



ORDINARY COUNCIL MEETING

MINUTES

**The Ordinary Meeting of Council was held
in the Council Chambers, Welcome Road, Karratha,
on Monday, 17 March 2014**

**CHRIS ADAMS
CHIEF EXECUTIVE OFFICER**



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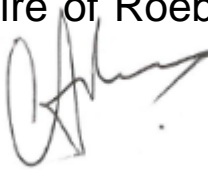
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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation of approval made by any member or Officer of the Shire of 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.

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AGENDA

1 OFFICIAL OPENING

The Ordinary Meeting of Council held in the Council Chambers, Welcome Road, Karratha on 17 March 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, Ms Robyn Marais expressed concern over loss of heritage associated with the Roebourne name and asked whether Council intended to undertake further community consultation.

In response the Chief Executive Officer, Mr Chris Adams advised that this matter was before Council at item 8.1 Proposal to Local Government Advisory Board for Change in Designation and Name.

- Member of the public, Mr Jack Renault addressed item 8.1 Proposal to Local Government Advisory Board for Change in Designation and Name. Mr Renault questioned the currency of the Australian Bureau Statistics population data and legalities of changing to City status. Mr Renault asked whether Council sought legal advice on this matter.

In response the Chief Executive Officer, Mr Chris Adams advised that Council had not sought legal advice because it was not considered necessary.

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 Cr Fiona White-Hartig
Staff:	Chris Adams Chief Executive Officer Phillip Trestrail Director Corporate Services Andrew Ward Director Community Services Simon Kot Director Strategic Projects & Infrastructure Craig Watts Acting Director Development Services Linda Franssen Minute Secretary
Apologies:	David Pentz Director Development Services
Absent:	Nil
Leave of Absence:	Nil
Members of Public:	Paul Costanzo Robyn Marais Nancy Milligan Stuart Otto Jo Prichard Jack Renault Ashlee Rose Sharon Vertigan
Members of Media:	Nil

Notation: Councillor Request for Leave of Absence – refer page 179 of these minutes.

4 DECLARATIONS OF INTEREST

Cr Saylor declared an interest in the following Items:

- Impartiality interest in Item 10.2 Eastern Corridor Community Hub Scope Options as Cr Saylor is a member of the Wickham Community Association which is a partner of the Wickham Community Hub. Cr Saylor also declared that he is an employee of Rio Tinto.
- Financial interest in Item 11.2 Road Dedications Wickham South Stage One as Cr Saylor is an employee of Robe River Mining Company (Rio Tinto).

Cr White-Hartig declared an interest in the following Items:

- Impartiality interest in Item 10.2 Eastern Corridor Community Hub Scope Options as Cr White-Hartig is the President of the Wickham Community Association which is a partner of the Wickham Community Hub; and is the President of the Wickham Youth Group which has an interest in the project.
- Financial interest in Item 11.2 Road Dedications Wickham South Stage One as Cr White-Hartig's spouse is an employee of Rio Tinto.
- Financial interest in Item 12.7 Request for Tender for Resource Recovery Options at the Seven Mile Waste Facility as Cr White-Hartig rents her private property to potential tenderer, Veolia Environmental Services (Australia) Pty Ltd.

5 PETITIONS/DEPUTATIONS/PRESENTATIONS

Cr Long presented a Service Award, Certificate of Appreciation and a \$300 gift voucher each to former Councillors, Sharon Vertigan, and Joanne Prichard for their dedicated service during their term on Council and contribution to the community.

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

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152777
 MOVED : Cr Vandenberg
 SECONDED : Cr Miller

That the Minutes of the Ordinary Meeting of Council held on Tuesday 17 February 2014, 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, Cr White-Hartig
 AGAINST : Nil

7 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

03/02/2014 - Pilbara Regional Council Meeting - Perth
04/02/2014 - Yaburara Heritage Trail Meeting
05/02/2014 - City Centre Revitalisation Progress Update Meeting
05/02/2014 - Meeting with Roebourne Visitors Centre
06/02/2014 - Cultural Precinct Advisory Group meeting
07/02/2014 - Senator Mathias Cormann and Jamie Briggs Breakfast
07/02/2014 - Meeting with Brendan Grylls
10/02/2014 - Waste Advisory Group Meeting
10/02/2014 - Dampier Community Hub Schematic Design Meeting
11/02/2014 - Meeting with Tourism WA
11/02/2014 - ACBC Chinese New Year Dinner
12/02/2014 - Workshop 1 for Karratha Re-Vitalisation Project
19/02/2014 - Meeting with Karratha Visitors Centre
19/02/2014 - Gorgon CRG Meeting
19/02/2014 - Meeting with Yindjibarndi Foundation
19/02/2014 - Meeting with Roebourne Visitors Centre
19/02/2014 - Meeting with Josie Samson
21/02/2014 - Meeting with Roebourne Visitors Centre
21/02/2014 - Meeting with Josie Samson
24/02/2014 - Yaburara Heritage Trail Committee Meeting
25/02/2014 - Audit & Organisational Risk Committee Meeting
25/02/2014 - Meeting with Marlene Boundy - Pilbara Institute
25/02/2014 - Meeting with Flo Corrigan
25/02/2014 - Meeting with Roebourne Visitors Centre
25/02/2014 - Meeting with Josie Samson
25/02/2014 - RIO Tinto Partnership Annual Meeting
26/02/2014 - Wickham Key Stakeholders Meeting
26/02/2014 - Julutharndu Maya opening
26/02/2014 - Meeting with Flo Corrigan
27/02/2014 - Meeting with Karratha Visitors Centre
28/02/2014 - Meeting with CITIC Pacific Mining

8 EXECUTIVE SERVICES

8.1 PROPOSAL TO LOCAL GOVERNMENT ADVISORY BOARD FOR CHANGE IN DESIGNATION AND NAME

File No:	ED.15
Responsible Executive Officer:	Chief Executive Officer
Reporting Authors:	Director Corporate Services Manager Governance and Organisational Strategy
Date of Report:	6 February 2014
Applicant/Proponent:	Local Government Advisory Board
Disclosure of Interest:	Nil
Attachment(s)	Department of Local Government letter 06-02-2014

PURPOSE

To consider the response of the Local Government Advisory Board to Council's submission requesting a change in designation from Shire to City and the proposed name of the local government.

BACKGROUND

At the December 2013 Council Meeting it was resolved by Council to make application to the State Government to change the Shire's designation to a City in accordance with section 2.4 the *Local Government Act 1995*. Additionally Council resolved to lodge a proposal to change the name of the district to "Karratha City Council".

The Local Government Advisory Board (LGAB) is the body that assesses applications of this type before a recommendation is made to the Minister for Local Government for consideration and final determination.

At the LGAB meeting on 4 February 2014 the Board considered that the name "Karratha City Council" is not consistent with the provisions of section 2.5 of the *Local Government Act 1995*. The Board has suggested that the "City of Karratha" is a more appropriate name and if this name is acceptable to Council has requested that a new resolution be submitted to the Board for consideration.

Council considered this report at its February 2014 meeting and resolved to lay the matter on the table to enable all members of Council to be in attendance to make a decision on the name of the district.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy *CE-8 Significant Decision Making Policy*, this matter is considered to be of moderate significance.

COUNCILLOR/OFFICER CONSULTATION

Consultation with Councillors was undertaken in the lead up to the December 2013 Council decision via the City Status Advisory Group. Minutes of the Advisory Group meetings were presented to Council for acceptance.

COMMUNITY CONSULTATION

Detailed community consultation occurred throughout the process to the point when the decision was made by the Council in December 2013.

STATUTORY IMPLICATIONS

Section 2.4 of the *Local Government Act 1995* requires that a district be designated a 'city, town or shire'. Further, a district can only be designated a city if — the district, if it is not in the metropolitan area, has more than 20,000 inhabitants more than half of whom live in an urban area.

In accordance with section 2.5(4) the corporate name of the local government is the combination of the district's designation (e.g. City) and name (e.g. Karratha).

Under clause 5(c) of Schedule 2.2:

"A local government may, whether or not it has received a submission, propose to the Minister the making of an order changing the name of the district or a ward.*

** Absolute majority required."*

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications associated with the LGAB request to consider the name "City of Karratha".

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.f.4.3	Encourage Community Engagement
Our Services:	1.f.4.3.2	Continue to investigate transition to city status through consultation with the community

RISK MANAGEMENT CONSIDERATIONS

Community consultation has identified potential issues and risks associated with the potential change of status and/or name. Risk mitigation and management strategies will be put in place to manage these potential or perceived risks.

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 ABSOLUTE Majority pursuant to Section 2.4, 2.5 and Clause 5(c) of Schedule 2.2 of the *Local Government Act 1995* RESOLVES to SUBMIT to the Local Government Advisory Board a proposal to change the name of the district from the Shire of Roebourne to the City of _____.

CONCLUSION

The LGAB has indicated its view that the proposed name “Karratha City Council” does not meet the naming convention accepted by the Minister for Local Government. The Local Government Act provides that the corporate name of the district is the combination of the district’s designation and name. The LGAB has advised that convention requires that the name be “City of ...” and has suggested that the “City of Karratha” is a more appropriate name. If Council accepts this suggestion, this will not limit Council’s ability to market the district differently, including using such brand names as Karratha City Council, Powerhouse of the Pilbara, or any other suitable branding determined by Council.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : **152778**
MOVED : **Cr Vandenberg**
SECONDED : **Cr Lally**

That Council by ABSOLUTE Majority pursuant to Section 2.4, 2.5 and Clause 5(c) of Schedule 2.2 of the *Local Government Act 1995* RESOLVES to RESUBMIT the proposal to the Local Government Advisory Board to change the name of the district from the Shire of Roebourne to the “City of Karratha” with effect from 1 July 2014.

CARRIED 6-5

FOR : Cr Long, Cr Lally, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg
AGAINST : Cr Bailey, Cr Hipworth, Cr Miller, Cr Saylor, Cr White-Hartig

Cr White-Hartig and Cr Bailey requested that their reasons for being against the motion be recorded in the minutes based on the following - Cr White-Hartig and Cr Bailey felt there was insufficient consultation with the community on the change of the name and that a referendum should have been undertaken.

9 CORPORATE SERVICES

9.1 FINANCIAL STATEMENT FOR PERIOD ENDING 31 JANUARY 2014

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Asset Accountant
Date of Report:	25 February 2014
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 31st January 2014.

BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 31st January 2014:

2013-2014	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Var. Ind
Operating Expense	(75,785,178)	(76,535,533)	(41,720,119)	(37,715,546)	4,004,573	▼
Operating Revenue (incl. Rates)	105,366,343	111,853,515	82,595,565	81,634,150	(961,415)	▼
Non Operating Exp	(51,031,459)	(61,411,818)	(23,899,859)	(16,233,173)	7,666,686	▼
Non Operating Rev	12,643,124	17,249,924	4,626,165	2,413,774	(2,212,391)	▼
Non Cash Items Included	8,153,389	7,700,370	2,517,471	3,179,866	662,395	▲
Surplus BFWD 12/13	653,781	1,136,042	1,136,042	1,136,042	0	
Surplus/(Deficit) 13/14	0	(7,500)	25,255,265	34,415,113	9,159,848	▲

This table shows that Council is currently in a surplus position \$9.16m 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"> • \$1.48m in Transport; • \$1.13m in Community Amenities; • \$419k in Governance; • \$270k in Law, Order & Public Safety; • \$213k in Other Property & Services. 	Under budget in the following projects: <ul style="list-style-type: none"> • \$3.34m in transfer to infrastructure reserve; • \$1.15m in footpath construction; • \$826k in Karratha Leisureplex expenses; • \$675k 7 Mile Tip building improvements; • \$404k Water Infrastructure upgrades – Karratha Airport.
Operating Revenue	Non-operating Revenue
Under budget in the following programs: <ul style="list-style-type: none"> • \$1.3m in sale proceeds on Housing. 	Under budget in the following: <ul style="list-style-type: none"> • \$891k in transfer from infrastructure reserve.

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 on original budget 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	28,624,169	32,211,576	
	Minimum Target between 0% and 15%	86,583,328	62,551,283	64,678,805	
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	16,738,165	12,580,044	
	Target - Greater than 0.90	8,075,504	2,506,114	2,866,077	
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	62,542,281	64,678,805	
	Target - Greater than or equal to 0.40	75,785,178	41,720,119	37,715,546	
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 6.44 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	39,780,746	
	Target - greater than or equal to 1	9,277,760	Applicable	6,177,968	
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	31,130,283	32,211,576	
	Target - more than 2- The higher the better	6,858	3,454	2,394	
		>10	>10	>10	

Statement of Financial Position

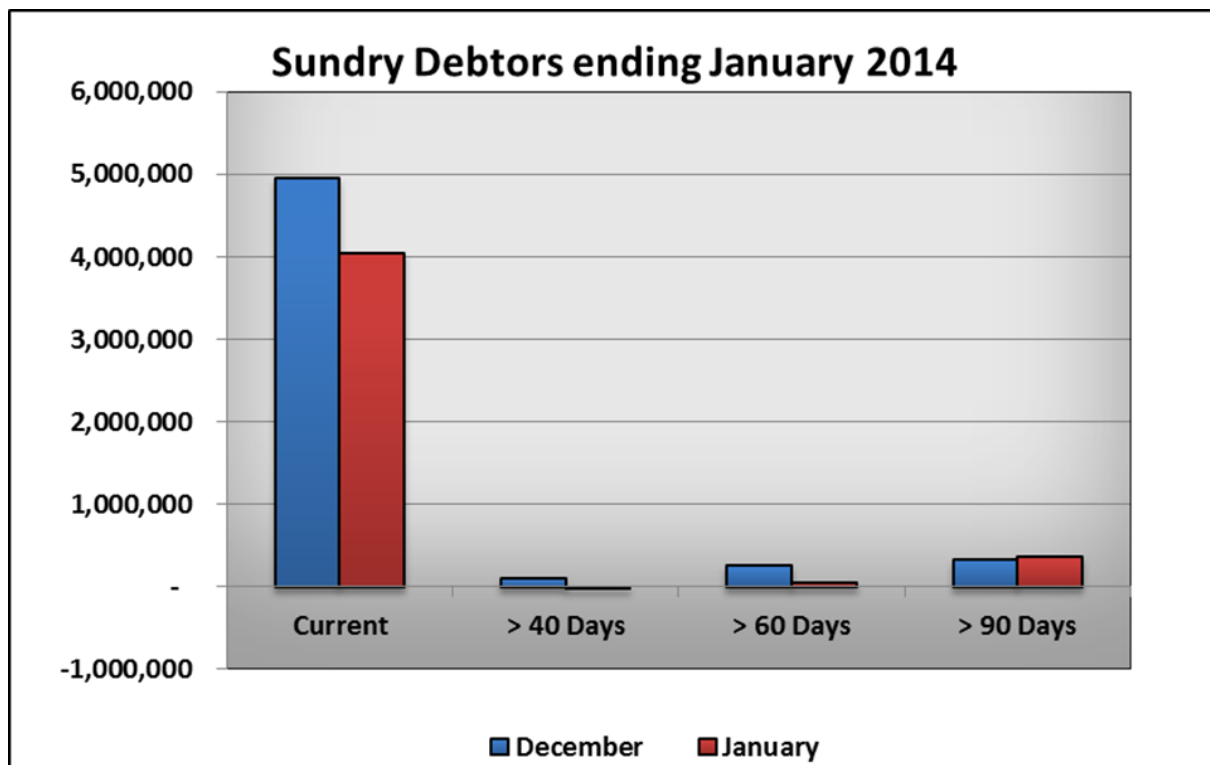
	2014	2013	%
	Jan	Dec	change
Current			
Assets	83,795,708	87,174,878	-3.88%
Liabilities	8,858,907	8,755,816	1.18%
Non Current			
Assets	270,000,984	268,513,324	0.55%
Liabilities	570,185	570,185	0.00%
Net Assets	344,367,600	346,362,201	

Total Current Assets decreased by 3.88% from December to January, which is due to payment of outstanding debtors invoices as a result of regular debt collection procedures. Current Liabilities have remained fairly constant with a slight increase of 1.18% from December to January due to regular processing of invoices. Non Current Assets have increased 0.55% due to capital works carried out. Non Current Liabilities remained unchanged.

