty Ltd	Health & Safety - Unvented Safety Helmet	92.59
EFT25668	18.12.2013	Supastar Enterprises Pty Ltd	KTA Airport - Remove and Reseal Runway Lights on Airstrip Turn Points	6,600.00
EFT25669	18.12.2013	Shelf Cleaning Services Pty Ltd	KTA Airport - Clean of Small Air Conditioning Vents and Ceiling Vents	550.00
EFT25670	18.12.2013	Designa Sabar Pty Ltd	KTA Airport - Remote Management Services November 2013	5,535.55
EFT25671	18.12.2013	Solcomm Pty Ltd	Computer Network Expenses - Feasibility Report	899.25
EFT25672	18.12.2013	Securepay Pty Ltd	Moonrise Cinema - Transaction fees for SecurePay November 2013	21.38
EFT25673	18.12.2013	Sony Pictures Releasing	Moonrise Cinema - Screening Fee Captain Phillips 07/12/13	1,113.75
EFT25674	18.12.2013	S Sparks	Allowance - Accommodation Tidy Towns Award 22/11/13	100.00
EFT25675	18.12.2013	Scope Business Imaging	Corp Services - Service of Photocopiers October 2013	8,573.71
EFT25676	18.12.2013	State Library of WA (Office of Shared Services)	Roebourne Library - Lost and Damaged State Library Resources	9.90
EFT25677	18.12.2013	The Walt Disney Company Pty Ltd	Moonrise Cinema - Screen Fee for Planes 29/09/13	2,739.00
EFT25678	18.12.2013	P Trestrail	Reimbursement for Phone Bill as Per Director Contract 21/10/13 to 20/11/13	94.44
EFT25679	18.12.2013	Tru Blu Hire Australia Pty Ltd	Dampier Pipeline - Asphalt Cutter Hire 19/11/13	217.94
EFT25680	18.12.2013	TenderLink.com	RGRU - Tenderlink Services for Graffiti Removal Services	165.00
EFT25681	18.12.2013	ANDY TAYLOR	Litter Initiatives - Photography Services	1,000.00
EFT25682	18.12.2013	Universal Pictures International Australasia Pty Ltd	Moonrise Cinema - Screen Fee for RIPD 13/10/13	588.10
EFT25683	18.12.2013	United Uniforms Pty Ltd	KLP - Uniforms Polo Shirt Re-Order	1,826.00

Chq/EFT	Date	Name	Description	Amount
EFT25684	18.12.2013	Urbis Pty Ltd	Social Impact Assessment & Management - Consultancy Services to Prepare Local Planning Policies	28,724.60
EFT25685	18.12.2013	Karratha Timber & Building Supplies (formerly Versatile)	KLP - Maintenance Materials December 2013	402.61
EFT25686	18.12.2013	Westrac Equipment Pty Ltd	Parts - Pump	119.50
EFT25687	18.12.2013	Woolworths (WA) Ltd	MSIS - Doctors Christmas Hampers	1,855.03
EFT25688	18.12.2013	Wormald Australia Pty Ltd	KTA Airport - Repair Fire Panel	3,014.00
EFT25689	18.12.2013	Downer Edi Works Pty Ltd	KLP - Footpath Installation	12,870.00
EFT25690	18.12.2013	WA Hire And Haul	KTA Airport - New Workshop Cracker Dust for Concrete Base	2,475.00
EFT25691	18.12.2013	Wrapped Creations	All Staff Christmas Party - Event Styling	2,277.00
EFT25692	18.12.2013	Yakka Pty Ltd	Uniforms - Womens Charcoal Skirt	387.00
EFT25693	19.12.2013	Karratha First National Real Estate	Deposit for Purchase of Shire Housing at 14 Schooner Drive Baynton	10,000.00
EFT25694	19.12.2013	Chandler Macleod	Labour Hire - Litter Picker Crew N Tanasi S Buhmann R Busher G Mackay WE 23/11/13	18,260.33
EFT25695	19.12.2013	Terry & Vicki Day	Leased - 38 Lewis Drive Water Usage 24/09/13 to 21/11/13	85.62
EFT25696	19.12.2013	H Eaton	Reimbursement for CPA Fees as per Contract	670.00
EFT25697	19.12.2013	Handy Hands Pty Ltd	Weed Spraying - Searipple Road & Degrey Place 15/08/13 to 16/08/13	9,857.89
EFT25698	19.12.2013	North West Tree Services	Street Tree Maintenance - Pruning of Various Trees Hazards to Power Lines and Town Infrastructure	79,612.00
EFT25699	19.12.2013	Phillip Trestrail	Reimbursement for S2 Course Fees LLB	3,622.50
EFT25700	20.12.2013	Keith Christensen-mortgage	Home Ownership Allowance	572.00
EFT25701	20.12.2013	Shire of Roebourne Social Club	Payroll Deductions	810.00
EFT25702	20.12.2013	T Swetman	Home Ownership Allowance	555.00
EFT25703	20.12.2013	GAN S L(Mortgage Account)	Home Ownership Allowance	1,427.64
EFT25704	20.12.2013	B Middleton-Mortgage Account	Home Ownership Allowance	550.00
EFT25705	20.12.2013	MAXXIA Pty Ltd	Payroll Deductions	3,865.26
EFT25706	24.12.2013	Australian Taxation Office	Payroll Deductions	279,266.61
EFT25707	24.12.2013	Child Support Agency	Payroll Deductions	1,056.57
EFT25708	20.12.2013	Team Viewer	IT Software - Team Viewer V9 Upgrade	979.00
EFT25709	20.12.2013	Swan Earthmoving	Shakespeare Street - Fill and Level Playground Softfall	929.50
EFT25710	20.12.2013	Aussie Car Carriers	HR - Relocation Expenses C. Gorman	1,800.00
EFT25711	20.12.2013	BRL Building Company	9 Sing Place - Replace Roof	67,606.16
EFT25712	20.12.2013	Gresley Abas Pty Ltd	Dampier Community Hub - Consultancy Services	55,629.59
EFT25713	20.12.2013	Pindan Contracting Pty Ltd	KLP - Final Progress Payment for Construction as per Tender G06-10/11	125,473.06
EFT25714	23.12.2013	LP & RK Healy MJ & LE Possingham	Rates Refund for Assessment - A78431	13,215.09
EFT25715	24.12.2013	QSUPER - BROWN	Superannuation Contributions	988.40
EFT25716	24.12.2013	The Haines Superannuation Fund	Superannuation Contributions	663.70
EFT25717	24.12.2013	WA Super (Formerly WALGSP)	Superannuation Contributions	218,498.65
EFT25718	24.12.2013	Jacqueline & Theresa Super Fund	Superannuation Contributions	636.96
EFT25719	24.12.2013	J & S Pryor Super Fund	Superannuation Contributions	893.88
EFT25720	24.12.2013	Statewide Super	Superannuation Contributions	1,350.62

Chq/EFT	Date	Name	Description	Amount
76474	04.12.2013	Building And Construction Industry Training Fund (BCITF)	BCITF Receipts - October 2013	145,629.66
76475	04.12.2013	Telstra Corporation Ltd	Satellite Mobile Phone - 20/11/13 - 19/12/13 0147143725	744.73
76476	04.12.2013	Horizon Power	FBCC - Electricity Usage 14/9/13 - 15/11/13 63 Days (26240 Units) 80%	23,937.28
76477	04.12.2013	Water Corporation	Church Park - Water Usage 26/9/13 - 22/11/13 58 Days 964kL	7,814.46
76478	04.12.2013	Craig Anthony Hilson	Rates Refund for Assessment - A22236	388.95
76479	04.12.2013	McLeods & Co Barristers And Solicitors	Corporate Compliance - Documentation and Advice for KTA GP Super Clinic	3,041.39
76480	04.12.2013	Landgate	Cancelled Cheque	0.00
76481	04.12.2013	Pullman Hotels & Resorts	Accommodation - EDA National Conference 26/10/13 to 31/10/13	950.00
76482	04.12.2013	Watering Concepts	Stock - Diaphragm to Suit Bermad Valve	393.80
76483	05.12.2013	Amy Turner	Refund for Cancelled Adult Beginner Salsa Program	84.00
76484	05.12.2013	Angelie Cope	Refund for Cancelled Adult Beginner Salsa Program	84.00
76485	05.12.2013	Donna Stott	Cancelled Cheque	0.00
76486	05.12.2013	Hayley Clark	Refund for Cancelled Adult Portrait Drawing Program	96.00
76487	05.12.2013	Kazem Hamidi	Refund for Cancelled Adult Beginner Salsa Program	84.00
76488	05.12.2013	Lorna Hardwick	Refund for Cancelled Adult Beginner Salsa Program	168.00
76489	05.12.2013	Witold Kicinski	Refund for Cancelled Adult Beginner Salsa Program	168.00
76490	05.12.2013	Kirby Kong	Refund for Cancelled Adult Beginner Salsa Program	192.00
76491	05.12.2013	Brian Lewis	Refund for Cancelled Adult Beginner Salsa Program	96.00
76492	05.12.2013	Jason Vuyst	Refund for Cancelled Adult Beginner Salsa Program	96.00
76493	04.12.2013	N/a	Cancelled Cheque	0.00
76494	06.12.2013	Shire Of Roebourne	Payroll deductions	1,464.46
76495	11.12.2013	Telstra Corporation Ltd	SOR Mobile Telephone Charges - 22/11/13 - 21/12/13	7,681.56
76496	11.12.2013	Horizon Power	Street Lights - Electricity Usage 1/11/13 - 30/11/13 30 Days 2168 Lamps	35,202.11
76497	11.12.2013	Water Corporation	Cancelled Cheque	0.00
76498	11.12.2013	Water Corporation	Tambrey Park Entry - Water Usage 28/9/13 - 27/11/13 61 Days 3598kL	30,366.12
76499	11.12.2013	Pegs Creek Primary School	Donation - Pegs Creek Primary End Of Year Presentation Award 2013	75.00
76500	11.12.2013	Tambrey Primary School	Donation - Tambrey Primary End Of Year Presentation Award 2013	75.00
76501	11.12.2013	Big hART Inc	Refund for Big Hart Bookings No Longer Able to Attend	76.00
76502	11.12.2013	Sharony Devy Froulientya	Refund for Cancelled Adult Beginner Salsa Program	84.00
76503	11.12.2013	Janet Gethin	Grant - Sports Scholarship to Assist with Flights E. Gethin 23/10/13	500.00
76504	11.12.2013	Roebourne Clontarf Academy	Donation for Bucks to Bags Litter Clean Up 23/09/13	114.00
76505	11.12.2013	Arthur Raminez	Refund for Lost Ticket Fee Paid	161.00
76506	11.12.2013	Joel Sturzaker	Refund for Lost Items Being Returned to KTA Library	41.80
76507	11.12.2013	Tammy Bond	Refund - Pro Rata Dog Registration	12.00
76508	11.12.2013	Matthew Young	Refund for Lost Ticket Fee Paid	129.00
76509	12.12.2013	Shire Of Roebourne	KTA Airport Float Reimbursement for 3 x Paystations	10,905.00
76510	12.12.2013	Building And Construction Industry Training Fund (BCITF)	BCITF Receipts - November 2013	21,838.77
76511	12.12.2013	Luke Charlton	Vehicle Crossover Subsidy - 911 Jadura Crescent Baynton West - A89503	478.50
76512	12.12.2013	Fines Enforcement Registry (Dept Of Attorney General)	Fines Enforcement Lodgement - File No. 13345UIN	473.00
76513	16.12.2013	Australian Super	Superannuation Contributions	14,419.63
76514	16.12.2013	Colonial First State Firstchoice Super	Superannuation Contributions	2,355.28

Chq/EFT	Date	Name	Description	Amount
76515	16.12.2013	Cbus	Superannuation Contributions	528.51
76516	16.12.2013	North Personal Super Fund	Superannuation Contributions	2,501.76
76517	16.12.2013	Asgard Superannuation	Superannuation Contributions	678.11
76518	16.12.2013	AMP Flexible Lifetime Superannuation Fund	Superannuation Contributions	2,370.08
76519	16.12.2013	Australian Super Corporate Division	Payroll Deductions	3,937.36
76520	16.12.2013	ANZ Smart Choice Super	Superannuation Contributions	838.82
76521	16.12.2013	AMP Superleader	Superannuation Contributions	469.88
76522	16.12.2013	AXA Generations	Superannuation Contributions	622.51
76523	16.12.2013	BT Super For Llife	Superannuation Contributions	5,439.87
76524	16.12.2013	Catholic Super & Retirement Fund	Superannuation Contributions	956.35
76525	16.12.2013	CBA Superannuation Savings Account	Superannuation Contributions	307.08
76526	16.12.2013	First State Super	Superannuation Contributions	1,490.43
76527	16.12.2013	Hesta Superannuation	Superannuation Contributions	3,155.79
76528	16.12.2013	HostPlus Superannuation	Superannuation Contributions	4,242.83
76529	16.12.2013	JR Superannuation Fund	Superannuation Contributions	237.59
76530	16.12.2013	Local Government Superannuation	Superannuation Contributions	1,216.96
76531	16.12.2013	Mtaa Superannuation Fund	Superannuation Contributions	1,605.44
76532	16.12.2013	MLC Nominees Pty Ltd	Superannuation Contributions	1,010.36
76533	16.12.2013	MLC Masterkey Superannuation	Superannuation Contributions	2,151.77
76534	16.12.2013	Mercer Superannuation (Australia) Pty Ltd	Superannuation Contributions	454.33
76535	16.12.2013	NGS Superannuation	Superannuation Contributions	1,126.38
76536	16.12.2013	Rest Superannuation	Superannuation Contributions	6,884.56
76537	16.12.2013	Superwrap Personal Super Plan	Superannuation Contributions	981.65
76538	16.12.2013	Sunsuper Pty Ltd	Superannuation Contributions	1,784.71
76539	16.12.2013	Tasplan	Superannuation Contributions	996.60
76540	16.12.2013	VicSuper	Superannuation Contributions	1,408.98
76541	18.12.2013	Telstra Corporation Ltd	Corporate Services - Phone Charges 1/12/13 -31/12/13	12,367.75
76542	18.12.2013	Horizon Power	Cancelled Cheque	0.00
76543	18.12.2013	Horizon Power	Cancelled Cheque	0.00
76544	18.12.2013	Water Corporation	Cancelled Cheque	0.00
76545	18.12.2013	Water Corporation	Mardie Road - Water Usage 2/8/13 - 7/10/13 66 Days 5951kL	37,628.76
76546	18.12.2013	Dampier Primary School	Donation - Dampier Primary End Of Year Presentation Award 2013	75.00
76547	18.12.2013	Yaandina Family Centre	Tidy Towns Sustainable Community Awards - Prize Winnings	200.00
76548	18.12.2013	Luc & Stacey Jane Axisa	Rates Refund for Assessment - A53370	499.54
76549	18.12.2013	Michael Ashton	Cancelled Cheque	0.00
76550	18.12.2013	Linden Anthony Hughes	Cancelled Cheque	0.00
76551	18.12.2013	L A Hughes	Reimbursement for Protective Clothing and Goods	70.00
76552	18.12.2013	Karratha Community Association	Tidy Towns Sustainable Community Awards - Prize Winnings	600.00

Chq/EFT	Date	Name	Description	Amount
76553	18.12.2013	Michael Ashton	Refund for Adult Beginner Salsa	129.00
76554	18.12.2013	Felicity Jane Bettesworth	Reimbursement for Meal Costs Rates Training	61.00
76555	18.12.2013	Bird Property Group Pty Ltd	Refund for Overpayment of Fees on Planning Applications - P3437 & P3438	87.00
76556	18.12.2013	Civil Road & Rail Pty Ltd	Refund - Double Payment	22.78
76557	18.12.2013	Michelle Baker	Refund for Cancelled Adult Beginner Salsa	84.00
76558	18.12.2013	Dept Of Planning & Infrastructure - Plates	SoR Licence Plates - 59R Colleen Eacott	180.00
76559	18.12.2013	Susan Martin	Refund for Cancelled Adult Beginner Salsa	168.00
76560	18.12.2013	Tammy Bond	Refund for Part Registration Fee as Dog is Deceased	12.00
76561	18.12.2013	Wickham Tidy Towns	Tidy Towns Sustainable Community Awards - Prize Winnings	1,900.00
76562	18.12.2013	Brett White	Refund for Lost Parking Ticket - B. White	81.00
76563	19.12.2013	Horizon Power	Cancelled Cheque	0.00
76564	19.12.2013	Horizon Power	KTA Office - Electricity Usage 31/10/13 - 28/11/13 29 Days 35918 Units	48,072.47
76565	20.12.2013	Shire Of Roebourne	Payroll Deductions	97.02
76566	20.12.2013	Australian Services Union (ASU/MEU Div.)	Payroll Deductions	733.20
76567	20.12.2013	Lgrceu	Payroll Deductions	97.00
76568	20.12.2013	Shire Of Roebourne	Payroll Deductions	1,388.46
76569	20.12.2013	Water Corporation	16 Winyama Road - Water Rates 01/11/13 to 31/12/13	1,623.13
76570	24.12.2013	Australian Super	Superannuation Contributions	16,816.73
76571	24.12.2013	Colonial First State Firstchoice Super	Superannuation Contributions	2,392.86
76572	24.12.2013	Cbus	Superannuation Contributions	579.36
76573	24.12.2013	North Personal Super Fund	Superannuation Contributions	2,501.76
76574	24.12.2013	Asgard Superannuation	Superannuation Contributions	1,043.24
76575	24.12.2013	AMP Flexible Lifetime Superannuation Fund	Superannuation Contributions	2,545.46
76576	24.12.2013	Australian Super Corporate Division	Superannuation Contributions	1,171.88
76577	24.12.2013	ANZ Smart Choice Super	Superannuation Contributions	1,351.15
76578	24.12.2013	AMP Superleader	Superannuation Contributions	308.84
76579	24.12.2013	AXA Generations	Superannuation Contributions	957.70
76580	24.12.2013	BT Super For Llife	Superannuation Contributions	5,192.96
76581	24.12.2013	Catholic Super & Retirement Fund	Superannuation Contributions	964.84
76582	24.12.2013	CBA Superannuation Savings Account	Superannuation Contributions	273.05
76583	24.12.2013	First State Super	Superannuation Contributions	1,304.58
76584	24.12.2013	Hesta Superannuation	Superannuation Contributions	3,082.42
76585	24.12.2013	HostPlus Superannuation	Superannuation Contributions	4,322.53
76586	24.12.2013	JR Superannuation Fund	Superannuation Contributions	218.82
76587	24.12.2013	Local Government Superannuation	Superannuation Contributions	1,216.96
76588	24.12.2013	Mtaa Superannuation Fund	Superannuation Contributions	1,355.06
76589	24.12.2013	MLC Nominees Pty Ltd	Superannuation Contributions	1,010.36
76590	24.12.2013	MLC Masterkey Superannuation	Superannuation Contributions	2,801.39

Chq/EFT	Date	Name	Description	Amount
76591	24.12.2013	Mercer Superannuation (Australia) Pty Ltd	Superannuation Contributions	908.66
76592	24.12.2013	NGS Superannuation	Superannuation Contributions	1,126.38
76593	24.12.2013	Rest Superannuation	Superannuation Contributions	6,562.42
76594	24.12.2013	Superwrap Personal Super Plan	Superannuation Contributions	982.38
76595	24.12.2013	Sunsuper Pty Ltd	Superannuation Contributions	1,784.72
76596	24.12.2013	Tasplan	Superannuation Contributions	996.60
76597	24.12.2013	Colonial First State Investments Limited (super)	Superannuation Contributions	925.49
76598	24.12.2013	VicSuper	Superannuation Contributions	1,603.16
76610	02.12.2013	Shire Of Roebourne	K-Mart - Community Disability Xmas Decorations & Prizes 1/11/13	1,090.50
DD19302.1	15.12.2013	SG Fleet Australia Pty Ltd	Fleet / Leases	3,127.33
Creditors Total (a, b, c, d & e):				8,343,338.57

	04.12.2013	Shire of Roebourne	Wages	4,701.36
	05.12.2013	Shire of Roebourne	Payroll F/E 05.12.2013	732,746.00
	19.12.2013	Shire of Roebourne	Payroll F/E 18.12.2013	747,839.63
	20.12.2013	Shire of Roebourne	Wages	4,373.80
	24.12.2013	Shire of Roebourne	Wages	2,630.83
	24.12.2013	Shire of Roebourne	Wages	3,802.60
Payroll Total (f):				1,496,094.22

Total Payments

9,839,432.79

9.3 WARD BOUNDARY REVIEW

File No:	GV.21
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Governance and Organisational Strategy
Date of Report:	27 November 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Discussion Paper

PURPOSE

To initiate a review of the Shire ward boundaries and seek submissions from the public on ward boundaries and elector representation.

BACKGROUND

The Shire is required by virtue of Schedule 2.2 of the *Local Government Act 1995* to review its ward boundaries every eight (8) years. A review is due by June 2014.

The review process requires the following:

- Council resolves to undertake a ward boundary review and seek public submissions;
- Public submission period opens (6 weeks) – information statement provided for public to read and comment on;
- After public submission period closes, Council to consider all submissions and relevant factors, resulting in a Council recommendation;
- Council's recommendation is put to the Local Government Advisory Board (LGAB) for consideration;
- The LGAB put forward recommendation to the Minister for Local Government;
- Any changes approved by the Minister will be subsequently listed for Governor's Orders and gazettal. It is expected that any changes will be implemented for the next ordinary election.

When considering changes, regard is to be given to matters such as:

- Community of interests;
- Physical and topographical features;
- Demographic trends;
- Economic factors; and
- Ratio of Councillors to electors in the various wards.

The review includes evaluation of the fair and equal representation of electors to Councillors given that there are multiple wards within the Shire. It is an expectation of the State Government that the Councillor to elector ratio for each ward will not vary by more than $\pm 10\%$.

As the table below illustrates, there is currently a disproportionate representation of electors to Council members in the Karratha Ward compared with the Dampier Ward, Wickham-Point Samson-Cossack Ward and the Roebourne and Pastoral Ward. On a purely statistical basis, this suggests that ward boundary adjustments are required to balance the representations or otherwise changing elected member representations, or a combination of the two to balance out the ratios.

Ward	Total Population ^[1]	Electors ^[2]	Councillors	% electors per ward population	Councillor /Elector Ratio	% Ratio Deviation
Karratha	16,490	6,939	6	42%	1 : 1157	-40%
Wickham/Point Samson	2,334	924	2	40%	1 : 462	44%
Dampier	1,366	653	2	48%	1 : 327	61%
Roebourne/Pastoral	2,802	579	1	21%	1 : 579	30%
TOTALS	22,992	9,095	11		AVE 1:827	

^[1] Population Data Source: ABS Census Data 2011

^[2] Elector Data Source: Shire of Roebourne Electoral Roll Data 2013

Four reviews have been conducted since 2001. The position of previous Councils was to retain the status quo despite the imbalance between the wards based predominantly on the varying communities of interest. This has always met with resistance from the LGAB which has subsequently requested a further review of the Council's decision. Whilst the LGAB acknowledged the existence of diverse communities within the wards, the ongoing appetite by the LGAB to accept this position is currently unknown.

Another influencing factor is the Local Government Reform package unveiled by the Minister for Local Government in February 2009 which included a strategy to reduce the number of elected members to between six and nine. Whilst this has not been legislated, the reform that is currently underway in the metropolitan areas of Perth, may result in amendments to the *Local Government Act*.

The issue for Council to determine is whether the level of representation is adequate and whether the Council can afford to change the number of representatives having regard to the factors identified earlier in this report.

A number of options have been identified in the attached Discussion Paper for the public to consider and make any submissions for Council consideration in March 2014.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with Councillors regarding proposed options for consideration at the December Briefing Session.

COMMUNITY CONSULTATION

Community consultation is to occur in accordance with Clause 7 of Schedule 2.2 of the *Local Government Act*. This period of 6 weeks will allow the public the opportunity to read and comment on the Discussion Paper related to the review of the Shire's ward boundaries.

STATUTORY IMPLICATIONS

Schedule 2.2 of the *Local Government Act* details the procedures necessary to carry out a review of the Shire's ward boundaries and elector representation.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications expected for the current budget year. Should any changes occur with the number of elected officials, the savings will not be realised until the 2015/16 financial period.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program: 4.a.3.1 Provide civic leadership framework and support to the community.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be low to the Shire in terms of financial costs, service interruption and compliance.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

The last review was completed in August 2006.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Clause 7 of Schedule 2.2 of the *Local Government Act 1995* RESOLVES to:

1. PROVIDE public notice of the Ward Boundary Review; and
2. INVITE public submissions over a 6 week period commenting on the Ward Boundary Review proposals and the Discussion Paper provided subject to the following changes:
 - a) _____
 - b) _____
 - c) _____

CONCLUSION

Council is required to undertake a review of its ward boundaries and the number of Councillors in each ward at least every 8 years. This review is now due and before carrying out a review Council must give public notice advising of the review and inviting public submissions.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152734
MOVED : Cr Hipworth
SECONDED : Cr Vandenberg

That Council by SIMPLE Majority pursuant to Clause 7 of Schedule 2.2 of the *Local Government Act 1995* RESOLVES to:

- 1. PROVIDE public notice of the Ward Boundary Review; and**
- 2. INVITE public submissions over a 6 week period commenting on the Ward Boundary Review proposals and the Discussion Paper provided.**

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
Cr Smeathers, Cr Vandenberg
AGAINST : Nil

10 COMMUNITY SERVICES

10.1 TENDER 15-13/14 – MANAGEMENT OF COSSACK HISTORICAL TOWN SITE

File No:	CM.145
Responsible Executive Officer:	Director Community Services
Reporting Author:	Recreation Facilities Coordinator - Eastern
Date of Report:	6 January 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. Confidential Evaluation Report 2. Confidential Tender Submission

PURPOSE

To consider tenders received in response to Tender 15-13/14 – Management of Cossack Historical Town Site.

BACKGROUND

At the August 2013 Ordinary Meeting, Council resolved to call for tenders for the Management of the Cossack Historical Town Site (resolution number 152587).

Tenders for the Management of the Cossack Historical Town Site were advertised on Saturday 12 October 2013 and closed on Friday 22 November 2013. Tenders incorporated the following scope:

- Maintenance of all town site facilities, including historic buildings;
- Cleaning of town site amenities;
- Management of Cossack accommodation, inclusive of bookings and servicing of rooms;
- Assist in the promotion of Cossack and associated events held at Cossack;
- Tenderers will have access to the kiosk facilities on site and the operation of the kiosk will be at the tenderer's discretion;
- Additional considerations that "value added" to the historical town site;
- Term of three years and three months.

One tender was received from The Walcott Group by the closing date. The services that the Walcott group proposed complied with the tender specifications and foreshadowed the potential to implement / develop activities including:

- Establishment of College of Historical Construction.
- Permanent outlet for art sales and classes.

In addition, the Walcott Group have provided a "wish list" for Cossack to become a tourism success which includes the list below, however no details on timing, ownership, maintenance nor funding of the initiatives were detailed:

- 1) Installation of additional water tanks;
- 2) Installation of 500kW power plant on site (preferably solar/diesel);
- 3) Permanent opening of the kiosk, with the provision of meals for the accommodation;

- 4) Construction of an Eco Tent Village or a number of ‘Cossack Bungalows’;
- 5) Restoration of the manager’s residence on Jarman Island;
- 6) Creation of a dive & boating business;
- 7) Improve the offering for corporate functions, weddings, etc.;
- 8) Provision of ‘BBQ Boats’, to allow tourists to fish the creeks and cook on the boat; and
- 9) Restoration of the cemeteries.