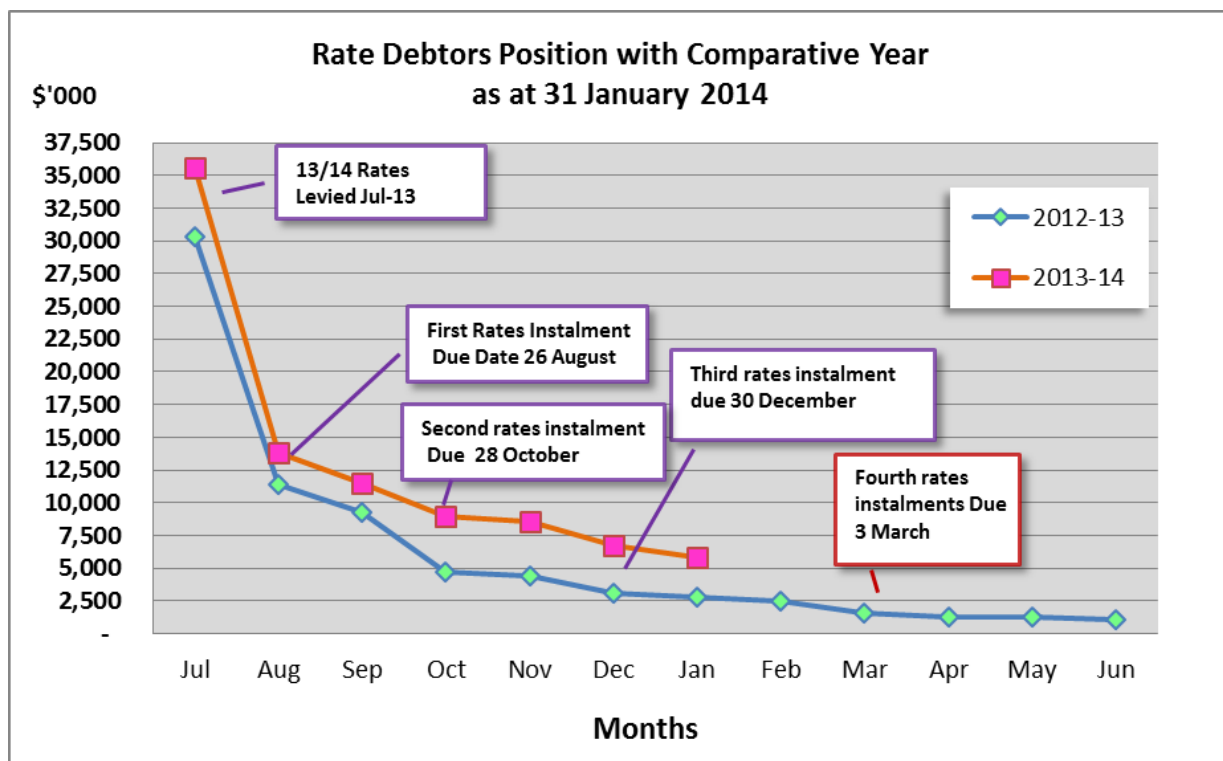
Debtors Schedule

Total Trade Debtors remained stable during the period at \$5,619,782. Stringent debt collection on outstanding debts greater than 40 Days continued in line with Council policy. The following table shows outstanding balances for each ageing period for balances in excess of \$5,000.

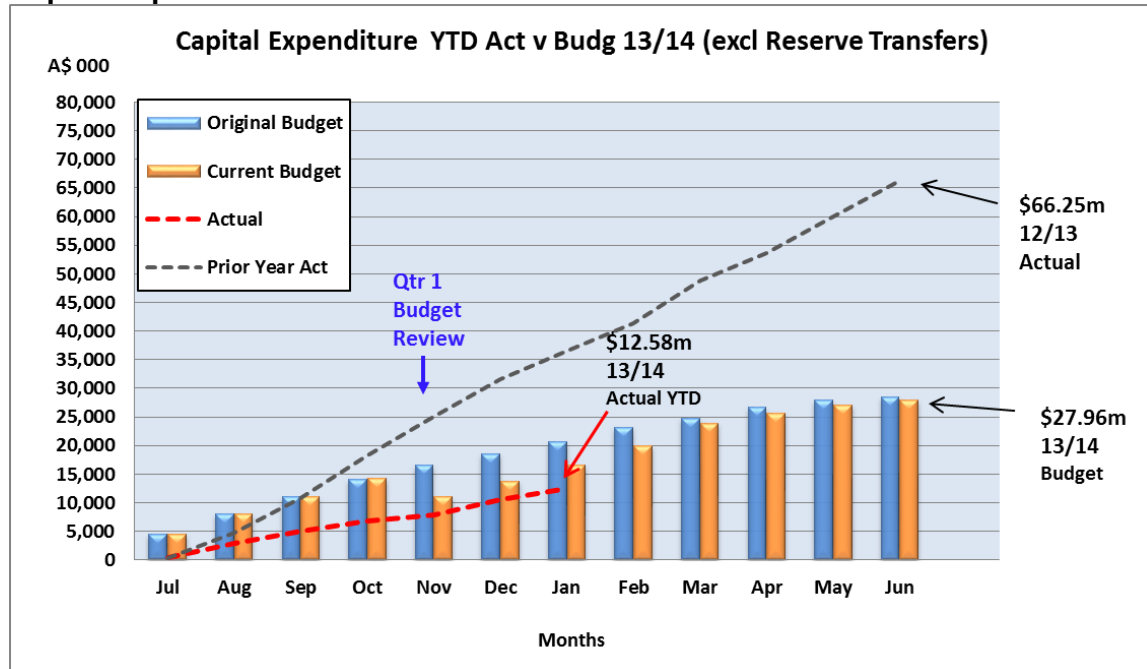
Debtor	40 Days	60 Days	>90 Days	Since paid (Y/N)	Comments
Qantaslink Pty Ltd	9,681	6,439	48,225	No	Qantas have not accepted 13/14 increase in fees and charges so have not paid increase and interest. Forwarded to Debt Collection as per policy
Baynton West Primary School	6,554	0	0	No	Awaiting adjustment to invoice
Karratha Air Logistics	0	0	16,592	No	In administration. To be submitted to council for write off consideration
Qantas Airways Limited	36,479	26,821	240,704	No	Qantas have not accepted 13/14 increase in fees and charges so have not paid increase and interest. Forwarded to Debt Collection as per policy



Rates payments of \$943,426 (including interims) were received during the month of January. This represented 14% of the outstanding rates balance from the prior month. The fourth rates instalment is due on the 3rd March.



Capital Expenditure



Asset Class	YTD			Annual	
	YTD Amended Budget	YTD Actual	Variance %	Annual Orig Budget	Annual Amend Budget
	31-Jan-14			30-Jun-14	
Land	0	0	0%	0	0
Artwork	0	0	0%	0	0
Buildings	8,483,138	7,082,647	-17%	14,359,126	14,186,829
Equipment	130,000	72,373	0%	288,000	200,000
Furn & Equip	271,948	121,998	-55%	644,800	634,448
Plant	569,576	338,192	0%	1,726,290	773,802
Infrastructure	7,283,503	4,964,834	-32%	11,540,901	12,164,365
Totals	16,738,165	12,580,044	-25%	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, 7 Mile Waste Facility building improvements and Karratha Leisureplex works. This shows that Council is currently 25% below budget in capital expenditure year to date. Major variances are in Building & Infrastructure purchases as follows:

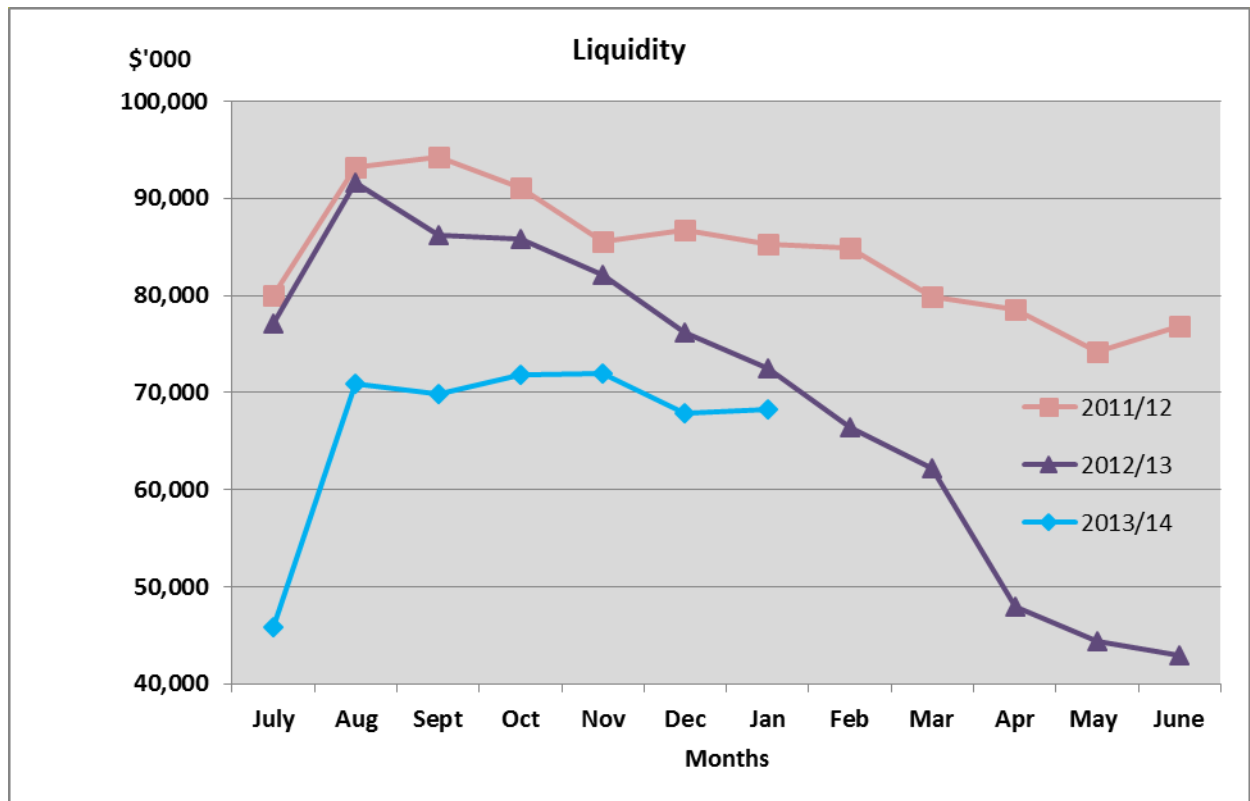
Capital Expenses	Material Variance		Significant Items		
Purchase Of Assets - Buildings	-16.51%	(1,400,491)	(826,134)	▼	Leisureplex
			(674,925)	▼	7 Mile Tip Building Improvements
			(475,368)	▼	Roebourne/Wickham SES Building
			(112,156)	▼	New Civic Centre
			(109,866)	▼	Karratha Airport Terminal Expansion Project
Purchase Of Assets - Infrastructure	-31.83%	(2,318,669)	(1,152,088)	▼	Footpath Construction
			(404,321)	▼	Water Infrastructure Upgrades KTA Airport
			(195,000)	▼	CCTV Installation
			(134,925)	▼	Effluent Systems Upgrade

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 31 January	Interest %	
Reserve Account	3,051,567	2.51	Transactional Account
Maxi Cash Reserve	10,910,631	3.00	Cash Management
Reserve TD - NAB	30,000,000	3.72	Reserve Investment
Municipal Account	3,465,125	2.51	Transactional Account
Maxi Cash Municipal	8,838,929	3.00	Cash Management
Municipal TD - NAB	2,000,000	3.70	Municipal Investment
Municipal TD - NAB	5,000,000	3.70	Municipal Investment
Municipal TD - NAB	5,000,000	3.70	Municipal Investment
Cash on Hand	26,955	0.00	Cash Floats
Total	68,293,207		

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 January, \$5 million of maturing municipal funds were re-invested at 3.7% for 3 months whilst \$7m of municipal funds continued to be invested at 3.7%. \$30 million of maturing reserve funds were re-invested at 3.72% to mature in April. 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 January 2014 with a current full year deficit budget of \$7,500 and actual surplus year to date reported of \$34,405,785 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 31st January 2014 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 31st January 2014.

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.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152779
 MOVED : Cr White-Hartig
 SECONDED : Cr Vandenberg

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 31st January 2014.

CARRIED

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

Shire Of Roebourne							
Notes To And Forming Part Of The Financial Statements							
for the period ending 31 January 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	35,403,692	35,565,519	-	(161,827)	29,047,976
Fees and Charges	47,637,743	44,749,825	25,512,100	27,294,799	-	(1,782,699)	48,449,059
Operating Grant, Subsidies and Contributions	10,681,939	10,327,744	6,377,532	5,247,544	-17.72%	1,129,988	10,994,220
Interest Earned	2,050,282	2,281,433	1,355,167	1,345,854	-	-	2,970,801
Proceeds/Realisation	-	-	(6,250)	773	-	-	0
All Other	549,846	609,954	271,322	463,013	70.65%	(191,691)	1,288,872
Total	97,326,704	94,372,648	68,913,563	69,917,501	-	(1,006,228)	92,750,928
Expenses from Operations							
Employee Costs	33,005,625	32,851,492	19,577,196	19,528,144	-	-	30,784,622
Materials and Contracts	25,770,547	25,436,908	15,098,189	9,997,628	-33.78%	(5,100,561)	20,879,527
Utilities (gas, electricity, water etc)	3,692,330	3,972,212	2,160,799	1,806,147	-16.41%	(354,652)	3,172,054
Interest Expenses	3,926	3,926	1,988	953	-52.04%	-	1,385,118
Depreciation	8,075,504	8,926,140	2,506,114	2,866,077	14.36%	359,963	9,176,505
Insurance Expenses	1,419,733	1,565,654	1,397,373	1,509,526	-	112,153	1,875,382
Other Expenses	3,678,191	3,639,879	2,022,863	1,683,661	-16.77%	(339,202)	2,910,200
Total	75,645,856	76,396,211	42,764,522	37,392,136	-	(5,372,386)	70,183,406
Non Operating Grants, Subsidies and							
Contributions	7,978,202	16,115,775	12,251,277	11,707,028	-	(544,249)	10,702,278
Fair Value Adjustments	-	-	-	-	-	-	6,223,764
Profit On The Sale Of Assets	(61,437)	(1,365,092)	(9,002)	(9,620)	-	-	(30,532)
Loss On Asset Disposal	139,322	139,322	9,328	323,410	-	314,082	1,846,738
Change In Net Assets From Operations	29,581,165	35,317,982	38,399,992	43,918,604	-	4,366,158	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		
Non Operating Grants, Subsidies and Cont.	-17.72%	1,129,988	502,698	▼	Contributions to Strategic Planning Office - Grants & Subsidies
			500,000	▼	Grants - Community Infrastructure Wellbeing Project
			360,000	▼	Contributions to Strategic Planning Office - Contribution, Reimbursement & Donation
			340,674	▼	KTA Airport Revenue - Contributions
			75,000	▼	Contributions - Club Development
			(155,044)	▲	Local Govt Program - Direct Road Grants
			(200,000)	▲	Contribution - Wickham/Roebourne SES
			(282,170)	▲	KTA Airport Revenue - Reimbursement Electricity
All Other	70.65%	(191,691)	(23,841)	▲	Reimbursement - search/legal fees
			(25,000)	▲	KTA Airport - reimbursement recoverables
			(60,053)	▲	Workers Comp & Insurance rebates

Variance Commentary by Nature & Type (cont.)

Expenses from Operations	Material Variance		Significant Items		
Materials and Contracts	-33.78%	(5,100,561)	(721,751)	▼	Airport
			(510,908)	▼	Local Planning Strategy (LPS)
			(166,923)	▼	TTI
			(140,242)	▼	Open Space/Drain Reserve Mtce
			(121,330)	▼	Parks & Gardens Maintenance
			(109,516)	▼	Plant-Repairs
			(109,273)	▼	Cossack Art Awards Expenses
			(96,914)	▼	Computer Network Expenses
			(96,624)	▼	Sporting Facilities-Lighting
			(89,562)	▼	Landfill Operation
			(78,620)	▼	Community Bus (Public Transport Project)
			(78,255)	▼	Asset Management
			(77,427)	▼	Boat Ramp Maintenance
			(76,004)	▼	Support Services - Statutory Planning
			(75,719)	▼	Dampier Community Hub
			(63,465)	▼	PIRSA-Pilbara Industry Road Safety Alliance expense
			(61,975)	▼	Litter Control
			(61,564)	▼	Karratha Administration Building
			(60,424)	▼	Consultants-Recreation Facilities Planning & Management
			(60,424)	▼	Karratha Golf Course/Bowling Green Facility
			(58,353)	▼	Office Expenses-Corporate Compliance
			(54,170)	▼	Major Community Event
			(50,363)	▼	Cultural Planning & Develop (incl REAF)
Utilities	-16.41%	(354,652)	(306,318)	▼	KTA Airport - Karratha Terminal Building
			(75,202)	▼	Oval Maintenance
Depreciation	14.36%	359,963	62,940	▲	Depreciation-Pavilions & Halls
			78,639	▲	KTA Airport -Depreciation
			101,692	▲	Depreciation-Staff Housing
Other Expenses	-16.77%	(339,202)	(452,995)	▼	Non Statutory Donations
			(82,500)	▼	Contribution - Roebourne Community Kitchen
			79,990	▲	Contribution - Karratha Tourist Bureau
			186,000	▲	Contribution To Pilbara Regional Council

Shire Of Roebourne							
Rate Setting Statement							
for the period ending 31 January 2013							
Rate Setting Statement	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more	Var. Ind
	\$	\$	\$	\$	%	\$	
Operating							
Revenues (Sources)							
General Purpose Funding (excluding Rates)	3,619,076	3,856,982	2,219,927	2,119,503	-	100,424	
Governance	166,257	188,967	124,238	199,243	60.37%	(75,005)	▲
Law, Order And Public Safety	2,602,691	1,689,945	803,178	995,439	23.94%	(192,261)	▲
Health	165,699	182,395	134,996	157,208	16.45%	-	▲
Education and Welfare	96,000	159,900	135,360	104,358	-22.90%	-	▼
Housing	278,952	1,578,952	1,462,722	149,906	-89.75%	1,312,816	▼
Community Amenities	16,884,132	14,810,164	9,585,701	9,504,493	-	81,208	
Recreation And Culture	14,645,400	23,581,249	16,894,176	16,552,415	-	341,761	
Transport	29,016,847	27,803,461	14,687,988	15,069,549	-	(381,560)	
Economic Services	1,107,530	894,090	602,071	597,817	-	-	
Other Property And Services	376,865	700,516	541,516	618,700	14.25%	(77,184)	▲
	68,959,449	75,446,621	47,191,873	46,068,631	-	1,123,242	
Expenses (Applications)							
General Purpose Funding	(211,250)	(205,250)	(138,927)	(157,557)	13.41%	-	▲
Governance	(4,656,439)	(4,614,457)	(2,679,234)	(2,260,725)	-15.62%	(418,509)	▼
Law, Order And Public Safety	(2,108,639)	(2,110,612)	(1,228,655)	(958,486)	-21.99%	(270,169)	▼
Health	(1,431,902)	(1,378,514)	(859,541)	(820,669)	-	-	
Education and Welfare	(241,604)	(242,260)	(161,949)	(175,246)	-	-	
Housing	(915,003)	(782,737)	(415,406)	(653,981)	57.43%	238,575	▲
Community Amenities	(15,670,069)	(16,454,634)	(8,389,422)	(7,260,880)	-13.45%	(1,128,542)	▼
Recreation And Culture	(26,020,175)	(27,633,235)	(16,017,101)	(15,374,429)	-	(642,672)	
Transport	(20,847,055)	(20,861,063)	(10,078,414)	(8,593,972)	-14.73%	(1,484,442)	▼
Economic Services	(2,147,325)	(2,144,377)	(1,203,913)	(1,125,102)	-	(78,811)	
Other Property And Services	(1,535,717)	(108,394)	(547,557)	(334,499)	-38.91%	(213,058)	▼
	(75,785,178)	(76,535,533)	(41,720,119)	(37,715,546)	-	(4,004,573)	
Capital							
Revenue							
Proceeds From Disposal Of Assets	251,650	1,607,746	1,385,974	33,935	-97.55%	1,352,039.45	
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	1,005,650	115,000	-88.56%	890,650	▼
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 Cosack Infrastructure Res	-	-	-	-	-	-	
Tsf From Mosquito Control Reserve	-	-	-	-	-	-	
Tsf From Airconditioning Reserve	-	-	-	-	-	-	
Tsf From Medical Services Assistance Package Reserve	33,333	33,333	33,333.0	-	1.00	-	
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 Grants/Contributions	-	-	-	63,024	-	(63,024)	
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	4,396	4,396	-	-	
	12,643,124	17,249,924	4,626,165	2,413,774	-47.82%	2,212,391	

Shire Of Roebourne							
Rate Setting Statement							
for the period ending 31 January 2013							
Rate Setting Statement	Original Budget	Amended Budget	Year to Date Amended Budget	Year To Date Actual	Material Variance $\geq 10\%$	\$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)	(8,483,138)	(7,082,647)	-16.51%	(1,400,491)	▼
Purchase Of Assets - Equipment	(288,000)	(200,000)	(130,000)	(72,373)	-44.33%	(57,627)	▼
Purchase Of Assets - Furniture & Equipment	(644,800)	(634,448)	(271,948)	(121,998)	-55.14%	(149,950)	▼
Purchase Of Assets - Plant	(1,726,290)	(773,802)	(569,576)	(338,192)	-40.62%	(231,384)	▼
Purchase Of Assets - Infrastructure	(11,540,901)	(12,164,365)	(7,283,503)	(4,964,834)	-31.83%	(2,318,669)	▼
Loan Principal Repayments	(2,932)	(2,932)	(1,441)	(1,441)	-	-	-
Tsf To Aerodrome Reserve	(3,673,514)	(8,175,178)	(166,015)	(241,834)	45.67%	75,819	▲
Tsf To Airconditioning Reserve	-	-	-	-	-	-	-
Tsf To Dampier Drainage Reserve	(1,069)	(1,125)	(725)	(453)	-37.53%	-	▼
Tsf To Plant Replacement Reserve	(1,365,234)	(235,107)	(60,104)	(40,824)	-32.08%	-	▼
Tsf To Walkington Theatre Reserve	(203)	(213)	(138)	(23,117)	16651.38%	-	▲
Tsf To Workers Compensation Reserve	(24,960)	(26,373)	(16,953)	(10,615)	-37.38%	-	▼
Tsf To Royalties for Regions Reserve	-	-	-	-	-	-	-
Tsf To Infrastructure Reserve	(11,007,169)	(15,749,744)	(6,337,597)	(2,918,653)	-53.95%	(3,418,944)	▼
Tsf To Partnership Reserve	-	(2,700,000)	-	-	-	-	-
Tsf To Waste Management Reserve	(5,514,212)	(5,678,269)	(474,223)	(285,468)	-39.80%	(188,755)	▼
Tsf To Housing Reserve	-	-	-	(5,357)	-	-	-
Tsf To Parks, Ovals & Rec Facilities Reserve	-	-	-	-	-	-	-
Tsf To Aged Persons Home Reserve	(2,872)	(2,995)	(1,920)	(1,246)	-35.09%	-	▼
Tsf To Information Technology Reserve	-	-	-	-	-	-	-
Tsf To Junior Sport Reserve	(3,730)	(3,933)	(2,533)	(1,534)	-39.45%	-	▼
Tsf To Public Open Space Reserve	(2,943)	0	0	(730)	-	-	-
Tsf To Mosquito Control Reserve	(167)	(187)	(117)	(77)	-33.96%	-	▼
Tsf To History & Cultural Publications Reserve	(2,177)	(2,284)	(1,469)	(928)	-36.80%	-	▼
Tsf To Employee Entitlements Reserve	(91,927)	(95,972)	(62,357)	(37,941)	-39.16%	-	▼
Tsf To Community Development Reserve	(768,884)	(767,197)	(29,122)	(15,451)	-46.95%	-	▼
Tsf To Underground Power Reserve	-	-	-	-	-	-	-
Tsf To Medical Services Assistance Package Reserve	(10,349)	(10,865)	(6,980)	(4,436)	-36.45%	-	▼
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)	(23,899,859)	(16,233,173)	-32.08%	(7,666,686)	
Adjustment For Non Cash Items							
Depreciation	8,075,504	8,926,140	2,506,114	2,866,077	14.36%	(359,963)	▲
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)	11,357	313,789	-	(302,432)	
	8,153,389	7,700,370	2,517,471	3,179,866	26.31%	(662,395)	
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	35,403,692	35,565,519	-	(161,827)	
Surplus / (Deficit)	0	(7,500)	25,255,265	34,415,113			

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	60.37%	(75,005)	(75,005)	▲ Various amounts under materiality threshold
Law, Order And Public Safety	23.94%	(192,261)	(200,000)	▲ Contribution Wickham/Roebourne SES - first part payment for SES building
Housing	-89.75%	1,312,816	1,300,000	▼ Budgeted for sale of 190 & 212 Richardson way in January however properties were not sold
Other Property And Services	14.25%	(77,184)	(124,087)	▲ Supervision of Subdivisions - more subdivision fee income than expected
			90,108	▼ Private Works Income - less private works available than budgeted
Expenses from Operations	Material Variance			Significant Items
Governance	-15.62%	(418,509)	(143,568)	▼ Administration-Corp Services
			(83,331)	▼ Roebourne Advisory Group Ex Gratia Contribution - Allocated to the skate park, project to start April
			(72,919)	▼ Pt Samson Community Assoc Ex Gratia Contribution - next progress payment not yet claimed
			(58,331)	▼ Wickham Community Assoc Contribution - next progress payment not yet claimed
			(58,331)	▼ Dampier Community Assoc Ex Gratia Contribution - next progress payment not yet claimed
			120,167	▲ LSL Entitlements Cash Backed
			186,000	▲ Contribution T o Pilbara Regional Council
Law, Order And Public Safety	-21.99%	(270,169)	(63,465)	▼ Pilbara Industry Road Safety Alliance - outstanding payments are currently being followed up
			(50,748)	▼ Rangers Employment Costs - Monies allocated to other accounts and will be re-couped to this account at EOFY
Housing	57.43%	238,575	380,021	▲ General Administration Alloc
			101,692	▲ Staff Housing Depreciation
			(100,000)	▼ Staff Housing General Mtce Preventative/Remedial - cost allocation issue, adjusted in budget review
			(209,599)	▼ Alloc - Aerodromes & Waste
Community Amenities	-13.45%	(1,128,542)	(213,730)	▼ Karratha Lazylands
			(172,581)	▼ Maintenance - actual salaries & overheads \$133k below budget and contractors expense \$55k below. Plan to engage contractor for internal landfill road maintenance in April 14.
			(164,103)	▼ Karratha Redevelopment Plans - outstanding PO to the value of \$237k is to be expensed over 13/14 and 14/15.
			(83,597)	▼ Administration
			(62,061)	▼ Drainage Maintenance - Timing difference due to cyclone, increased work will be carried out in this area to catch up to the program.
			(57,983)	▼ Statutory Planning Support Services General Consultants - funding has been fully allocated for this account in 13/14. Current outstanding PO for \$65k
			(51,402)	▼ Trade/Commercial Refuse Collection - Actual salaries & wages \$46k below budget

Variance Commentary by Program (cont.)

Expenses from Operations	Material Variance			Significant Items
Transport	-14.73%	(1,484,442)	(304,416)	▼ KTA Airport-Landside Mtce Exp
			(286,135)	▼ KTA Airport-Terminal Building-Op Cost
			(144,852)	▼ Town Street Maintenance - timing difference due Cyclone, increased work will be carried out in this area to catch up to the program.
			(115,911)	▼ Traffic/Street Signs And Control Equipment - timing difference due Cyclone, increased work will be carried out in this area to catch up to the program.
			(109,781)	▼ Footpath Sweeping - Underspend due to machinery breakdown, contractors have commenced work as of 1 February
			(109,284)	▼ Shoulder Grading Various Road - timing issue, contractor has been assigned to work with an increased budget to address Millstream Road and Searipple Road
			(97,662)	▼ KTA Airport - Car Park & Grounds Transport Op Exp
			(88,099)	▼ TTI Bar Expenses - bar Sales softer than budgeted, cost of goods running between 30-35% of sales, plan to return \$100k at budget review
			(85,372)	▼ Street Cleaning Maintenance - underspend due to machinery breakdown, contractors have commenced work as of 1 February
			(82,049)	▼ KTA Airport - Administration
			(68,183)	▼ KTA Airport - Security & Safety - Inspections/ Exercises
			(64,940)	▼ Unsealed Rural Road Mtce - position vacant during the year, new operator took extended leave with no backfill position available. Adjusted in budget review
			(56,126)	▼ KTA Airport - Safety & Security
			78,639	▲ KTA Airport -Depreciation
			133,070	▲ Post Cyclone Clean Up - adjusted in budget review, contractors booked to Cyclone Christine Clean up account
			283,838	▲ KTA Airport - Employment Costs
Other Property And Services	-38.91%	(213,058)	(996,402)	▼ Works - Less Allocated To Works
			(992,511)	▼ PS - Less Allocated To Works
			(608,217)	▼ Parks & Gardens - Less Allocated To Works
			(515,761)	▼ Plant Repairs - incorrect budget has been amended in quarterly review
			(195,260)	▼ Technical Services - Administration
			(128,015)	▼ Workshop Supervision - due to restructure 6 months as surplus with staff on LSL and position vacant, addressed in quarterly review
			(78,255)	▼ Road Data Collection - work is in progress, invoice to be paid once works completed, expected by end of Feb
			65,110	▲ Works - Employment Costs
			67,503	▲ Tech Services Employment Costs
			78,939	▲ Waste Services Employment Costs - additional pay period in January, super from airport incorrectly booked
			134,656	▲ Waste Services - Less Allocated To Works
			253,851	▲ PS - Employment Costs
			2,720,924	▲ Technical Services - Less Allocated To Works

Variance Commentary by Program (cont.)

Capital Revenue		Material Variance		Significant Items	
Tsf From Infrastructure Reserve	-88.56%	890,650	400,000	▼	Funding for additional footpaths
			350,000	▼	Dampier Drainage Maintenance funding - storm water pipe renewal
			85,000	▼	CCTV funding
			55,650	▼	Cossack Infrastructure Project funding - project completed with small surplus
Capital Expenses		Material Variance		Significant Items	
Purchase Of Assets - Buildings	-16.51%	(1,400,491)	(674,925)	▼	7 Mile Tip Bldg Improvements - communications were tendered in Nov 13, response was not adequate to contract, therefore communications broken into 3 areas to be purchased separately. This has delayed the project, adjusted in March review
			(596,900)	▼	Leisureplex - final payments still be made on the oval lights and the generator. Payment will not be approved until the works are certified complete, amended in March review
			(475,368)	▼	Buildings-Roebourne/Wickham SES - construction started later than expected due to cyclone and completion of design changes
			(120,840)	▼	Leisureplex Improvements
			(112,156)	▼	New Civic Centre
			(109,866)	▼	Karratha Airport Terminal Expansion Project - completion of design tender documentation was delayed leading to the tender being advertised late and a later than expected construction start date, adjusted in March Review
			(108,394)	▼	Leisureplex Shade Playground - initial procurement was for D&C package. No tenders were received so design done by Tech Services and equipment purchased direct, amended in the March review
			81,542	▲	New Airport Depot W/S Facility - cash flow was amended in Oct review due to issues with design compliance. once received the construction has progressed faster than scheduled. Project reached practical completion 13 Feb 14, final progress claims likely to be processed Mar/Apr, adjusted in Mar review
			720,944	▲	Purchase Housing - purchase of 14 Schooner st
Purchase Of Assets - Equipment	-44.33%	(57,627)	(57,627)	▼	Various amounts under materiality threshold
Purchase Of Assets - Furniture & Equipmer	-55.14%	(149,950)	(55,000)	▼	Telecommunications Project
			(35,450)	▼	Purchase Computer Equipment
			(32,000)	▼	Purchase Printer Equipment
Purchase Of Assets - Plant	-40.62%	(231,384)	(85,139)	▼	Works - plant ordered October awaiting delivery, adjusted in March review
			(71,468)	▼	Health Services - awaiting purchases of replacement Health Hilux and replacement Mosquito Control Hilux

Variance Commentary by Program (cont.)