The Shire’s two Visitor Centres were aware of the opportunity to participate in the Tender process (particularly given that a review is currently underway of the Visitor Centre management models), however no submissions were forthcoming.

Tenders were evaluated by a four person panel comprising:

- Director Community Services
- Manager Recreation Facilities
- Recreation Facilities Coordinator – Eastern
- Recreation Officer - Eastern

The Tender was first assessed for compliance with the Tender documents. Although the Tenderer failed to meet some compliance criteria; in particular, Demonstrated Financial Position and Insurance Coverage as required by Part 3 of the Tender documents - It was determined that this information could be received at a later date should the tenderer be deemed an advantageous outcome. As such, Officers proceeded to evaluate the Tender against the weighted qualitative criteria. The criteria and associated weightings approved by Council were:

Criteria	Weighting
Relevant Experience	20%
Methodology	20%
Capacity	20%
Tendered Price	40%

A summary detailing the selection process and assessment of compliance and qualitative criteria is provided in the attached Confidential Evaluation Report.

As a result of the Evaluation Panel determining the Tenderer’s qualitative score and pricing structure offered, it was considered that the Tenderer had not provided an advantageous outcome for the Shire of Roebourne and therefore Officers recommend to not accept this Tender and maintain operational status quo. Officers will investigate the opportunity to incorporate the Management of the Cossack Historical Town Site into the current Visitor Centre Review, along with any other potential organisations.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy *CE-8 Significant Decision Making Policy*, this matter is considered to be of moderate significance in terms of economic issues and Council’s ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

The Walcott Group representative, Mr Peter McDowell presented a deputation to Council at its December meeting. At this meeting Council resolved to lay this item on the table until the January 2014 Ordinary Council Meeting to allow for further clarification of the financial information contained within the assessment.

Officers have completed a complete review of previously presented financials and have adjusted the financial implications table as required. Previous information contained figures at a General Leger and job level, hence some duplicating occurred. While some clarification was required the officer’s recommendations remain the same as the initial conclusion.

COMMUNITY CONSULTATION

Officers conducted a site familiarisation visit and information session as per the Tender documents.

STATUTORY IMPLICATIONS

Tenders were called in accordance with section 3.57 of the *Local Government Act 1995*. Part 4 of the *Local Government (Functions and General) Regulations 1996* provides for the process to be followed when inviting Tenders, rejecting Tenders or accepting Tenders.

POLICY IMPLICATIONS

There are no policy implications

FINANCIAL IMPLICATIONS

Officers had previously (over the past 12 months) advised Council that the potential cost to council for the 2012/13 financial year would be approximately \$500,000, based on budget predictions. However the postponement of maintenance and capital works to the current financial year as well as the closure of the Café facility resulted in a significant decrease in cost to Council for 2012/13.

The financial cost to Council is outlined in the following table, which show the operating deficit for the last financial year:

2012/2013

Expenditure	\$	\$	563,251
Income	\$	209,033	\$
2012/2013 OPERATING DEFICIT			\$ 354,217

The fixed price amount received in this Tender from the Walcott Group is \$590,000 ex GST. Under contract conditions, Council would still be responsible for the following expenses:

Insurances	\$45,425	2012/13 actual figure
Utilities	\$23,389	2012/13 actual figure
Maintenance (Over \$2000 per item)	\$33,748	2012/13 actual figure
TOTAL	\$102,562	

As such, combined with the Tender price figure, the estimated operating expenditure to manage the Cossack Town Site for the Shire would be approximately \$692 562 ex GST per year.

Of the \$209,033 operating income for 2012/13 listed above and used as the benchmark for assessing this Tender), the following income sources would remain receivable by the Shire of Roebourne.

Operating Grant	\$120,000	Heritage Council
Museum Donations* (must be spent on conservation works)	\$14,222	2012/13 actual figure
TOTAL	\$134,222	

The remaining income sources, (Accommodation charges, Hire Charges and Kiosk/merchandise income) are retained by the Tenderer.

Therefore, it is estimated that the financial operating deficit to have the Walcott Group manage the Cossack Town Site would be approximately \$558,340 ex GST (\$692 562 minus \$134,222). This represents an **increase of \$204,123** on the actual 2012/13 figure.

In summary, based on the tendered scope of works, Council operated Cossack in 2012/13 for a net cost of \$354,217. The tender received indicates the operational cost to council would be approximately \$558,340.

STRATEGIC IMPLICATIONS

This item is relevant within the context of Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program: 1.a.2. Provide or partner to provide, community facilities to meet the needs of our communities.

RISK MANAGEMENT CONSIDERATIONS

Should Council endorse the Officers recommendation, and continue to manage the Cossack Historical Town Site internally, all current risk management measures and strategies would remain.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously not accepted Tenders and continued to operate facilities internally.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Regulation 18 of the *Local Government (Functions and General) Regulations 1996* RESOLVES to ACCEPT the tender submitted by the Walcott Group for Tender 15-13/14 Management of Cossack Historical Town Site for the tender sum of \$590,000 ex GST and implement the tendered conditions from the 15 March 2014.

Option 3

That Council by SIMPLE Majority pursuant to Section 18 of the *Local Government (Functions and General) Regulations 1996* RESOLVES to DEFER this matter pending a further investigation as determined by Council.

CONCLUSION

The Evaluation Panel recommends that the tender from The Walcott Group for the management of the Cossack Historical Town Site not be accepted based on the Officers Evaluation as detailed in the attached Confidential Evaluation Report; in particular due to the increase to the Shire of Roebourne in the operating deficit of the Cossack Historical Town Site.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152735
MOVED : Cr Hipworth
SECONDED : Cr Bailey

That Council by SIMPLE Majority pursuant to Section 18 of the *Local Government (Functions and General) Regulations 1996* RESOLVES to:

1. **NOT** award any tender for Tender 15-13/14 Management of Cossack Historical Town Site on the basis that the tenderer has not provided an advantageous outcome for the Shire of Roebourne. In particular, due to the substantial increase to the Shire of Roebourne in the operational deficit of the Cossack Historical Town Site;
2. **CONTINUE** to manage the Cossack Historical Town Site through Shire appointed caretakers; and
3. **INVESTIGATE** the opportunity to incorporate the management of the Cossack Historical Town Site into the current Visitor Centre Review along with other potential service providers/ organisations.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
Cr Smeathers, Cr Vandenberg
AGAINST : Nil

10.2 NOMINATIONS TO THE CULTURAL AND MUNICIPAL OFFICES ADVISORY GROUP

File No:	CR.59
Responsible Executive Officer:	Director Community Services
Reporting Author:	Manager Community Development
Date of Report:	8 January 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. Terms of Reference 2. Confidential Attachment

PURPOSE

To consider the three nominations received from the Shire of Roebourne community for available community positions on the Cultural and Municipal Offices Advisory Group (CMOAG).

BACKGROUND

In October 2013 Council resolved to establish a Cultural and Municipal Offices Advisory Group at the Ordinary Council Meeting (Resolution Number 152640).

The overall aim of the Cultural and Municipal Offices Advisory Group is to discuss and inform strategic direction for both the Karratha Cultural Precinct and Shire of Roebourne Municipal Offices projects throughout their development. It will facilitate communication between internal stakeholders and Councillors on matters relevant to the projects and provide recommendations to Council where required.

Whilst the Group has no formal powers as such, it is intended to act as the primary body in disseminating information and acting as a local conduit and reference point for the Shire when planning for the delivery of these facilities. At their inaugural meeting on 14 November 2013, the group suggested an advertisement be placed in the local papers calling for Expressions of Interest from community members to sit on the CMOAG. No specific number of positions were advertised, however it was suggested that two representatives would be preferred.

In accordance with the Terms of Reference (Attachment One) it is intended that group members serve a two (2) year term concurrent with the local government election cycle. As per the application forms, applicants have to be permanent residents of the Shire of Roebourne.

Nominations were sought and closed on 18 December 2013. As part of the nomination process interested persons were requested to provide a brief response and provide any supporting information to outline their skills, experience and ability to represent the views of the Shire of Roebourne community.

Nominations were received from Joanne Pritchard, Catherine Cresswell and Shontay Cardew. Shontay Cardew's nomination is on behalf of the Karratha Community Association (KCA) where she will act as a representative. The nomination states that Stuart Otto will act as proxy should she be absent for any meeting so that the KCA will always have representation, if successful with their nomination.

According to the Terms of Reference the representation consists of four (4) Shire Councillors and various Shire Officers. These Terms of Reference can be updated with the successful community members when appointed.

A copy of all nominations received is provided as a confidential attachment (Attachment Two).

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of social issues / economic issues /environmental issues /cultural & wellbeing issues /parties affected issues/Council's ability to perform its role given the substantial nature of the project and its stature within the wider community.

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

Public Notices were placed in local papers calling for nominations for the CMOAG. All enquiries received prior to the closure date were responded to, with nomination forms available at the Shire Administration Office or electronically.

STATUTORY IMPLICATIONS

Nil

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 2012-2022 and Corporate Business Plan 2012-2016. In particular the Strategic Plan 2012-2022 provides for this activity

Our Outcomes:	1.d	A modern vibrant and attractive Shire that offers liveable communities, opportunities for development and improving social capital.
Our Response:	1.d.1	Facilitate inclusive and engaged Communities.
	1.d.2	Build capacity, capability and partnerships across the community.
	1.d.3	Develop and maintain a vibrant and active Central Business Area.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be high to the Shire in terms of Financial / Environment / Reputation / Compliance as the successful progression of both the Cultural Precinct Project and Municipal Offices Project lies with the commitment of the nominated committee members. Failure to have quorum at the scheduled meetings will hamper the process of executing and/or progressing projects and could pose a high financial risk.

IMPACT ON CAPACITY

Meeting coordination for the Cultural and Municipal Offices Advisory Group will involve input by the relevant Officers however this is not likely to cause significant impact. Recommendations and action items will be progressed by Project Officers.

RELEVANT PRECEDENTS

Council regularly appoint members to Committees and Advisory Groups.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 5.8 of the *Local Government Act 1995* RESOLVES to NOT APPOINT community representatives on the Cultural and Municipal Offices Advisory Group.

CONCLUSION

The overall aim of the Cultural and Municipal Offices Advisory Group (CMOAG) is to discuss and inform strategic direction for both the Karratha Cultural Precinct and Shire of Roebourne Municipal Offices project's throughout their development. It will facilitate communication between internal stakeholders and Councillors on matters relevant to the projects and provide recommendations to Council where required.

Whilst the Group has no formal powers as such, it is intended to act as the primary body in disseminating information and acting as a local conduit and reference point for the Shire when planning for the delivery of these facilities. At their inaugural meeting on November 14 2013, the group suggested an advertisement be placed in the local papers calling for Expression of Interests from community members to sit on the CMOAG. No specific number of positions were advertised, however it was suggested that two representatives would be preferred.

Three nominations have been received seeking representation on the CMOAG. The Terms of Reference will need to be amended to reflect the correct number of appointed community members. The nominations should be assessed based on information received that outlines the skills, qualifications and experience of each nominee.

OFFICER’S RECOMMENDATION

That Council by **SIMPLE** Majority pursuant to Section 5.8 of the *Local Government Act 1995* **RESOLVES** to:

1. **APPOINT** the following community members to the Cultural and Municipal Offices Advisory Group for the term coinciding with the next Local Government Elections to be held in October 2015.
 - a) _____
 - b) _____
2. **DIRECT** Officers to amend the Terms of Reference, indicative of the number of Community members appointed to the Cultural and Municipal Offices Advisory Group.

COUNCIL AMENDMENT / RESOLUTION

Res No : 152736
 MOVED : Cr Smeathers
 SECONDED : Cr Kickett

That Council by **SIMPLE** Majority pursuant to Section 5.8 of the *Local Government Act 1995* **RESOLVES** to:

1. **AMEND** the Terms of Reference to delete reference to the Municipal offices project and rename the committee as the Cultural Precinct Advisory Group in order to better reflect the committee’s role and acknowledge the differing timelines of both the projects.
2. **APPOINT** the following community members to the Cultural Precinct Advisory Group for the term coinciding with the next Local Government Elections to be held in October 2015.
 - a) Shontay Cardew, representing the Karratha Community Association
 - b) Catherine Cresswell
 - c) Joanne Pritchard
3. **AMEND** the Terms of Reference, to reflect the number of Community members appointed to the Cultural Precinct Advisory Group.
4. **NOTE** that the Chief Executive Officer may from time to time co opt industry and community representatives to the committee as deemed appropriate.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
 AGAINST : Nil
 REASON : Council considered renaming the advisory group as the Cultural Precinct Advisory Group better reflects the group’s role and acknowledges the differing timelines of both the Cultural Precinct project and the Municipal Offices project and added three community representatives to the advisory group.

10.3 ALTERATION OF WICKHAM PONY CLUB INC LEASE

File No:	LS.7
Responsible Executive Officer:	Director Community Services
Reporting Author:	Club Development Officer
Date of Report:	12 December 2013
Applicant/Proponent:	Wickham Pony Club Inc.
Disclosure of Interest:	Nil
Attachment(s)	1. Lot 179 Certificate of Title 2. Land Aerial 3. Wickham Pony Club Letter of Request 4. Land Aerial 2

PURPOSE

For Council to consider the extension of the lease boundary of the Wickham Pony Club Inc.

BACKGROUND

Lot 179 Sturt Pea Road, Wickham on Reserve 39140 as identified on attached Land Aerial, is under management order with the Shire of Roebourne for purposes of equestrian and has been leased to Wickham Pony Club Inc. Refer attached Lot 179 Certificate of Title.

At the November 2011 Ordinary Council Meeting Council resolved to:

1. ACKNOWLEDGE the submission received from Michael Ball and Mick Reid now members of the Wickham Pony Club Inc.
2. AGREE to enter into a lease with the Wickham Pony Club Inc. for lot 179 Sturt Pea Road Wickham within Reserve 39140 under the following conditions:
 - a. Lease fee at a peppercorn rental of \$10 per annum;
 - b. Lease period for 10 years with the option of a 10 year extension by mutual agreement; and
 - c. The lessee be responsible for all outgoings relating to the premises.

At the November 2012 Ordinary Council Meeting, Council resolved to:

That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to SUPPORT the request by the Wickham Pony Club Inc. in part with the following conditions included in the lease documentation for lot 179 Sturt Pea Road Wickham within Reserve 39140:

- a. Club and patrons/visitors are able to stay on the lease premises for horse and equipment security;
- b. The Wickham Pony Club supports other regional horse clubs in the provision of facilities for touring horses;
- c. Any persons who stay out on site would need (if requested by Rangers) to provide evidence of their permanent address; and
- d. Any accommodation on the leased site is to be of a temporary nature and no permanent accommodation facilities are to be located on the leased premises.

The Wickham Pony Club Inc. has been conducting club activities on Lot 127 and Lot 120 as identified on attached Land Aerial. As depicted in attached Land Aerial attachments, the

Wickham Pony Club Inc. training track crosses onto Lot 120, which is leased by the Water Corporation. The Wickham Pony Club Inc. has requested that Lot 127, Wickham, which is currently contained in Deposited Plan 183559 on Reserve 34616 with a Management Order issued to the Minister for Works – Building Management and Works of the Department of Finance, be incorporated into Wickham Pony Club Inc. current lease agreement with Council for the purpose of equestrian, so the track can be reconfigured to solely occupy Lot 127. Please refer attached Wickham Pony Club Letter of Request. The Water Corporation has expressed a future need to develop additional ponds on Lot 120 which would impact on Wickham Pony Club Inc. activities and their current track configuration.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy *CE-8 Significant Decision Making Policy*, this matter is considered to be of low significance in terms of Council's ability to perform its role.

Should Council reject the request by Wickham Pony Club Inc.; members and the wider equestrian community would no longer have access to a designated area for conducting one of their primary activities.

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

Should Council accept the request to extend the Wickham Pony Club Inc. lease boundary, Shire Officers will proceed with the designated advertising period under the *Local Government Act 1995*.

A Heritage Survey has been undertaken with Ngarluma Aboriginal Corporation by Anthropos Australis (WA) Pty Ltd for Lot 127, Wickham on Deposited Plan 183559. The final report has found the Survey Area does not contain any Aboriginal sites pursuant to the *Aboriginal Heritage Act 1972* and has outlined a number of conditions regarding the Survey Area; these being:

- Should the Shire of Roebourne wish to increase the Survey Area boundaries, a further Aboriginal Heritage Survey will be required for any new or additional land incorporated into any new Survey Area boundaries;
- That if any Aboriginal cultural material, including skeletal, is found during ground disturbing activity, then works stop and the *Ngarluma* Aboriginal Corporation is consulted;
- That the Shire of Roebourne affords the *Ngarluma* people the continued right of access to the land in and around the Survey Area, in order to pursue and maintain their native title rights and interests, including fishing, hunting and maintaining their sites and objects;
- The Shire of Roebourne consults the *Ngarluma* Aboriginal Corporation regarding all works, proposed and actual, conducted or intended to be conducted within the *Ngarluma* Determination Area, as they are the rightful native title holders for that area.

Furthermore, the Water Corporation supports the alteration of lots and realignment of facilities, as they intend to expand their ponds in Wickham, which is currently affected by the pony club training facilities. Officers are aware the Water Corporation has indicated to Rio Tinto they would support the relocation.

STATUTORY IMPLICATIONS

Section 3.18 of the Local Government Act 1995.

The request to RDL for land acquisition will be pursuant to Section 51 of the *Land Administration Act 1997*.

The request to RDL for land acquisition will be pursuant to Section 87 of the *Land Administration Act 1997*.

Subject to all necessary approvals, leasing of land in question by the Shire pursuant to Section 3.58 of the *Local Government Act 1995*.

Pursuant to section 9.49A(2) of the *Local Government Act 1995*, the Common Seal of a local government is not to be affixed to any document except as authorised by the local government. Section 9.49A(3) of the *Local Government Act 1995*, requires the Common Seal of the local government to be affixed in the presence of the Shire President and the Chief Executive Officer or a senior employee authorised by the Chief Executive Officer.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

A peppercorn lease fee income of \$10.00 per annum will be generated as previously approved by Council at the November 2011 Ordinary Council Meeting from the lease. All other outgoings related to the operations of the leased premises and land will be born by the Lessee. Officer do not recommend any additional lease fee associated with the proposed extension of the lease boundaries.

STRATEGIC IMPLICATIONS

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity;

Our Program:	1.a.	Greater use of public spaces.
Our Services:	1.a.2.	Provide or partner to provide community facilities to meet the needs of the community.
Our Program:	1.b.	Infrastructure, facilities, services, activities and programs that meet the needs of the Shire and allows for growth.
Our Services:	1.b.2.	Encourage the building of stable and diverse communities.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

The impact on capacity associated with the formal advertising period is minimal.

RELEVANT PRECEDENTS

Council have in the past been supportive of assisting community sporting groups utilise additional land for their activities where the land is not identified for future development

VOTING REQUIREMENTS

Absolute and Simple Majority

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to REJECT the request from Wickham Pony Club Inc.

CONCLUSION

Council has entered into a lease agreement with Wickham Pony Club Inc. for Lot 179 Sturt Pea Road, Wickham for a period of 10 years from 30 November 2011. Wickham Pony Club Inc. conduct activities on adjacent Lots 120 and 127, Wickham. Proposed future expansion by Water Corporation ponds on Lot 120 will result in Wickham Pony Club Inc. no longer being able to conduct activities on Lot 120. Wickham Pony Club Inc. have requested use of Lot 127, Wickham to realign their track to continue to provide their members and wider community with adequate space to conduct equestrian activities.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152737
 MOVED : Cr Bailey
 SECONDED : Cr Saylor

1. That Council by **ABSOLUTE** Majority pursuant to **Section 51 and Section 87 of the *Land Administration Act 1997* and Section 3.58 of the *Local Government Act 1995*** RESOLVES to:
 - a) **SUPPORT** the request from Wickham Pony Club Inc.;
 - b) **INSTRUCT** the Chief Executive Officer to request the Department of Lands amalgamate Lot 127 on Deposited Plan 183559, Wickham with land parcel of Lot 179 on Reserve 39140 for the purpose of Equestrian; noting conditions contained within Heritage Survey undertaken with Ngarluma Aboriginal Corporation;
 - c) **INSTRUCT** the Chief Executive Officer to advertise the proposed lease intentions for a minimum of 2 weeks; and
 - d) **DELEGATE** the Chief Executive Officer to finalise alterations to Wickham Pony Club Inc. current lease to include Lot 127, Wickham.
2. That Council by **SIMPLE** Majority pursuant to **Section 9.49A(2) of the *Local Government Act 1995***, RESOLVES to **AUTHORISE** the affixation of the Common Seal of the Shire of Roebourne to the lease of Lot 179 and Lot 127, Wickham to Wickham Pony Club Inc.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
 AGAINST : Nil

10.4 CLUB DEVELOPMENT OFFICER SCHEME

File No:	GS.55
Responsible Executive Officer:	Director Community Services
Reporting Author:	Club Development Officer
Date of Report:	19 December 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To consider the extension of the Club Development Scheme through a funding submission to the Department of Sport and Recreation for continued funding of the Shire of Roebourne's Club Development Officer Role for financial year 14/15 and financial year 15/16.

BACKGROUND

The Department of Sport and Recreation (DSR) Club Development Officer (CDO) Scheme has been operating since 2006 and is currently in partnership with 35 LGA's throughout Western Australia. The Scheme is aimed at building capacity of community based clubs by:

- Assisting and supporting club volunteers, and
- Developing clubs through education, facilitation and communication.

The CDO's role is to support sport and recreation clubs to become sustainable organisations that deliver diverse opportunities for people to participate in physical activity in their local community, in a safe and welcoming environment.

The Shire of Roebourne originally applied for and received funding through DSR for a CDO from 5 December 2011 until 4 December 2014 and has a current full-time employee in the role. The state-wide CDO Scheme has received an additional two (2) years of funding until through to June 30, 2016 from the recent state budget. Local Government CDO Scheme Applications for Third Round funding are now due for financial year 14/15 and financial year 15/16. The CDO role within the Shire is also funded in partnership with Rio Tinto; who have committed to contributing to the CDO role through to 2016/17.

Since the CDO position was established in December 2011, the CDO has assisted clubs and community groups greatly; attending over 200 club meetings, helped over 20 clubs set up long term strategic plans, re-invigorated community sports awards, established the annual sports expo, whilst achieve over 85% of the KPI targets set by DSR. Officers feel the position and scheme has been extremely successful and the future for club development in the Shire is exciting.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of social issues, wellbeing issues and reputation.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between Leisure Services, Department of Sport and Recreation and Rio Tinto Partnership regarding future collaboration in delivering services to the community contain within the Pilbara Regional Club Development Plan 2013-2017.

COMMUNITY CONSULTATION

Community sporting groups feedback conducted between 24 July and 3 September 2013 garnered 91 respondents from the local sporting community indicating that 95.6 percent thought the Club Development Officer Role and FUTURECLUBS Program added value to the sporting community.

STATUTORY IMPLICATIONS

Section 3.18 of *Local Government Act 1995*

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The associated costs and income for the CDO role from 5 December 2014 to 30 June 2016 are detailed in the table below. Officer's proposed financial implications are based on the current arrangement with DSR and Rio Tinto and recommend to continue the CDO Scheme unchanged with estimated cost to Council of \$142,500 during this period.

Financial year 2014/2015 and financial year 2015/1016

Expenditure	5 December 2014 – 30 June 2015	FY 15/16
Operational costs (administration, overheads, wages etc.)	\$140,382.50	\$244,000.00
Total Expenditure	\$140,382.50	\$244,000.00
Income		
Department of Sport & Recreation	\$44,000.00	\$75,000.00
Rio Tinto	\$45,000.00	\$78,000.00
Cost to Council	\$51,382.50	\$91,000.00
Total Income	\$140,382.50	\$244,000.00

The combined cost to Council over the 19 month period is proposed to be \$142,382.50.

STRATEGIC IMPLICATIONS

This item is relevant with the Shire's approved Strategic Community Plan 2012 - 2022 and Corporate Business Plan 2012 - 2016. In particular the Operational Plan 2012-2013 provides for this activity:

Our Program: 1.d.2.1 Supporting sporting community groups to develop and grow.
Our Services: 1.a.2.1.1 Continue to deliver the Club Development Scheme.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

Carrying out the Officer's recommendation will continue Council's capacity to deliver community services presently accessed by members of local sporting groups. Furthermore, the Club Development Officer is highlighted to continue under the Shire's Workforce Plan.

RELEVANT PRECEDENTS

Council has previously endorsed participation in the Department of Sport and Recreation's Club Development Scheme.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to:

1. REJECT the continued provision of Club Development Officer Role from 5 December 2014 to 30 June 2016.
2. INSTRUCT the Chief Executive Officer to liaise with the Department of Sport and Recreation and Rio Tinto regarding the cessation of the role.

CONCLUSION

The Department of Sport and Recreation Club Development Officer Scheme has been operating since 2006 and is currently working across 35 LGA's throughout Western Australia. The Shire has been participating in the CDO Scheme since December 2011 and has a current full time employee in the role. The fundamental purpose of the CDO is to assist sporting groups to become sustainable organisations that deliver diverse opportunities for their local community, in a safe and welcoming environment. The Shire has entered into a partnership with Rio Tinto regarding the Club Development Officer position which provides funding through to the 2016/17 year.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152738
 MOVED : Cr Hipworth
 SECONDED : Cr Vandenberg

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to:

1. ENDORSE, in principle pending current stakeholder support, the continued provision of a Club Development Officer from 5 December 2014 to 30 June 2016 with proposed financial implications of \$142,382.50 to be coordinated through the annual budget processes.
2. INSTRUCT the Chief Executive Officer to apply for the Department of Sport and Recreations Club Development Officer Scheme Third Round for financial year 14/15 and financial year 15/16.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
 AGAINST : Nil

10.5 DRAFT SPORT, RECREATION & LEISURE STRATEGIC PLAN 2013 - 2022

File No:	RC.18
Responsible Executive Officer:	Director Community Services
Reporting Author:	Manager Leisure Services
Date of Report:	18 December 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Strategic Plan Recommendations

PURPOSE

For Council to consider the draft Sport, Recreation and Leisure Strategic Plan 2013 - 2022 for endorsement.

BACKGROUND

In March 2013, Shire Officers engaged Davis Langdon Australia Pty Ltd to develop a ten (10) year strategic plan to provide further direction for the Leisure and Recreation portfolios. The previous recreation and leisure strategic plan was developed in 2003 and contained the following key strategies:

1. To develop integrated multi-purpose facilities as appropriate.
2. To provide an open space plan that includes neighbourhood parks, cycle paths and foreshore parks and bushland based on the identified need for a diversity of sporting, recreation and leisure facilities and areas beyond the traditional playing field and hard court provision.
3. To develop and keep current a Facilities Asset Management Plan.
4. To ensure fees and charges for recreation, sporting and leisure facilities are affordable.
5. Develop a Marketing Plan for all sport, recreation and community facilities.

The Shire has since developed a number of key multi-purpose facilities, an Asset Management Plan and specific marketing and business plans for recreation and leisure facilities. The Shire continues to monitor and review fees and charges, work on its open space planning and the integration of its marketing of the Shire's recreation and leisure facilities and services with the Shire's public affairs department.

The draft plan was received from Davis Langdon in July 2013, however Officers have been working on the draft document to ensure all aspects align with the Shire's Strategic Community Plan, Community Facilities Plan and is presented in a format that is appropriate. Officer consider the plan to now be ready for Councils consideration. Due to the size of the strategic plan, Officers have made hard copies available for each Councillor at the January Council briefing session. In summary, the strategic plan identifies four keys themes that Council should focus on over the next 10 years. These are:

- Development of Guiding Principles;
- Strategy Development;
- Facility Development; and
- Service Development.

These recommendations have been formatted into the Shires Strategic Planning Documents framework and are attached for Councillor information. Each action will be incorporated into the Shires business plan as well as the annual operational plan. For Council information, the key strategies proposed to commence in 2014-15 are as follows:

- Establish guiding principles for sustainable developments;
- Establish guiding principles for resource sector involvement;
- Evaluate and prioritise effluent water use on reserves;
- Facilitate marquee events;
- Develop tracks and trails;
- Develop working group to facilitate better usage of assets by indigenous groups;
- Develop management plans for all recreational activity nodes;
- Develop a skate space in Roebourne;
- Develop the Cultural Precinct;
- Develop the Dampier Community Hub;
- Investigate hub opportunities in the Eastern Corridor; and
- Investigate future aquatic facilities in the Eastern Corridor.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of social issues, environmental, cultural & wellbeing issues.

COUNCILLOR/OFFICER CONSULTATION

Throughout the development of the strategic plan Davis Langdon consulted with several key internal stakeholders to ensure the situational analysis and future requirements are accurately included in the strategic plan, and in turn forms realistic action items over the next 10 years. The following internal stakeholders were consulted on at least one occasion during the development of the plan:

- Community Development Department;
- Youth Services Department;
- Leisure Services Department;
- Recreation Facilities Department;
- Executive Management Team; and
- Council.

The overarching themes from the internal consultation was that facilities and land can be utilised more efficiently, and the Eastern Corridor needs to be progressed and defined.

COMMUNITY CONSULTATION

In conjunction with Shire Officers, Davis Langdon completed significant community consultation to ascertain the needs of the community, understand opportunities for growth and development, and establish what the community and external stakeholders see as their responsibility and what they perceive to be the Shire's. Furthermore, the consultant was provided details of the Shire's community survey, Club Development Officer survey, and completed a thorough review of several strategic documents. During the consultation phase, Davis Langdon met with the following stakeholders:

- Youth Shed community meeting;
- Sport clubs at seasonal ground allocation meeting (11 clubs in attendance);
- Department of Sport and Recreation;
- Nqarluma Aboriginal Corporation;
- Nqarluma and Yindjibarndi Foundation Limited;
- Roebourne PCYC;
- Yaandina Family Centre Inc
- Nickol Bay Hockey Association;

- Ngarliyarndu Bindari Aboriginal Corporation;
- Roebourne Advisory Council Chairman;
- Karratha Community forum;
- Point Samson Community Association; and
- Pilbara Development Commission.

The overarching themes from the external consultation was that sport and leisure opportunities creates a sense of community, community capacity building should be explored, and the ageing infrastructure throughout the Shire is a concern.

STATUTORY IMPLICATIONS

Section 3.18 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are significant financial implications pertaining to this report and the Sport, Recreation and Leisure Strategic Plan over a 10 year period. Council will be presented with these costs annually through the formal PIIG and budgeting process. Furthermore, major capital expenditure identified within the strategic plan has been identified within the Shire's Long Term Financial Plan.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1.a.2.6	Operate Community Facilities.
Our Services:	1.a.2.6.3	Implement Sport, Recreation and Leisure Strategic Plan.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be Low to the Shire in terms of Financial and Reputation issues.

IMPACT ON CAPACITY

Officer's recommendation will have an impact on capacity, however it is intended the strategic plan will form work plans for over the next 10 years.

RELEVANT PRECEDENTS

Council has previously endorsed strategic plans for many departments within the organisation, an example would be the 2012-14 Youth Development Plan.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.8 of the *Local Government Act 1995* RESOLVES to REJECT the draft Sport, Recreation and Leisure Strategic Plan as presented in this report.

CONCLUSION

In March 2013, Shire Officers engaged Davis Langdon Australia Pty Ltd to develop a ten (10) year strategic plan to provide further direction for the Leisure and Recreation portfolios. The previous recreation and leisure strategic plan was developed in 2003 and has since been completed or elements have become outdated. Officer consider the draft plan to now be ready for Council's consideration.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152739
 MOVED : Cr Smeathers
 SECONDED : Cr Saylor

That Council by SIMPLE Majority pursuant to Section 3.8 of the *Local Government Act 1995* RESOLVES to ENDORSE the Sport, Recreation and Leisure Strategic Plan 2013 – 2022, noting the following activities are to commence in the 2014/15 financial year:

- 1) Establish guiding principles for sustainable developments;
- 2) Establish guiding principles for resource sector involvement;
- 3) Evaluate and prioritise effluent water use on reserves;
- 4) Facilitate marquee events;
- 5) Develop tracks and trails;
- 6) Develop working group to facilitate better usage of assets by indigenous groups;
- 7) Develop management plans for all recreational activity nodes;
- 8) Develop a skate space in Roebourne;
- 9) Develop the Cultural Precinct;
- 10) Develop the Dampier Community Hub;
- 11) Investigate hub opportunities in the Eastern Corridor; and
- 12) Investigate future aquatic facilities in the Eastern Corridor.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
 AGAINST : Nil

10.6 COMMUNITY PAVILION IMPROVEMENTS PROGRAM

File No:	CP.507
Responsible Executive Officer:	Director Community Services
Reporting Author:	Project Officer
Date of Report:	16 December 2013
Applicant/Proponent:	Leisure Services
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

For Council to consider options for the Pavilion Improvement programme.

BACKGROUND

In 2012, Community Engagement workshops identified and ranked recreational and sports facilities as the fourth most important Shire service. Given the importance of this type of community infrastructure and the increasing pressure from growing community groups (especially dance based) Officers have identified the need to critically review the Shires pavilions to assess if there is a more efficient way to utilise our infrastructure and indeed if any gaps exist.

Throughout August and September, Pegs Creek, Millars Well and Hampton Pavilions, and Tambrey Toilet Block were audited to determine their electrical, accessibility, structural, and fire and security compliance. A number of minor issues were raised from the audits although no pavilions were deemed dangerous or unsafe.

Throughout several community consultation sessions, including Club Development surveys, Leisure and Recreation Strategic Plan development and targeted consultation specific to the pavilions work outlined in this report, several key themes have become evident.

- Tambrey oval is utilised well, however greater utilisation would occur should some pavilion facilities be provided.
- Dance groups throughout the Shire are growing rapidly and the facilities (Shire and private) are limited and of poor quality.
- The quality of pavilions through the Shire are of poor standards.
- There is community pressure to develop more community infrastructure (i.e. Mens Shed).
- The Cultural Precinct will elevate dance group pressure, however this is 3-5 years away.
- The proposed works and timeline outlined in this report will result in the most cost effective and socially acceptable solution for Council.

The proposed pavilion improvement programme incorporates the following components, implemented over a number of stages;

- Construction of Tambrey Pavilion;
 - Construction of Millars Well Dance Hall (within Millars Well Pavilion);
 - Construction of two changing rooms adjacent to Karratha Kats Clubrooms;
 - Upgrades to Pegs Creek and Hampton Pavilions;
 - Relocation of dance academies to the Cultural Precinct and construction of a Men's Shed within Millars Well Dance Hall.
-

Officers have based these proposed works on community consultation and maximisation of Council’s assets.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of financial, cultural & wellbeing issues.

COUNCILLOR/OFFICER CONSULTATION

Council has been consulted at the December agenda briefing session on the proposed programme and detailed works. Their feedback has provided direction for Officers throughout this report. In summary, Councils informal feedback was to;

- Focus on the pressure of dance groups;
- Identify solutions and timelines for facilities at Kevin Richards Oval (Millars Well);
- Retrofit existing facilities where possible to maximise their life;
- Hampton and Pegs Creek pavilions should be “clean up”;
- Investigate options for additional facilities at Tambrey Oval; and
- Investigate options for the development of a Karratha Men’s Shed.

COMMUNITY CONSULTATION

	Direct users	Dance academies	Community Sport Feedback Survey
Groups	<ul style="list-style-type: none"> • Karratha Muslim Community • EPIC • New Apostolic • Karratha and Districts Junior Soccer Association • Nickol Bay Hockey Association • Karratha Kats Senior Football Club • West Pilbara Senior Cricket Association • Dance FX • Karratha Rockers • Dance Kix 	<ul style="list-style-type: none"> • Dance Kix • Karratha Rockers • Dance FX • Ovation • Terre Rouge 	From July to September, community sporting groups had the opportunity to provide feedback regarding the current facilities. 26% of respondents indicated that the facilities are not adequate for their clubs to expand programs / activities.
Summarised Feedback	40% of respondents indicated that they would move facilities should a more modern one become available.	Dance academies indicated a number of constraints of the current facilities; Sprung flooring, adequate air-conditioning, larger areas, mirrors, bars, toilets and drink fountains, storage and changing areas.	<ul style="list-style-type: none"> • Lack of clean, welcoming changing rooms at ovals and none at Tambrey. • Need for clubrooms • Availability of storage at all ovals and facilities. • Storage facilities/clubrooms at Tambrey Oval, including upgrade/new toilets. Upgrade of toilets at Pegs Creek. • Storage cages inside the storerooms so that equipment is locked.

Officers propose further community consultation regarding the Men’s Shed following Council direction, and further consultation is also required with users of Millars Well changing facilities through the detailed design phase.

STATUTORY IMPLICATIONS

Section 3.18 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

A current budget allocation of \$150,000 exists within the 2013/14 year for pavilion design and minor works. Approximately \$28,000 has been expended year to date, with \$122,230 remaining. These funds are proposed to be utilised to progress concept designs for Tambrey Pavilion and Millars Well facilities, as detailed in the table below.

Future financial implications exist should the program below be implemented over a number of years. External funding will be sought for the construction of the Tambrey Pavilion and Men’s Shed.

Year	Works	Proposed budget	Estimated cost to Council
2013/2014	Concept design of <ul style="list-style-type: none"> • Tambrey Pavilion • Millars Well Changing Rooms • Millars Well Dance Hall 	\$73,338.00 \$36,669.00 \$12,223.00	Total- \$122,230.00 <i>(already within 2013/14 budget)</i>
2014/2015 - 2016/2017, listed in order of priority	Construction of: <ul style="list-style-type: none"> • Millars Well Changing Rooms • Millars Well Dance Hall Upgrades to: <ul style="list-style-type: none"> • Pegs Creek Pavilion • Hampton Pavilion 	TBC and incorporated into annual budget process for consideration	100% of project budget
	Construction of: <ul style="list-style-type: none"> • Tambrey Pavilion Detailed design of: <ul style="list-style-type: none"> • Men’s Shed 	TBC and incorporated into annual budget process for consideration	40% of project budget
	Construction of: <ul style="list-style-type: none"> • Men's Shed - relocation of dance groups to Cultural Precinct 		40% of project budget

The general principle within the Long Term Financial Plan for other Leisure/Community Projects is Council funds 40% of project costs, with Officers seeking to fund 60% of all projects externally.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1.a	Greater use of public spaces.
Our Services:	1.a.2	Provide or partner to provide, community facilities to meet the needs of the community.
	1.a.4	Ensure the built environment can respond to the needs of children, youth, singles, couples, families, retirees, the aged and visitors.
Our Program:	1.b	Infrastructure facilities, services, activities and programs that meet the needs of the Shire and allows for growth.
Our Services:	1.b.3	Provide safe and fit for purpose buildings to the community.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

Officers recommendation will result in an impact on capacity for Officers within the Leisure Services and Strategic Projects Departments. The Leisure Services Department will be required to progress the design, consultation and client phases of the project.

RELEVANT PRECEDENTS

Council has previously considered and endorsed the plan to demolish the Bulgarra Sporting Pavilion and construct the Frank Butler Community Centre, and has also endorsed the plan to retrofit the Pam Buchanan Childcare Centre into a Library due to community pressures at the time.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT ENDORSE the Pavilion Improvement programme.

CONCLUSION

Recreational and sports facilities were ranked by the community as the fourth most important Shire service in the 2012 Community Survey. From this, and under the direction from Council, Officers have carried out direct consultation with users of the pavilions, dance academies and sporting groups to determine a programme of upgrades and refurbishments of the current facilities to better suit the community. Officers now seek the direction of Council following an endorsed programme of works.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152740
MOVED : Cr Vandenberg
SECONDED : Cr Lally

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE the Pavilion Improvement programme below, subject to the annual budget process.

2013/2014	Concept designs for Tambrey Pavilion, Millars Well Changing Rooms, Millars Well Dance Hall utilising the allocated \$122,230 budgeted funds.
2014/2015 - 2016/2017 listed in order of priority	<ul style="list-style-type: none"> • Construction of Millars Well Changing Rooms and Millars Well Dance Hall. • Upgrades to Pegs Creek Pavilion and Hampton Pavilion. • Construction of Tambrey Pavilion. • Investigations into Men’s Shed. • Construction of Men’s Shed – relocation of dance groups to Cultural Precinct.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
AGAINST : Nil

10.7 SHIRE OF ROEBOURNE TRAILS MASTERPLAN

File No:	CS.80
Responsible Executive Officer:	Director Community Services
Reporting Author:	Manager Leisure Services
Date of Report:	28 November 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Maps of Proposed Tracks and Trails

PURPOSE

To seek Council's endorsement of the Shire of Roebourne Trails Masterplan.

BACKGROUND

At the June 2012 Ordinary Council Meeting, a Memorandum of Understanding (MOU) between the Shire of Roebourne and the National Heritage Trust of WA was presented to Council. The purpose of the MOU was to establish a management plan and works program for the Yaburara Heritage Trail, and to develop a Trails Masterplan for the Shire.

A Shire wide masterplan has now been developed, that outlines 12 projects to be delivered over a 10 year period. These tracks and trails includes developing new and improving current hard tracks that are suitable for physical recreation, through to developing conceptual trails and accessing technology to create "Apps" for a wide range of purposes. Due to the size of this masterplan, Officers have made hard copies available for each Councillor prior to the Council meeting and have simply attached the proposed maps for each track and trail.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of moderate significance due to the social, financial, environmental, and cultural and wellbeing issues, that pertain to developing tracks and trails.

COUNCILLOR/OFFICER CONSULTATION

Shire Officers have worked extensively on the plan for several months, in conjunction with the National Trust and their representatives. Furthermore, several Councillors (past and present) have been consulted as part of their involvement with the Yaburara Heritage Trail Steering Committee. All trails are indicative and subject to consideration within individual town / locality structure plans prior to construction.

COMMUNITY CONSULTATION

Several community consultation sessions have occurred over the past year, the stakeholders consulted are outlined in the table below.

Karratha Visitors Centre	Ngarluma Aboriginal Corporation
Burrup Mountain Bike Club	Roebourne Visitors Centre
Yaburara Heritage Trail Steering Committee	Julumarlu Aboriginal Corporation
Ngarluma & Yindjibarndi Foundation Ltd	Murujuga Aboriginal Corporation
Karratha & King Bay Horse & Pony Club	Department for Environment and Conservation

Organisation/Representative	Summarised feedback
Ngarluma Aboriginal Corporation (NAC)	Wishes to enhance the plan through detailed involvement by Ngarluma People. Considers the plan to be comprehensive and well intentioned. NAC is keen to work with the Shire to implement the plan via collaborative stewardship.
Vicki Long (Yaburara Heritage Trail Committee Member)	Fantastic Initiative. Shire needs trails to increase the “liveability”. Environmental plans must be developed for each trail. Mountain Bike Park is urgent however ownership and environmental management must be completed. Suggested additional and extension of proposed trails in Point Samson and Dampier to take advantage of views.
Jo Pritchard (Yaburara Heritage Trail Committee Member)	Overall plan looks good. Would have liked to have seen the historical Mullewa to De Grey Stock Route at Miaree Pool and on the Sherlock included. Miaree Pool is also great for bird watching. Pilbara Rocks GEO Tour – great idea but needs name change.

Through the detailed community consultation and feedback (mentioned above), it has been correctly raised by Vicki Long as part of the Yaburara Heritage Trail Advisory Group that comprehensive management and environmental plans will be required for each site. Furthermore, following feedback from Ngarluma representatives, Officers will work closely with Traditional Owners to ensure sites are respected and appropriate interpretation is delivered.

In regards to the Mullewa to De Grey Stock Route, due to the size of the trail, Officers don't feel this is appropriate for reconstruction. Officers suggest signage at the key stock route sites of Miaree Pool and Sherlock River to be more suitable, in addition to incorporating the sites into the future “Apps”.

STATUTORY IMPLICATIONS

Section 3.18 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The Trails Masterplan identifies 12 projects over a 10 year works period commencing in the 2014/15 financial year. Council has allocated roughly \$50,000.00 in the 2013/14 year towards minor works and brochure development of the Yaburara Heritage Trail. Officers and the National Heritage Trust have ranked the projects based on several factors including; importance, prominence, ease of delivery and their dependence on other external projects. The costs outlined below includes the development of management plans and environmental reports on required sites.

Year	Project	Cost
14/15	Yaburara Heritage Trails upgrade project	\$869,031.10
15/16	Roaming with Red Dog Family Trail	\$120,055.63
	Roebourne Heritage Trail	\$341,291.47
16/17	Ieramugadu Bush Tucker Trail	\$275,447.51
17/18	Karratha Mountain Bike Park	\$419,426.42
18/19	Cossack Heritage Trail redevelopment	\$358,411.02
19/20	The Pilbara Rocks GeoTour Project	\$830,293.05
20/21	Wickham Tank Hill Trail	\$381,237.01
	Karratha Bridle Trail	\$153,197.29
21/22	Mulataga Trail	\$964,614.88
22/23	Point Samson Heritage Trail upgrade project	\$385,846.16
23/24	Dampier Heritage and Fitness Trail project	\$533,117.27
	Total Masterplan Cost	\$5,631,968.81

* Costs include a 55% locational allowance, 3% escalation per annum, 8% Project Management fee and 10% contingency per project.

The general principle within the Long Term Financial Plan for other Leisure/Community Projects is Council funds 40% of project costs, with Officers seeking to fund 60% of all projects externally. Utilising this general principle Council will be required to fund approximately \$2,252,787.60 of the Trails Masterplan over 10 years. Officers will seek external funding from agencies such as; Lotterywest, Department of Sport and Recreation, local stakeholders, Royalties for Regions, Regional Development Australia, Tourism WA and Department of Aboriginal Affairs.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program: 1.a.2.6
Our Services: 1.a.2.6.3

Operate Community Facilities
Implement Sports, Recreation and
Leisure Strategic Plan

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be moderate to the Shire in terms of the potential impact on the environment. Officers propose that detailed environmental plans are developed for each track/trail prior to commencing the individual project to mitigate any potential risk.

IMPACT ON CAPACITY

The implementation of each project will require a dedicated project officer or leisure planner. Currently, this position is provided for within Leisure Services and the implementation of each project will be implemented into an Officers annual work plan.

RELEVANT PRECEDENTS

At the October 2013 Ordinary Council Meeting, Council endorsed a 10 year future works plan for the installation of new footpath infrastructure. Similarly, this plan seeks Council support for a 10 year capital works plan to expand passive and recreational networks.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to REJECT the Tracks and Trails Masterplan as presented.

CONCLUSION

In conjunction with the National Trust of WA, Officers have developed a Tracks and Trails Masterplan which highlights the potential development and improvement of 12 tracks and trails. The implementation of the 10 year works plan has been costed and prioritised based on several factors. Officers are seeking Council endorsement of the plan.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152741
 MOVED : Cr Lally
 SECONDED : Cr Harris

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE the Tracks and Trails Masterplan as presented in this report, with consideration of annual funding during Council's budget process and noting the following:

1. The Ngarluma People will be consulted throughout the plans implementation; and
2. Detailed management, environmental and ownership issues must be resolved for each site.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
 AGAINST : Nil

11 DEVELOPMENT SERVICES

11.1 EXPLORATION LICENCE E47/2942 ON RESERVE 45588, 40 MILE BEACH

File No:	LM.22
Responsible Executive Officer:	Director Development Services
Reporting Author:	Land Officer
Date of Report:	6 January 2014
Applicant/Proponent:	Department of Mines and Petroleum/Hanson Construction Materials Pty Ltd
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none">1. Plan showing extent of Reserve 465882. Correspondence from Department of Mines and Petroleum3. Submission from Hanson Construction Materials Pty Ltd on Gnoorea (40 Mile) FMP4. Gnoorea (40 Mile) Foreshore Management Plan Overview

PURPOSE

For Council to consider the Department of Mines and Petroleum (DMP) request for comment with regards to Exploration Licence E47/2942 (Hanson Construction Materials Pty Ltd) and the granting of consent thereof over the Gnoorea (40 Mile Beach) coastal reserve (Reserve 46588 – Attachment 1) and to determine a position thereon.

BACKGROUND

The DMP wrote to the Shire on 8 November 2013 seeking the Shire's comments on proposed Exploration Licence E47/2942 (Attachment 2). It is understood this area contains sand suitable for building purposes.

The Shire initially became aware of interest in mining in Reserve 46588 through a submission made by Hanson (Attachment 3) on the Gnoorea (40 Mile) Foreshore Management Plan (FMP) (also on this agenda). A copy of the Plan Overview from the FMP is at Attachment 4. The Hanson submission on the FMP is addressed in the report on that FMP. It worthwhile noting, however, the following text recommended to be included in the FMP in response to the Hanson submission:

“The Shire does not support mining activity that could adversely affect recreation or conservation values associated with coastal recreation nodes. Decisions relating to mining activity on Crown land are made by the Minister for Mines and Petroleum, not local government. If exploration licences are granted, then the Shire would expect the Minister for Mines and Petroleum to impose conditions that minimise disruption to the recreational use of the area. The Shire will object to any mining lease application unless it can be demonstrated that: the impact of mining on recreation and conservation values is acceptable; Aboriginal Heritage and Native Title approvals have been obtained; and there will be long term benefits for the area as a result of the mining”.

It is recommended that a similar position be conveyed to the DMP in response to request for comment on Exploration Licence E47/2942 and a recommendation be made that in the absence of relevant information, Council strongly objects to the application. It is recommended a copy of the letter be sent to the Minister for Mines and Petroleum, as well as the Minister for Lands and Department of Lands A/Director General given their responsibility for Reserve 46588 and the need for consultation with them under the *Mining Act 1978*.

Hanson in its submission on the Gnoorea (40 Mile) FMP raises the scarcity of the subject sand resource as a reason for giving favourable consideration to its extraction. The importance of securing sufficient locally sourced basic raw materials to keep building and construction costs down is understood. However no evidence has been provided by Hanson to show the scarcity of this sand resource.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of potentially high significance if the proposed exploration and subsequent mining threatens to compromise recreational and conservation values associated with the Gnoorea (40 Mile) FMP area.

COUNCILLOR/OFFICER CONSULTATION

Officers became aware of the Hanson interest in sand at 40 Mile when consulting Hanson and the DMP on Council's resolution on mining at Cleaverville. Officers made Hanson representatives aware at that time of the draft Gnoorea (40 Mile) FMP being publicly advertised and suggested Hanson make a submission outlining its interest in the area.

The Gnoorea (40 Mile) FMP was considered by Council at its 16 December 2013 Ordinary Meeting.

COMMUNITY CONSULTATION

No community consultation is required for an exploration licence. The Department of Mines and Petroleum consults with relevant stakeholders as part of the standard process for assessing exploration licences including the Shire and Native Title holders.

STATUTORY IMPLICATIONS

Much of the land at 40 Mile is reserve: Conservation, Recreation and Landscape Protection under Shire of Roebourne Town Planning Scheme No.8. Council has previously resolved to not support mining over land reserved Conservation, Recreation and Landscape Protection in relation to a sand mining proposal at Point Samson (addressed in separate report on the agenda).

Decisions on proposed mining tenements are largely made by the Minister for Mines and Petroleum under the *Mining Act 1978*. Reserve 46588 is a reserve created under Part 4 of the *Land Administration Act 1997*. Under Clauses 24(1)(c) and 24(5A) the Minister has the power to refuse consent to mining on this reserve or to give consent to mining subject to terms and conditions. Under Clauses 24(1)(c) and 24(5B) the Minister shall before giving their consent, first consult the responsible Minister and the local government ... in which the control and management of such land is vested and obtain their recommendations thereon.

POLICY IMPLICATIONS

The Shire's position on mining within the Gnoorea (40 Mile) coastal node will be set out in the Gnoorea (40 Mile) FMP. The Local Planning Strategy will also set out a Shire position on mining within coastal nodes more generally across the Shire.

FINANCIAL IMPLICATIONS

Reserve 46588 is vested with the Shire for the purposes of recreation and preservation of coastal environment. The Shire has many management and maintenance responsibilities associated with this purpose and the Gnoorea (40 Mile) FMP recommends a number of improvements.

Mining may provide opportunities to negotiate legacy contributions towards conservation and recreation improvements with a prospective tenement holder where mining can be undertaken on a sympathetic and compatible basis.

STRATEGIC IMPLICATIONS

There are no strategic implications.

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

- Our Program: 3.a.1.3 Provide expert advice to government agencies regarding matters relating to lands including native vegetation, mining leases and land tenures.
- Our Services: 3.a.1.3.1 Respond to requests for Shire position and provide information on crown land, mining leases, environmental controls, encumbrances and related matters.

RISK MANAGEMENT CONSIDERATIONS

Mining in coastal nodes generates strong community interest. It is important that Council put forward recommendations on coastal mining proposals that protect the community's interests and represent an objective and balanced view.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Sand mining at popular coastal nodes like the Nickol River, Cleaverville and Point Samson has caused community concern in recent times. At its Ordinary Meeting of 17 June 2013, Council resolved to oppose any future proposed mining activity at Cleaverville (current mining tenements held by Hanson). There is a separate report on this agenda in relation to the sand mining activity occurring at Sam's Creek, near Point Samson.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to:

1. ADVISE the Department of Mines and Petroleum that the Shire of Roebourne supports Exploration Licence E47/2942 on Reserve 46588 subject to conditions that ensure disruption of recreational use of the area shall be minimised.

2. REQUEST that in the event Exploration Licence E47/2942 is granted consent, the Shire be involved in negotiating conditions of the exploration licence.

CONCLUSION

40 Mile is a popular recreational area. The Gnoorea (40 Mile) Foreshore Management Plan (FMP) has been prepared in recognition of this popularity and to guide the expected increased recreational use in the future.

Mining has the potential to compromise recreational use of this area. For this reason, it is recommended the Gnoorea (40 Mile) FMP include a statement opposing mining in the FMP area unless it can be demonstrated that the impact on recreation and conservation values is acceptable, Aboriginal Heritage and Native Title approvals have been obtained and there will be long term benefits for the area as a result of the mining.