Capital Expenses	Material Variance		Significant Items	
Purchase Of Assets - Infrastructure	-31.83%	(2,318,669)	(1,152,088)	▼ Footpath Construction - program delayed slightly due to fabrication of footbridges, all POs issued with work still expected to be completed by the end of the year
			(404,321)	▼ Water Infrastructure Upgrades KTA Airport - payment of final contract amount and variations to contract have been delayed until disputes over works completed are resolved, adjusted in Mar review
			(195,000)	▼ CCTV project awaiting finalisation of MOU with WAPOL, then we can commence installation of system
			(134,925)	▼ Upgrade Effluent Systems - tender has been let for the design of the system, unlikely to be complete by the end of the year, surplus will be budgeted 14/15
			(123,870)	▼ Reseal Clarkson Street - this job was used to balance the remaining funds in the overall resealing program, program was delivered under budget, surplus handed back at budget review
			(98,068)	▼ Airside Upgrade
			(75,000)	▼ Led Lighting Upgrade
			(54,800)	▼ Roebourne Skate Park - works allocated during 3rd and 4th quarter
			(50,000)	▼ Norman Road Extension - works complete, posted to 946028 (swale cross overs), adjusted in Mar review
			53,385	▲ Footpaths-Dampier Highway Stage 2 - incorrect allocation of expenditure to this account
			59,127	▲ Footpaths Teesedale Place - Atkinson Way - project completed over the original cost estimate which was based on little known detail at the time
			84,903	▲ Airport Roadway Construction - adjusted in Mar review
			180,630	▲ Footpath Oleander Place - Job has been added, was part of overall footpath budget which has now been reduced accordingly
Tsf T o Aerodrome Reserve	45.67%	75,819	75,819	▲ Higher than forecast interest due to higher than budgeted reserve balance (transfers from not yet req'd).
Tsf T o Infrastructure Reserve	-53.95%	(3,418,944)	(3,336,774)	▼ Net reimbursement to Infrastructure Reserve for Leisureplex funding not yet processed
			(82,170)	▼ Lower than forecast interest due to long term deposit. This is a timing difference which is likely to equal out in the coming months
Tsf T o Waste Management Reserve	-39.80%	(188,755)	(188,755)	▼ Lower than forecast interest due to long term deposit. This is a timing difference which is likely to equal out in the coming months

Shire Of Roebourne
Notes to the Financial Statements
for the period ending 31 January 2014

Note 1. Net Current Assets

	Year to Date	2013/14
	Actual	Brought Fwd
Note	31 Jan 2014	1 July 2013
	\$	\$
Current Assets		
Cash and Cash Equivalents – Unrestricted	24,267,984	797,590
Net Trust Liabilities in Muni Trust - ATM Floats	(9,752)	57,078
Trust - Medical Services Incentive Services	0	0
Cash and Cash Equivalents - Restricted - LSL & R4R	-	-
Cash and Cash Equivalents - Restricted – Reserves	43,962,198	42,684,509
Cash - Restricted Unspent Grants/Contributions	63,024	166,312
Cash - Restricted Unspent Loans	0	0
Trade and Other Receivables	11,453,616	9,314,700
Land held for Resale - Development Costs	0	0
Inventories	321,395	449,261
Total Current Assets	80,058,466	53,469,450
Current Liabilities		
Trade and Other Payables	1,618,131	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	5,683,954	13,675,185
Net Current Assets	74,374,512	39,794,265
Plus (Minus) Items To Be Excluded		
Take Out Reserve Funds	(43,962,198)	(42,684,509)
Take Out Fully Restricted Cash (Grants/Contributions)	(63,024)	(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	34,415,113	1,136,042

Shire Of Roebourne

Notes to the Financial Statements (cont.) for the period ending 31 January 2014

Note Explanation:

1) Reserves and Long Service Leave are Cash Backed

2)

Total Trade and Other Receivables	11,453,616
Total Rates Debtors Outstanding	5,811,865

Shire Of Roebourne
Statement of Financial Position
for the period ending 31 January 2014

Note 2: Balance Sheet	Actual 2013/14 \$	Actual 2012/13 \$
Current Assets		
Cash On Hand	26,955	27,255
Cash and Cash Equivalents - Unrestricted	24,304,053	936,647
Cash and Cash Equivalents - Restricted (Trust)	3,166,134	2,944,984
Cash and Cash Equivalents - Restricted (Reserves/Muni)	43,962,198	42,684,509
Trade and Other Receivables	12,025,232	9,777,096
Inventories	321,395	449,261
Total Current Assets	83,805,968	56,819,751
Non Current Assets		
Trade and Other Receivables	53,402	53,402
Property, Plant and Equipment	160,134,751	163,350,919
Infrastructure	109,812,831	97,367,531
Total Non Current Assets	270,000,984	260,771,853
Total Assets	353,806,952	317,591,604
Current Liabilities		
Bank Overdrafts	0	0
Trade and Other Payables	1,618,131	9,607,922
Trust Liabilities	3,175,885	2,887,905
Long Term Borrowings	1,495	2,935
Provisions	4,064,328	4,064,328
Total Current Liabilities	8,859,839	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	9,430,025	17,133,276
Net Assets	344,376,928	300,458,328
Equity		
Accumulated Surplus	284,504,414	241,863,499
Asset Revaluation Reserve	15,910,320	15,910,320
Reserves	43,962,194	42,684,509
Total Equity	344,376,928	300,458,328

Shire Of Roebourne
Statement Of Financial Activity
for the period ending 31 January 2014

Note 3: Cash and Cash Equivalents

	\$
Municipal & Trust Fund Bank	
Cash On Hand	26,955
Westpac on call	6,631,970
Westpac on call & Term Deposits	<u>20,838,217</u>
	<u>27,497,142</u>
Reserves Fund Bank	
Westpac/WATC/Bankwest on call & Term Deposits	<u>43,962,198</u>
	<u>43,962,198</u>
Total Cash	<u><u>71,459,340</u></u>

Note 4				
Shire Of Roebourne				
Notes To And Forming Part Of The Financial Statements				
by Divisions by Activities				
for the period ending 31 January 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)	(439,378)	(575,383)
Net (Cost) Revenue to Council for Cossack Infrastructure Project	0	(172,176)	(172,176)	(221,115)
Net (Cost) Revenue to Council for Executive Admin	(938,564)	(792,055)	(466,793)	(415,407)
Net (Cost) Revenue to Council for Public Affairs	(358,750)	(405,020)	(202,969)	(298,891)
CORPORATE SERVICES				
Net (Cost) Revenue to Council for Rates	36,596,354	36,712,949	35,637,577	35,945,797
Net (Cost) Revenue to Council for General Revenue	(4,392,526)	(4,437,527)	2,619,523	2,593,297
Net (Cost) Revenue to Council for Corporate Services	3,596,395	3,296,654	1,856,272	1,772,191
Net (Cost) Revenue to Council for Human Resources	(1,696,898)	(1,799,630)	(978,220)	(907,925)
Net (Cost) Revenue to Council for Corporate Compliance Services	(1,939,401)	(1,436,171)	(824,945)	(659,328)
Net (Cost) Revenue to Council for Information Services	(850,942)	(941,080)	(608,389)	(363,554)
Net (Cost) Revenue to Council for Television & Radio Services	(9,921)	(9,921)	(6,326)	(11,857)
Net (Cost) Revenue to Council for Staff Housing	(346,182)	(411,987)	490,206	(1,682,123)
COMMUNITY SERVICES				
Net (Cost) Revenue to Council for Rio Tinto Partnership	(473,968)	603,222	2,680,939	2,818,774
Net (Cost) Revenue to Council for Community Development	(2,100,242)	(1,524,678)	(411,711)	(866,292)
Net (Cost) Revenue to Council for Cossack Art Awards	(131,612)	(1,612)	(1,612)	76,185
Net (Cost) Revenue to Council for Youth Development	(23,700)	(23,200)	(23,500)	(6,067)
Net (Cost) Revenue to Council for Other Culture	(234,160)	(205,264)	(148,215)	(95,620)
Net (Cost) Revenue to Council for Arts & Culture Program	(46,304)	(43,304)	235,237	535,772
Net (Cost) Revenue to Council for Community Sponsorship	(1,953,502)	(1,866,016)	(1,067,935)	(505,125)
Net (Cost) Revenue to Council for Daycare Centres	(124,313)	(66,069)	(46,009)	(60,723)
Net (Cost) Revenue to Council for Child Health Clinics	(102,830)	(98,440)	(60,552)	(51,271)
Net (Cost) Revenue to Council for Karratha Entertainment Centre	(70,944)	(19,368)	(969,795)	(939,973)
Net (Cost) Revenue to Council for Karratha Aquatic Centre	0	0	0	908
Net (Cost) Revenue to Council for Roebourne Aquatic Centre	(544,771)	(471,327)	(452,188)	(387,151)
Net (Cost) Revenue to Council for Libraries	(1,583,308)	(1,566,321)	(909,977)	(891,835)
Net (Cost) Revenue to Council for Cossack Operations	(368,392)	(306,201)	(284,859)	(208,788)
Net (Cost) Revenue to Council for Ovals & Hardcourts	(1,409,552)	(1,418,428)	(1,010,907)	(830,453)
Net (Cost) Revenue to Council for Karratha Bowling & Golf	(542,183)	(597,226)	(369,389)	(356,681)
Net (Cost) Revenue to Council for Pavilions & Halls	(776,676)	(811,324)	(424,387)	(602,219)
Net (Cost) Revenue to Council for Recreation Projects	(854,649)	(799,968)	(451,272)	(462,458)
Net (Cost) Revenue to Council for Playgrounds	(416,032)	(408,072)	(200,426)	(147,105)
Net (Cost) Revenue to Council for Youth Centres	(3,640)	50,163	(2,121)	(1,392)
Net (Cost) Revenue to Council for Medical Services	30,424	32,684	18,677	2,606
Net (Cost) Revenue to Council for Other Buildings	(297,195)	(247,195)	(157,924)	(65,888)
Net (Cost) Revenue to Council for The Youth Shed	(888,227)	(1,023,302)	(569,556)	(599,106)
Net (Cost) Revenue to Council for Karratha Leisureplex	(2,205,104)	(3,020,581)	(1,170,945)	2,459,169
Net (Cost) Revenue to Council for Pam Buchanan Family Centre	(102,851)	(154,028)	(111,604)	(153,636)
Net (Cost) Revenue to Council for Aged Persons Housing	0	(949)	(759)	(379)
Net (Cost) Revenue to Council for Asbestos Remediation Project Roebourne (3	0	0	0	(467)

Shire Of Roebourne				
Notes To And Forming Part Of The Financial Statements				
by Divisions by Activities				
for the period ending 31 January 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)	(773,607)	(57,254)
Net (Cost) Revenue to Council for Ranger Services	(949,820)	(899,412)	(334,111)	(278,197)
Net (Cost) Revenue to Council for Business Improvement Process	(169,284)	(44,501)	(29,356)	(19,056)
Net (Cost) Revenue to Council for Tourism/Visitors Centres	(479,159)	(610,833)	(305,417)	(385,406)
Net (Cost) Revenue to Council for Community Safety	(297,796)	(86,027)	(49,061)	238,229
Net (Cost) Revenue to Council for Economic Development	(278,588)	(290,268)	(180,070)	(151,125)
Net (Cost) Revenue to Council for Camping Grounds	47,220	43,220	31,745	39,481
Net (Cost) Revenue to Council for Building Control	89,058	(1,656)	38,917	73,317
Net (Cost) Revenue to Council for Health Services	(941,206)	(941,029)	(552,134)	(482,434)
Net (Cost) Revenue to Council for Town Planning	(1,229,783)	(1,360,061)	(665,042)	(655,000)
Net (Cost) Revenue to Council for Strategic Planning	(319,025)	(395,827)	60,360	(256,627)
Net (Cost) Revenue to Council for Development Services	(90,535)	(50,535)	(28,805)	(26,584)
INFRASTRUCTURE SERVICES				
Net (Cost) Revenue to Council for Depots	(503,630)	(536,265)	(300,612)	(251,214)
Net (Cost) Revenue to Council for Public Services Overheads	(133,374)	108,524	19,337	748,079
Net (Cost) Revenue to Council for Fleet & Plant	(1,650,959)	20,077	(396,647)	324,381
Net (Cost) Revenue to Council for Roads & Streets	(5,343,243)	(5,270,765)	(2,830,359)	(1,972,629)
Net (Cost) Revenue to Council for Parks & Gardens	(2,021,931)	(1,920,609)	(1,103,382)	(797,671)
Net (Cost) Revenue to Council for Drainage	(321,006)	(321,092)	(272,757)	(494,259)
Net (Cost) Revenue to Council for Footpaths & Bike Paths	(1,207,033)	(1,281,927)	(1,180,543)	(661,328)
Net (Cost) Revenue to Council for Effluent Re-Use Scheme	(1,218,721)	(848,964)	(428,578)	(267,130)
Net (Cost) Revenue to Council for Cemeteries	(85,741)	(85,741)	(56,054)	(9,729)
Net (Cost) Revenue to Council for Public Toilets	(476,180)	(476,180)	(186,496)	(181,916)
Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties	(318,812)	(318,812)	(148,066)	(72,419)
Net (Cost) Revenue to Council for Town Beautification	(1,783,105)	(1,772,152)	(992,545)	(793,989)
Net (Cost) Revenue to Council for Bus Shelters	(100,000)	(200,000)	(50,000)	(6,604)
Net (Cost) Revenue to Council for Private Works & Reinstatements	0	101,062	101,062	13,849
Net (Cost) Revenue to Council for Works Overheads	93,506	(140,872)	(194,071)	737,231
Net (Cost) Revenue to Council for Parks & Gardens Overheads	184,001	154,453	85,155	682,805
Net (Cost) Revenue to Council for Tech Services	(1,138,399)	(340,741)	(381,064)	(2,805,908)
Net (Cost) Revenue to Council for Tech Services Overheads	0	0	0	(3,430)
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)	(18,670)	(25,283)
STRATEGIC BUSINESS PROJECTS				
Net (Cost) Revenue to Council for Project Management	36,930	(241,091)	(98,491)	5,399
Net (Cost) Revenue to Council for Waste Collection	(3,745,908)	(4,169,984)	1,447,685	1,635,674
Net (Cost) Revenue to Council for Landfill Operations	2,686,739	3,519,742	100,417	1,858,345
Net (Cost) Revenue to Council for Waste Overheads	1,276,056	1,276,006	739,630	486,130
Net (Cost) Revenue to Council for Karratha Airport	6,574,665	1,978,594	1,619,231	3,427,184
Net (Cost) Revenue to Council for Tien Tsin Inne	59,591	(57,409)	8,542	96,358
Net (Cost) Revenue to Council for Other Airports	(6,546)	(6,546)	(4,053)	(812)

9.2 LIST OF ACCOUNTS FEBRUARY 2014

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Acting Senior Creditors Officer
Date of Report:	28 February 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 4.d.1.5.2	Assist compliance against purchasing delegations 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 \$6,002,062.10 submitted and checked with vouchers, being made up of:

- a) Trust Vouchers 222 to 226 (Inclusive),
 - b) EFT26010 to EFT26607 (Inclusive),
 - c) Cheque Vouchers 76642 to 76728 (Inclusive)
 - d) Cancelled cheques EFT26118, 26334, 26479, 26218, 76631, 76656, 76696, 76642-76644
 - e) Direct Debits DD19639.1, DD19665.1 & DD19729.1
 - f) Payroll Cheques \$1,451,710.27
- with the EXCEPTION OF (as listed)

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 : 152780
 MOVED : Cr Kickett
 SECONDED : Cr Harris

That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* RESOLVES to ACCEPT payments totalling \$6,002,062.10 submitted and checked with vouchers, being made up of:

- a) Trust Vouchers 222 to 226 (Inclusive),
- b) EFT26010 to EFT26607 (Inclusive),
- c) Cheque Vouchers 76642 to 76728 (Inclusive)
- d) Cancelled cheques EFT26118, 26334, 26479, 26218, 76631, 76656, 76696, 76642-76644
- e) Direct Debits DD19639.1, DD19665.1 & DD19729.1
- f) Payroll Cheques \$1,451,710.27

CARRIED

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

Chq/EFT	Date	Name	Description	Amount
222	26.02.2014	Bond Administrator	Rental Security Bond	416.66
223	26.02.2014	Leanne Barker	Refund - Venue Hire Bond	250.00
224	26.02.2014	CFMEU	Refund - Venue Hire Bond	250.00
225	26.02.2014	Horizon Power Social Club	Refund - Venue Hire Bond	500.00
226	26.02.2014	Ebony Tournay	Refund - Venue Hire Bond	250.00
EFT26010	29.01.2014	Karratha Visitor Centre	SoR Funding - Quarter 3 January - March 2014	87,989.00
EFT26011	29.01.2014	Australia Post	Postage Charges - December 2013	1,526.86
EFT26012	29.01.2014	Allied Pickfords - Karratha	13 Wagari Drive - Removal Of Stored Housing Items 17/01/2014	1,078.00
EFT26013	29.01.2014	Chefmaster Australia	Stock - Garbage Bags	1,128.50
EFT26014	29.01.2014	Staples Australia (formerly Corporate Express)	Stationery	2,342.77
EFT26015	29.01.2014	Chandler Macleod	Labour Hire	39,673.56
EFT26016	29.01.2014	Duxton Hotel Perth	Accommodation - Various Perth Meetings	889.00
EFT26017	29.01.2014	GFI Asia Pacific Pty Ltd	GFI MailArchiver Version 2013	4,202.55
EFT26018	29.01.2014	Hathaway's Lubricants	Stock	765.60
EFT26019	29.01.2014	Karratha Community House	2013/14 Annual Community Sponsorship	18,000.00
EFT26020	29.01.2014	S Kot	Reimbursement - Advantage Plus Membership	479.00
EFT26021	29.01.2014	Caltex Energy WA (Link Energy Pty Ltd)	Fuel	25,536.04
EFT26022	29.01.2014	Mercure Hotel - Perth	Staff Accommodation For Training	458.00
EFT26023	29.01.2014	WALGA (Marketforce)	Advertising	6,880.34
EFT26024	29.01.2014	North West Realty	Rates Refund	1,084.36
EFT26025	29.01.2014	Poolmart Karratha	KLP - Pool Fencing And Gate For Crèche	365.25
EFT26026	29.01.2014	Water2Water	Kta Airport - Cooler Service	678.08
EFT26027	29.01.2014	Pilbara Iron Company (Services) Pty Ltd	Electricity Charges	995.08
EFT26028	29.01.2014	Parry's Merchants	Kiosk Stock - TTI, Youth Shed, RAC	12,730.65
EFT26029	29.01.2014	Poinciana Nursery	Rangers - Cattery Water/Feeders	119.70
EFT26030	29.01.2014	Ray White Real Estate	18 Bettong - Water Usage	58.00
EFT26031	29.01.2014	Shell Company Of Australia	Monthly Admin Charge	7.50
EFT26032	29.01.2014	SAI Global Ltd	Project Management - Subscription and Licence Fees	219.35