With respect to the subject application for exploration licence, it is recommended that Council object to the application in the absence of information regarding likely impacts, management measures and long term benefits and convey its objection via reply letter to the Department of Mines and Petroleum.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152742
 MOVED : Cr Hipworth
 SECONDED : Cr Saylor

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to:

1. ADVISE the Department of Mines and Petroleum that the Council objects to Exploration Licence E47/2942 on Reserve 46588 being granted consent on the grounds that:
 - a) Much of the land at 40 Mile is reserved Conservation, Recreation and Landscape Protection under Shire of Roebourne Town Planning Scheme No.8 and Council does not support mining over land so reserved.
 - b) The Gnoorea (40 Mile) Foreshore Management Plan (FMP) adopted by Council at its 18 January 2014 Ordinary Council Meeting does not support mining activity that could adversely affect recreation or conservation values associated with coastal recreation nodes.
2. REQUEST the Department of Mines and Petroleum to involve the Shire in negotiating conditions of Exploration Licence E47/2942 in the event it is granted consent.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
 AGAINST : Nil

11.2 KARRATHA FORESHORE MANAGEMENT PLAN, GNOOREA (40 MILE) FORESHORE MANAGEMENT PLAN AND POINT SAMSON FORESHORE MANAGEMENT PLAN

File No:	EM.12
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Planning Services
Date of Report:	2 December 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none">1. Karratha Foreshore Management Plan Overview Map2. Point Samson Foreshore Management Plan Overview Map3. Gnoorea (40 Mile) Foreshore Management Plan Overview Map4. Summary of key recommendations5. Schedule of Submissions6. Late submission on Point Samson FMP7. Plan showing proposed 40 Mile exploration licence8. Responses to DoP comments9. Schedule of Modifications <p>Full copies of all three Foreshore Management Plans will be available for viewing at the Councillor Briefing and Ordinary Council Meeting.</p>

PURPOSE

For Council to consider:

1. submissions made during public advertising of the foreshore management plans for Karratha, Point Samson and Gnoorea (40 Mile) and other public comments received; and
2. the recommendations for all three foreshore management plans to be adopted and implementation plans to be prepared.

BACKGROUND

Council resolved at its 19 August 2013 Ordinary Council meeting to endorse these three foreshore management plans (FMPs) for public advertising. The public advertising period has now closed. Council now needs to consider submissions made on each FMP and determine whether they will be adopted as a guide to future decision making, development and management of the subject foreshore areas and if so, any revisions required. These FMPs have been prepared with Coastwest funding assistance. The Shire has also contributed cash and in-kind resources.

The recently completed Pilbara State of the Environment Report 2013 highlights the need to address coastal recreation and access as a priority, with an immediate focus required on existing recreation areas. With the population of the Shire forecast to increase considerably over the next 20 years, there will be increasing pressures placed on the coastline, particularly the more popular coastal areas. All three FMPs have the following aims:

1. Contribute to the implementation of local and regional planning objectives and coastal strategies.
2. Consolidate community partnerships and build community capacity and ownership of the area including working with the area's traditional owners.
3. Foster the sustainable recreational and tourist use of the area through a plan that protects the environmental and cultural values of the area and identifies access arrangements and long term infrastructure needs.

Attachments 1, 2 and 3 are the plan overviews for each FMP. There are more detailed plans contained in each FMP for recreation nodes identified on each plan overview.

Attachment 4 provides a summary of key recommendations for each FMP. The FMPs also include recommended actions for implementation. Recommended actions are rated high, medium or low priority. Below is a list of recommended high priority actions.

Karratha (**Attachment 1**)

- Joint management between Shire and Ngarluma;
- Dual use path between Searipple Road and Back Beach;
- Walk trails through conservation area and between Off-Road vehicle area and Searipple Road;
- Car parks at Balmoral Road and Maitland Road;
- Shelters and seating at Searipple Road;
- Signage to control access and activity;
- Obtain funding for detailed planning, design and construction of Millars Road Off-Road Vehicle Park;
- De-silting maintenance works at Back Beach boat ramp.

Point Samson (**Attachment 2**)

- Joint management between Shire, community and Ngarluma;
- Close Town Beach foreshore road and turnaround area in front of tavern;
- Rehabilitate Town Beach fore dune with appropriate fencing and vegetation;
- Fenced pedestrian access to Sam's Beach, Town Beach, Honeymoon Beach and outside caravan park;
- Define walk trail between Sam's Beach and John's Creek including concrete footpath where necessary;
- Provide shade, seating and BBQs at Town Beach;
- Fish cleaning table and bin at harbour.

Gnoorea (40 Mile) (**Attachment 3**)

- Delineate camping areas and provide for short and long term stays at Gnoorea Point and Quarry. Restrict camping outside these areas;
- Business case for operation and management;
- Car parks and designated day use areas at Gnoorea Point, Fenceline and Pelican Point;
- Aboriginal culture and business opportunities at Gnoorea Point;
- Dry composting toilets at Gnoorea Point (x4) and Quarry (x2);
- Separate pedestrian beach access at Quarry, Fenceline and Pelican Point;
- Close undesirable tracks at 40 Mile, Mangrove Beach and into pastoral stations.

Following Council adoption of the FMPs, an implementation and capital works program with associated actions plans and priorities will be prepared for consideration and inclusion in the Shire's Long Term Financial Plan, Annual Plans, budget reviews and funding support from grants and contributions.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of moderate significance. While the FMPs will not result in a substantial one-off cost in the immediate future, they will guide decisions about future investment in foreshore improvements and management. The foreshore management plans will therefore have implications for the future well-being of the Shire.

COUNCILLOR/OFFICER CONSULTATION

Officer consultation has occurred throughout preparation of the FMPs, particularly Ranger Services and Infrastructure Services. Both identified the need for improved guidance regarding management of foreshore areas. Internal consultation will continue as part of preparing implementation plans.

The Shire President attended the community forum held in Karratha on Tuesday 9 April, 2013 at the Frank Butler Community Hall. Councillors were given a briefing on the FMPs at the Councillor Briefing Session on 15 August 2013. The implementation plan will also be presented to Council for adoption.

COMMUNITY CONSULTATION

The values, issues and recommendations in the FMPs are based on outcomes of the community forum. The forum was well attended by a range of community organisations and stakeholders. Consultation occurred with traditional owners; the Ngarluma people, and the Yaburara and Mardudhunera people. Input was also obtained from key agencies.

The table below lists organisations and the FMPs they commented on.

	Karratha	Point Samson	Gnoorea (40 Mile)
Ngarluma Aboriginal Corporation RNTBC and Anthropos Australia (WA) Pty Ltd	X	X	
Karratha Community Association	X		X
Darrell Hutchens, Shire of Roebourne	X		X
Point Samson Community Association		X	
Rio Tinto		X	
Hanson Construction Materials Pty Ltd			X

Main points on submissions

A detailed summary and review of all submissions, is at **Attachment 5**. Relevant sections of the Karratha and Point Samson FMPs have been modified in response to comments made by the Ngarluma Aboriginal Corporation and other organisations. The submission from Dagmar Krause from Point Samson is addressed along with the late submission on the next page.

Karratha

- The Karratha Community Association (KCA) wants sand mining in the vicinity of the Nickol River delta (**Attachment 1**) to cease, preferably before the lease expires in 2030. This sand mining is authorised and regulated under the *Mining Act 1972*. There are five mining leases in total in this area, all valid until at least 2030. The Shire has no power to stop this sand mining within the terms of the lease. The FMP includes comments to recognise community concerns but states that applications for basic raw material extraction require a licence from the Shire. Notwithstanding that the Shire of Roebourne does not have an Extractive Industry Local Law, extractive industries over Crown land are determined under the *Mining Act 1972*.
- The KCA notes that proposed boardwalks (two in Conservation Area and one in front of golf course) would be subject to inundation and strong flows and recommends a lower priority be given. The boardwalks are not included on the list of recommended actions for implementation so they are only longer term ideas. They are, however, shown on Figure 4 (**Attachment 1**) and Figure 5. Figures 4 and 5 should be modified to refer to the boardwalks as “Possible location for boardwalk/decking”.

Point Samson

- The Point Samson Community Association seek a higher priority for a boardwalk from the Point to Honeymoon Cove, construction of a boat house at Town Beach and rehabilitation of dunes and weed management at Town Beach, the Point and Honeymoon Cove. Figures 5 (**Attachment 2**) and 9 only show a boardwalk/decking at the Point. The idea of a boardwalk from the Point to Honeymoon Cove is something recommended by the Point Samson Foreshore Enhancement Plan – Masterplan (UDLA, 2013). There is already a path between the Point and Honeymoon Cove. While the Community Association’s interest in this project is understood, higher priority should be placed on fixing coastal processes and unmanaged foreshore access first, as recommended in the FMP. Equally, higher priority should be given to addressing these issues than constructing the boat house, which is intended to serve a tourist and beach recreation function. That said, the priority of both these implementation actions has been raised to medium after considering the submission. Dune rehabilitation on Town Beach is already a high priority implementation action.
- Rio Tinto highlights the risk that some of the study area (especially the Point) may be contaminated with asbestos and recommends this be acknowledged and factored into implementing recommendations. Text has been added to address this, although reference to the Department of Health Guidelines for the Assessment, Remediation and Management of Asbestos-Contaminated Sites in Western Australia (2009) should be included to ensure appropriate procedures are followed in undertaking earthworks in the study area.
- Rio Tinto also expresses concerns about the inclusion of Cape Lambert as an area where sand extraction has unearthed Aboriginal remains. Rio Tinto is not aware of any such disturbance. Reference to Cape Lambert has been removed. The last paragraph of this section refers to basic raw material extraction requiring a Shire licence. Notwithstanding that the Shire of Roebourne doesn’t have an Extractive Industry Local Law, extractive industries over Crown land are determined under the *Mining Act 1972*.

Late submission

- On 5 November 2013, a late submission with attached petitions was received from Ian Banks and John Potten (**Attachment 6**). This submission and petitions object to two aspects of the FMP:
 1. Proposed short term car park/amenity/beach access at the Meares Drive/McCourt Street intersection and near the Look Out (73 signatures); and
 2. Systematic removal of Tamarisk trees and the proposed strategy for managing beach sand movement (241 signatures).
- Point 1 was also the subject of submission from Dagmar Krause
- In relation to point 1, it is clear that there is community concern about formalising and encouraging people to park and access the beach along the coastal frontage of Meares Drive. In the Shire's draft FMP, there is a grey dashed line shown on Figure 7 for Node 2 along the coastal side of Meares Drive extending towards town from the Look Out. This line should be deleted to avoid any concern that this section of Meares Drive is intended for on-street parking. There is already a popular informal car park at the Look Out. Much of this informal car park is located over a freehold lot (former harbour masters house and approved short stay accommodation development). The portion of this informal car park over freehold land cannot continue to be used for a public car park. Both the Point Samson Foreshore Enhancement Plan (UDLA, 2013) prepared for the Point Samson Community Association and the Shire's FMP recommend a decked lookout, shade structure and fenced pedestrian beach access at Sam's Beach (Look Out), not a car park. While community concerns about parking in this area are understood, there will be a need to provide some parking around the Sam's Beach node in recognition of the popularity of this area, especially if a decked lookout is constructed. Detailed planning for this area can be considered in more detail as part of preparing the FMP implementation plan and Point Samson Structure Plan, the latter to involve close community consultation. The UDLA Plan recommends a beach access track at the Meares Drive/McCourt Street intersection, not a car park. The Shire's FMP does not show this beach access track so it is not intended to construct car parking at this location.
- In relation to point 2, the community has concerns about removal of the Tamarisk trees and the effectiveness of recommended sand movement barriers. Removal of the Tamarisk trees is a recommendation of the UDLA foreshore masterplan. Removal is recommended to allow for more natural rehabilitation of the foredune. Tamarisk trees are exotic and prevent any natural understorey from growing. The intention in relation to removal would be to select specific trees to remove and then rehabilitate before moving onto another area. Section 3.2.3 of the Shire's FMP quotes this recommendation and comments that removal of the Tamarisk trees will improve the connection between the beach and the new linear park. Figure 8 of the Shire's FMP also highlights the need for systematic removal of Tamarisk trees. It is recommended that the Shire's FMP be revised to note that although the UDLA foreshore masterplan recommends systematic removal of the Tamarisk trees, there are community concerns about this recommendation. It is recommended that the FMP be revised to state that any removal of Tamarisk trees will only occur when the community is generally in favour of removing specific trees or when required for community safety. This position should also be reflected on Figure 8.
- Further consultation will be undertaken with the Point Samson community early next year as part of preparing the Point Samson Structure Plan which will give them a further opportunity to raise these matters if they wish.

Gnoorea (40 Mile)

- The advertised FMP suggested a six week maximum length of stay. The KCA recommends 14 days. The concern with placing such limitations on length of stays is that it may discourage tourists from coming to these areas and in so doing, undermine capacity to manage use of the area. It is recommended that length of stay be considered as part of preparing the business case for managing the campsite.

- The KCA stresses the importance of installing toilets. The importance of having appropriate facilities at these popular coastal recreation nodes is acknowledged. The ability to install toilets depends on having sufficient funding for installation and the capacity to manage and maintain these facilities. An implementation plan will be prepared to determine a program of works. The installation and maintenance of toilets needs to be considered as part of preparing the business case for managing the campsite.
- The KCA recommends options for providing water for travellers be considered including coin operated refill stations in towns and a water tank on the highway, adjacent to Apache gas plant. These ideas have merit however they do not relate directly to the FMP. The submission does not suggest a water supply in the study area. The implementation action to investigate a water supply for the study area, added in response to the submission, should be removed. Providing water for travellers is something that should be considered as part of preparing a tourism strategy.
- In response to KCA comments regarding need for more attention to management and comments from Darrell Hutchens about a booking system, fees and facilities maintenance, all of these matters should be considered as part of preparing the business case.
- Hanson Construction Materials Pty Ltd advises that it has an application for an exploration licence with the Department of Mines and Petroleum for sand mining at 40 Mile. The proposed exploration licence area includes the Fenceline recreation node (**Attachment 7**). In its submission, Hanson acknowledges the purpose of the FMP and the importance of the area to the community. Hanson states the sand resource at 40 Mile is limited in its availability. Hanson would like Council to consider opportunities that may be created for future development of this coastal node through allowing extraction of basic raw materials. The only circumstances under which mining should be considered at Gnoorea (40 Mile) are where it can be demonstrated that: the impact of mining on recreation and conservation values is acceptable; Aboriginal Heritage and Native Title approvals have been obtained; and there will be long-term benefits for the area as a result of the mining. This position should be conveyed in the FMP.

STATUTORY IMPLICATIONS

Where necessary, recommendations of the FMPs (eg. mining in coastal recreation nodes) will be incorporated into the Local Planning Strategy and considered as part of the Scheme review. The FMPs can be used as the basis for community grant submissions and community contributions from developers and industry proponents that either have operations that will impact the coast, or wish to contribute towards community infrastructure.

POLICY IMPLICATIONS

All plans have regard for relevant plans and policies as set out below:

- State Planning Policy 2.6: State Coastal Planning Policy (amended) (WAPC, 2013)
- Pilbara Planning and Infrastructure Framework (WAPC, 2012)
- Shire of Roebourne Town Planning Scheme No.8
- Shire of Roebourne Coastal Management Strategy Position Paper (Landvision, 2011)

Karratha	Point Samson	Gnoorea (40 Mile)
<ul style="list-style-type: none"> • Karratha City of the North • Karratha 2020 Vision and Community Plan • Off road vehicles in the Shire of Roebourne (Trail Bike Management, 2012) • Karratha Coastal Vulnerability Study • Mulataga Development Plan • Mulataga Strategic Foreshore Management Plan 	<ul style="list-style-type: none"> • Point Samson Foreshore Enhancement Plan – Masterplan (UDLA, 2013) • Point Samson Stormwater and Coastal Management Plan (draft) 	<ul style="list-style-type: none"> • Gnoorea Coastal Management Plan (draft) (Astron, 1998)

The Department of Planning has considered each of the FMPs and provided comments. All comments have been considered and the FMPs have been revised where necessary (**Attachment 8**).

The study area boundary for the Karratha FMP, as advertised, currently runs along Balmoral and Searipple Roads. In the vicinity of the Karratha City Centre the study area boundary needs to be revised to follow the alignment of the future Northern City Bypass Road. Table 1 also needs to be revised to remove reference to reserves no longer included in the study area (ie. site of the new Health campus).

It is also noted that the study area for the Gnoorea (40 Mile) FMP adjoins a portion of Karratha Station (not Mardie Station) that is subject to an agreed Pastoral Lease exclusion effective from 2015. The Gnoorea FMP should be revised to note this significant impending change.

FINANCIAL IMPLICATIONS

Financial implications of the FMPs will be considered as part of preparing implementation plans. The cost of preparing implementation plans has been factored into the 2013/14 budget. Implementation plans will establish a forward capital works program for subsequent years.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provides for this activity:

- Our Program: 3.d.1.1 Promote and implement responsible use of resources for environmental sustainability.
- 2.a.4.1 Maintain and promote nature based camping within approved areas of the Shire.
- 1.a.3.1 Provide open spaces which cater for the communities needs.
- 1.a.2.4 Maintain Shire infrastructure necessary to meet the community needs.
- Our Services: 3.d.1.1.2 Partner with other agencies for development of the Foreshore Management Plans.
- 2.a.4.1.1 Provide caretaker support and infrastructure to nature based camping during the approved season.
- 1.a.3.1.3 Maintain and renew Shire's parks, gardens, streetscapes, properties, bushland and facilities to improve the overall appearance of the Shire LGA.
- 1.a.2.4.3 Continue to maintain and renew other community infrastructure (beaches, boat ramps, jetties).

RISK MANAGEMENT CONSIDERATIONS

Risk management is addressed in FMPs, Schedule of Submissions and preceding sections of this report.

IMPACT ON CAPACITY

Implementation of FMP recommendations will have some impact on capacity, especially in terms of managing and maintaining these coastal recreational nodes. This is something that will need to be monitored and reviewed over time. Ideally the impact on capacity can be reduced through management partnerships and operational cost recovery.

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT ADOPT the Karratha Foreshore Management Plan, Point Samson Foreshore Management Plan and Gnoorea (40 Mile) Foreshore Management Plan.

CONCLUSION

The FMPs for Karratha, Point Samson and Gnoorea (40 Mile) have been prepared based on available technical information, plans and policies as well as community input. The FMPs have been advertised and submissions have been considered, including the late submission in relation to the Point Samson FMP. Where necessary, the FMPs will be revised. It is recommended that the FMPs be adopted as plans for managing increased use of these three popular foreshore areas in a way that retains cultural and natural values.

Once the FMPs have been adopted, implementation plans will be prepared to guide future implementation of each FMP. Once the implementation plans have been adopted by Council (expected in 2014/15 financial year) they will guide the future works programs for these foreshore areas.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152743
MOVED : Cr Harris
SECONDED : Cr Saylor

That Council by **SIMPLE** Majority pursuant to Section 3.18 of the *Local Government Act 1995* **RESOLVES** to:

1. **ACKNOWLEDGE** submissions in accordance with the attached Schedule of Submissions;
2. **REFER** a copy of the Schedule of Submissions to submitters so they can see the outcome in relation to matters raised;
3. **ADOPT** the Karratha Foreshore Management Plan, Point Samson Foreshore Management Plan and Gnoorea (40 Mile) Foreshore Management Plan subject to modifications in accordance with the attached Schedule of Modifications;
4. **AUTHORISE** the Chief Executive Officer to undertake any other minor modifications required to finalise the Foreshore Management Plan documents;
5. **REFER** a copy of the adopted Foreshore Management Plans to the Department of Planning in accordance with Coastwest requirements;
6. **PREPARE** implementation plans for all foreshore management plans as a guide to future works programs; and
7. **CONSULT** further with the Point Samson community as part of preparing the Point Samson Structure Plan.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
Cr Smeathers, Cr Vandenberg
AGAINST : Nil

11.3 SAND MINING IN CONSERVATION, RECREATION AND LANDSCAPE PROTECTION RESERVE EAST OF SAM'S CREEK ROAD, POINT SAMSON

File No:	P3045
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Planning Services
Date of Report:	13 January 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none"> 1. Aerial photograph showing mining in relation to gazetted Point Samson townsite 2. Map showing tenements in relation to Point Samson 3. Shire of Roebourne Town Planning Scheme No.8 Map (Map 12 Point Samson Townsite) 4. Background to consideration of mining leases 47/526 & 47/527 5. Statutory Implications relating to mining leases 47/526 & 47/527

PURPOSE

To advise Council of the Minister's decision in relation to mining leases 47/526 and 47/527 and to make recommendations for a way forward.

BACKGROUND

Sand and gravel mining in the vicinity of Sam's Creek and in close proximity to Point Samson (Attachment 1) has been a concern for the Point Samson community and the Council for some time. There are a number of sand and gravel mining leases that have been granted in the vicinity of Sam's Creek Road (Attachment 2):

Mining lease	Area	Created	Holder	Expiry
47/113	4.7ha	1986	Donald Edward North (up until 2005) Darryl John Corps (since 2005)	11 September 2028
47/200	2.6ha	1989	Donald Edward North (up until 2005) Darryl John Corps (since 2005)	3 October 2031
47/389	13.5ha	1999	Donald Kimberley North	2 June 2020
47/526	0.8ha	2013	Norwest Sand and Gravel Pty Ltd	25 June 2034
47/527	8.2ha	2013	Norwest Sand and Gravel Pty Ltd	25 June 2034

Most of these mining leases have already been subject of progressive mining. Mining lease 47/527, however, would be a new mining area to the east, closer to Point Samson. This mining lease is about 500m from the most northern extent of Meares Drive (former harbour masters house and approved short stay accommodation development) and lots zoned

Tourism at the entrance to Point Samson at its closest points. At this distance there is potential for noise to be heard from mining operations, particularly if machinery is fitted with beeping reverse warning devices.

Mining leases 47/526 and 47/527 were first applied for in November 2001. The Shire objected following a request from the Point Samson Community Association. Up until March 2003, there was ongoing communication back and forth between the Department of Mines and Petroleum, the Office of the Minister for Planning and the Shire. A full review is provided at Attachment 4.

Consideration of Mining Leases 47/526 & 47/527

The Shire received a letter from DMP on 10 September 2012, enclosing a submission from Hunt & Humphry (Lawyers for Norwest Sand & Gravel) dated 3 September 2012 in support of the grant of the two applications. The DMP letter sought Shire comments on the submission by 12 October 2012 to allow the DMP to present the Minister for Mines and Petroleum with a balanced view of the situation when seeking his final determination on the matter.

Hunt & Humphry Submission

- Mining leases outside Point Samson townsite;
- General area already heavily affected by granted mining tenements;
- Mining lease 57/526 falls partly within Reserve 35813, reserved for industrial purposes;
- Both mining leases otherwise in immediate vicinity of Reserve 35813;
- Shire objection not supported by any information that demonstrates how granting of the mining leases would be contrary to proper future planning;
- Shire has not completed, or taken any steps to undertake, recommended resources study or structure plan over last 10 years;
- Shire withdrew objection to grant of the mining leases on 12 March 2003;
- Norwest Sand and Gravel Pty Ltd has expended considerable time and resources, negotiating Native Title in particular;
- Section 120 *Mining Act 1978* allows mining tenements to be granted notwithstanding conflict with planning scheme;
- Sand supplies unlikely to meet ongoing demand and mining leases are important part of Norwest's plans to meet anticipated future sand contracts;
- Norwest intends to mine expeditiously, with low impact and on a small scale;
- Proposed sand mining unlikely to have any impact on future planning of the area;
- Offer to work with the Shire, DMP and other government agencies to ensure its proposed activities do not inadvertently interfere with future planning;
- Grant of the mining leases is in the public interest;
- Shire has not demonstrated otherwise.

The Hunt & Humphry submission refers to a letter from the Minister for Planning and Infrastructure to the Minister for State Development dated 28 February 2002. That letter states extractive mining is not an appropriate land use in the area reserved "Conservation, Recreation and Natural Landscapes" under TPS8 but that granting of these tenements may be acceptable where the proponent can demonstrate that:

- (a) the resources to be mined are not available in other nearby areas;
- (b) the proposal would have minimal visual impact from the Point Samson townsite and from Point Samson Road; and
- (c) the proposal is environmentally acceptable.

The submission then refers to a facsimile from Norwest dated 25 February 2002, contending the following points satisfy the above criteria:

- (a) the area of the mining leases hosts 3 different types of sand which can only be found in this particular area;
- (b) the proposed operations would only consist of 2 small surface pits with no infrastructure or processing facilities, with vegetation to be cleared on an “as needed” basis;
- (c) the proposed operations would create minimal noise and dust;
- (d) the proposed operations on the Mining Leases would be strictly regulated by the relevant environmental legislation and the agencies enforcing that legislation, including DMP; and
- (e) rehabilitation would be undertaken in accordance with any approvals or legislative

Shire Response

- Shire responded on 12 November 2012
- Lack of qualified evidence provided by applicant to address criteria set by Minister for Planning and Infrastructure supports decision to refuse applications
- More appropriate for applicant to undertake resources study than to use Shire’s lack of action in preparing study as reason to approve mining leases
- Resources study should be undertaken at same time as Point Samson Structure Plan, which Shire is preparing
- A decision should only be made once recommended studies have been completed
- In the absence of such information, the Shire retains view that tenements should be refused

Minister’s Decision

- Letter from DMP received 1 July 2013
- Careful consideration of all issues raised in the Shire’s submissions, Hunt & Humphry submission and comments from other agencies
- Refusal of the two applications not in the public interest
- Both applications granted by Minister on 6 June 2013

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of high significance, both for the Point Samson community specifically but also for the wellbeing of the community and visitors to the Shire in terms of how sand mining in proximity to coastal conservation, heritage and recreation nodes are considered and managed.

COUNCILLOR/OFFICER CONSULTATION

The Shire President, Councillor White-Hartig and the CEO met with PSCA representatives in Point Samson on 17 December 2013. Concerns were raised at the meeting about mining in the vicinity of Sam’s Creek expanding and impacting on the area and the Point Samson community.

COMMUNITY CONSULTATION

The Shire received a request from the Point Samson Community Association on 3 December 2001 for the Shire to formally object to mining tenement 47/527 due to concerns regarding the proximity of the proposed mining tenement to Point Samson, the dust this would generate and the detrimental impact it would have on social and environment aspects of Point Samson.

Community consultation will be a key factor in preparing the Point Samson Structure Plan. As the study area for the Point Samson Structure Plan includes the land between Point Samson and Sam’s Creek, there will be opportunities for people to put forward suggestions regarding future planning for that particular area.

STATUTORY IMPLICATIONS

Section 120(1) *Mining Act 1978*

Minister to take account of scheme provisions but not bound

Section 120(2) *Mining Act*

Minister to consult Planning Minister when local government informs Ministers mining is contrary to scheme

Section 111A *Mining Act*

Minister may refuse mining tenements on reasonable grounds of public interest

Section 26 *Mining Act*

Imposition of conditions

Closure and Final Landform Rehabilitation Plan not imposed as condition on mining leases 47/526 and 47/527

This is a concern given that such a condition was recommended by Holthouse report

Section 24(5B) *Mining Act*

Consult local government before determining mining tenements over land vested in local government

Shire should request Department of Lands to grant vesting of UCL between Point Samson and Sam's Creek Road to Shire

POLICY IMPLICATIONS

The Shire has always drawn a distinction between Reserve 35813 (zoned Strategic Industry) and the adjacent Unallocated Crown Land (reserved Conservation Recreation and Natural Landscapes) in terms of the acceptability of mining. The Holthouse report and advice from Minister for Planning and Infrastructure support the Shire's view that the idea of mining in Conservation, Recreation and Natural Landscapes Scheme reserves is contrary to proper future planning and that care should be taken to ensure any mining that is approved in such Scheme reserves does not adversely affect long term plans for that land. It is a reasonable expectation for land within a Conservation, Recreation and Natural Landscapes Scheme reserve to remain available for those purposes.

The Holthouse report recommends the extent and value of the sand resource in the area be established to highlight areas of interest from a mining perspective. The Point Samson Structure Plan (as recommended by the Holthouse report) will consider the full range of interests in the land (ie. sand mining, conservation, recreation, and buffer) and allocate land in the most balanced and coordinated way. To this end, the Holthouse report recommends the extent of quarrying, timescale for completion and ultimate finished landform for the area be determined. The reason for this recommendation is to gain a better understanding of the impact of sand mining (not just 47/526 and 47/527 but all existing, proposed and possible future mining in the area), how it fits with the planning for the area (to be set by the Point Samson Structure Plan), and for the purpose of imposing conditions.

FINANCIAL IMPLICATIONS

The Shire received funding this financial year under the Department of Planning's Northern Planning Program towards preparation of the Point Samson Structure Plan. Consultants have been selected. The Point Samson Structure Plan will assess the area between Point Samson and Sam's Creek in terms of potential for mining and future land use and set a direction that best represents balanced public interest. This direction will include consideration of areas to be mined, the extent of quarrying permitted, timescale for completion and ultimate finished landform. It is unfortunate that mining leases 47/526 and 47/527 have been granted in the absence of such direction. The mining lease holder has offered to work with the Shire, DMP and other government agencies to ensure their mining

activities do not inadvertently interfere with future planning as part of their recent submission in support of these mining leases being granted. The Shire should write to the mining lease holder updating them on the work the Shire is undertaking and seek their involvement and support.

The Shire also received funding from Rio Tinto in 2013 to undertake a range of technical studies that now form the evidential base that will underpin and inform the preparation of the Point Samson Structure Plan.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1.a.4.1	Plan for provision of natural, active and passive open spaces in urban areas
Our Services:	1.a.4.1.1	Incorporate best practice principle for open space provision into the Local Planning Strategy, Structure and Development Plans
Our Program:	1.e.1.1	Prepare structure plans for all urban areas in the Shire
Our Service:	1.e.1.1.1	Prepare and review structure plans for suburbs and growth areas
Our Program:	3.a.1.3	Provide expert advice to Government Agencies regarding matters relating to lands including native vegetation, mining leases and land tenures
Our Service:	3.a.1.3.1	Respond to requests for Shire advice and provide information on crown land, mining leases, environmental controls, encumbrances and related matters

RISK MANAGEMENT CONSIDERATIONS

Mining operations need to comply with the *Environmental Protection Act 1986* and subsidiary legislation such as the *Environmental Protection (Noise) Regulations 1997*. There would be a high level of risk to the Shire if it takes management responsibility for land previously mined. Any Shire request for vesting of Crown land between Point Samson and Sam's Creek Road should exclude areas subject of mining leases.

IMPACT ON CAPACITY

Most follow up work will be undertaken as part of preparing the Point Samson Structure Plan.

RELEVANT PRECEDENTS

There are mining tenements at Point Samson, Cleaverville and 40 Mile that are cause for concern in the community. It is important to know where sand resources exist and where there is, or is likely to be, conflict with other public interests so more attention can be given to resolving those conflicts through management of the operation. These concerns were raised in Council's January 2002 resolution and are still apparent. In the absence of a coordinated strategic approach to land use planning, public interest may be compromised. It is recommended these issues be raised again with the Minister and DMP.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOTE the Minister's decision and information provided in relation to mining leases 47/526 AND 47/527.

CONCLUSION

The Minister has granted the mining leases 47/526 and 47/527 and that needs to be accepted.

Conditions of the mining leases do not adequately address community concerns about the impact of this mining on the landscape. Conditions that regulate the depth and breadth of mining permitted, the approved timescale and final landform and revegetation required at closure, as recommended by the Holthouse report, would have been preferred. The Hunt and Humphry submission even states that sand will be mined expeditiously, at low impact and on a small scale. Conditions could have been included on the mining leases to more clearly define these undertakings. This matter should be raised with the Minister and Department of Mines and Petroleum.

Regardless of where responsibility lies, the resources study has not been done. There is therefore an element of uncertainty as to whether there is similar sand closer to Point Samson. Similar issues apply elsewhere in the Shire and there is justification for such a resources study to be undertaken on a Shire-wide or even regional scale, rather than just for this particular area.

The Shire can gain more interest in the Unallocated Crown Land between Point Samson and Sam's Creek by becoming the responsible management authority. A request to this effect should be made to Department of Lands, although areas subject of mining leases should be excluded.

The area between Point Samson and Sam's Creek will be investigated as part of preparing the Point Samson Structure Plan. The Structure Plan will be based on extensive consultation and will include direction regarding future planning for the area. Further to the leaseholder's offer to work with the Shire, the Shire should approach them to see whether operational and closure parameters can be agreed through work on the Point Samson Structure Plan. The Shire should request the Minister and Department of Mines and Petroleum to have regard for guidance contained within the future Point Samson Structure Plan in considering future mining lease applications.

There is a broader question about what can be done from a planning perspective to influence decisions regarding sand mining near townsites and coastal recreational nodes. These questions will need to be considered as part of finalising the Local Planning Strategy and reviewing the town planning scheme. Little recognition seems to have been given to the very clear distinction Council draws between land zoned Strategic Industry and land reserved Conservation, Recreation and Natural Landscapes under TPS8 in determining these mining leases. The Minister and Department of Mines and Petroleum should be reminded of the Shire's view regarding relevance of the planning scheme to establishing public interest as part of considering mining applications.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152744
MOVED : Cr Lally
SECONDED : Cr Smeathers

That Council by **SIMPLE** Majority pursuant to Section 3.18 of the *Local Government Act 1995* **RESOLVES** to:

1. **REQUEST** the Chief Executive Officer write to the Minister for Mines and Petroleum querying whether Closure and Final Landform Rehabilitation Plans have been prepared for mining leases 47/113, 47/200 and 47/389, expressing the Shire’s concerns regarding conditions of mining leases 47/526 and 527 and planning for sand and gravel mining in the vicinity of townsites and coastal recreation nodes in general, and suggesting a Resources Study be undertaken at a Shire-wide scale at least;
2. **REQUEST** the Department of Lands grant vesting of the portion of Unallocated Crown Land between Point Samson and Sam’s Creek Road reserved Conservation, Recreation and Landscape Protection under Shire of Roebourne Town Planning Scheme No.8, excluding land subject to mining leases, to the Shire of Roebourne for the purposes of Conservation Recreation and Landscape Protection;
3. **INVESTIGATE** the area between Point Samson and Sam’s Creek (and beyond) as part of the Point Samson Structure Plan to determine future land use, including whether additional mining may occur and conditions that should apply mining leases with respect to operations, closure and rehabilitation;
4. **REQUEST** the Chief Executive Officer write to Norwest Sand and Gravel Pty Ltd to update them regarding the Point Samson Structure Plan and seek their involvement and support in terms of agreeing parameters for mining and rehabilitation that are compatible with guidance from the Structure Plan in terms of future land use plans for the area;
5. **UPDATE** the Point Samson Community Association in relation to this matter.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
AGAINST : Nil

12 STRATEGIC PROJECTS & INFRASTRUCTURE

12.1 DAMPIER PUBLIC BOAT RAMP REFURBISHMENT TENDER 04-13/14

File No:	PK.75
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Infrastructure
Date of Report:	12 December 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Confidential Evaluation Report

PURPOSE

To seek Council's endorsement of the successful tenderer for the Dampier Public Boat Ramp Refurbishment Tender Number 04-13/14.

BACKGROUND

The Dampier Public Boat Ramp is situated at the end of Ian Williams Court in Dampier. As a service to the community, the Shire of Roebourne maintains the ramp enabling the public's trailer boat fleet access to the surrounding archipelago.

Council is seeking a provider to remove and dispose of the first eight concrete panels of each ramp (32 panels in total) including; removal and disposal of unsuitable base course, level, compact and grade base course with a granite base course material, and supply and install new concrete panels that conform with existing panels.

The Contract shall be for a period of two months from 1 February 2014 to 1 April 2014.

Tenders were advertised 13 November 2013 and closed 27 November 2013.

Ten (10) tenders were received by the closing date/time from:

- West Force Construction
- Yarnell Civil & Mining
- WBHO Civil
- In-situ Construction and Maintenance
- DTMT Construction
- Armogedin (Spinifex Crushing & Screening)
- BGC Contracting
- Gunther Civil
- Australian Civils
- CPD Group

Issues

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

- Martin Waddington, Manager Infrastructure
- Max Thorbjornsen, Works & Technical Services Coordinator
- Pascal Heekeng, Senior Engineering Technical Officer

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

The criteria and associated weightings were:

Relevant Experience	20%
Capacity/Resources	20%
Tendered price	40%
Time for completion	20%

Clarifications were sent to all proponents to establish the methodology of their pricing and after evaluating all responses, BGC Contracting Pty Ltd offer of \$168,359.21 was deemed to represent the best value for money.

The budget for this project is \$440,890 of which \$330,668 has been secured under the Recreational Facilities Boating Scheme and the remaining \$110,222 from the Shire. By accepting BGC Contracting Pty Ltd offer it is proposed to use the surplus funds to undertake additional works on the boat ramp turning area that is in need of maintenance. Preliminary discussion with the Department of Transport indicate that this variation to the scope of works would be favourably considered however detailed designs would have to be submitted prior to approval. Council officers have confirmed BGC's offer accounts for all aspects required to deliver this project.

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

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of economic issues Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between panel members in evaluating and analysing the content of each tender submission

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Tenders were called in accordance with Section 3.57 of the *Local Government (Functions and Administration) Regulations*.

POLICY IMPLICATIONS

Policy CE-13 Tender Evaluation Criteria is applicable.

FINANCIAL IMPLICATIONS

The expenditure associated with delivering services under this contract will be in accordance with Council's budget allocations. Under the terms of the funding agreement Department of Transport provides 75% of the total cost and Council 25%. If approval for additional works is not received from Department of Transport the current scope will still be achieved and will result in a reduced level of contribution by both parties.

STRATEGIC IMPLICATIONS

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2012-2013 provided for this activity:

Our Program:	1.a.2.4	Maintain Shire infrastructure necessary to meet the community needs
Our Services:	1.a.3.2.2	Continue to maintain and renew other community infrastructure (beaches, boat ramps, jetties)

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be low to the Shire in terms of Service Interruption and Environment.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter

VOTING REQUIREMENTS

Simple Majority

OPTIONSOption 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT support the Officers recommendation and PROPOSE a substitute Tenderer.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT SUPPORT the Officer's recommendation and determines NOT ACCEPT any Tenderer.

CONCLUSION

After evaluating the Dampier Public Boat Ramp Refurbishment Tender RFT 04-13/14 in line with Council Policy CE 13 – Tender Evaluation Criteria the Evaluation Panel has determined that BGC Contracting Pty Ltd will provide the Shire with greater "value for money".

Therefore having regard to the level of skill, expertise and pricing offered by individual tenderers the Evaluation Panel believes that the recommended tenderer provides the most advantageous outcome for the Shire based on level of skill, experience with similar scope of works, location and experience working in the public domain.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152745
MOVED : Cr Smeathers
SECONDED : Cr Kickett

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to APPOINT BGC Contracting Pty Ltd ABN 88 008 766 407 for a contract value of \$168,359.21 based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 04-13/14 Dampier Public Boat Ramp Refurbishment.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
Cr Smeathers, Cr Vandenberg
AGAINST : Nil

12.2 KARRATHA AIRPORT – PARKING AND GROUND TRANSPORT POLICY REVIEW

File No:	TT.85, TT.369, TT.89
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Airport Commercial Coordinator
Date of Report:	6 January 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. Airport Ground Transport Policy – Shuttle Service Operators (AP-GT-SSO) 2. Airport Ground Transport Policy – Tour & Charter Operators (AP-GT-TCO) 3. Airport Ground Transport Policy – Taxi Operators (AP-GT-TO)

PURPOSE

To consider the review of three (3) Airport Ground Transport Policies at Karratha Airport.

BACKGROUND

At the Council Meeting held on 21 November 2011, Council approved three Karratha Airport Ground Transport Policies, included were the policies for shuttles and taxis named as follows:

1. Airport Ground Transport Policy – Shuttle Service Operators (AP-GT-SSO)
2. Airport Ground Transport Policy – Tour & Charter Operators (AP-GT-TCO)
3. Airport Ground Transport Policy – Taxi Operators (AP-GT-TO)

At the November 2013 Council Meeting, Northfleet provided a deputation requesting an extension of parking time and placement of a fold out temporary sign in the parking area. Northfleet also highlighted that taxis currently have unlimited parking time and are able to wait for customers directly out the front of the airport.

The Airport Advisory Group (AAG) reviewed these policies in light of the Northfleet deputation on 9 December 2013. The background to the key issues considered include:

Ground transport shuttle operators, such as Northfleet, Kanga Van and Jan Johnson Transport are required to hold a current Government of Western Australia Department of Transport (DoT) shuttle service omnibus licence with the airport specified as either their pre-defined origin or destination only. The Karratha Airport Policy has a number of conditions and requirements that reinforce equity for all operators and compliance with the DoT licence conditions. Access to the shuttle/coaster lane is currently charged at a fee of \$2 for the first twenty (20) minutes.

Similarly Taxis operators are required to hold a current WA DoT country taxi or private taxi licence to operate at the airport. These vehicles must display either CT or PT plates and only taxis displaying CT plates, such as Premier Taxis, without bookings (i.e: 'ply for hire') can use the taxi rank and may use the loading zone if the rank is full. The driver must stay with

the vehicle at all times. Pre-booked taxis and PT plated vehicles, such as Executive Transfers, may only use the shuttle/coaster bus lane or the short term car park.

Generally, taxis are in short supply in the Shire and therefore to encourage taxis to attend the airport and to be consistent with the level of service provided at other airports, the Council charges no fee to taxis to access the airport taxi rank.

The shuttle/coaster bus lane in front of the terminal experiences an average of about 40 visitations per day; with vehicle usage in the 20-30 minute bracket averaging 4 visitations per day.

All vehicle types using Karratha Airport, whether private or commercial, have access to a free parking option - or they can opt to utilise fee-for-service vehicle parking. Free parking is available to all users of the Karratha Airport Parking and Ground Transport facilities at either the public Short Term car park, or in the Bus Parking area, under the following guidelines:

- For security reasons the front of house vehicle holding/pick up/drop off lanes are short time limited and or the driver must remain with the vehicle e.g. taxis and drop off pick up. It should also be noted security regimes exist around the front of house facilities e.g. exclusion zones between terminal façade and first vehicle area, bomb containment, rubbish receptacles etc.

The AAG is recommending that the maximum dwell time for shuttle operators be extended from 20 minutes to 30 minutes thus bringing the timeframe in line with the free short term public parking. Other specific changes, grammatical and minor, to each of the policy documents are as follows:

AP-GT-SSO	
Karratha Airport Ground Transport Shuttle Service Operators	
Deletion	Addition
	Tour and charter omnibus licence holders are referred to <u>in the separate policy</u> AP-GO-TCO Karratha Airport Ground Transport Tour and Charter operators.
	Council adopt as general guidelines the following requirements for organisations undertaking <u>these ground transport services to and from Karratha Airport</u>
Coaster buses must turn engines off once parked in the bus pick-up and drop-off lane.	
	The driver may be asked to immediately leave the airport by airport staff or their representatives and must comply <u>with</u> this request.
	the operator to respond within 3 working days with a <u>written</u> report
	<u>Operators are required to remit full payment for access to ground transport lanes in accordance with the Conditions of Entry posted at the barrier gates.</u>

AP-GT-TCO	
Karratha Airport Ground Transport Tour & Charter Operators	
Deletion	Addition
	This policy is relevant to operators holding a current Government of Western Australia Department of Transport <u>tour and charter omnibus licence</u> operating at the airport. Shuttle service omnibus licence holders are referred to <u>in the separate</u> policy AP-GT-SS Karratha Airport Ground Transport Shuttle Service Operators. <u>(added underline to first point of underlining)</u>
	Council adopt as general guidelines the following requirements for organisations undertaking <u>these ground transport services to and from Karratha Airport.</u>
<u>Tour and charter services</u>	
	Any driver found to supply alcohol for consumption by them or their passengers, or supply on behalf of a passenger within the airport boundary will face immediate removal from the airport and be reported to the police <u>and the Department of Transport.</u>
The operator is not entitled to a booth or advertising within the airport terminal or car park. Advertising space may however be available on a 'ground transport' notice board (if installed). To facilitate this advertising the Council would utilise a contracted advertising provider who would arrange the advertising for interested parties. Please note this arrangement is proposed to only be for a trial period of 6 months then renewable 6 monthly until other arrangements such as the terminal upgrade is progressed or this policy is amended. This advertising restriction includes, but is not limited to, the installation of any type of advertising device, structure or equipment (e.g. stands or the like). However, to facilitate identification and to enable meeting and greeting of passengers, an operator's driver will be authorised to hold an A4 sized tablet or clipboard with their company's name and the passengers name on it similar to this example.	The operator is not entitled to a booth or advertising within the airport terminal or car park. This advertising restriction includes, but is not limited to, the installation of any type of advertising device, structure or equipment (e.g. stands or the like). However, to facilitate identification and to enable meeting and greeting of passengers, an operator's driver will be authorised to hold an A4 sized tablet or clipboard with their company's name and the passengers name on it similar to this example.
The driver may be asked to immediately leave the airport by airport staff or their representatives and must comply <u>to</u> with this request.	The driver may be asked to immediately leave the airport by airport staff or their representatives and must comply <u>with</u> this request.
	On the receipt of a complaint about an operator, their service or staff the Council will require the operator to respond within 3 working days with a <u>written</u> report, which is to be detailed and acceptable in relation to the matter raised.

AP-GT-TO	
Karratha Airport Ground Transport Taxi Operators	
Deletion	Addition
	This policy is relevant to operators holding a current Government of Western Australia Department of Transport <u>country taxi or private taxi licence</u> operating at the airport. <u>(added underline)</u>
Council adopt as general guidelines the following requirements for organisations undertaking <u>tour</u> these ground transport <u>and charter</u> services to and from Karratha Airport.	Council adopt as general guidelines the following requirements for organisations undertaking <u>these ground transport</u> services <u>to and from Karratha Airport.</u>
	Taxis displaying PT licence plates may drop off, but must not pick up passengers in the front general public drop off/pick up lane or in the taxi rank. Vehicles found to pick up in the public pick up lane may incur an infringement and possible revocation of proximity card <u>(if issued)</u> and airport parking access.
<u>Taxis displaying CT plates may drop off passengers in any of the front general public pick up and drop off lane.</u>	
Only taxis displaying CT plates without bookings (<u>ie</u> i.e. 'ply for hire') can use the taxi rank and may use the loading zone if the rank is full. The driver must stay with the vehicle at all times. Pre-booked taxis and PT plated vehicles may use the coaster bus lane or the short term car park to pick up pre booked passengers.	Only taxis displaying CT plates without bookings (<u>ie</u> 'ply for hire') can use the taxi rank and may use the loading zone if the rank is full. The driver must stay with the vehicle at all times. Pre-booked taxis and PT plated vehicles may use the coaster bus lane or the short term car park <u>to pick up pre booked passengers</u>
	Private taxis displaying PT plates cannot operate from the taxi rank <u>as</u> '-ply for hire' or tout in the airport terminal or <u>within the airport</u> boundary for the purpose of hire.
	Any driver found to supply alcohol for consumption by them or their passengers, or supply on behalf of a passenger within the airport boundary will face immediate removal from the airport and be reported to the police <u>and the Department of Transport.</u>
<u>Advertising space may however be available on a 'ground transport' notice board (if installed). To facilitate this advertising the Council would utilise a contracted advertising provider who would arrange the advertising for interested parties. Please note this arrangement is proposed to only be for a trial period of 6 months then renewable 6 monthly until other arrangements such as the terminal upgrade is progressed or this policy is amended.</u>	
	On the receipt of a complaint about an operator, their service or staff the Council will require the operator to respond within 3 working days with a <u>written</u> report, which is to be detailed and acceptable in relation to the matter raised.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

These issues were discussed and recommended for decision by the Airport Advisory Group at the December 2013 Meeting.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

As per section 6.16 and 6.19 of the *Local Government Act 1995* to advertise the Council's intention to make changes to its 2013/14 Fees and Charges to extend the parking dwell time in the shuttle/coaster bus lane in front of the terminal from twenty (20) minutes to thirty (30) minutes included within the current \$2 parking fee to commence from 1 March 2014. This change must be approved by Council and advertised for 28 days prior to commencement of the revised charges.

POLICY IMPLICATIONS

Each of the three Karratha Airport Ground Transport Policies has been reviewed with the fundamental change being to recommend to adopt the extension the shuttle operators dwell time from 20 minutes to 30 minutes thus bringing the timeframe in line with the free short term public parking.

This report is for the purpose of amending the following Council policies:

AP-GT-SSO	Karratha Airport Ground Transport Shuttle Service Operators;
AP-GT-TCO	Karratha Airport Ground Transport Tour and Charter Operators; and
AP-GT-TO	Karratha Airport Ground Transport Taxi Operators.

FINANCIAL IMPLICATIONS

Extending the dwell time from 20 minutes to 30 minutes would have minimal financial implication to Council whilst offering a concession to address the operators concerns. Extended stays by operators in excess of 30 minutes would still attract the scheduled fees as advertised by the Karratha Airport / Shire of Roebourne.

STRATEGIC IMPLICATIONS

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2012-2013 provided for this activity:

Our Program:	1.a.2.2	Operate Karratha Airport to achieve a Commercial outcome.
Our Services:	1.a.2.3	Provide strategic planning for the Airport

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

The adoption of Council Policies enables officers to act promptly in accordance with Council's requirements but without continual reference to Council.

RELEVANT PRECEDENTS

Nil.

VOTING REQUIREMENTS

Simple and Absolute Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 2.7 of the *Local Government Act 1995* RESOLVES to ADOPT revised Karratha Airport policies AP-GT-SSO, AP-GT-TCO and AP-GT-TO with the following further amendments:

- i) _____
- ii) _____
- iii) _____

CONCLUSION

The Parking and Ground Transport strategy adopted, as is consistent with other airports, is to provide equitable access to all operators.

There are 3 policies presented to Council as the types of ground transport operators licences differ in their conditions, requirements and application as required by the DoT.

All users of Karratha Airport Parking and Ground Transport facilities have access to free parking by vehicle type. Users may also choose to pay the fee-for-service to access the front of house vehicle holding/pick up/drop off lanes or car park areas dedicated to their length of stay (short of long term). For ground transport operators they have the choice of free or fee-for-service areas. This is a commercial decision for individual businesses and is no doubt reflected in their customer tariffs.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152746
MOVED : Cr Lally
SECONDED : Cr Vandenberg

1. That Council by SIMPLE Majority pursuant to Section 2.7 of the *Local Government Act 1995* RESOLVES to ADOPT the following Karratha Airport revised policies:
 - **Karratha Airport Ground Transport Shuttle Service Operators (AP-GT-SSO);**
 - **Karratha Airport Ground Transport Tour and Charter Operators (AP-GT-TCO); and**
 - **Karratha Airport Ground Transport Taxi Operators (AP-GT-TO).**
2. That Council by ABSOLUTE Majority pursuant to Section 6.16 and Section 6.19 of the *Local Government Act 1995* RESOLVES to ADVERTISE the intention of the proposed change to its 2013/14 Fees and Charges to extend the parking dwell time in the shuttle/coaster bus lane in front of the terminal from twenty (20) minutes to thirty (30) minutes included within the current \$2 parking fee to commence from 1 March 2014.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
 AGAINST : Nil

12.3 EMERGENCY PROCUREMENT PROVISIONS FOR TROPICAL CYCLONE CHRISTINE RECOVERY

File No:	NCR8809
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Director Strategic Projects & Infrastructure
Date of Report:	14 January 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To endorse the actions of the Shire President in approving emergency procurement provisions to support recovery efforts post tropical Cyclone Christine.

BACKGROUND

Tropical Cyclone Christine impacted all towns in the Shire of Roebourne causing property and public infrastructure damage on 30 and 31 December 2013.

On 2 January 2014 the Shire of Roebourne accepted responsibility for recovery efforts thus relieving the Department of Fire and Emergency Services (DFES) of its response duties.

On 6 January 2014 the State Government declared Cyclone Christine as a natural disaster in accordance with the criteria specified under the Western Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA).

Critical to recovery efforts has been the need to clear streets, open spaces and residential property verges of debris, most notably green waste in order to address public safety. In facilitating these works the Shire has required the assistance of a number of contractors to supplement Shire staff and other State, Federal and Not for Profit Agency efforts. The task is significant most notably in the towns of Roebourne, Wickham and Point Samson which has seen the greatest damage to property and public infrastructure.

The cost of the clean up was not known at the commencement of recovery efforts and the final cost will not be known for several weeks. With this in mind, the Shire President approved emergency expenditure to assist recovery efforts in accordance with section 6.8(1)(c) of the *Local Government Act 1995*. Upon approval, the Shire engaged several contractors to assist with Tree Pruning, Parks Clean Up and Verge Clean Up on hourly rates commensurate with typical rates afforded for like works. Recovery efforts may continue for several weeks which will necessitate the continued engagement of contractors which may result in some cases of contract values exceeding \$100,000.

Where expenditure has been authorised under section 6.8(1)(c) of the *Local Government Act 1995* a report is to be presented to the next ordinary meeting of Council outlining the detail associated with that expenditure.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between the Chief Executive Officer and the Shire President to seek consent to invoke the emergency provisions under the *Local Government Act 1995*.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

In accordance with Part 11 (2)(a) of the *Local Government Functions and General Regulations 1996*, tenders do not have to be publicly invited if the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the *Local Government Act 1995* which enables expenditure to be authorised in advance by the Mayor or Shire President in an emergency. Further, where expenditure has been incurred by a local government pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the Council.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Effective 14 January 2014, the Shire had engaged the following contractors to assist in recovery efforts.

Contractor	Value including GST	Contract End Date
Norwest Sand & Gravel	\$93,060	17/01/2014
Karratha Earthmoving	\$94,050	24/01/2014
Downer Australia	\$164,560	15/01/2014
Artyzan	\$10,780	17/01/2014
Anderson Excavators & Bobcats	\$72,660	28/01/2014
North West Tree Services	\$182,990	13/10/2014
Environmental Industries	\$59,741	10/01/2014
Handy Hands	\$42,000	10/01/2014
Alliance Contracting	\$99,245	24/01/2014
Karratha Contracting	\$12,540	N/A
Total Value to Date	\$831,626	

Considering the extent of works required several contracts have and will exceed the \$100,000 tender value threshold under the *Local Government Act 1995*. Pursuant to Part 11 (2)(a) of the *Local Government Functions and General Regulations 1996* tenders do not have to be publicly invited if the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the *Local Government Act 1995*.

As a natural disaster declared under WANDRRA it is envisaged that all expenditure that is incurred in clean-up and recovery can be claimed from the State Government's WANDRRA fund thus resulting in a nil or minimal impact on Council's Budget.

STRATEGIC IMPLICATIONS

There are no strategic implications.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

Responsibility for recovery under the State Government's WESTPLAN for cyclones is the responsibility of Local Government. The significance of damage caused by Tropical Cyclone Christine to property and public infrastructure has impacted on the capacity of the Shire of Roebourne staff to continue with typical operations whilst recovery efforts have been coordinated. Most notably is the impact to the Infrastructure Services Department including Parks and Gardens, Engineering and Works, Building Maintenance and the Community Services Department who are at the forefront of recovery efforts.

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Note that there are no alternate options are presented as the Shire President has exercised a function of the role in accordance with the *Local Government Act 1995*.

CONCLUSION

The Shire of Roebourne is responsible for recovery efforts across the Shire in the aftermath of Tropical Cyclone Christine. To date, contracts to the value of \$831,626 including GST have been let to contractors to assist in recovery efforts.