Chq/EFT	Date	Name	Description	Amount
EFT26033	29.01.2014	Stihl Shop Redcliffe	Stock	217.60
EFT26034	29.01.2014	TNT Express	Freight	1,746.38
EFT26035	29.01.2014	Truck Centre (WA) Pty Ltd	Stock	1,256.03
EFT26036	29.01.2014	The Retic Shop	Stock	1,184.65
EFT26037	29.01.2014	Cr White-Hartig	Reimbursement - Meal Allowance Professional Development Training 24/11/13	41.60
EFT26038	29.01.2014	Worksense Safety & Workwear	Steel Capped Workboots	266.75
EFT26039	29.01.2014	Atom Supply	Depot - Rehydration Sqwincher Qwik Stiks	385.00
EFT26040	29.01.2014	Blackwoods (Atkins Carlyle Ltd)	Depot - Crates / Hessian Cloth	831.96
EFT26041	29.01.2014	Australian Institute Of Management	Training Registration - AIM Executive Development Course	4,145.00
EFT26042	29.01.2014	Onyx (Aust) Pty Ltd	Volunteers Thank you BBQ for TC Christine	2,600.00
EFT26043	29.01.2014	Protector Alsafe	Works - Safety work boots	536.78
EFT26044	29.01.2014	A & P Transport	Rangers - Stock	135.00
EFT26045	29.01.2014	Abco Products	Stock	1,032.57
EFT26046	29.01.2014	Avdata Australia	Kta Airport - Service Fees & Data Dec 2013	1,108.78
EFT26047	29.01.2014	Australia Day Council of South Australia	Australia Day 2014 Merchandise	665.00
EFT26048	29.01.2014	The Artists Foundation Of WA T/As Artsource	Cossack Art Awards 2014 - Milestone One: 50% Payment Contract Signing	14,025.00
EFT26049	29.01.2014	Ausrecord Pty Ltd	Records - Extra System Files	342.21
EFT26050	29.01.2014	Atktec Pty Ltd	Housing - Repair TV Antennas	1,553.75
EFT26051	29.01.2014	Advam Pty Ltd	Advam Services For Dec 2013	350.13
EFT26052	29.01.2014	Analytical Reference Laboratory (WA) Pty Ltd	KLP - Analysis Of Water Samples	55.00
EFT26053	29.01.2014	Ampac Debt Recovery	Rates - Debt Recovery Costs	29,149.15
EFT26054	29.01.2014	Altara Group Pty Ltd	Kta Airport - Safety Management Manual	1,710.51
EFT26055	29.01.2014	BOC Limited	Kta SES - Air Indust D Size 28/11/13 To 28/12/13	45.92
EFT26056	29.01.2014	Bunzl Ltd	Stock	1,115.57
EFT26057	29.01.2014	Beaurepaires	Vehicle Tyre Repairs	1,117.63
EFT26058	29.01.2014	BC Lock & Key	Kta Office Annexe - Change Comms Room Lockset	312.66
EFT26059	29.01.2014	BEST Consultants	Baynton West Sports Lighting - Phase 4	5,610.00
EFT26060	29.01.2014	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	Stock	1,465.19
EFT26061	29.01.2014	Bridgestone Australia Pty Ltd	Vehicle Tyre Repairs	2,024.16
EFT26062	29.01.2014	BRL Building Company	Building Repairs / Maintenance	2,300.10
EFT26063	29.01.2014	Beca (Aust) Pty Ltd	Strategic Planning - Secondment Services 23/10/13 - 21/11/13	32,288.14
EFT26064	29.01.2014	The Bunting Group Pty Ltd	KLP - Supply And Install Squash Court Front Walls & Repaint Lines	18,975.00
EFT26065	29.01.2014	Bank Of IDEAS (Peter Kenyon Enterprises Pty Ltd)	Small Business Breakfast and Development Services Presentations 15/11/2013	2,390.00
EFT26066	29.01.2014	Coca-Cola Amatil (Holdings) Ltd	Kiosk Stock - TTI, Youth Shed	3,391.88
EFT26067	29.01.2014	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Stock	318.48
EFT26068	29.01.2014	Cabcharge Australia Pty Ltd	Cabcharge - December 2013	1,420.51
EFT26069	29.01.2014	Chemform	Stock	321.69
EFT26070	29.01.2014	Carpet Hotline Commercial	KLP - Supply & Install Rubber Mats	2,354.00
EFT26071	29.01.2014	Executive Transfers Australia Pty Ltd (Charles Otway)	Event - Transport	600.00
EFT26072	29.01.2014	CMA Contracting Pty Ltd	KEC - Asbestos Removal & Demolition Project	59,954.68
EFT26073	29.01.2014	David Gray And Company Pty Limited	Stock	89.76
EFT26074	29.01.2014	Darwin Plant Wholesalers	KLP - Freight	2,526.17

Chq/EFT	Date	Name	Description	Amount
EFT26075	29.01.2014	D & S Wells (WA) Pty Ltd	Depot - Repairs	143.00
EFT26076	29.01.2014	Lisa Pearce	Animal Control	568.00
EFT26077	29.01.2014	J Draper	Reimbursement - Goods For Citizenship Ceremony	243.60
EFT26078	29.01.2014	E & MJ Rosher Pty Ltd	Stock	349.75
EFT26079	29.01.2014	Ezi-Hose Pty Ltd	Stock	2,625.08
EFT26080	29.01.2014	Fortesque Bus Service Pty Ltd	Transportation Choir For Seniors Xmas - 03/12/13	198.00
EFT26081	29.01.2014	Fire And Safety WA	Rangers - Replacement Clear Visor Bush Fire Helmet	40.04
EFT26082	29.01.2014	Feel Creative Pty Ltd	KTA Webpage - Cyclone Alert	264.00
EFT26083	29.01.2014	FOXTEL For Business	KLP - Foxtel 18/01/14 to 17/02/14	325.00
EFT26084	29.01.2014	Gas City Pest Control	12 Leslie Loop - Treatment For Vacating Tick And Flea	253.00
EFT26085	29.01.2014	GE Surveys	Kta Airport - Survey New Reticulation	495.00
EFT26086	29.01.2014	Global Security Management (WA)	Nightly Security Patrols, Oct, Nov, Dec 2013	15,427.50
EFT26087	29.01.2014	Prime Media Group (GWN7)	KLP - TV Advertising Nov 2013	1,268.30
EFT26088	29.01.2014	Glidepath Australia Pty Ltd	Airport - Replacement Motor Gearbox Units, Foot Switch, Parts	16,819.45
EFT26089	29.01.2014	Gabriels Environmental Design Pty Ltd	Youth Shed - Reverberation Time Calculations & Reporting, KLP - Squash Area Audiometric Analysis	2,409.00
EFT26090	29.01.2014	Nancy Gillespie	Australia Day Awards Hosting - 26/01/2014	300.00
EFT26091	29.01.2014	Karratha Contracting Pty Ltd	Kta Airport - Perspex Covers on Transformers, Dampier Hwy - Culvert Handrail, Nickol/Catrrall Parks - Install Bird Deterrent on Lights, Dampier Hwy - Install Retaining Wall, Tanks - Various Maintenance, Gap Ridge - Repair Injector Pipeline, Backflow Prevention Annual Testing, Depot - Workshop Hoist Repairs, KLP - Install Air Curtains, Mosher Way - New Storage Shed, Kta Airport - Remove/Install New Papi Pit, RAC - Install New Elmo Blower, RAC - Install New 3 Phase Power, Petersen Court - Unblock Drains, Various Air Con Repairs, Minor Electrical & Plumbing Repairs/Maintenance	134,399.19
EFT26092	29.01.2014	Aleuts WA	Termite Inspection	195.00
EFT26093	29.01.2014	Home Hardware Karratha	Kta Airport & KLP - Minor Tools, Maintenance Items	1,208.26
EFT26094	29.01.2014	Heavy Automatics	Stock	339.17
EFT26095	29.01.2014	Haines Norton (WA) Pty Ltd	Fair Value and Risk Management Workshop	1,694.00
EFT26096	29.01.2014	Insight Callcentre Services	After Hours Call Centre Service - December 2013	3,495.25
EFT26097	29.01.2014	J G Graphix	Australia Day - Advertising	715.00
EFT26098	29.01.2014	Keyspot Services	Self Inking Stamps	276.80
EFT26099	29.01.2014	Karratha Veterinary Hospital	Desexing And Microchipping Animals	2,985.80
EFT26100	29.01.2014	Kott Gunning	Legal Advice	2,510.84
EFT26101	29.01.2014	Komatsu Australia Pty Ltd	Stock	1,999.59
EFT26102	29.01.2014	Karratha & King Bay Horse & Pony Club	SP/08/JUL/2013 Approved Funding	1,155.00
EFT26103	29.01.2014	Kinetic Health Group Pty Ltd	Twinrix Vaccinations	378.40
EFT26104	29.01.2014	Karratha Newsagency - TTI Account	TTI - Newspapers & Mags WE 22/12/13	2,781.98
EFT26105	29.01.2014	Keep Australia Beautiful Council	Standard Stainless Steel Butt Bins	1,500.00
EFT26106	29.01.2014	Rikker Holdings Pty Ltd T/A Karratha Tilt Tray And Towing	Vehicle Tow / Disposal	2,200.00
EFT26107	29.01.2014	Karratha Automotive Group	Purchase Holden Colorado 4x2 Ute, Seat Covers (Stock)	34,730.88
EFT26108	29.01.2014	Lyons & Peirce	Hearsons Cove - Empty Toilets	1,390.00
EFT26109	29.01.2014	Landgate	Rates - GRV's, Mining Tenements Schedules, Aerial Imagery, Online Search Fees	2,021.37
EFT26110	29.01.2014	L3 Communications Australia Pty Ltd	Kta Airport - Service and Maintenance for CBS X-ray Machine 01/12/13 to 01/03/14	17,632.30

Chq/EFT	Date	Name	Description	Amount
EFT26111	29.01.2014	A.B. Loveridge	TTI Kiosk Merchandise	660.00
EFT26112	29.01.2014	CR Long	Reimbursement - Meal Allowances WARCA Meeting Perth 04/11/13 DLGC Workshop 05/12/13 & Rio Tinto Meeting 19/12/13	375.70
EFT26113	29.01.2014	R Leeds	Reimbursement Meal Allowance Perth Royal Show 2013	381.63
EFT26114	29.01.2014	Liquor Traders Australia Pty Ltd	TTI - Bar Stock 14/01/2014	6,050.68
EFT26115	29.01.2014	Macdonald Johnston Engineering	Stock	158.07
EFT26116	29.01.2014	Modern Teaching Aids Pty Ltd	KLP - Materials For Children's Programs	309.05
EFT26117	29.01.2014	Mettler Toledo Limited	7 Mile Waste - 6 Monthly Weighbridge Service	957.00
EFT26118	29.01.2014	iSentia Pty Limited (Media Monitors Australia Pty Ltd)	Cancelled Cheque	0.00
EFT26119	29.01.2014	C Meehan	Reimbursement Meal & Travel Perth Royal Show 2013	118.60
EFT26120	29.01.2014	Redwave Media Ltd	Radio Advertising - Road Safety Dec 2013	4,587.00
EFT26121	29.01.2014	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	7 Mile Waste - 15 Litre Spring Water Refills x 16	408.50
EFT26122	29.01.2014	Neverfail Springwater Pty Ltd - Wickham Transfer Station	Wickham Transfer Stn - 15 Litre Spring Water Refills x 6	88.25
EFT26123	29.01.2014	Neverfail Springwater Pty Ltd - Front Reception	Front Reception - Annual Hire Of Freestanding Water Cooler	169.75
EFT26124	29.01.2014	OTS Landscaping Service	PBFC & Youth Shed - Lawn And Garden Maintenance December 2013	2,200.00
EFT26125	29.01.2014	Onsite Rental Group	Wickham Daycare - Hire Chemical Toilets 22/11/13-28/11/13	1,515.26
EFT26126	29.01.2014	Otan Karratha Pty Ltd	Rates Refund A89827	2,390.50
EFT26127	29.01.2014	Fulton Hogan Industries Pty Ltd (Pioneer Road Services)	Stock	1,980.00
EFT26128	29.01.2014	Pilbara Glass	Pegs Creek Pavilion - Repair Smashed Glass Door	433.65
EFT26129	29.01.2014	Pilbara Distributors	Kiosk Stock - TTI, Youth Shed, RAC	1,016.21
EFT26130	29.01.2014	Pilbara Motor Group	Stock	621.29
EFT26131	29.01.2014	Pilbara Institute	Amphitheatre Venue Hire Fee for Films	7,420.00
EFT26132	29.01.2014	Pilbara Copy Service	Photocopier Charges	744.50
EFT26133	29.01.2014	Pilbara Access Management Solutions WA	REAF 2013 - Scaffold Hire	3,778.50
EFT26134	29.01.2014	P&G Body Builders	Depot - Tarp Kit	3,630.00
EFT26135	29.01.2014	Peter Dhu - Public Speaking Events	Presenting with Confidence Training - 04/02/13	704.00
EFT26136	29.01.2014	Professional Trapping Supplies	Rangers - Security Camera	969.95
EFT26137	29.01.2014	Prompt Fencing Pty Ltd	Kta Airport Workshop Fencing	24,744.50
EFT26138	29.01.2014	Print Sync Norwest Business Solutions	Photocopier Charges	2,650.75
EFT26139	29.01.2014	Paxon Group	Travel & Accommodation	3,569.85
EFT26140	30.01.2014	Stott & Hoare	IT - Equipment	97,204.91
EFT26141	30.01.2014	iSentia Pty Limited (Media Monitors Australia Pty Ltd)	Media Monitoring - Jan 2014	1,323.43
EFT26142	30.01.2014	Repco Auto Parts	Kta Airport - Flashing Beacons/Wheel Clamps	541.29
EFT26143	30.01.2014	Roy Galvin & Co Pty Ltd	RAC - Plumbing Repairs	129.84
EFT26144	30.01.2014	Red Dot Stores	Merchandise For Citizenship Ceremony - Australia Day 2014	489.61
EFT26145	30.01.2014	Revolution Truck And Trailer Parts	Parts	31.39
EFT26146	30.01.2014	Rowan'z Mowin & Handyman Service	Garden Maintenance	715.00
EFT26147	30.01.2014	Amcap (Formerly Skipper Truck Parts)	Stock	302.87