As a declared natural disaster the Shire President authorised emergency expenditure to enable contractors to be engaged. As a declared WANDRRA event the Shire anticipates claiming all costs associated with recovery efforts thus resulting in a nil impact on Council's 2013/14 Budget.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152747
MOVED : Cr Vandenberg
SECONDED : Cr Harris

That Council by SIMPLE Majority pursuant to Section 6.8(1)(c) of the *Local Government Act 1995* and Part 11 (2)(a) of the *Local Government Functions and General Regulations 1996* RESOLVES to:

- 1. NOTE the actions of the Shire President in authorising emergency expenditure to facilitate recovery efforts associated with the aftermath of Tropical Cyclone Christine.**
- 2. NOTE that expenditure associated with several individual contracts for Tree Pruning, Parks and Verge Clean Up required as part of the recovery effort are likely to exceed \$100,000 and that a further report will be presented to Council to outline the total expenditure when recovery efforts are complete.**
- 3. NOTE that Tropical Cyclone Christine has been declared as a natural disaster under WANDRRA, hence costs associated with relief and recovery will be borne by the State and Federal Governments.**

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
Cr Smeathers, Cr Vandenberg
AGAINST : Nil

12.4 DISPOSAL OF PROPERTY – WASTE WATER TREATMENT PLANT NO. 1 SHED

File No:	PL.35
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Infrastructure Services
Date of Report:	10 December 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To seek Council approval for the transfer of Shire owned assets at Waste Water Treatment Plant No. 1 in Bulgarra to Water Corporation.

BACKGROUND

At the Ordinary Council Meeting held on 20 December 2010, Council endorsed the Memorandum of Understanding (MOU) between the Water Corporation and the Shire of Roebourne for the supply of recycled water to the Karratha Effluent Reuse Scheme.

Council was also advised that through negotiations with Water Corporation and as a result of a risk workshop, it was recognised that the effluent re-use systems treatment plant (The subject of this disposal) located adjacent to Water Corporations facilities at Bulgarra and Gap Ridge were high risk to Council and more aligned with the core business of the Water Corporation.

Through the MOU process it was agreed that it would be beneficial to both parties for the Water Corporation to take over ownership and control of both facilities once a Water Corporation audit was undertaken and both facilities were brought up to a safe standard. (Note: Shire effluent re-use scheme treatment plant assets was erected on reserve land vested with Water Corporation therefore it is not necessary to transfer the reserve management order only the assets owned/installed by the Shire).

Water Corporation has now completed an audit of both facilities and is currently in the position to take ownership of WWTP No. 1 in Bulgarra in entirety including the Shire effluent re-use scheme treatment plant assets.

Water Corporation has identified the following items as necessary for ongoing use and in accordance with the MOU ownership will be transferred to Water Corporation.

Asset	Closing Value	Method
Chlorinator Building	\$64,414.00	To be transferred to WC
Fencing & Barb Wire	\$4,890.00	To be transferred to WC
Filtration System	\$24,668.00	To be transferred to WC

Ownership of the above items will be transferred to Water Corporation with the appropriate adjustments made to Council's asset and finance records. This process will create a loss on "sale" effect with no tangible impact on operating budget. A flow on benefit from transferring these assets to Water Corporation will be a reduction in maintenance and insurance costs.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of economic issues.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between Infrastructure, Parks & Gardens and finance regarding value of the above assets and it has been determined the most effective method of disposal of items not being transferred to Water Corporation is by Request for Quote for removal and disposal.

COMMUNITY CONSULTATION

Section 3.58 of the *Local Government Act 1995* requires two weeks public notice.

STATUTORY IMPLICATIONS

Sections 3.58 Disposing of property, 5.42 Delegation of some powers and duties to CEO, and 5.43 Limits on delegations to the CEO of the *Local Government Act 1995* apply.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The assets being transferred to Water Corporation form part of a Memorandum of Understanding between the Shire and Water Corporation. The total loss on sale of assets is \$93,000. This cost is offset by operational cost savings of approximately \$199,000 p.a. as identified in the Q1 November budget review.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1.a.3.1	Provide open spaces which cater for the communities needs
Our Services:	1.a.3.1.1	Continue to provide well maintained active recreational public open spaces

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable as transfer of assets to Water Corp form part of a Memorandum of Understanding and will assist in the provision of treated waste water for consumption by the Shire.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Absolute Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.58 (2) of the *Local Government Act 1995* RESOLVES to:

1. NOT INSTRUCT the Chief Executive Officer to undertake the required public notice process in order to advertise the intent to dispose of the Chlorinator Building, Fencing & Barb Wire and Filtration System to Water Corporation.
2. NOT DELEGATE AUTHORITY to the Chief Executive Officer to organise the transfer of the Chlorinator Building, Fencing & Barb Wire and Filtration System to Water Corporation at the closure of the advertising period, subject to no adverse submissions being received.

CONCLUSION

Under the terms of the Memorandum of Understanding between the Shire of Roebourne and the Water Corporation the above items have been identified as necessary for ongoing operations and it is now appropriate to transfer ownership to the Water Corporation.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152748
 MOVED : Cr Hipworth
 SECONDED : Cr Lally

That Council by ABSOLUTE Majority pursuant to Section 3.58 (2) and Section 5.42 of the *Local Government Act 1995* RESOLVES to:

1. INSTRUCT the Chief Executive Officer to undertake the required public notice process in order to advertise the intent to dispose of the Chlorinator Building, Fencing & Barb Wire and Filtration System to Water Corporation;
2. DELEGATE AUTHORITY to the Chief Executive Officer to organise the transfer of the Chlorinator Building, Fencing & Barb Wire and Filtration System to Water Corporation at the closure of the advertising period, subject to no adverse submissions being received; and
3. APPROVE the disposal of the Chlorinator Building, Fencing & Barb Wire and Filtration System which has a book value of \$93,000 and disposal value of nil dollars (\$0).

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
 AGAINST : Nil

**12.5 EFFLUENT REUSE SCHEME - CONCEPT & DESIGN CONSULTANCY BRIEF
TENDER 17-13/14**

File No:	CP.483
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Infrastructure
Date of Report:	17 January 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Confidential Evaluation Report

PURPOSE

To seek Council's endorsement of a successful tenderer for Tender RFT 17-13/14 Effluent Reuse Scheme (ERS) - Concept & Design Consultancy Brief.

BACKGROUND

The ERS is a large scale non-drinking water system that supplies recycled water sourced from waste water treatment plants to a number of grassed open spaces within Karratha. This major upgrade is required to assure long term viability and facilitate growth of Karratha into the future.

The Shire of Roebourne issued a Request for Tender for the Effluent Reuse Scheme - Concept & Design Consultancy Brief. The scope of the consultancy is to provide the concept and detailed design of new works proposed to upgrade the ERS, comprising new; distribution pipelines, storage tanks, pump stations and associated infrastructure and services (including SCADA infrastructure).

Full scope details are included in the Confidential Evaluation report.

The design work is to be undertaken in two sequential stages, in brief:

Stage 1 - Concept design stage

- Inception phase: Prepare design program with all activities and expected completion dates, gather utilities information to plot on aerial base sheets, liaise with Water Corporation to determine extent of works for construction of 'spine main'
- Site visit: Review alternative routes for distribution pipeline, inspect existing open space areas to be served by the upgraded ERS and determine suitable locations for new storage tank and pump station for the sites without tank/s. Inspect and review existing irrigation tanks and pump stations to determine replacement or upgrade components and inspect in-stock pipework
- Confirm Design Basis and Select Pipeline Routes: Review transfer pump station and pipeline hydraulics, determine cost-effective route for pipeline recycled water distribution.
- Conceptual design

Stage 2 - Detailed design stage

- Investigations: Complete survey along pipeline routes and at tank and pump station sites, complete geological investigations and consult with Horizon Power with respect to power supplies
- Detailed design: Prepare full design drawings for: distribution pipelines, power supplies, conceptual general arrangements for new/upgrades for storage tanks and pump stations. Prepare technical specifications and price schedules, review risk assessment and safety in design assessment, and complete pre-tender cost estimate.

Stage 2 will not commence until the Shire is confident that the concept design, recommendations and expected outcomes are well defined and key stakeholders have been consulted and fees confirmed.

Tenders were advertised 27 November 2013 and closed 18 December 2013.

The RFT was issued to thirty four interested parties. Five (5) submissions were received by the closing date/time from:

- W3Plus Investments Pty Ltd
- Urbanise WA Pty Ltd
- Scope Australia Pty Ltd
- Hyder Consulting Pty Ltd
- GHD Pty Ltd

Issues

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

- Martin Waddington, Manager Infrastructure
- Jenni Brown, Project Manager
- Brad Rains, Parks & Gardens Leading hand

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

The criteria and associated weightings were:

Design team experience and expertise	20%
Project methodology/approach	10%
Value for money	50%
Performance on previous jobs	20%

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

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of social issues/economic issues /environmental issues and Council’s ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between panel members in evaluating and analysing the content of each tender submission.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Tenders were called in accordance with Section 3.57 of the *Local Government (Functions and Administration) Regulations*.

POLICY IMPLICATIONS

Policy CE-13 Tender Evaluation Criteria is applicable.

FINANCIAL IMPLICATIONS

The 2013/14 Budget allocation of \$600,000 was originally allocated to this project. However during the first quarter review this was reduced to \$400,000. Depending on timing of works and deliverables another review will need to be actioned to accommodate the full expenditure in the current financial year or make an allowance for expenditure in the 2014/15 financial year should the project timelines span across the two financial years. The contract price (exclusive of GST) for Stage 1 is \$213,715 and Stage 2 is \$236,600 (estimate).

STRATEGIC IMPLICATIONS

This item is relevant with the Shire's approved Strategic Community Plan 2012 - 2022 and Corporate Business Plan 2012 - 2016. In particular the Operational Plan 2012-2013 provides for this activity:

Our Program:	1.a.2.4	Maintain Shire infrastructure necessary to meet the community needs.
Our Services:	1.a.2.4.3	Continue to maintain and renew other community infrastructure

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be moderate to the Shire in terms of Service Interruption and Environment compliance.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONSOption 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT support the Officers recommendation and PROPOSE a substitute Tenderer.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT SUPPORT the Officer's recommendation and determines NOT ACCEPT any Tenderer.

CONCLUSION

Following review of additional information and after rigorous discussions, the Evaluation Panel was impressed with the level of expertise demonstrated by tenderers.

In considering the compliance and qualitative criteria overall it was considered that Hyder Consulting Pty Ltd have demonstrated the best offer to provide the required services to the Shire of Roebourne.

The Evaluation Panel believes that the recommended tenderer provides the most advantageous outcome to the Shire based on their level of skill, experience with similar scope of works, location and experience working in the public domain.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152749
MOVED : Cr Hipworth
SECONDED : Cr Harris

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to;

1. **APPOINT** Hyder Consulting Pty Ltd ABN 76 104 485 289 for a contract value (exclusive of GST) for Stage 1 at \$213,715 and Stage 2 at \$236,600 (estimate) based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 17-13/14 – Effluent Reuse Scheme Concept & Design Consultancy; and
2. **NOTE** that Council will be required to consider a budget allocation in the 2014/15 financial year to complete the contracted works.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
Cr Smeathers, Cr Vandenberg
AGAINST : Nil

12.6 KARRATHA AIRPORT TERMINAL UPGRADE PROJECT / BAGGAGE HANDLING SYSTEM TENDER 23-13/14

File No:	TT.89 / TT.98 / TT.100
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Project Manager
Date of Report:	16 January 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	The Confidential Evaluation Report will be tabled at the Agenda Briefing session

PURPOSE

To seek Council's endorsement of a successful tenderer for Tender RFT 23-13/14 KATU Baggage Handling System Forward Works and for Council to consider a budget amendment to award the tender.

BACKGROUND

At the Ordinary Council Meeting held on 16 December 2013, Council resolved, in part:

1. That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to:
 - (a) AGREE to call tenders for construction of the Karratha Airport Terminal Upgrade (KATU) Project;
 - (b) ENDORSE the tender selection criteria as follows:
 - Relevant Experience 20%
 - Capacity to Deliver 20%
 - Demonstrated Understanding 20%
 - Price 40%
 - (c) NOTE the forward works package for the Baggage Handling System was tendered 27 November 2013 and a report is anticipated to be presented at the January 2014 to consider submissions.

2. That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to:
 - (a) NOTE the pre-tender estimate of \$27,060,954 provided by WT Partnership based on the detailed design and documentation;
 - (b) ADOPT the Project Budget of \$34,459,352 which includes all Fees and Shire direct costs to deliver the project; and
 - (c) AGREE to execute the next stage of the appointed architects Sanders Turner Ellick Architects Pty Ltd (STEA) and cost manager WT Partnership contracts; and
 - (d) NOTE that a budget amendment to the 2013/14 Financial Year will be required upon appointment of the successful contractor. This increase in capital budget expenditure will be funded from the Aerodrome Reserve.

A tender for the Baggage Handling System (BHS) was considered necessary as a forward works package to the construction tender due to the long lead time required to design, develop, manufacture and supply a new BHS. The replacement of one reclaim carousel being a critical early works item in the overall construction program of the Karratha Airport Terminal Upgrade Project. The successful BHS supplier is proposed to be engaged by Council to design, develop, manufacture and supply the system.

The system includes:

- Full replacement of the “T” configurations reclaim carousel;
- Full replacement of the “L” configuration carousel with a “U” shaped layout;
- Provide a new continuous carousel to the baggage makeup system;
- Provide a new sortation system to the baggage makeup system;
- Provide a new Level 4 diverter system to remove and isolate high risk baggage;
- Provide a system to fully integrate with the existing systems; and
- Provide a system to manage oversized baggage.

The contract is proposed to then be novated to the main contractor on award of the construction tender to enable full coordination of the installation and responsibility for the complete works as one package.

Tenders for the Baggage Handling System Forward Package were advertised on 27 November 2013 and closed 20 December 2013. The estimated cost for the BHS tender was \$794,312. The tender was advertised under authorisation of the CEO in accordance with Council Policy CE-13 – Tender Evaluation Policy.

Three submissions were received by the closing time and date from:

- Glidepath
- ICM
- VanDerLande

Issues

The submitted tenders were evaluated by a five person panel comprising of:

- Nancy Wain, Airport Assets Coordinator
- Mitchell Cameron, Client
- Steve Turner, Project Architect
- Phil Boyer, BHS Consultant
- Sean Shields, Project Manager

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

The criteria and associated weightings were:

Tenderers Resources & Capability to Deliver	35%
Demonstrated Understanding	10%
Relevant Experience and	15%
Price	40%

A detailed summary is attached within the Confidential Evaluation Report.

The submissions received for the BHS were above the pre-tender estimate of \$794,312. The recommended tender award total price is \$1,225,000.

The pre-tender estimate was based on the cost of manufacture and a material take off from the drawings provided and available at an early stage. The proposed increase in cost is seen to be as a direct result of the requirements for the electrical and technical specification outlined in the tender documentation. The high level of detailing to the software required and its interaction with the existing system was not known at the time of obtaining a budget price from a reputable baggage handling supplier.

At the December 2013 Ordinary Council Meeting it was noted that a budget amendment to the 2013/14 Financial Year will be required upon appointment of the successful contractor for the overall construction contract for this project. This increase in capital budget expenditure is proposed to be funded from the Aerodrome Reserve.

It is however pertinent to now consider a budget amendment to progress appointment of the BHS forward works contract prior to consideration of a budget amendment of the overall project (likely to be considered by Council at the April 2014 OCM).

A budget amendment at this time would include the proportion of the BHS contract required for the remainder of the 2013/2014 financial year budget.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of high significance, both economically and in terms of Council's ability to effectively perform its role, as it seeks to appoint a tenderer to supply & install a new extension to the Karratha Airport baggage handling system. This will effectively create the capacity to meet the requirements of the forecast passenger numbers, as per the Karratha Airport Master Plan.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between Officers by way of the tender evaluation process.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Tenders were called in accordance with Section 3.57 of the *Local Government (Functions and Administration) Regulations*.

The Form of Contract to be utilised to engage the preferred tenderer will be AS 4000-1997 General conditions of contract.

POLICY IMPLICATIONS

Policy CE-13 Tender Evaluation Criteria is applicable.

FINANCIAL IMPLICATIONS

An allocation of \$1,374,625 is included within the 2013/14 budget towards the KATU project. If Council proceed with the Officer's recommendation to award the BHS tender, a budget amendment is required to progress the appointment of the BHS system contract.

The recommended tender award total price is \$1,225,000. The budget amendment amount is for the proportion of the contract required to be completed within the remainder of the current financial year. The estimated contract value proportioned to the 2013/14 budget is \$135,000.

The project budget of \$34,459,352 adopted at the December 2013 OCM includes a construction contingency of 10% of the overall cost (\$2,651,000). The increased BHS system cost from the pre-tender estimate to tender submission prices is proposed to be absorbed in the overall project contingency budget.

If supported, the following budget amendment is proposed. The net effect is a nil impact on Council's 2013/14 operating surplus/deficit.

Acc No	Job No	Account/Job Description	Current Budget (2013 /2014)	(Inc)/Dec	Proposed Amended Budget	Reason
460502	946024	Karratha Airport Terminal Expansion Project	\$1,374,625	\$135,000	\$1,509,625	The submitted values for the BHS Tender are higher than the values allowed in the budget forecast for 13/14. A portion of the works need to be executed in 13/14 to achieve the agreed program dates.
460551		Transfer to Aerodrome Reserve	\$7,814,193	\$135,000	\$7,679,193	Reduction in transfer to Aerodrome reserve to execute a portion of the works in 13/14 to achieve the agreed program dates.
		Total	\$9,188,818	\$0	\$9,188,919	

STRATEGIC IMPLICATIONS

This item is consistent with Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2012-2013 provided for this activity:

Our Program: 1.a.2.7 Deliver projects of strategic importance to the Shire
 Our Services: 1.a.2.7.2 Provide support to project initiators in the development of project concepts through to finalisation of project brief stages
 Project: Commence Planning Karratha Airport Terminal Redevelopment.

RISK MANAGEMENT CONSIDERATIONS

The Tender documentation was compiled by the Project Architect and an independent baggage handling consultant. The evaluation panel has included the following:

- Project Architect
- Baggage Handling Consultant
- Client
- Airport Assets Coordinator
- Project Manager

The baggage handling consultant has been instructed to meet with the recommended tenderer to clarify all aspects of the proposed system to ensure the clients needs and expectations are fully met.

It should be noted that the preferred tenderer has put forward an alternate tender as part of their submission. The options to consider an alternative tender submission has been taken as a means of reducing cost whilst maintaining the core principles of the specification. The consultant has been instructed to review the alternative tender submission and reconcile it against the specification to show where the differences are and to offer a report into the consequences on the operations if this system were to be accepted.

Through direct discussion between the proposed contractor, consultant, client team and project manager an acceptable and compliant design has been reached which offers the client a system that delivers the requirements of the specification and the expectations of the client team. The consultant has confirmed that the system presented meets the specification and is a compliant tender and has recommended that the system be considered for the award of tender based on the following:

- Meets the Specification and is a conforming Tender
- Reduces cost from the original submitted tender
- Is the most cost effective submission
- Offers a higher than anticipated Level 4 screening facility
- The ability to have a holding area for rejected bags with no impact to operations
- Reduces the impact at ground level offering easier vehicular access egress
- The level of understanding of the existing system known to the Tenderer due to previous works
- Less risk to OH&S issues by design

Provision of the BHS\ is integral to the project construction schedule. In order to have the system available for installation at the appropriate time it is necessary to order the item prior to awarding the construction contract. For this reason the contract is proposed to be split into purchase (contract direct with Council) and installation. The installation part of the contract is proposed to be novated to the appointed construction contractor.

IMPACT ON CAPACITY

There is an impact on capacity and resourcing to carry out the Officer's recommendation.

The project will be overseen by the Director of Strategic Projects and Infrastructure. The Project Architect contractual scope of works includes various project management roles that will be administered on a day to day basis by the Project Manager for the Shire. Due to the nature of the project and the critical need to maintain a compliant and operation environment the role of the Project Manager is recognised as an on site role for the duration of the works. The Project Manager will be supported by two administration staff to assist in recording and collating information.

Project Management responsibilities will be absorbed internally by the Strategic Projects Department.

RELEVANT PRECEDENTS

The Shire has recently undertaken two internal redevelopment projects of a similar nature. The 7 Mile Waste facility and the Shire Depot have both undergone significant refurbishments works whilst maintaining a full and normal service to its staff and the public.

VOTING REQUIREMENTS

Simple and Absolute Majority

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT support the Officer's recommendation and decline to accept all Tenders.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT support the Officer's recommendation and propose an alternate Tenderer.

CONCLUSION

Tenders have been invited for the Supply and Install of a new baggage handling system as forward works to the Karratha Airport Terminal Upgrade project in accordance with the Request for Tender approved by the CEO, in accordance with Council Policy CE-13.

The Evaluation Panel believes that the recommended tenderer provides the most cost-effective option and is seen as an appropriate solution to the project requirements. The recommended tenderer also offers the most suitable experience, presenting a system that meets the current and project requirements for the Karratha Airport whilst incorporating the existing systems into the design. In order to establish a contact, Council is required to consider a budget amendment.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152750
 MOVED : Cr Saylor
 SECONDED : Cr Smeathers

1. That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act, 1995* RESOLVES to:
 - a) APPOINT Glidepath ABN 13 085 959 940 for the price submitted of \$1,225,000 based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 23-13/14 Karratha Airport Terminal Upgrade Baggage Handling System Forward Works;
 - b) AGREE to NOVATE the contract with Glidepath for the installation of the Baggage Handling System to the successful Airport Terminal Building contractor at the time of appointment; and

2. That Council by ABSOLUTE Majority pursuant to Section 6.8 of the *Local Government Act 1995*, RESOLVES to APPROVE a budget amendment that results in a nil impact on the 2013/14 operating surplus/deficit as follows:

Acc No	Job No	Account/Job Description	Current Budget (2013 /2014)	(Inc)/Dec	Proposed Amended Budget	Reason
460502	946024	Karratha Airport Terminal Expansion Project	\$1,374,625	\$135,000	\$1,509,625	The submitted values for the BHS Tender are higher than the values allowed in the budget forecast for 13/14. A portion of the works need to be executed in 13/14 to achieve the agreed program dates.
460551		Transfer to Aerodrome Reserve	\$7,814,193	\$135,000	\$7,679,193	Reduction in transfer to Aerodrome reserve to execute a portion of the works in 13/14 to achieve the agreed program dates.
		Total	\$9,188,818	\$0	\$9,188,919	

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
 AGAINST : Nil

12.7 PASSENGER SCREENING AUTHORITY SERVICE AND EQUIPMENT REQUEST FOR TENDER

File No:	TT. 188
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Asset & Contracts Coordinator
Date of Report:	17 January 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To seek Council approval for the Shire of Roebourne to participate in the Pilbara Regional Council (PRC) joint Pilbara Airport Group tender process for Screening Equipment necessary to conduct the accountabilities of a Screening Authority (SA) at Karratha Airport.

BACKGROUND

Karratha Airport is a regulated security controlled airport, which is classified and required to provide full baggage and passenger screening services. Such a service is regulated through an approved SA and screening agent.

At the December 2013 Ordinary Meeting, Council resolved to make an application to the Office of Transport Security (OTS) to become the Karratha Airport SA. At such time as this application is approved, the SA will transition from Qantas (the current provider) to the Shire. This is proposed for 1 May 2014.

Equipment

Currently Qantas remains the SA and as the screening service agent, provides the screening equipment for Karratha Airport passenger screening. Qantas owns the Karratha passenger screening and trace detector equipment associated with this service.

Due to the condensed timeframe for transition of the SA from Qantas to the Shire, the in situ equipment is to be purchased from Qantas for a negotiated price of \$4,000. This purchase is in the full knowledge that alternate equipment will need to be purchased due to the grandfathering requirements of this equipment stipulated by OTS.

The replacement of the older equipment will require significant capital investment and life cycle operating costs with a forecast capital purchase and installation cost of \$400,000 in 2014/15 excluding maintenance and consumables. This cost includes the purchase of a new dual lane passenger screening x-ray scheduled to align with the airport terminal upgrade and to ensure compliance with the anticipated change to OTS mandated multi-view passenger x-ray screening equipment.

Screening Labour Services

Qantas also provides the SA screening labour for Karratha Airport passenger screening which are contracted by Qantas to MSS Security.

Due to the condensed timeframe for transition of the SA from Qantas, and as endorsed by Council at the December 2013 Ordinary Meeting, an interim contract with MSS Security is being negotiated to be in place from 1 May 2014.

In order to ensure that the ongoing contract provides equitable and competitive purchasing value to the Shire an open tender for these services is now required.

The anticipated value of the gross labour supply contract (passenger screening, checked bag screening and security and kerbside services) over 3 years, is up to \$10M. In accordance with Council Policy CE 13 – Tender Evaluation, where the tendered amount is expected to be in excess of \$1M ex-GST, then the invite for tender, scope of works and the evaluation criteria need to be put to Council for determination.

Tender Detail - Scope of Works:

The Pilbara Airport Group of Karratha, Port Hedland and Newman, all which are affected by the cessation of Qantas as the SA have been working cooperatively to facilitate the SA implementation. As an extension of this cooperation and in order to maximise resources, it was agreed by the Council CEOs that the tender could be outsourced to the PRC.

This approach provides the following key benefits; maximises the competitive pricing opportunity (economies of scale purchase), reduction in resource pressure and decrease in timeframe from market to delivery.

The three Councils have agreed to the following scope of works:

Security Services:

- Maintaining security screening of people and baggage during scheduled operating hours and as amended from time to time.
- Services will include operating a security screening point, checked bag security screening system, explosive trace detection of unattended items and clearing of aircraft.

The supply, installation, warranty and maintenance of equipment, for security screening services:

- Security screening of people and baggage, automated and manual single and multi-view technology and explosive trace detection
- Equipment to meet or exceed the mandated OTS and radiation Council specifications and standards.

Tender Selection Criteria

It is recommended that the following principles and selection criteria for the tender be considered by Council to provide guidance to the PRC in determining the most advantageous tenderer during the evaluation process:

Principles
Open and effective competition
Value for money
Development of local business and industry
Environmental protection; and
Ethical behaviour and fair dealing

Criteria	Weighting
Previous experience of the Tenderer in the provision of security screening services/ screening equipment, and referee reports	15%
Ability to Service Requirements; Ability to provide sufficient resources to perform the duties as specified; Experience of personnel providing services; The availability and commitment of all personnel nominated as key personnel for the Contract;	25%
Local preference	5%
Price	55%

As the PRC will manage the tender and the three Councils are required to agree to the final evaluation criteria, it is suggested that Council recommend the criteria and weightings above and delegate authority to the CEO to finalise the criteria with other Councils.

Procurement

It is proposed that the PRC will call, assess, recommend and enter into a head contract for the tender. It is proposed then that each Council will then directly negotiate individual sub contracts.

There is an additional cost for the PRC Due Diligence checks and Legal Review of \$10,000, this cost will be shared across the Pilbara Airport Group.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of high significance in terms of economic and functional ability for the Councils to maintain the airports operational capability.

COUNCILLOR/OFFICER CONSULTATION

The Council was previously briefed by the Airport General Manager in July and December 2013 by way of presentations to Council Briefing Sessions and subsequent Council items.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

- In terms of the *Aviation Transport Security Act 2004* Karratha Airport is classified as a Security Controlled airport.
- In terms of Section 16(2) of this Act, the Shire of Roebourne as owner/operator of Karratha Airport, has a Transport Security Plan (TSP) aimed at ensuring the security integrity of the domestic and international aviation networks. Our TSP will be resubmitted to OTS to reflect changes to these screening arrangements at Karratha Airport.
- In terms of Regulation 4.03 of the *Aviation Transport Security Regulations 2005*, Qantas Airways Ltd was appointed as Screening Authority (SA) at Karratha Airport. The SA may provide screening services from within its own organisation structure, or outsource such a service to an accredited and approved third party.
- The withdrawal by Qantas as SA requires the airport owner/operator to become the SA or to appoint another Screening Authority in terms of the Act, Regulations and the TSP, and ensure the provision of screening services.
- Tenders are to be called in accordance with Section 3.57 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

Council Policy CE 13 – Tender Evaluation is pertinent to this matter.