Chq/EFT	Date	Name	Description	Amount
EFT26148	30.01.2014	Kmart Karratha	Youth Shed & KLP Holiday Program Materials/Equipment	311.00
EFT26149	30.01.2014	Speedo Australia Pty Ltd	KLP - Speedo Merchandise	1,611.50
EFT26150	30.01.2014	Sigma Chemicals	KLP - Pallet Sodium Bi-carbonate	933.04
EFT26151	30.01.2014	Broometown Holdings T/a Subway Karratha	Catering - Various Meetings	438.00
EFT26152	30.01.2014	Shelf Cleaning Services Pty Ltd	5B Leonard Way - Strip & Seal Vinyl Floor Tiles 19/12/13	605.00
EFT26153	30.01.2014	P Skinner	Reimbursement for Fuel Costs 29/12/13	68.35
EFT26154	30.01.2014	Smokemart	TTI Cigarette Stock - 17/01/2014	3,574.85
EFT26155	30.01.2014	Sony Pictures Releasing	Moonrise Cinema Film Screening Fees	837.00
EFT26156	30.01.2014	Seaview Orthotics	Stock	697.50
EFT26157	30.01.2014	Telford Industries	Stock	1,179.20
EFT26158	30.01.2014	Trugrade Pty Ltd	Stock	169.98
EFT26159	30.01.2014	T-Quip	Stock	443.65
EFT26160	30.01.2014	Tox Free (Australia) Pty Ltd	Kta Airport - Removal of Biological Waste December 2013	895.24
EFT26161	30.01.2014	State Library of WA (Office of Shared Services)	Lost And Damaged State Library Resources	36.30
EFT26162	30.01.2014	Total Electrical Communication Services	Karratha Airport - HV/LV Upgrade Project	6,765.35
EFT26163	30.01.2014	Talis Consultants Pty Ltd T/a Talis Unit Trust	7 Mile Waste - RFT Packl Preparation 30/11/13 To 27/12/13	7,298.50
EFT26164	30.01.2014	Turner Design	Planning - Design And Visuals A Base For Future Documents And Reports	3,168.00
EFT26165	30.01.2014	Urbis Pty Ltd	Local Planning Policies - Preparation of Draft Policies Update & Issue To SoR	5,925.40
EFT26166	30.01.2014	Karratha Timber & Building Supplies (formerly Versatile)	KLP, Depot, RAC, Youth Shed, Daycare - Maintenance Materials	2,667.72
EFT26167	30.01.2014	Woolworths (WA) Ltd	Event Supplies	1,079.19
EFT26168	30.01.2014	Wormald Australia Pty Ltd	Kta Airport - Inspection & Testing Of Fires Services	369.20
EFT26169	30.01.2014	Wurth Australia Pty Ltd	Stock	641.54
EFT26170	30.01.2014	A Ward	Reimbursement - Telstra 28/12/13 to 27/01/14	44.65
EFT26171	30.01.2014	WT Partnership (Aus) Pty Ltd	Kta Airport Terminal Expansion - Quantity Surveying Services December 2013	5,500.00
EFT26172	30.01.2014	Xylem Water Solutions	7 Mile Waste - Extension Of Pump Hire December 2013	9,504.00
EFT26173	30.01.2014	Yakka Pty Ltd	Uniforms	419.41
EFT26174	30.01.2014	Transpacific Cleanaway	Kta Airport - Weekly Skip Bin Empty x 4	484.20
EFT26175	30.01.2014	Designa Sabar Pty Ltd	Kta Airport Car Park - Retention Management System	25,132.09
EFT26176	31.01.2014	Shire Of Roebourne	Payroll deductions	1,805.12
EFT26177	31.01.2014	K Christensen-mortgage	Home Ownership Allowance	572.00
EFT26178	31.01.2014	Shire of Roebourne Social Club	Payroll deductions	1,206.00
EFT26179	31.01.2014	T Swetman	Home Ownership Allowance	555.00
EFT26180	31.01.2014	L Gan (Mortgage Account)	Home Ownership Allowance	1,427.64
EFT26181	31.01.2014	B Middleton-Mortgage Account	Home Ownership Allowance	550.00
EFT26182	31.01.2014	MAXXIA Pty Ltd	Payroll deductions	3,865.26
EFT26183	05.02.2014	Australian Taxation Office	Payroll deductions	285,448.99
EFT26184	05.02.2014	Child Support Agency	Payroll deductions	1,056.57
EFT26185	04.02.2014	The Haines Superannuation Fund	Superannuation contributions	1,025.34
EFT26186	04.02.2014	WA Super (Formerly WALGSP)	Superannuation contributions	315,759.67
EFT26187	04.02.2014	AMP Custom Super	Superannuation contributions	686.49
EFT26188	04.02.2014	Jacqueline & Theresa Super Fund	Superannuation contributions	955.44
EFT26189	04.02.2014	J & S Pryor Super Fund	Superannuation contributions	1,378.90

Chq/EFT	Date	Name	Description	Amount
EFT26190	04.02.2014	MACLEOD SMSF Pty Ltd	Superannuation contributions	202.95
EFT26191	04.02.2014	Statewide Super	Superannuation contributions	2,025.93
EFT26192	04.02.2014	QSUPER - BROWN	Superannuation contributions	1,482.60
EFT26193	04.02.2014	WA Super (Formerly WALGSP)	Superannuation contributions	106.01
EFT26194	06.02.2014	Amnet It Services	IT - ADSL2+ Data Service 09/02/14 To 09/03/14	79.00
EFT26195	06.02.2014	Chefmaster Australia	Stock	2,476.55
EFT26196	06.02.2014	Duxton Hotel Perth	Accommodation - 15/01/14 Perth Meetings	229.00
EFT26197	06.02.2014	G Harlen	Reimbursement - Catering Snacks for Kta City Centre Infrastructure Works Meeting 23/01/14	31.46
EFT26198	06.02.2014	Caltex Energy WA (Link Energy Pty Ltd)	Fuel	37,953.60
EFT26199	06.02.2014	Market Creations Pty Ltd	Kta Airport - Re-design Of Building Maintenance Form	143.00
EFT26200	06.02.2014	Pilbara Iron Company (Services) Pty Ltd	Electricity Charges	716.46
EFT26201	06.02.2014	Parry's Merchants	Kiosk Stock - TTI, Youth Shed, RAC	1,184.60
EFT26202	06.02.2014	Poinciana Nursery	KLP - Supply of Fertiliser	755.20
EFT26203	06.02.2014	Royal Life Saving Society WA Inc	RAC - Watch Around Water Wrist Bands (Paper)	232.00
EFT26204	06.02.2014	Downer Edi Works Pty Ltd	TC Christine Post Cyclone Clean-up - Supply Machinery 06/01/14 to 09/01/14	112,274.25
EFT26205	06.02.2014	Firedam Civil Pty Ltd	Karratha Airport Hydraulics Upgrade - RFT 09-11/12 Progress Claim No. 15	326,716.49
EFT26206	06.02.2014	BC Lock & Key	Supply And Locating Of Fire Retardant Filing Cabinet For Central Records Vault	3,253.25
EFT26207	06.02.2014	Boundaries Australia Pty Ltd	Kta Airport - Landside Fencing Upgrade Progress Payment	17,258.45
EFT26208	06.02.2014	Brooks Hire Service Pty Ltd	Boat Ramp Maintenance - 31/12/13	1,694.00
EFT26209	06.02.2014	S Boyle	Reimbursement - Allowances Strat Plan Meeting Perth 15-17/01/2014	215.92
EFT26210	06.02.2014	Centurion Transport Co Pty Ltd	Freight	665.29
EFT26211	06.02.2014	Coca-Cola Amatil (Holdings) Ltd	Kiosk Stock - TTI, Youth Shed, RAC	4,186.20
EFT26212	06.02.2014	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Parts	405.94
EFT26213	06.02.2014	Community And Youth Training Services Inc	2013/14 Annual Community Sponsorship	34,117.87
EFT26214	06.02.2014	Coral Coast Electrical	Kta Airport - Relocate Exit Lights	458.15
EFT26215	06.02.2014	Environmental Industries	Millars Well Daycare - Install Turf 19/12/13, Watering Boab Trees, Cattrall Park - Repair slide	7,062.00
EFT26216	06.02.2014	Chubb Fire Safety Ltd	Kta Airport - Supply Two Fire Extinguishers and Signage at WWTP	712.31
EFT26217	06.02.2014	Firey Productions	Leisureplex Opening DVDs	85.00
EFT26218	06.02.2014	Scott G Fitzgerald & Sherry A Fitzgerald ATF Superannuation Fund	Cancelled Cheque	0.00
EFT26219	06.02.2014	Fix8 Systems	Artrack Hanging System For Karratha Library Local Exhibition	719.00
EFT26220	06.02.2014	Prime Media Group (GWN7)	KLP - TV Advertising December 2014	1,361.80
EFT26221	06.02.2014	Greenacre Turf Group	Millars Well Daycare - Supply Sir Walter Soft Leaf Buffalo Turf	2,060.00
EFT26222	06.02.2014	Goldplay Holdings Pty Ltd	7 Mile Waste - Wet/Dry Hire Of 30 Tonne Moxi	13,992.00
EFT26223	06.02.2014	Harvey Norman Karratha (Karravit Pty Ltd atf Karravit No 2 Trust t/as)	IT - iPad 1 Power Adapters and Chargers	519.35
EFT26224	06.02.2014	Iron Mountain Australia Pty Ltd	Storage Fees Corporate Compliance Archives - December 2013	308.23
EFT26225	06.02.2014	Ibis Styles Karratha	Catering	11,000.00

Chq/EFT	Date	Name	Description	Amount
EFT26226	06.02.2014	James Bennett Pty Limited	Library - New Resources	304.56
EFT26227	06.02.2014	Karratha Contracting Pty Ltd	Honey Moon Cove - Install New RCBO RCD Tested and Checked	427.89
EFT26228	06.02.2014	Kinetic Health Group Pty Ltd	Twinrix Vaccinations And Audio Tests For Staff	1,239.70
EFT26229	06.02.2014	LGIS Risk Management	Storm Surge & Flood Risk Management Workshops Project 22/11/13	3,796.27
EFT26230	06.02.2014	Levanta	Workshop - Hydraulic Transmission Jack	2,255.00
EFT26231	06.02.2014	Redwave Media Ltd	Advertising - Community Awareness Campaign Cyclone Season December 2014	1,980.00
EFT26232	06.02.2014	North West Tree Services	Street Tree Maintenance Works	8,850.60
EFT26233	06.02.2014	Northwest Shedmasters	Karratha Airport Workshop - The design and Construction of RFT 20-12/13 LA48 Project Progress Claim No. 7	37,736.06
EFT26234	06.02.2014	Orica Australia Pty Ltd	KLP & RAC - Gas Cylinders	973.19
EFT26235	06.02.2014	Pacific Biologics	Mosquito Management - Prolink Briquettes	8,757.23
EFT26236	06.02.2014	Pasawan & David Peck	Refund - Planning Application Fee (Overpayment)	53.00
EFT26237	06.02.2014	Peter Hunt Architect Superannuation Fund No 2 (Rental costs only)	2/4 Welcome Road - Electricity Charges 29/11/13 to 02/01/14	1,211.88
EFT26238	06.02.2014	Productology Pty Ltd	Crime Prevention Merchandise	16,899.30
EFT26239	06.02.2014	Roebourne Consulting Services	P/Ship Mgmt. Team - Provide Consultancy Services And Support	1,950.00
EFT26240	06.02.2014	Saving Animals From Euthanasia	SAFE MOU Payment	8,250.00
EFT26241	06.02.2014	Seatadvisor Pty Ltd	Ticket Sales - December 2013	85.80
EFT26242	06.02.2014	Smokemart	TTI - Cigarette Stock 30/01/14	3,590.15
EFT26243	06.02.2014	Scope Business Imaging	Photocopier Charges	8,930.72
EFT26244	06.02.2014	Tox Free (Australia) Pty Ltd	KLP - Frontline Bin Service 3m	979.00
EFT26245	06.02.2014	Karratha Timber & Building Supplies (formerly Versatile)	Depot & KLP - Building Maintenance Items	381.67
EFT26246	06.02.2014	Woolworths (WA) Ltd	Café/Kiosk Groceries, TTI Youth Shed RAC KLP	1,080.26
EFT26247	06.02.2014	S Wachter	Fuel Reimbursement	452.06
EFT26248	06.02.2014	West Australian Newspapers Limited	Advertising	10,301.50
EFT26249	12.02.2014	Norwest Sand & Gravel Pty Ltd	Cyclone Clean-up - Supply Machinery	174,821.90
EFT26250	12.02.2014	Karratha Earthmoving & Sand Supplies	Kta Airport - Workshop Roadworks	61,936.60
EFT26251	12.02.2014	Australia Post	Postage Charges - December 2013	2,095.84
EFT26252	12.02.2014	Barmah Hats	Uniforms	580.80
EFT26253	12.02.2014	Centro Karratha	Annual Community Survey - Stall	1,430.00
EFT26254	12.02.2014	Staples Australia (formerly Corporate Express)	Stationery	51.17
EFT26255	12.02.2014	Convic Design Pty Ltd	Roebourne Skatescape Detailed Design	13,200.00
EFT26256	12.02.2014	Transpacific Cleanaway	SoR - Admin Collection of Shredding Bags	625.90
EFT26257	12.02.2014	Chandler Macleod	Labour Hire	5,626.92
EFT26258	12.02.2014	Signature Music Pty Ltd	Australia Day - Performance 'cookiefingers' Supply & Operate Audio Equip & Moonrise Cinema Technician Fees	3,718.00
EFT26259	12.02.2014	Forpark Australia	Karratha Water Tank Slats - Spare Parts	1,225.18
EFT26260	12.02.2014	GHD Pty Ltd	Boat Ramp - Karratha Back Beach Study	52,566.10
EFT26261	12.02.2014	Karratha International Hotel	Australia Day Champagne	389.70
EFT26262	12.02.2014	LRW'S Electrical	Depot - Parts Throttle Cable Complete	44.00
EFT26263	12.02.2014	Mercure Hotel - Perth	Staff Accommodation For Training - 15/01/14 to 17/01/14	543.78
EFT26264	12.02.2014	Midalia Steel	Bulgarra Oval & Kevin Richards Oval - Fencing Materials Cyclone Damage Repairs	94.29
EFT26265	12.02.2014	WALGA (Marketforce)	Advertising	5,673.50
EFT26266	12.02.2014	Nor West Jockey Club	Sponsorship 13/14 - Family Day Ladies Day Roebourne Cup	19,800.00

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EFT26267	12.02.2014	Poolmart Karratha	KLP - Pool Chemicals	495.00
EFT26268	12.02.2014	Water2Water	TTI & 7 Mile - Water Filter Repairs	1,183.98
EFT26269	12.02.2014	B Pezzali	Reimbursement - Water Usage	107.72
EFT26270	12.02.2014	Parry's Merchants	TTI & Youth Shed - Kiosk/Café Stock	17,143.55
EFT26271	12.02.2014	Roebourne Art Group Aboriginal Corp	Copyright Fee For Loreen Samson's Ngarluma Country Artwork In Promotion Of NAIDOC Week 2014	1,000.00
EFT26272	12.02.2014	Reliance Petroleum	Fuel	23,792.68
EFT26273	12.02.2014	TNT Express	Freight	1,293.76
EFT26274	12.02.2014	Truck Centre (WA) Pty Ltd	Parts	345.20
EFT26275	12.02.2014	B Tussler	Final Study Assistance 2013	792.06
EFT26276	13.02.2014	Downer Edi Works Pty Ltd	Supply And Lay Asphalt - Withnell Way, Richardson Way, Cyclone Cleanup - Supply of Machinery For Greenwaste Removal	357,323.27
EFT26277	13.02.2014	Sanders Turner Ellick Architects	Kta Airport - Variations To Progress And Complete Second Stop/Go Point (Project Rft01 - 12/13)	86,098.06
EFT26278	13.02.2014	West-Sure Group	Kta Airport - Security and Cash Collection Transit Services January 2014	61,733.76
EFT26279	13.02.2014	Prefab Building Systems Australia Pty Ltd	SES Wickham - Design And Construction Rft 08-13/14 - Progress Claim 3	116,775.44
EFT26280	13.02.2014	Atom Supply	Stock	1,443.09
EFT26281	13.02.2014	Blackwoods (Atkins Carlyle Ltd)	Parts	135.83
EFT26282	13.02.2014	A Noble & Son Ltd - WA Division	KLP - Reel Of Rope & Carrabeena Clips	295.35
EFT26283	13.02.2014	Australasian Performing Right Assoc (APRA)	The Youth Shed - Annual APRA License 01/03/2014 to 28/02/2015	148.53
EFT26284	13.02.2014	Onyx (Aust) Pty Ltd	Catering	5,071.00
EFT26285	13.02.2014	Protector Alsafe	Waste - Safety Boots	438.28
EFT26286	13.02.2014	Abco Products	Stock	4,550.70
EFT26287	13.02.2014	Assetic Australia Pty Ltd	Licence Purchase Fee For 100+ Asset Categories Of Mydata	29,700.00
EFT26288	13.02.2014	Avisure Pty Ltd	Kta Airport - Bird & Animal Hazard Management Plan & Training	16,291.00
EFT26289	13.02.2014	Atktec Pty Ltd	Installation Tv Socket And Power Outlet, Youth Shed - Data Network Completion, KLP - Inspect Chlorine Alarm Cable	3,769.70
EFT26290	13.02.2014	Ashdown-Ingram	Parts	1,015.30
EFT26291	13.02.2014	Ampac Debt Recovery	Rates - Debt Recovery Costs January 2014	3,422.03
EFT26292	13.02.2014	BP Roebourne	Fuel	422.17
EFT26293	13.02.2014	Bunzl Ltd	Stock	904.35
EFT26294	13.02.2014	Beaurepairs	Vehicle Tyre Repairs	2,225.00
EFT26295	13.02.2014	BC Lock & Key	Kta Airport - Cyber Keys, Kta SES - Re-Barrel Locks, RAC - Bolts & Master Keys	3,384.82
EFT26296	13.02.2014	Wickham Service Station	Fuel	361.20
EFT26297	13.02.2014	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	Stock	1,446.18
EFT26298	13.02.2014	Beacon Equipment	Parts	22.00
EFT26299	13.02.2014	Broad Civil Construction Services	Kta Airport Terminal Upgrade Consulting Builder - Part 2 Stage Planning Documentation	22,385.00
EFT26300	13.02.2014	BRL Building Company	7 Mile Waste - Repair Weighbridge Hut Doors	654.62
EFT26301	13.02.2014	Bannerconda	Community - Banner	5,148.00
EFT26302	13.02.2014	Brierty Limited	Supply And Lay Semi-mountable Kerb For Jacaranda Wickham.	4,260.56
EFT26303	13.02.2014	Coca-Cola Amatil (Holdings) Ltd	Kiosk Stock - TTI, Youth Shed, RAC	4,375.14
EFT26304	13.02.2014	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Parts	1,365.01
EFT26305	13.02.2014	Chadson Engineering Pty Ltd	Stock	389.40
EFT26306	13.02.2014	Chemform	Stock	1,440.76
EFT26307	13.02.2014	Snap Pilbara (formerly Coral Coast Print)	Moonrise Cinema Poster Print - Feb 2014	115.38

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EFT26308	13.02.2014	M Cameron	Reimbursement - Utilities	186.79
EFT26309	13.02.2014	Chris Sayer Consulting	Planning Services / Consultancy - January 2014	9,076.00
EFT26310	13.02.2014	Cardile International Fireworks	2014 Australia Day - Fireworks Display at KLP 26/01/14	15,000.00
EFT26311	13.02.2014	Clarie Bailey t/as Coloured by Claire	Australia Day 2014 - Facepainter	495.00
EFT26312	13.02.2014	Cruizer's Cafe & Catering	Catering	412.50
EFT26313	13.02.2014	D & S Wells (WA) Pty Ltd	Plant Repairs	143.00
EFT26314	13.02.2014	Design Co-Operative Ltd	2014 Australia Day - Design and Layout A5 Map for Program of Events	1,056.00
EFT26315	13.02.2014	Ezi-Hose Pty Ltd	Repairs	701.87
EFT26316	13.02.2014	Elan Media Partners	Library - New Resources	189.61
EFT26317	13.02.2014	EnvisionWare Pty Ltd	Subscription For Maintenance For Pc Reservation System	930.11
EFT26318	13.02.2014	Fire And Safety WA	Rangers - Knapsack 18Litre	258.50
EFT26319	13.02.2014	Gas City Pest Control	13 Wagari Drive - Vacate Tick/Flea Treatment	165.00
EFT26320	13.02.2014	Grace Removals Group	Relocation - 4 Flannelbush Turn To 14 Schooner Street	3,388.22
EFT26321	13.02.2014	Prime Media Group (GWN7)	Cossack Community Day - GWN7 Doopa Dog Live Show & Walk Around 21/07/13	418.00
EFT26322	13.02.2014	Glidepath Australia Pty Ltd	Kta Airport - Replace two belts B.H.S & Foot switches	7,553.92
EFT26323	13.02.2014	Grants Empire	Completion And Submission Of Regional Events Scheme Grant Application For Cossack Art Awards	891.00
EFT26324	13.02.2014	Karratha Contracting Pty Ltd	1C Millers Well Pipeline - Repair Break, Cable Locating Balmoral Rd, Gap Ridge WWTP - Repair Broken Line, Kta Airport - Remove/Replace Suspended Fluoro Lighting, Dampier Pavilion - Electrical Repairs, Admin Bldg - Air Con Repairs, PBFC - RCD Test/Tagging, No2 Gap Ridge WWP - Repair Effluent Mainline, Various Air Con Repairs, Minor Electrical & Plumbing Repairs/Maintenance	79,471.61
EFT26325	13.02.2014	Home Hardware Karratha	Kta Airport, KLP, RAC - General Hardware for Repairs	391.30
EFT26326	13.02.2014	Harvey Norman Karratha (Karravit Pty Ltd atf Karravit No 2 Trust t/as)	IT - Amicroe 64GB USB Drive	495.00
EFT26327	13.02.2014	Hitachi Construction Machinery	Parts	471.99
EFT26328	13.02.2014	Imani Development Austral Pty Ltd	Point Samson LSP - Commercial and Retail Property Demand Analysis	12,500.00
EFT26329	13.02.2014	J G Graphix	Kta Airport - Signage For Car Park	5,201.90
EFT26330	13.02.2014	James Bennett Pty Limited	Library - New Resources	1,540.88
EFT26331	13.02.2014	Karratha Smash Repairs	Windscreen Replacement - Insurance Excess Amount	1,210.00
EFT26332	13.02.2014	Keyspot Services	Customer Service Officer Name Badge	18.50
EFT26333	13.02.2014	Karratha Building Co	Removal and disposal of asbestos material from the road/verge and median around the Victoria Hotel Roebourne	5,406.50
EFT26334	13.02.2014	Karratha Veterinary Hospital	Cancelled Cheque	0.00
EFT26335	13.02.2014	Karratha Auto Electrics	Repairs - Investigate And Repair Airconditioner	498.30
EFT26336	13.02.2014	Kott Gunning	Legal Advice	7,372.22
EFT26337	13.02.2014	Komatsu Australia Pty Ltd	Stock	2,195.02
EFT26338	13.02.2014	Karratha Newsagency - TTI Account	TTI Kiosk - Newspapers and Magazines WE 12/01/14	1,011.06
EFT26339	13.02.2014	Rikker Holdings Pty Ltd T/A Karratha Tilt Tray And Towing	Vehicle Tow / Disposal	7,330.40
EFT26340	13.02.2014	Kimseed International Pty Ltd	KLP Oval - Lawn Seed	5,504.95
EFT26341	13.02.2014	K Kenway	Reimbursement - Freight Costs to Transport Animals via air The Mini Reptile Expo	170.00

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EFT26342	13.02.2014	LE Roberts Drafting & Design (Karratha CAD Centre)	Dampier Bus Shelters - Design Documentation For Bus Shelter With Footpath And Without Structural Certification CDC	2,982.65
EFT26343	13.02.2014	R Leeds	Reimbursement - Electricity Charges 15/10/13 to 02/12/13	156.18
EFT26344	13.02.2014	Liquor Traders Australia Pty Ltd	TTI Bar Stock - 28/01/2014	3,562.69
EFT26345	13.02.2014	Macdonald Johnston Engineering	Stock	1,006.37
EFT26346	13.02.2014	C Meehan	Reimbursement - Meal Allowance Adobe Illustrator Training 17-21/12/13	227.57
EFT26347	13.02.2014	MAK Industrial Water Solutions Pty Ltd	Kta Airport - Maintenance and Servicing WWTP January 2014	20,200.05
EFT26348	13.02.2014	Materials Consultants Pty Ltd	Footpaths - AS 1726 App A Geotechnical Soil Classification	89.10
EFT26349	13.02.2014	NW Communications & IT Specialists	Parts - UHF Handpiece	49.02
EFT26350	13.02.2014	North West Tree Services	Kta Airport - Remove And Stump Grinding Trees	9,735.00
EFT26351	13.02.2014	Neverfail Springwater Pty Ltd - HR Office Account	Replacement 15L Water bottles	133.00
EFT26352	13.02.2014	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	7 Mile Waste - 15 Litre Spring Water	160.75
EFT26353	13.02.2014	Neils Reticulation And Landscaping	Housing - Retic Repairs	1,650.00
EFT26354	13.02.2014	Orica Australia Pty Ltd	KLP & Gap Ridge - Chlorine Cylinders	4,884.00
EFT26355	13.02.2014	Ooh! Media Retail Pty Ltd	Advertising	143.00
EFT26356	13.02.2014	Peerless Jal Pty Ltd	Stock	391.05
EFT26357	13.02.2014	Fulton Hogan Industries Pty Ltd (Pioneer Road Services)	Stock	1,980.00
EFT26358	13.02.2014	Point Samson Resort	Australia Day Breakfast 2014	3,600.00
EFT26359	13.02.2014	Pilbara Motor Group	Supply And Fit Alloy Bullbar, Various Parts	3,296.68
EFT26360	13.02.2014	Pilbara Institute	P&G - Prune Shrubs And Small Trees Training Course	1,433.25
EFT26361	13.02.2014	Pilbara Newspapers Pty Ltd (Pilbara Echo)	Advertising	2,942.65
EFT26362	13.02.2014	Peter Hunt Architect Superannuation Fund No 2 (Rental costs only)	2/4 Welcome Road - Lease 19/10/13 To 18/11/13	2,758.06
EFT26363	13.02.2014	Print Sync Norwest Business Solutions	IT - Cannon IR-ADV 2220 MFD (Depot Fleet Office)	9,450.11
EFT26364	13.02.2014	Pilbara Europcar	Australia Day Car Hire - 25/01/14 To 27/01/14	165.00
EFT26365	13.02.2014	Raeco	Community Spine Labels	750.93
EFT26366	13.02.2014	Reds Productions Pty Ltd	Youth Shed - Fee, Bradley Holland Reptile Presenter 01.02.14	880.00
EFT26367	13.02.2014	Statewide Bearings	Parts	201.75
EFT26368	13.02.2014	Kmart Karratha	Australia Day 2014 Activities Equipment, Youth Shed Café Stock, Citizenship Ceremony Goods	784.41
EFT26369	13.02.2014	Broometown Holdings T/a Subway Karratha	Catering	56.00
EFT26370	13.02.2014	Shelf Cleaning Services Pty Ltd	Cossack Museum - Industrial Clean Of Court House Following Stone Mason Works	660.00
EFT26371	13.02.2014	Designa Sabar Pty Ltd	Kta Airport - Straight Arm Barrier, 24V Power Supply	1,110.00
EFT26372	13.02.2014	Solcomm Pty Ltd	IT - Cambium Networks PTP 650 integrated with AC+DC enhanced power supply. (ETSI/RoW).	16,169.73
EFT26373	13.02.2014	Seatadvisor Pty Ltd	Jan 2014 Ticket Sales	679.25
EFT26374	13.02.2014	Soundgear Australia	KLP - Microphone Windsocks & 9Volt Rechargeable Battery	240.70
EFT26375	13.02.2014	Securepay Pty Ltd	Web Payments For Ticketing System - January	67.16
EFT26376	13.02.2014	Seaview Orthotics	Depot - Repair Kits For Litter Grabbers	82.65
EFT26377	13.02.2014	Scope Business Imaging	Photocopier Charges	11,203.17
EFT26378	13.02.2014	Triangle Filtration	Stock	457.60

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EFT26379	13.02.2014	The Computer School.net	Wickham Library - Subscription To The Computer School	1,760.00
EFT26380	13.02.2014	State Library of WA (Office of Shared Services)	Library - Lost / Damaged Items	50.60
EFT26381	13.02.2014	Talis Consultants Pty Ltd T/a Talis Unit Trust	7 Mile Waste - RFT RRF - Draft RFT Pack - January 2014	126.50
EFT26382	13.02.2014	Trisleys Hydraulic Service	KLP - Minor Service For Preventative Maintenance Program For Pool Filtration System	2,183.50
EFT26383	13.02.2014	Lee Suzanne Tamatea	Rates Refund A29856	907.44
EFT26384	13.02.2014	Uniqco(wa)pty Ltd	Plant & Vehicle Management Service - Bureau Service December 2013	6,288.34
EFT26385	13.02.2014	Westrac Equipment Pty Ltd	Parts	1,265.33
EFT26386	13.02.2014	Woolworths (WA) Ltd	Youth Shed, TTI - Cafe Stock	611.78
EFT26387	13.02.2014	Wormald Australia Pty Ltd	KLP - Investigate / Repair Fault on Fire Panel	2,983.20
EFT26388	13.02.2014	Wren Oil	7 Mile Waste - Collection And Recycling Of Used Oil 17/01/14	1,375.77
EFT26389	13.02.2014	WA Solar Supplies	ML-140 Green Lens Cover	1,617.00
EFT26390	13.02.2014	Windtech Consultants Pty Ltd	Kta Airport - Courier Model Of Karratha Airport As Part Of Katu Project From NSW	140.00
EFT26391	13.02.2014	Yakka Pty Ltd	Uniforms	1,714.28
EFT26392	14.02.2014	Keith Christensen-mortgage	Home Ownership Allowance	572.00
EFT26393	14.02.2014	Terrance Swetman	Home Ownership Allowance	555.00
EFT26394	14.02.2014	GAN Soon Lee (Mortgage Account)	Home Ownership Allowance	1,427.64
EFT26395	14.02.2014	Bernadette Middleton-Mortgage Account	Home Ownership Allowance	550.00
EFT26396	14.02.2014	MAXXIA Pty Ltd	Payroll deductions	3,865.26
EFT26397	19.02.2014	Australian Taxation Office	Payroll deductions	263,392.00
EFT26398	19.02.2014	Child Support Agency	Payroll deductions	1,056.57
EFT26399	10.12.2013	Westpac Corporate Credit Cards	Corporate Credit Cards	1,042.20
EFT26400	19.02.2014	Allied Pickfords - Karratha	Cossack Courthouse - Pick Up 20ft Sea Container	1,747.90
EFT26401	19.02.2014	Pilbara Bakeries T/A BT's Bakery	Australia Day 2014 - Cakes, TTI Bread Deliveries, Citizenship Ceremony - Baked Goods	5,407.10
EFT26402	19.02.2014	Chefmaster Australia	Stock	1,277.30
EFT26403	19.02.2014	Transpacific Cleanaway	Kta Airport - Daily/Weekly Skip Bin Services	2,906.40
EFT26404	19.02.2014	Chandler Macleod	Labour Hire	7,084.78
EFT26405	19.02.2014	Duxton Hotel Perth	Accommodation Attending Various Meetings	324.00
EFT26406	19.02.2014	G Harlen	KCCIW Place Team Meeting - Catering	28.41
EFT26407	19.02.2014	Karratha Visitor Centre	DVD - Journey Through The Pilbara	39.95
EFT26408	19.02.2014	Karratha Volunteer Fire And Rescue	Australia Day Activities - BBQ & Fireworks	1,000.00
EFT26409	19.02.2014	Market Creations Pty Ltd	Kerbside Numbering - Creation Of Search Tool Street Numbering Changes.	572.00
EFT26410	19.02.2014	Water2Water	KLP - Monthly Rental Of Bottle Cooler	66.00
EFT26411	19.02.2014	Parry's Merchants	TTI & Youth Shed - Cafe Stock	4,174.60
EFT26412	19.02.2014	Perth Irrigation Centre	Stock - Retic	1,691.82
EFT26413	19.02.2014	SAI Global Ltd	Kta Airport - Design Construction & Fit-Out of Food Premises	137.42
EFT26414	19.02.2014	Reliance Petroleum	Fuel	27,245.81
EFT26415	19.02.2014	TNT Express	Freight	1,092.47
EFT26416	19.02.2014	Thrifty Car Rental	Car Hire - 3/2/14 - 4/2/14	52.00
EFT26417	19.02.2014	Landmark Operations Limited	Dog Health Program - Cydectin 2L x 5	1,320.00
EFT26418	19.02.2014	Downer Edi Works Pty Ltd	Supply And Lay Asphalt - Wellard Way, Finnerty St, Turner Way & Samson St	309,908.51
EFT26419	19.02.2014	Anderson Excavators And Bobcats Pty Ltd	TC Christine Clean-up - Supply Plant & Labour Removal Of Green Waste 15/01/2014	72,660.00
EFT26420	19.02.2014	Alliance Contracting Pty Ltd	TC Christine Clean-up Removal of Green Waste - 13/01/14 to 31/01/14	98,607.19