STRATEGIC IMPLICATIONS

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1.a.2.1.2	Operate Karratha Airport to achieve compliance
Our Services:	1.a.2.2.3	Continue to provide facilities for airline operations

FINANCIAL IMPLICATIONS

The tender cost are to be budgeted in the Financial Year 2014/15. Screening costs are budget neutral and will in due course be recovered from airlines and ultimately the travelling public through screening Fees and Charges once approved by Council. Recovery of these costs are standard practice across airports. The Fees and Charges Council report is a further item in this January 2014 Agenda.

The cost of the PRC Due Diligence checks and Legal Review is \$10,000, the Shire's share being up to \$3,330.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be moderate to high to the Shire in terms of service interruption and compliance if the officer's recommendation is adopted.

IMPACT ON CAPACITY

The level of impact is considered to be moderate to the Shire in terms of service interruption and compliance if the officer's recommendation is adopted.

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple and Absolute Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

The Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* not participate in the PRC process for Screening Equipment and Services and the Shire directly manages the tender process.

CONCLUSION

Council Officers recommend that the Shire participates in the Pilbara Regional Council (PRC) tender process for Screening Equipment and Services tender in order to; maximise the competitive pricing opportunity (economies of scale purchase), reduction in resource pressure and decrease in timeframe to delivery.

In order to enable this procurement process to proceed via the PRC, Council is required to consider the scope of works and selection criteria noting that finalisation will likely require CEO endorsement from each participating local government.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152751
MOVED : Cr Hipworth
SECONDED : Cr Vandenberg

1. That Council by **SIMPLE** Majority pursuant to Section 3.57 of the *Local Government Act 1995* **RESOLVES** to:

- a) **ENDORSE** the scope of works as outlined in this report for the Passenger Screening Authority Service and Equipment Request For Tender
- b) **APPROVE** the utilisation of the PRC to call and manage the Passenger Screening Authority Service and Equipment Request for Tender as the Master Contract Holder.
- c) **NOTE** that a further report will be presented to Council to consider entering in to a subcontract for the Passenger Screening Authority Service and Equipment;
- d) **NOTE** that the funding requirements will be required in the 2014/15 Budget and that the Screening equipment and Service costs are budget neutral and will in due course be recovered from airlines and ultimately the travelling public through screening Fees and Charges once resolved by Council; and
- e) **RECOMMEND** the following Selection Criteria be adopted by the PRC as detailed below:

Criteria	Weighting
Previous experience of the Tenderer in the provision of security screening services/ screening equipment, and referee reports	15%
Ability to Service Requirements; Ability to provide sufficient resources to perform the duties as specified; Experience of personnel providing services; The availability and commitment of all personnel nominated as key personnel for the Contract.	25%
Local preference	5%
Price	55%

2. That Council by **ABSOLUTE** Majority pursuant to Section 5.42 of the *Local Government Act 1995* **RESOLVES** to **DELEGATE** Authority to the CEO to finalise the scope of works and selection criteria with the Pilbara Regional Council for the Passenger Screening Authority Service and Equipment Request for Tender.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
AGAINST : Nil

13 ITEMS FOR INFORMATION ONLY

Responsible Officer: Chief Executive Officer

Reporting Author: Minute Secretary

Disclosure of Interest: Nil

PURPOSE

To advise Council of the information items for December 2013.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152752

MOVED : Cr Vandenberg

SECONDED : Cr Smeathers

That Council note the following information items:

- 13.1 Shire President's Mail
- 13.2 Register of Documents Stamped with the Shire's Common Seal
- 13.3 Non-Statutory Donations
- 13.4 Record of Tenders Awarded by the CEO under Delegation 13
- 13.5 Building Statistics
- 13.6 Planning Decisions Issued
- 13.7 Joint Development Assessment Panel Applications
- 13.8 Ranger Statistics
- 13.9 Environmental Health Statistics
- 13.10 Cleansweep Taskforce Quarterly Report Jul to Sep 2013
- 13.11 Amendments to the Cat and Dog Acts
- 13.12 Waste Services Data
- 13.13 Moonrise Cinema Final Report

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
Cr Smeathers, Cr Vandenberg

AGAINST : Nil

13.1 SHIRE PRESIDENT’S MAIL

Responsible Officer: Chief Executive Officer

Reporting Author: EA to CEO & Shire President

Disclosure of Interest: Nil

PURPOSE

To advise Council of the incoming correspondence for the Shire President

Date	From	Subject Details
05/12/2013	Western Australian Local Government Association	Western Australian Local Government Association offer congratulations re successful election as president of Shire of Roebourne
06/12/2013	Jack Renault	Jack Renault comments re Karratha City Status
13/12/2013	The Hon Warren Truss MP	Confirming the coalition government's decision to fund uncontracted projects from rounds two, three and four of the former Regional Development Australia fund (RDAF); the government will also fund most of the uncontracted projects from the former community infrastructure grants programme and a number of other Regional Development Programmes; these projects will be funded out of the Coalition Government's New Community Development Grants Programme

13.2 REGISTER OF DOCUMENTS STAMPED WITH THE SHIRE OF ROEBOURNE COMMON SEAL

Responsible Officer: Chief Executive Officer

Reporting Author: EA to CEO & Shire President

Disclosure of Interest: Nil

PURPOSE

To advise Council of documents, as listed below, that have been stamped with the Common Seal of the Shire of Roebourne since the last Council Meeting.

DATE	DOCUMENT
04/12/2013	Net Lease, Part of Land, Non-Retail Use Lease of Lot 502 Tilbrook Close, Millars Well, Deposited Plan 400250 on Reserve 40185 between Shire of Roebourne (Landlord) and Karratha Football and Sporting Club INC. (Tenant)
04/12/2013	Sublease Part Ground Floor, Karratha Leisureplex between the Shire of Roebourne (Head Landlords) and the Karratha Districts Chamber of Commerce and Industry (INC) (Sub Landlord) and Minister for Works (Sub Tenant)
04/12/2013	Scheme Amendment Report Shire of Roebourne Town Planning Scheme No. 8 - Amendment 29 – with modifications as requested by the Western Australian Planning Commission
04/12/2013	Scheme Amendment Report Shire of Roebourne Town Planning Scheme No. 8 - Amendment 30 - with modifications as requested by the Western Australian Planning Commission
04/12/2013	Scheme Amendment Report Shire of Roebourne Town Planning Scheme No. 8 - Amendment 31- with modifications as requested by the Western Australian Planning Commission
13/12/2013	Licence Agreement for the shared use of facilities for sporting and recreational purposes Millars Well, Pegs Creek, Baynton West and Tambrey Primary Schools and Roebourne District High School
13/12/2013	Deed of Agreement for lease over reserve 51622 Lot 7017 on deposited Plan 401051 (GP Superclinic Karratha) between the Shire of Roebourne (Landlord) and Pilbara Health Network Ltd (Tenant)
20/12/2013	Lease of Portion of reserve 32318 – Lot 4903 Anderson Road, Karratha Industrial Estate between the Shire of Roebourne (Landlord) and the Karratha Enduro Moto – X Club Incorporated.
20/12/2013	Lease Agreement Portion of Lot 17 Aerodrome Road, Roebourne between the Shire of Roebourne (Landlord) and Karratha Aeromodellers (Tennant)

13.3 NON STATUTORY DONATIONS FOR PERIOD ENDING 31 DECEMBER 2013

File No: NOV13
Responsible Officer: Director Corporate Services
Author Name: Management Accountant
Date of Report: 10 January 2014
Disclosure of Interest: Nil

To provide Council with a summary of Non Statutory Donations made during the specified period. The original budget amounts for 2013/14 were adopted in Council Res No. 152557 Municipal Fund Budget 2013/14.

Shire of Roebourne	Current Budget	Actual YTD	Funds Remaining
Non Statutory Donations	\$	\$	\$
For the Period Ending 31 December 2013			
Contribution - Dampier Community Assoc	\$ 100,000	\$ 23,536	\$ 76,464
Contribution - Pt Samson Community Assoc	\$ 100,000	\$ 30,000	\$ 70,000
Contribution - Roebourne Advisory Group	\$ 100,000	\$ 17,035	\$ 82,965
Contribution - Wickham Community Assoc	\$ 100,000	\$ -	\$ 100,000
Contribution - Karratha Community Assoc (to be CFWD)	\$ -	\$ 11,441	-\$ 11,441
Ex Gratia Contribution - Dampier Community Assoc	\$ 100,000	\$ -	\$ 100,000
Ex Gratia Contribution - Wickham Community Assoc	\$ 250,000	\$ 165,000	\$ 85,000
Ex Gratia Contribution - Roebourne Advisory Group	\$ 125,000	\$ -	\$ 125,000
Ex Gratia Contribution - Pt Samson Community Assoc	\$ 125,000	\$ -	\$ 125,000
Karratha Dampier Lions Club - Fenacng	\$ -	\$ -	\$ -
Nor West Jockey Club (to be CFWD)	\$ -	\$ 2,188	-\$ 2,188
Pilbara Multicultural Assoc	\$ 10,000	\$ 2,500	\$ 7,500
The Salvation Army	\$ 13,000	\$ 4,940	\$ 8,060
St John'S Ambulance (Roebourne)	\$ 15,000	\$ 3,978	\$ 11,022
School Awards	\$ 2,000	\$ 600	\$ 1,400
Christmas Lights Competition	\$ 2,000	\$ -	\$ 2,000
Walkington Awards	\$ 5,500	\$ 5,145	\$ 355
Community And Youth Training Services Inc.	\$ 43,800	\$ 10,950	\$ 32,850
David Wirrpanda Foundation	\$ 25,000	\$ -	\$ 25,000
Karratha Bikers Association	\$ 1,500	\$ 1,390	\$ 110
Karratha Community House Inc.	\$ 24,285	\$ 6,071	\$ 18,214
Karratha Falcons Football & Sporting Club Inc.	\$ 5,000	\$ -	\$ 5,000
Karratha Golf Club	\$ 5,000	\$ -	\$ 5,000
Local Information Network Karratha (Link)	\$ 5,280	\$ -	\$ 5,280

Shire of Roebourne	<u>Current Budget</u>	<u>Actual YTD</u>	<u>Funds Remaining</u>
Non Statutory Donations	\$	\$	\$
For the Period Ending 31 December 2013			
The Luke Adams Foundation	\$ 50,000	\$ 27,289	\$ 22,711
Pilbara Community Legal Services	\$ 50,000	\$ 12,500	\$ 37,500
Terre Rouge Ballet Inc.	\$ 5,000	\$ 1,250	\$ 3,750
Wickham Youth Group	\$ 25,500	\$ 10,340	\$ 15,160
State Emergency Services	\$ 9,610	\$ 3,379	\$ 6,231
Yaandina Family Centre Inc.	\$ 50,000	\$ 12,500	\$ 37,500
Sundry Donations To Community Groups	\$ -	\$ 5,876	-\$ 5,876
Fee Waiver	\$ 20,000	\$ 6,706	\$ 13,294
	1,367,475	364,615	1,002,860

13.4 RECORD OF TENDERS AWARDED BY THE CEO UNDER DELEGATION 13

File No: CM.65
Responsible Officer: Director Corporate Services
Reporting Author: DAO Corporate Services
Date of Report: 02 January 2014
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

To advise Council of tenders that have been awarded by the Chief Executive Officer since the last Ordinary Council Meeting.

BACKGROUND

Under Delegation 13 ‘Awarding Tenders’, the Chief Executive Officer is able to award a Tender where the consideration does not exceed \$300,000.00 (excluding GST) and there is an approved budget. Policy CE-13 ‘Tender Evaluation Criteria’ requires that on each occasion where Delegation 13 is used a report is to be provided to Council at the next Ordinary Council Meeting that provides the information as detailed below:

Tender No:	19-13/14		
Tender Title:	Provision Graffiti Removal Services		
State-wide Advertising Commenced:	16.11.2013	Tender Closing Date/ Time:	2.00pm 04.12.2013
Scope of Works:	Provide graffiti removal services within the Shire of Roebourne boundaries which including graffiti removal from the Shire’s assets or public and private assets and application of anti-graffiti coatings to the Shire’s assets.		
	Price		40 %
	Relevant Experience		20 %
Selection Criteria:	Capacity to Deliver		20 %
	Demonstrated Understanding		20 %
Submissions Received:	Decor8 Australia Pty Ltd		
Tender Awarded to:	Decor8 Australia Pty Ltd		
Contract Value:	\$120,000 - \$170,000	Date of Award:	13.12.2013
Contract Term:	01.01.2014 – 31.12.2015	Contract Options:	Plus 1 Year

Tender No: 18-13/14	
Tender Title:	Project Architect for the Design of Grass Greens at the Karratha Country Golf Club Course
State-wide Advertising Commenced:	16.11.2013
Tender Closing Date/Time:	04.12.2013
Scope of Works:	Prepare a Golf Course Master Plan involving a draft and final concept design, design development and construction contract documentation
	Nominated Project Team Expertise and Experience 40 %
Selection Criteria:	Nominated Project Team Capability and Capacity 30 %
	Proposed Methodology and Project Understanding 30 %
Submissions Received:	Davey Shearer Golf Design, Richard Chamberlain Golf Design, Thomson Perrett Pty Ltd
Tender Awarded to:	Richard Chamberlain Golf Design
Contract Value:	\$79,000 (ex GST)
Date of Award:	18.12.2013
Contract Term:	8 months Jan-Aug 2014
Contract Options:	Option to extend for project construction period

Tender No: 20-13/14	
Tender Title:	Fabrication and Installation of Storage Shed
State-wide Advertising Commenced:	23.11.2013
Tender Closing Date/Time:	10.12.2013
Scope of Works:	Fabrication and installation of a 12 x 10.4m Storage Shed associated with the 7 Mile Landfill Facility redevelopment.
	Relevant Experience 10 %
Selection Criteria:	Capacity to Deliver 20 %
	Construction Programme 10 %
	Price 60 %
Submissions Received:	Trasan Contracting Pty Ltd Steelwest Pty Ltd T/A WBS Group Pilbara Meta Maya Regional Aboriginal Corporation Northwest Shedmasters Modular Construction Services Pty Ltd Leethall Constructions Karratha Contracting Pty Ltd Civil Road and Rail SX5 Pty Ltd
Tender Awarded to:	Trasan Contracting Pty Ltd
Contract Value:	\$89,688 (ex GST)
Date of Award:	24/12/2013
Contract Term:	January 2014 – April 2014
Contract Options:	-

Tender No: 25-13/14	
Tender Title:	Refuse Site Power and Communication Services Upgrade
State-wide Advertising Commenced:	7.12.2013
	Tender Closing Date/ Time: 23.12.2013
Scope of Works:	Refuse site power and communications services upgrade associated with the 7 Mile Landfill Facility redevelopment.

	Relevant Experience 10 %

	Capacity to Deliver 20 %

Selection Criteria:	Construction Programme 10 %

	Price 60 %

Submissions Received:	G and S Engineering Services Pty Ltd Ausolar Pty Ltd
Tender Awarded to:	Nil.
Contract Value:	-
	Date of Award: 17/01/2014
Contract Term:	-
	Contract Options: -

13.5 MONTHLY BUILDING STATISTICS - DECEMBER 2013

File No:	GR.27
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Regulatory Services
Date of Report:	20 December 2013
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To provide Council with the Building Statistics for the period specified.

Shire of Roebourne Monthly Building Approvals

December 2013

BUILDING PERMITS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Dwellings	16	8	6	2	12	92	88	21	67	20	18	57
Alterations & Additions	1	2	3	0	4	4	3	5	3	1	2	0
Swimming pools & Spa	8	2	7	5	8	6	1	6	7	3	4	2
Outbuildings	37	30	35	14	23	38	45	44	17	32	35	21
Group Development	3	1	1	1	1	2	2	1	5	0	2	0
Number of Sole Occupancy Units - Group												
Development	13	23	10	8	8	32	24	8	50	0	216	0
Commercial	9	8	5	9	5	5	8	10	9	8	2	4
Monthly Total	87	74	67	39	61	179	171	95	158	64	279	84
Demolition Permits	1	5	13	1	3	2	1	0	0	3	1	0
Building Approval Certificates												
Dwellings	0	0	0	0	0	0	0	0	3	0	0	0
Alterations & Additions	2	0	0	0	0	0	0	0	0	0	0	0
Swimming pools & Spa	0	0	0	0	0	1	0	0	0	0	0	0
Outbuildings	4	1	1	0	1	1	2	0	0	0	0	1
Group Development	0	0	0	0	0	0	0	0	0	0	0	0
Number of Sole Occupancy Units - Group	0	0	0	0	0	0	0	0	0	0	0	0
Commercial	0	0	0	0	0	0	1	2	0	0	0	0
Monthly Total	7	6	14	1	4	4	4	2	3	3	1	1
Total \$ Construction Value	\$44,375,192	\$23,774,432	\$17,866,845	\$16,885,383	\$27,868,983	\$70,899,842	\$87,711,260	\$28,249,968	\$68,744,289	\$20,838,631	\$67,166,175	\$43,553,575
YTD Total Number Building Permits Issued	1358											
YTD Total Number Demolition Permits Issued	30											
YTD Total Number Building Approval Certificates Issued	50											
YTD Construction Value	\$517,934,575											

Shire of Roebourne Monthly Building Approvals

December 2013

	2012 Monthly Statistics Attached for Comparison											
BUILDING PERMITS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Dwellings	15	11	20	18	15	25	20	26	23	45	20	8
Alterations & Additions	6	6	9	2	33	4	5	7	9	5	1	0
Swimming pools & Spa	3	9	11	1	9	5	7	18	2	7	17	8
Outbuildings	141	36	28	36	58	74	41	61	96	87	25	18
Group Development	0	0	1	1	1	1	2	6	1	2	2	2
Number of Sole Occupancy Units - Group Development	0	0	2	2	7	8	57	134	9	13	24	9
Commercial	11	21	9	7	8	7	3	11	4	10	5	2
Monthly Total	176	83	80	67	131	124	135	129	144	169	94	47
Demolition Permits	1	1	1	4	8	7	9	5	0	0	2	1
Building Approval Certificates												
Dwellings	0	0	0	0	0	0	0	0	1	0	0	0
Alterations & Additions	1	0	0	0	6	0	1	0	2	0	1	0
Swimming pools & Spa	2	0	0	0	0	0	0	0	0	0	1	0
Outbuildings	0	1	1	0	0	3	0	1	0	0	4	0
Group Development	0	0	0	0	0	0	0	0	0	0	0	0
Number of Sole Occupancy Units - Group Development	0	0	0	0	0	0	0	0	0	0	0	0
Commercial	1	1	0	0	0	0	0	0	0	1	2	0
Monthly Total	4	2	1	0	6	3	1	1	3	1	8	0
Monthly \$ Construction Value	\$28.8m	\$154.9m	\$57.9m	\$24.3m	\$18.3m	\$35.7m	\$23.3m	\$101.2m	\$20.4m	\$44.8m	\$26.8m	\$7.9m
Strata Title Approvals	2	0	0	0	1	2	5	0	0	2	2	1
YTD Total Number Building Permits Issued	1379											
Total 2012 \$ Approved	\$544.3m											

13.6 PLANNING DECISIONS ISSUED 03 DECEMBER 2013 - 13 JANUARY 2014

File No: TA/1/1
Responsible Officer: Director Development Services
Author Name: Planning Administration Officer
Disclosure of Interest: Nil

PURPOSE

To advise Council of the following planning decisions issued for the above period.

APP	DECISION	OWNER	APPLICANT	ADDRESS	APP TYPE	DEVELOPMENT
P2413	APPROVED AMENDMENT	BOC LIMITED	BOC LTD	LOT 987 CROYDON ROAD, KIE	DEVELOPMENT	PROPOSED OXYGEN PRODUCTION/STORAGE FACILITY AND ANCILLIARY WORKS
P3162	APPROVED AMENDMENT	TAMBREY PROPERTIES PTY LTD	SULCON PTY LTD	LOT 4227 TAMBREY DRIVE, NICKOL	DEVELOPMENT	CONSTRUCTION OF A NEW BOTTLESHOP – TAMBREY DRIVE
P3296	APPROVED COUNCIL	DEPARTMENT OF EDUCATION	TAYLOR BURRELL BARNETT TOWN PLANNING & DESIGN	L289 TAMARIND PLACE, WICKHAM	DEVELOPMENT	ROAD RESERVE (CARSE STREET EXTENSION) AND INSTALLATION OF IRRIGATION PIPELINE
P3395	APPROVED DELEGATE	PETER LESLIE WILLIAM SLADE	AMY KROONSTUIVER	LOT 861 (42) ROTHSCHILD LOOP	DEVELOPMENT	HOME OCCUPATION – HARIDRESSING
P3397	APPROVED COUNCIL	FINBAR KARRATHA PTY LTD	HOSPITALITY TOTAL SERVICES PTY LTD	UNIT 119, LOT 555 SHARPE AVENUE (PELAGO WEST), KARRATHA	DEVELOPMENT	CHANGE OF USE – TAVERN
P3410	APPROVED DELEGATE	NORTHWEST PROPERTY PROJECTS PTY LTD	SMC BUILDING PTY LTD	LOT 206 SEABROOK CRESCENT, KIE	DEVELOPMENT	PROPOSED COMMERCIAL DEVELOPMENT – WAREHOUSES, ANCILLARY SHOWROOMS AND OFFICES
P3411	APPROVED DELEGATE	WOODSIDE ENERGY LTD (GRV PROPERTIES)	STUART DALE	LOT 2962 (12) DI CARLO WAY, NICKOL	R-CODE VARIATION	OUTBUILDING SHADE SAIL CLOSER THAN 6M TO BOUNDARY IN FRONT YARD
P3413	APPROVED DELEGATE	KATHERINE RUTH BUTCHER	HANNAH BIRNIE TUTORING SERVICE/MUMMA BEADS	UNIT 22 LOT 501 PADBURY WAY, BULGARRA	DEVELOPMENT	HOME OCCUPATION – STORAGE
P3417	APPROVED DELEGATE	WESTATE(ROEBO URNE) PTY LTD	TPG	2-10 MUNDUMIA WAY, ROEBOURNE	DEVELOPMENT	PROPOSED TWA AND SHORT STAY / HOLIDAY ACCOMMODATION
P3423	APPROVED DELEGATE	NAPIER SUPERANNUATION PTY LTD	IA GROUP	38 OXIDE LOOP, GAP RIDGE	DEVELOPMENT	WAREHOUSE AND OFFICE

P3427	APPROVED DELEGATE	SHARI LEE BIN SALLEH & DARREN MICHAEL LITTLE	ROBERT PETER LITTLE	8 CORMORANT BEND, NICKOL	R-CODE VARIATION	LOCATION OF STORE ROOM WALL 50MM AWAY FROM SIDE BOUNDARY TO ENABLE STORAGE OF TOOL TRAILER DURING CYCLONE SEASON, ALSO PROVIDING PRIVACY TO POOL AREA
P3432	APPROVED DELEGATE	FINBAR KARRATHA PTY LTD	TPG TOWN PLANNING AND URBAN DESIGN	UNIT 182 (26) SHARPE AVENUE, PEGS CREEK	DEVELOPMENT	MIXED USE BUILDING UNDER CONSTRUCTION – APPROVED USE OF TENANCY – SHOP – CHANGE OF USE TO DENTAL SHOP
P3434	APPROVED DELEGATE	DAVID JOHN NESS	DAVID JOHN NESS	LOT 543 (23) MUJIRA RAMBLE, BAYNTON	R-CODE VARIATION	GENERAL SET BACK OF BUILDINGS
P3435	APPROVED DELEGATE	CHRISTOPHER LLOYD & SUSANNE JUDITH ELKS	DANIELLE WILLIAMS	LOT SL4 (27-29) BALMORAL ROAD, PEGS CREEK	DEVELOPMENT	PROPOSED CHANGE OF USE FROM OFFICE TO SHOP
P3436	APPROVED DELEGATE	CLINT & GISELLE ADINE WALDREN DEGEBRODT	TRAVERS CRAIG CLARKE	LOT 230 (124) BAJAMALU DRIVE, BAYNTON	R-CODE VARIATION	BUILDING SETBACK FROM THE BOUNDARY
P3443	APPROVED DELEGATE	ROMAN CATHOLIC BISHOP OF GERALDTON	EIW ARCHITECTS	LOT 4469 ROSEMARY ROAD, STOVE HILL	DEVELOPMENT	ADDITIONAL LEARNING BLOCK
DA14006	APPROVED DELEGATE	SWARISH PTY LTD	DAVID SWARBRICK	LOT 608 (69) MUJIRA RAMBLE, BAYNTON	R-CODE VARIATION	PROPOSED SHADE SAIL POLES AT NIL SETBACK TO THE REAR BOUNDARY

**13.7 JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATIONS
03 DECEMBER 2013 - 13 JANUARY 2014**

File No: TA/1/1
Responsible Officer: Director Development Services
Author Name: Planning Administration Officer
Disclosure of Interest: Nil

PURPOSE

To provide a status of the current JDAP Applications.

APPL. #	LODGEMENT DATE	OWNER	APPLICANT	ADDRESS	DESCRIPTION	JDAP MEETING DATE
P3441	04/12/2013	CORCOM INVESTMENTS PTY LTD	SCRIBE DESIGN GROUP	LOT 155 SEARIPPLE ROAD, BULGARRA	SINGLE LEVEL RESIDENTIAL MULTI DWELLING DEVELOPMENT	FEBRUARY 2014 MEETING

13.8 MONTHLY RANGER STATISTICS

File No: LE.245

Responsible Executive Officer: Director Development Services

Reporting Author: Manager Regulatory Services

Date of Report: 2 January 2013

	Central Zone (B/PC/MW/KIE)	West Zone (N/NW/B/BW/GRIE/D)	East Zone (R/W/PS/C)	Total
Activities on Shire Properties	0	0	0	0
Abandoned vehicles	8	7	7	22
Animal (dogs/other)	20	22	6	48
Cats	5	5	4	14
Camping	0	1	0	1
Cyclone	1	2	0	3
Fire	3	0	0	3
Litter	2	3	1	6
Parking	11	13	3	27
Off Road Vehicles	1	0	1	2
Total Action requests	51	53	22	126

Ranger recommendation of 3 Dog Applications to be approved by Council, subject to conditions

Applicant	Address	Number of dogs	Ranger recommendation	Community Objections
LIZA-JANE FARKAS	49 RADLEY DRIVE BAYNTON	3	Yes	Nil
KEVIN BUCKLEY	41 CARLSEN WAY PEGS CREEK	3	Yes	Nil
KATHERINE ANDERSON	676 KESTRAL WAY BULGARRA	3	Yes	Nil

Where objections are received applications will be referred to the following Council for consideration. Further, should the Council not approve the recommendation of Ranger Services (as presented above), applications will be referred to the following Council meeting as a completed agenda item.

Annual statistics on following page.

CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Inspections/reinspections/audits													
Activities on Shire Properties	1	0	0	1	2	1	1	1	1	4	1	0	13
Abandoned vehicles	15	16	77	20	32	15	21	22	25	15	20	22	300
Animal (dogs/etc)	86	91	95	72	94	92	102	89	50	54	68	48	941
Cats											19	14	33
Camping	3	5	3	22	13	5	8	4	6	0	1	1	71
Cyclone	6	8	0	0	0	0	0	0	0	0	81	3	98
Fire	3	2	2	1	0	0	5	8	4	2	67	3	97
Litter	10	22	20	12	21	12	16	12	18	17	14	6	180
Parking	12	17	12	37	15	13	20	22	18	7	32	27	232
Off Road Vehicles	3	2	2	1	1	1	1	7	3	3	0	2	26
Monthly total	139	163	211	166	178	139	174	165	125	102	284	126	1991
Infringements issued													
Bushfire add as needed	7	0	0	1	1	0	1	3	1	0	1	0	15
Activities on Shire Properties	0	0	0	0	0	0	0	1	0	0	0	0	1
Animal (dogs/cats/etc)	13	5	5	6	8	3	8	3	8	5	7	1	72
Camping	5	1	0	16	17	2	0	0	2	0	0	0	43
Litter	2	2	4	4	0	0	2	2	1	4	9	0	30
Parking	6	8	4	19	14	3	5	6	7	8	18	0	98
Monthly total	33	16	13	46	40	8	16	15	19	17	35	1	259
Impounded dogs													
CENTRAL	15	13	10	8	24	11	14	20	10	23	11	13	172
EAST	3	10	5	3	18	7	12	6	0	6	4	9	83
WEST	17	14	11	17	13	10	18	11	11	6	17	6	151
RELEASED TO OWNER	16	20	15	22	29	13	24	20	10	4	11	12	196
REHOMED TO SAFE	7	6	6	3	11	6	15	10	7	2	10	0	83
EUTHED BY RANGER	2	6	3	0	7	4	4	1	0	0	6	0	33
EUTHED AT VETS	60	69	50	53	102	51	87	68	38	41	59	40	718
Monthly total	15	13	10	8	24	11	14	20	10	23	11	13	172

CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Impounded Cats													
CENTRAL											19	16	35
EAST											15	17	32
WEST											4	2	6
RELEASED											1	0	1
REHOMED TO SAFE											9	16	25
EUTHED											21	20	41
Monthly total											69	71	140

13.9 MONTHLY HEALTH STATISTICS – DECEMBER 2013

File No: LE.288
Responsible Officer: Director Development Services
Reporting Author: Manager Regulatory Services
Date of Report: 24 December 2013
Disclosure of Interest: Nil
Attachment(s) Nil

CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Inspections/reinspections/audits													
Food premises inspection/reinspection	24	7	1	36	0	0	0	8	9	12	34	5	136
Lodging house inspection	0	0	0	1	0	0	34	6	0	0	0	0	41
Camping/caravan park inspection	0	0	0	0	0	0	7	0	0	0	0	0	7
Public building inspection	0	0	0	0	0	0	0	0	0	0	0	0	0
Swimming pool inspection	0	0	0	0	0	0	0	0	0	28	0	0	28
Hairdressers inspection	0	0	0	0	0	0	0	1	1	0	1	0	3
Beauty therapy/skin penetration inspection	0	0	0	0	0	0	0	1	0	2	5	1	9
Septic tank inspections													0
Closed premises	3	0	0	0	7	0	0	3	8	0	2	0	23
Monthly total	27	7	1	37	7	0	41	19	18	42	42	6	247
Health nuisances/complaints investigated													
Air Pollution	0	1	3	1	0	0	1	0	0	1	3	1	11
Building & Accommodation	1	1	3	3	4	3	2	0	2	1	6	0	26
Effluent & Water Pollution	0	0	0	0	0	0	0	0	0	0	0	0	0
Food Safety	5	7	9	13	5	2	1	0	0	1	0	1	44
Noise Pollution	4	2	2	6	5	6	2	2	3	3	0	2	37
Nuisance	0	1	1	1	4	1	2	1	9	6	0	2	28
Pest Control	8	3	4	4	4	3	0	0	1	1	5	1	34
Refuse & Litter	1	1	1	0	1	2	0	0	2	1	0	1	10
Skin Penetration	0	0	0	0	1	1	0	0	0	0	0	0	2
Stallholders & Traders	0	0	0	0	0	0	3	2	0	1	0	0	6
Other	5	14	17	15	4	11	0	0	0	0	0	0	66
Monthly total	24	30	40	43	28	29	11	5	17	15	14	8	264
Notifiable infectious diseases													
Ross River Virus (RRV)	0	0	0	2	2	0	0	0	0	0	0	0	4
Barmah Forest Virus (BHV)	0	0	5	2	2	0	0	0	0	3	0	0	12
Salmonellosis	0	0	0	3	0	0	0	0	0	0	1	0	4
Campylobacteriosis	0	0	0	0	0	0	0	0	0	0	1	0	1
Cryptosporidiosis	0	0	0	3	0	0	0	0	0	0	0	0	3
Positive isolates													0

Monthly total	0	0	5	10	4	0	0	0	0	3	2	0	24
Other health													
Assess development applications	3	9	5	7	7	10	11	3	0	2	3	1	61
Assess building applications	1	1	1	0	0	0	0	0	0	0	0	0	3
Respond to swimming pool positive detections	0	0	0	2	0	0	0	2	3	0	2	0	9
Healthy dog day	0	1	0	0	1	0	0	1	0	0	1	0	4
Chicken bleeding	2	2	2	3	2	2	3	2	2	2	1	1	24
Monthly total	6	13	8	12	10	12	14	8	5	4	7	2	101

13.10 CLEANSWEEP TASKFORCE QUARTERLY REPORT

File No:	CS.14
Responsible Executive Officer:	Director Development Services
Reporting Author:	Community Safety Coordinator
Date of Report:	16 December 2013
Disclosure of Interest:	Nil
Attachment(s)	Cleansweep Taskforce Quarterly Report July to September 2013

PURPOSE

To provide information on the status of programs and initiatives undertaken by the Cleansweep Taskforce during the July to September 2013 quarter.

The Report was presented to the Cleansweep Taskforce Steering Group meeting on 10 December 2013.

13.11 AMENDMENTS TO THE CAT AND DOG ACTS

File No: LE.318 and LE.396
Responsible Executive Officer: Director Development Services
Reporting Author: Manager Regulatory Services
Date of Report: 16 December 2013
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

To advise Council of the changes to the *Dog and Cat Acts* and the implication of these changes on the service provided by the Ranger Services unit.

BACKGROUND

The *Cat Act* commenced in full on 1 November 2013 and included the requirement for mandatory registration of domestic cats, sterilisation of cats (unless you are a registered breeder) and microchipped. Major changes to the *Dog Act 1995* also took effect on 1 November 2013, most of which align with provisions of the new *Cat Act*.

The following table lists the changes:

	Dogs	Cats
Mandatory Microchipping	All new registrations, and existing registrations from November 2015	All cats upon registration
Mandatory sterilisation	Not at this time	All cats must be sterilised to be registered
Registration fees	Increased to bring in line with the <i>Cat Act</i>	Provided already within the <i>Cat Act</i>
Lifetime registration	Implemented 1 November 2013	Implemented 1 November 2013
Alternate contact for registration	New addition to bring in line with the <i>Cat Act</i>	Provided already within the <i>Cat Act</i>
Dangerous Dogs	Expanded categories to include restricted breed, declared dangerous and commercial security. Additional requirements for identification of dogs and securing of yards	Not applicable
Nuisance	Change where only one person needs to make a complaint as compared to 3 previously. Abatement notice now lasts 6 months instead of 14 days.	Not Applicable
Penalties	Increased for all offences	No change

Impound facility	Pound now called a “dog management facility” to bring in line with the <i>Cat Act</i>	No change to name of facility
Holding times for animals	Increased from 3 to 7 days where the animal has a known owner	7 Days where the animal has a known owner
Changes to Exercise areas	Via Absolute majority of council and 28 days notice as compared to gazettal process.	

These changes are likely to impact on the Shire of Roebourne in the following areas:

- 1) Increase in workload due to enforcement of *Cat Act*. Includes complaints, trapping, general nuisance etc. dogs used to take up the majority of Ranger time, however this has been overtaken by cats. Between 1 November and 31 December 2013, the shire has impounded 60 dogs as compared to 73 cats. Of those, 41 have been euthanised at the Vet, 25 re-homed to SAFE and 1 was returned to its owner.
- 2) Reduction in the fees collected for registration of cats and dogs given that lifetime registration is in effect. This also transfers between Local Governments so any registered dogs moving to the Shire would not provide any income for the Shire.
- 3) The extension of time to keep an animal in either of the animal management facilities will increase costs associated with feeding, cleaning and general animal husbandry.
- 4) Training of Rangers to perform microchipping of animals. Initial costs will be recouped over time as the Department of Local Government and Communities has advised that dogs should not be released from the pound before being microchipped, at the owners expense. The Ranger Service would charge a separate fee for this service.
- 5) Increased investigation of complaints since only one person needs to make a complaint for Rangers to act. In real terms, Rangers currently act where only one complaint is received, however still request the complainant provide corroborating evidence from other affected parties. This additional responsibility placed on the complainant minimises vexatious or malicious complaints in certain circumstances.

CONCLUSION

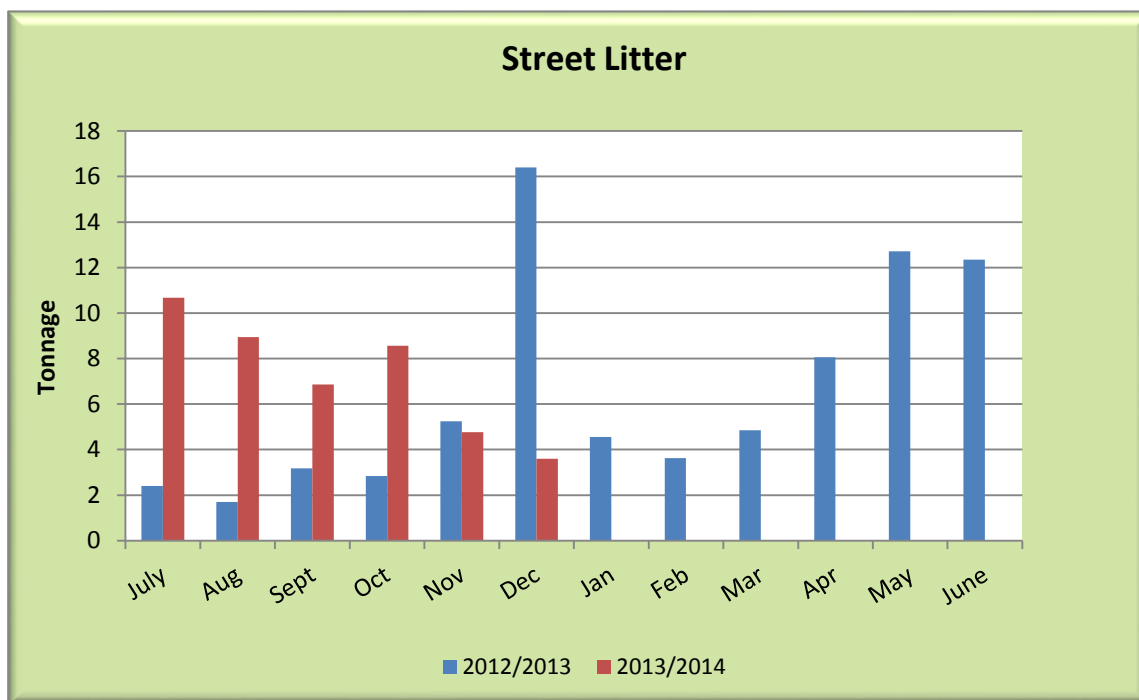
The changes to the *Dog Act* now align with the provisions of the *Cat Act*, making enforcement of provisions easier. Over time there will be a reduction in registration fees being received by the Shire, however part of this loss could be recouped by training the Rangers to implant microchips in both dogs and cats. The additional workload is being managed by the current Ranger Service members, however with new subdivisions under construction, this will bring additional domestic animals into the towns, and place additional burdens on the Rangers team.

13.12 WASTE SERVICES DATA

File No: WM.2
Responsible Executive Officer: Director Strategic Projects & Infrastructure
Reporting Author: Waste Services Office Supervisor
Date of Report: 6 January 2014
Disclosure of Interest: Nil
Attachment(s) Nil

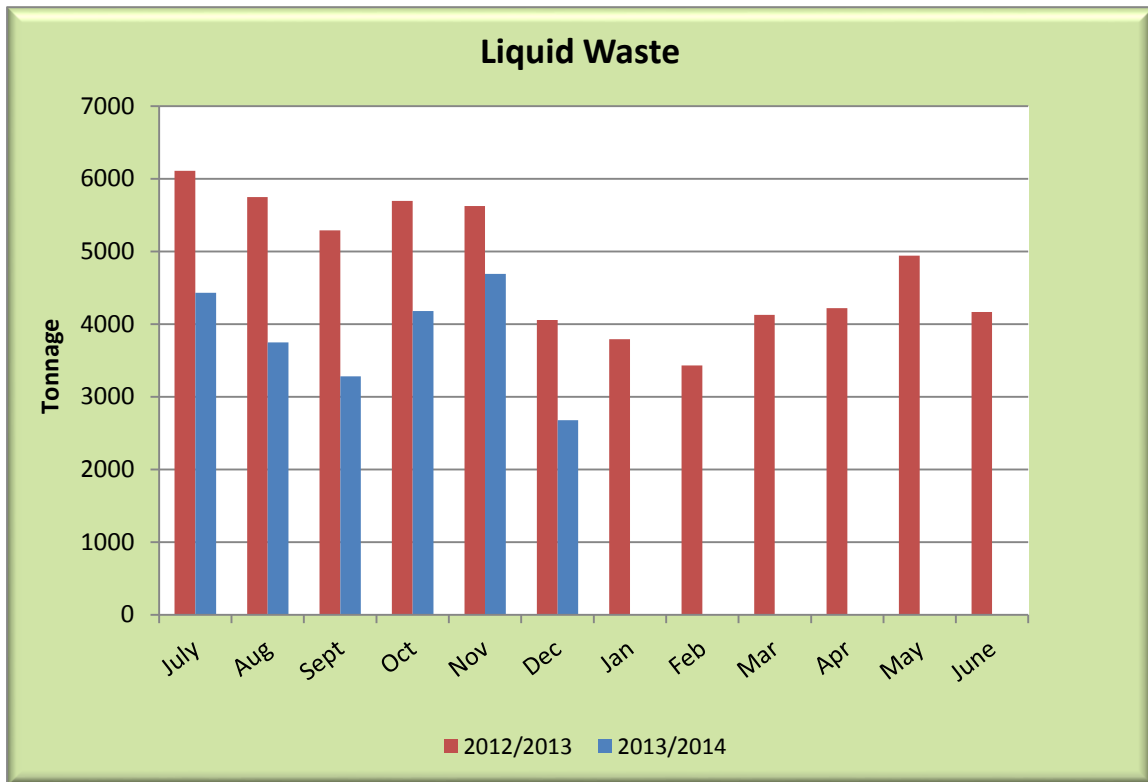
PURPOSE

To provide an illustration of Waste Services data collected for December 2013, including a comparison with the 2012/13 financial year data.

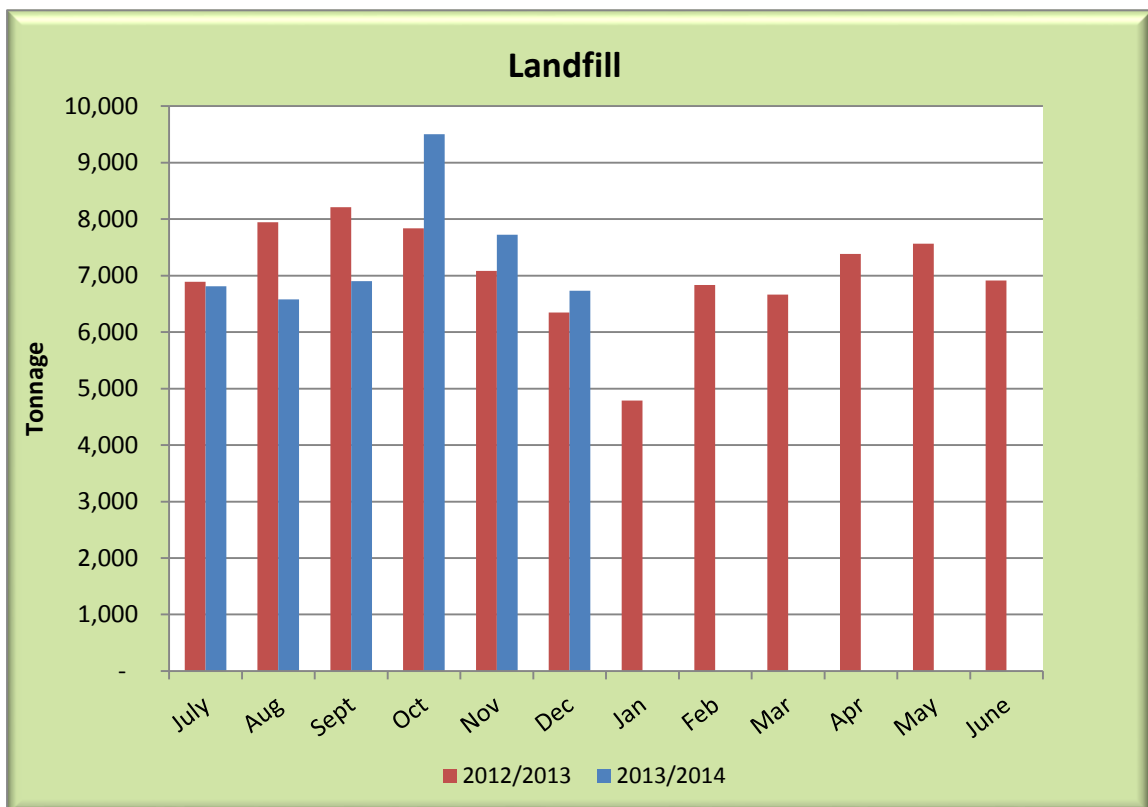


Street Litter collected from Karratha, Dampier, Roebourne, Wickham, Cossack and Point Samson and delivered to the 7 Mile Waste Facility.

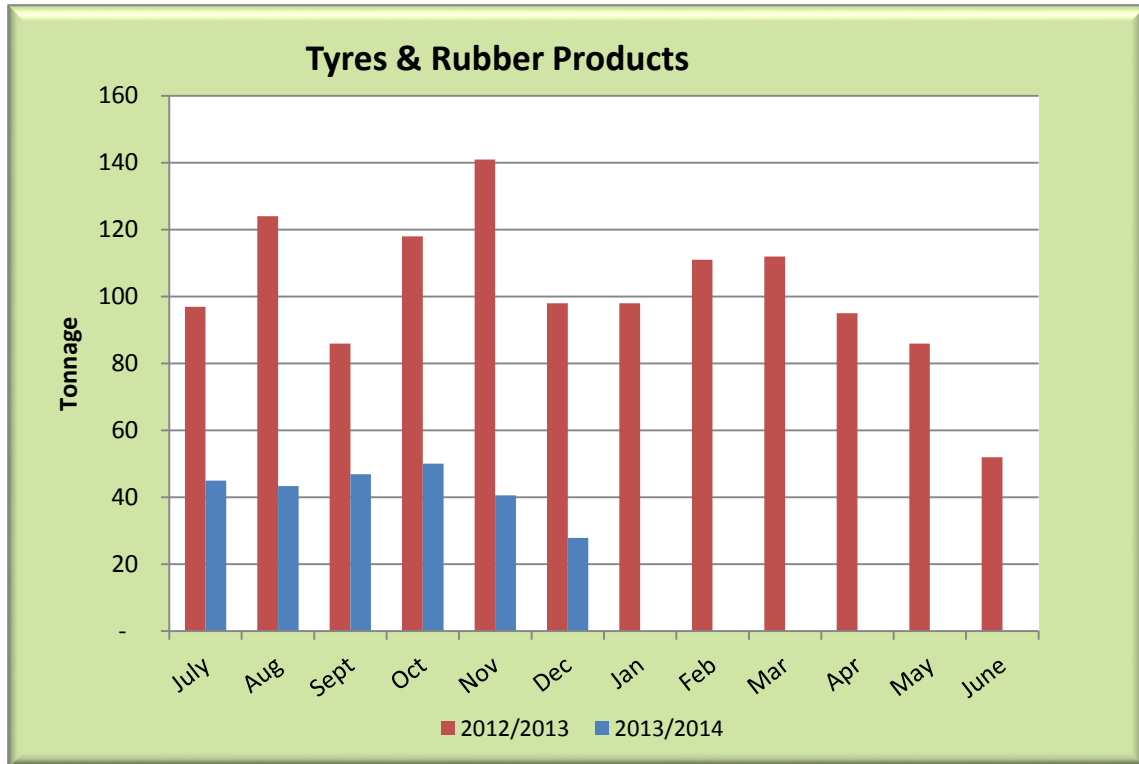
The significant variation in the December tonnage is due to the 2012/13 Mt. Welcome clean up and the 2013/14 reduced staff numbers over the Christmas period and downward trend in the amount of street litter.



Liquid Waste delivered to the 7 Mile Waste Facility



Total waste, excluding liquid waste and clean fill, delivered to the 7 Mile Waste Facility



Tyres and Rubber products delivered to the 7 Mile Waste Facility.

Noted reduction in the year to date volumes potentially as a consequence of introducing new fees and charges which subsequently reduces the impact on landfill.

13.13 MOONRISE CINEMA FINAL REPORT

File No:	RC.65
Responsible Officer:	Director Community Services
Reporting Author:	Senior Events Officer
Date of Report:	09 December 2013
Disclosure of Interest:	Nil
Attachment(s)	Moonrise Cinema Final Report 2013

PURPOSE

To inform Council of the performance of the Moonrise Cinema and results of the Moonrise Cinema Patron Survey 2013.

BACKGROUND

Administered by the Leisure Services Events Team, Moonrise Cinema forms part of the Arts and Culture Program for the Shire of Roebourne. Overall, 2013 has been a successful year for the Moonrise Cinema categorized by brand development, stabilisation of programing and consistency of customer service.

Moonrise Cinema Performance Report 2013

Consistent programing has seen the cinema experience an increase in general awareness and attendance throughout 2013. The total attendance for the year ending 14th December, was 12,723 patrons.

Moonrise Cinema Feedback 2013

The Moonrise Cinema 2013 Survey was distributed electronically to 2000 cinema attendees of which 320 responded. Feedback indicated a positive response to staff service, online ticketing, marketing and the Moonrise Cinema website. Overall there was high community satisfaction with the variety of films available.

Details on results are included in the Final Report attached.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2012-2013 provided for this activity:

Our Program:	1.f.4.3	Encourage community engagement.
Our Services:	1.f.4.3.1	Provide a range of community events and festivals.

CONCLUSION

Officers propose to continue to improve the operation and attendance of the cinema by continuing to offer stable programming and entertainment. The Moonrise Cinema will represent a key component in the direction of the events and festivals strategic plan over the next five years.

14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

15 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

16 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Nil.

17 MATTERS BEHIND CLOSED DOORS

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152753
MOVED : Cr Smeathers
SECONDED : Cr Saylor

In accordance with Section 5.23 (2) (e) (iii) of the *Local Government Act 1995*, that Council move in camera to discuss the following items:

17.1 AIR DEVELOPMENT PLAN FOR KARRATHA AIRPORT

17.2 PASSENGER SCREENING AUTHORITY IMPLEMENTATION OF FEES AND CHARGES AT KARRATHA AIRPORT

Also included is the following:

CONFIDENTIAL ATTACHMENTS TO ITEM 10.1 TENDER 15-13/14 – MANAGEMENT OF COSSACK HISTORICAL TOWN SITE

CONFIDENTIAL ATTACHMENT TO ITEM 10.2 NOMINATIONS TO THE CULTURAL AND MUNICIPAL OFFICES ADVISORY GROUP

CONFIDENTIAL ATTACHMENT TO ITEM 12.1 DAMPIER PUBLIC BOAT RAMP REFURBISHMENT TENDER 04-13/14

CONFIDENTIAL ATTACHMENT TO ITEM 12.5 EFFLUENT REUSE SCHEME - CONCEPT & DESIGN CONSULTANCY BRIEF TENDER 17-13/14

CONFIDENTIAL ATTACHMENT TO ITEM 12.6 KARRATHA AIRPORT TERMINAL UPGRADE PROJECT / BAGGAGE HANDLING SYSTEM TENDER 23-13/14

These matters if disclosed would reveal information about the business, professional, commercial or financial affairs or a person.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
Cr Smeathers, Cr Vandenberg
AGAINST : Nil

Council moved in camera at 7.03 pm.

17.1 CONFIDENTIAL - AIR DEVELOPMENT PLAN FOR KARRATHA AIRPORT

File No: TT.430
Responsible Executive Officer: Director Strategic Projects & Infrastructure
Reporting Author: Airport General Manager
Date of Report: 10 January 2014
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment The Confidential PwC Air Development Plan Report will be tabled at the Agenda Briefing session

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152754
MOVED : Cr Lally
SECONDED : Cr Smeathers

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to:

1. RECEIVE the Price Waterhouse Coopers (PwC) Air Development Plan report and proceed to:
 - a) Develop “concept papers” to present to airlines the opportunity of establishing a fixed base operation (FBO) at Karratha Airport and servicing a network of markets to/from Karratha.
 - b) Develop “business cases” to present to airlines the specific opportunities associated with introducing additional or new scheduled services; and
2. AUTHORISE the CEO and Shire President to negotiate with airlines in relation to commencing additional air domestic services, establishing a FBO and develop international air services to and from Karratha Airport.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
AGAINST : Nil

17.2 CONFIDENTIAL - PASSENGER SCREENING AUTHORITY IMPLEMENTATION OF FEES AND CHARGES AT KARRATHA AIRPORT

File No: TT. 188
Responsible Executive Officer: Director Strategic Projects & Infrastructure
Reporting Author: Airport Assets/Contracts Coordinator
Date of Report: 2 January 2014
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment(s) Confidential Fee Model for the Screening Authority

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152755
MOVED : Cr Lally
SECONDED : Cr Vandenberg

That Council by **ABSOLUTE** Majority pursuant to Section 6.16 and 6.19 of the *Local Government Act 1995* **RESOLVES** to:

1. **AUTHORISE** the CEO to negotiate with the relevant Airlines for a per departing passenger fee on a cost reconciliation recovery basis for the provision of airport screening and security services at Karratha Airport within the parameters of a cost of \$10.00 (initial rate) to \$18.00 (from 1 April 2015) inclusive of GST per departing passenger; and
2. **Subject to a final fee being agreed (within the approved parameters), AUTHORISE** the CEO to advertise the new fees to commence from 1 May 2014.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
 Cr Smeathers, Cr Vandenberg
AGAINST : Nil

COUNCIL RESOLUTION

Res No : **152756**
MOVED : **Cr Hipworth**
SECONDED : **Cr Saylor**

That Council move out of camera.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor
Cr Smeathers, Cr Vandenberg
AGAINST : Nil

Council move out of camera at 7.17 pm.

18 CLOSURE & DATE OF NEXT MEETING

The meeting closed at 7.17pm.

The date of the next meeting is to be held on Monday, 17 February 2014 at 6:30pm at the Community Hall, Point Samson.

I, Cr Peter Long, Shire President of the Shire of Roebourne, hereby declare on behalf of the Councillors of the Shire of Roebourne that the enclosed Minutes are a true and accurate record of the Ordinary Council Meeting held on Tuesday 28 January 2014.

..... Date ____ / ____ / ____
Signed