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EFT26421	19.02.2014	Atom Supply	KLP - Stainless Steel Carabeena Clip	163.46
EFT26422	19.02.2014	Blackwoods (Atkins Carlyle Ltd)	Maintenance Items	174.24
EFT26423	19.02.2014	Auslec	Parts	296.72
EFT26424	19.02.2014	Australia Day Council Of WA (Inc)	Australia Day 2014 - Merchandise	227.60
EFT26425	19.02.2014	Australian Institute Of Management	Emerging Leaders Course	17,016.12
EFT26426	19.02.2014	Onyx (Aust) Pty Ltd	Australia Day Awards - Catering	412.50
EFT26427	19.02.2014	Protector Alsafe	Safety Boots, Gloves	1,289.17
EFT26428	19.02.2014	Abco Products	Main Admin - Tile Cleaning Machine, Cleaning Supplies	11,497.89
EFT26429	19.02.2014	Avdata Australia	Kta Airport - Avdata Billing Service Fees And Charges January 2014	1,172.05
EFT26430	19.02.2014	West End Arts Australia Pty Ltd T/a Archipelago Arts	Cossack Art Award - 50% Facilitate Public Program & 50% Facilitate Artist in Residence Program	10,450.00
EFT26431	19.02.2014	Ausco Modular Pty Limited	Depot - Lease Of Portable Office February 2014	3,434.71
EFT26432	19.02.2014	Ausrecord Pty Ltd	Records - Sheet Vol Labels V1	60.50
EFT26433	19.02.2014	Atktec Pty Ltd	Kta Airport, Wickham Library, Walcott Way - Various Data Cabling Works	7,900.20
EFT26434	19.02.2014	Advam Pty Ltd	Kta Airport - Advam Services February 2014	376.70
EFT26435	19.02.2014	Analytical Reference Laboratory (WA) Pty Ltd	Asbestos Analysis - 3 Samples	181.50
EFT26436	19.02.2014	Civica Pty Ltd	Corporate Performance Management System - Training & Go Live 5th Payment	26,001.82
EFT26437	19.02.2014	Allpest WA	Termite Inspections - Shire Venues, Housing	7,567.00
EFT26438	19.02.2014	Ampac Debt Recovery	Rates - Debt Recovery Costs January 2014	33,395.47
EFT26439	19.02.2014	BOC Limited	KLP & RAC - Various Gas Cylinders	903.23
EFT26440	19.02.2014	BP Roebourne	Fuel	498.60
EFT26441	19.02.2014	Bunzl Ltd	Stock	2,289.08
EFT26442	19.02.2014	Beaurepairs	Vehicle Tyre Repairs	1,527.91
EFT26443	19.02.2014	BC Lock & Key	Wickham Lions Park & Clarkson Way - Replace Existing Locks	288.75
EFT26444	19.02.2014	Wickham Service Station	Fuel	650.08
EFT26445	19.02.2014	Baileys Fertilisers	Ovals - Soil Analysis	5,989.50
EFT26446	19.02.2014	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	Stock	635.09
EFT26447	19.02.2014	Beacon Equipment	Stock	166.10
EFT26448	19.02.2014	BRL Building Company	5 Marsh Way - Refix Roof Tiles	627.00
EFT26449	19.02.2014	BP Australia Pty Ltd	Diesel January 2014 - OD 46780	45,224.27
EFT26450	19.02.2014	CJD Equipment	Stock - VOE15193224 AIR FILTER KIT INNER AND OUTER	341.56
EFT26451	19.02.2014	Centurion Transport Co Pty Ltd	Freight	3,164.14
EFT26452	19.02.2014	Coca-Cola Amatil (Holdings) Ltd	Kiosk Stock - TTI, Youth Shed, RAC	1,837.91
EFT26453	19.02.2014	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Stock	652.43
EFT26454	19.02.2014	Chemform	Stock	1,644.92
EFT26455	19.02.2014	Snap Pilbara (formerly Coral Coast Print)	Australia Day 2014 - Aus Day Map	224.20
EFT26456	19.02.2014	CB Snapz	2014 Australia Day - Photographer 26/01/14	813.00
EFT26457	19.02.2014	Cruizer's Cafe & Catering	Catering	85.00
EFT26458	19.02.2014	L Dubois	Reimbursement - Meal Allowance Book Exchange Perth 09/02 to 12/02/14	147.95
EFT26459	19.02.2014	D & S Wells (WA) Pty Ltd	Repair D8 Dozer Track Roller - 17.01.2014	843.70
EFT26460	19.02.2014	Terry & Vicki Day	38 Lewis Drive - Water Usage Charges 22/11/13 To 23/01/14	100.81
EFT26461	19.02.2014	Lisa Pearce	Animal Control	120.00
EFT26462	19.02.2014	Joshua Dennis	Refund - Dog Registration Fee (now sterilised)	38.00

Chq/EFT	Date	Name	Description	Amount
EFT26463	19.02.2014	E & MJ Rosher Pty Ltd	Stock	257.40
EFT26464	19.02.2014	Farinosi & Sons Pty Ltd	KLP - Packaging Wrap	51.50
EFT26465	19.02.2014	Gas City Pest Control	Bulgarra Daycare - Set up Pest Diary	22.00
EFT26466	19.02.2014	Gym Care: Commercial Fitness Specialists	KLP - Replacement Gym Parts	1,998.11
EFT26467	19.02.2014	Glidepath Australia Pty Ltd	Kta Airport - Motor/Gearbox Units	12,812.71
EFT26468	19.02.2014	Gresley Abas Pty Ltd	Consultancy Services - Dampier Community Hub	47,896.05
EFT26469	19.02.2014	Home Hardware Karratha	7 Mile Waste, Kta Airport, KLP - Maintenance Items	723.06
EFT26470	19.02.2014	Harvey Norman Karratha (Karravit Pty Ltd aff Karravit No 2 Trust t/as)	Wickham Library - Equipment	2,615.00
EFT26471	19.02.2014	Hitachi Construction Machinery	Parts	397.30
EFT26472	19.02.2014	Alexander Bossinga	Youth Shed - January School Holiday Program Bus Driver and Petrol 20/01/2014 to 29/01/2014	646.26
EFT26473	19.02.2014	Iron Mountain Australia Pty Ltd	Storage of Corporate Compliance Archives - January 2014	246.75
EFT26474	19.02.2014	IML Logistics	KLP & Gap Ridge - Chlorine Gas Cylinders	3,909.36
EFT26475	19.02.2014	James Bennett Pty Limited	Library - New Resources	76.96
EFT26476	19.02.2014	Karratha Smash Repairs	Windscreen Replacement - Insurance Excess Amount	495.00
EFT26477	19.02.2014	Karratha Veterinary Hospital	Animal Control / Desexing	4,547.15
EFT26478	19.02.2014	Karratha Auto Electrics	Vehicle Repairs - Various	2,152.26
EFT26479	19.02.2014	Karratha Contracting Pty Ltd	Cancelled Cheque	0.00
EFT26480	19.02.2014	Kwik Kopy Printing Centre	Business Cards - Chinese Simplified	235.99
EFT26481	19.02.2014	Komatsu Australia Pty Ltd	Stock	341.90
EFT26482	19.02.2014	Karratha Automotive Group	Parts	427.00
EFT26483	19.02.2014	Karratha Water Polo Association Inc.	Bucks For Bags Donation For Litter Clean Up	1,230.00
EFT26484	19.02.2014	Lo-Go Appointments	Labour Hire - Rates Officer	8,184.00
EFT26485	19.02.2014	Landgate	GRV Interim Valuations Schedules	19,077.42
EFT26486	19.02.2014	Lion Hire Pty Ltd	Hire Of 5 Tonne Mini Digger For 1 Day (Roebourne Footpath Works)	469.43
EFT26487	19.02.2014	Liquor Traders Australia Pty Ltd	TTI - Bar Stock 04/02/14	4,113.75
EFT26488	19.02.2014	Landvision Pty Ltd	Draft Coastal Management Strategy - Storm Surge Studies Initial Payment	5,500.00
EFT26489	19.02.2014	iSentia Pty Limited (Media Monitors Australia Pty Ltd)	Media Monitoring Service - February 2014	1,221.81
EFT26490	19.02.2014	Metalcom	Tyre Bin Service	463.65
EFT26491	19.02.2014	Materials Consultants Pty Ltd	7 Mile Waste - AS 1298.5.2.1 TEST	2,288.00
EFT26492	19.02.2014	NBS Signmakers	PIRSA - Trailer Decals	2,649.90
EFT26493	19.02.2014	NW Communications & IT Specialists	KLP - Radios GME Tx655 Sets	479.85
EFT26494	19.02.2014	Redwave Media Ltd	Advertising	1,980.00
EFT26495	19.02.2014	North West Tree Services	Cyclone Tie Down for Damaged Tree's	23,177.70
EFT26496	19.02.2014	Neverfail Springwater Pty Ltd - HR Office Account	Replacement 15L Water Bottles	176.50
EFT26497	19.02.2014	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	7 Mile Waste - 15 Litre Spring Water	889.50
EFT26498	19.02.2014	Cindy Newhouse	Australia Day Awards - Entertainment Australian Anthem 26/01/2014	220.00
EFT26499	19.02.2014	Neils Reticulation And Landscaping	Wickham Library, Petersen Court - Clean Up Debris & Repair Reticulation Trim Trees And Palm Tree	3,168.00

Chq/EFT	Date	Name	Description	Amount
EFT26500	19.02.2014	Neverfail Springwater Pty Ltd - Front Reception	Reception - 15L Water Bottle Refills x 1	15.75
EFT26501	19.02.2014	Next Step Therapy	Youth Shed - January School Holiday Program Fitness Workshop 30/01/2014	150.00
EFT26502	19.02.2014	Orica Australia Pty Ltd	RAC - 70kg Chlorine Gas Delivery	2,306.63
EFT26503	19.02.2014	OTS Landscaping Service	PBFC - Ground Maintenance January 2014	2,200.00
EFT26504	19.02.2014	Office Information Australia Pty Ltd	IT - Microsoft Exchange 2010 Professional Services.	7,007.00
EFT26505	19.02.2014	Pilbara Motor Group	Parts	612.24
EFT26506	19.02.2014	Pilbara Copy Service	Photocopier Charges	792.42
EFT26507	19.02.2014	Pilbara Newspapers Pty Ltd (Pilbara Echo)	Advertising	4,617.43
EFT26508	19.02.2014	Pilbara Access Management Solutions Wa	7 Mile Waste - Hire Of 3 Scaffold Platforms 31/12/2013 To 28/01/2014	671.53
EFT26509	19.02.2014	Playtec Pty Ltd	The Youth Shed - Indoor Play Centre - Scheduled Preventative Maintenance 29/01/14	5,940.00
EFT26510	19.02.2014	Point Parking Pty Ltd	Kta Airport - Carpark Management and Monitoring Fee January 2014	3,300.00
EFT26511	19.02.2014	Repco Auto Parts	7 Mile Waste - Cargo Nets	273.35
EFT26512	19.02.2014	Roebourne Dingo Hire	Vehicle Tow / Disposal	1,760.00
EFT26513	19.02.2014	Rock Wear	KLP - Fitness Singlets	473.41
EFT26514	19.02.2014	Revolution Truck And Trailer Parts	Parts	750.70
EFT26515	19.02.2014	Statewide Bearings	Parts	56.10
EFT26516	19.02.2014	Kmart Karratha	Wickham Transfer Station - Microwave, Youth Shed - Program & Event Supplies	139.96
EFT26517	19.02.2014	State Emergency Service	Jan-March 2014 Operating Budget (ESL grant)	5,500.00
EFT26518	19.02.2014	Speedo Australia Pty Ltd	KLP - Speedo Merchandise for Pro-shop	2,804.45
EFT26519	19.02.2014	Sigma Chemicals	KLP - Pool Chemicals	1,449.04
EFT26520	19.02.2014	Sunny Sign Company Pty Ltd	Stock - Traffic Cones 700mm with Reflective Sleeves	942.70
EFT26521	19.02.2014	Decor8 Australia Pty Ltd	Graffiti Removal From Various Location In Millars Well Dampier And Bulgarra	2,178.00
EFT26522	19.02.2014	Broometown Holdings T/a Subway Karratha	Catering	56.00
EFT26523	19.02.2014	Stott & Hoare	IT Equipment Purchases - Various	6,089.60
EFT26524	19.02.2014	Stateside Distributors Pty Ltd.	KLP - Waist Bag	184.25
EFT26525	19.02.2014	Smokemart	TTI - Cigarette Stock 12/02/14	3,642.80
EFT26526	19.02.2014	Telford Industries	Stock - Chem-Chlor	4,309.25
EFT26527	19.02.2014	Schneider Electric Buildings Aust. Pty Ltd	Kta Airport - Remotely Log in to Check Operation Of CHW System From BMS - Report Chiller Issues	330.00
EFT26528	19.02.2014	Tox Free (Australia) Pty Ltd	Refund - Overpayment Of Fees	15,269.77
EFT26529	19.02.2014	State Library of WA (Office of Shared Services)	Library - Lost And Damaged Items	26.40
EFT26530	19.02.2014	The Planning Group WA Pty Ltd (TPG)	Finalisation Of Storm Surge Policy & Coastal Hazard Risk Management Plan - 712-351A	4,389.00
EFT26531	19.02.2014	Thinc Projects Australia Pty Ltd	KEC Demolition - Stage 3	3,528.80
EFT26532	19.02.2014	TenderLink.com	Advertising of Tenders	825.00
EFT26533	19.02.2014	TCS Pilbara Pty Ltd	Kta Airport - Site Visit Provide Advice For Building Code Of Australia Compliance	550.00
EFT26534	19.02.2014	Trisleys Hydraulic Service	Supply And Install Soda Ash Dosing Package	42,381.39
EFT26535	19.02.2014	Turner Design	Roebourne A4 Word Template - Conversion	829.40
EFT26536	19.02.2014	Urbis Pty Ltd	Consultancy Services - Local Planning Policies For TWA SIA And SIMP With Developer Contributions	3,300.00
EFT26537	19.02.2014	Karratha Timber & Building Supplies (formerly Versatile)	KLP - Maintenance Materials	219.98

Chq/EFT	Date	Name	Description	Amount
EFT26538	19.02.2014	Woolworths (WA) Ltd	KLP, Pound, TTI, Youth Shed - Grocery Items	536.91
EFT26539	19.02.2014	Wormald Australia Pty Ltd	Admin Building, PBFC, FBCC, Youth Shed & Airport - Routine Inspection	1,165.78
EFT26540	19.02.2014	Wrapped Creations	2014 Australia Day Awards - Supplies	3,536.00
EFT26541	19.02.2014	WT Design Studio	Wickham/Roebourne Cemetery - Final Concept Sketch	528.00
EFT26542	19.02.2014	West Australian Newspapers Limited	Advertising	11,838.00
EFT26543	19.02.2014	Willoughby Carpentry	7 Mile Waste - Remove And Replace Damaged Effluent Pit Wall	4,317.50
EFT26544	19.02.2014	Yakka Pty Ltd	Uniforms	1,239.53
EFT26545	19.02.2014	Zipform Pty Ltd	Rates - 4th Instalment Notices 2013/2014	931.73
EFT26546	19.02.2014	Karratha Contracting Pty Ltd	Kta Airport - Lighting Repairs, Millars Well ELC - Repair Exit Lights, Richardson Way - new Oven, Kta SES Bldg - Air Con Maintenance, Kta Airport - Replace Sensors, Fit new Exit Lights, Kta Golf Course - Repair Electrical Fault on Pump, Gap Ridge WWP - install Pressure Reducing Valve	34,225.12
EFT26547	19.02.2014	Willoughby Carpentry	7 Mile Waste - Stage 2, Construction of Concrete Works	96,695.68
EFT26548	20.02.2014	Karratha First National Real Estate	Rental Leases	26,723.22
EFT26549	20.02.2014	North West Realty	Rental Leases	21,291.85
EFT26550	20.02.2014	Pilbara Real Estate	Rental Leases	22,812.50
EFT26551	20.02.2014	Ray White Real Estate	Rental Leases	18,250.00
EFT26552	20.02.2014	Terry & Vicki Day	Rental Leases	5,214.29
EFT26553	20.02.2014	Cr Bailey	Sitting Fee - February 2014	2,791.67
EFT26554	20.02.2014	Cr Lally	Sitting Fee - February 2014	4,562.50
EFT26555	20.02.2014	WALGA (Marketforce)	Advertising	929.08
EFT26556	20.02.2014	Cr Smeathers	Sitting Fee - February 2014	2,791.67
EFT26557	20.02.2014	Cr White-Hartig	Sitting Fee - February 2014	2,741.67
EFT26558	20.02.2014	Boundaries Australia Pty Ltd	Kta Airport - Landside Fencing Upgrade	18,987.43
EFT26559	20.02.2014	Cr Hipworth	Sitting Fee - February 2014	2,791.67
EFT26560	20.02.2014	Cr Harris	Sitting Fee - February 2014	2,791.67
EFT26561	20.02.2014	Karratha Self Storage	Kta Self Storage Lease - 22/02/14 to 21/03/14	450.00
EFT26562	20.02.2014	Cr Kickett	Sitting Fee - February 2014	2,791.67
EFT26563	20.02.2014	Cr Long	Local Government Allowance - February 2014	11,125.00
EFT26564	20.02.2014	Cr Miller	Sitting Fee - February 2014	2,741.67
EFT26565	20.02.2014	Pilbara Copy Service	Toshiba E-Studio Printer 5055c	27,814.81
EFT26566	20.02.2014	Cr Saylor	Sitting Fee - February 2014	2,791.67
EFT26567	20.02.2014	Cr Vandenburg	Sitting Fee - February 2014	2,791.67
EFT26568	21.02.2014	Australian Taxation Office	BAS - January 2013	50,573.00
EFT26569	26.02.2014	K Samorn	Travel Assistance Trust Withdrawal	6,700.00
EFT26570	26.02.2014	Development Assessment Panels	DAP Fee - Planning App JDAP14001 Lot 9 Resource Road Gap Ridge	5,409.00
EFT26571	26.02.2014	Hickory Group	Verge Bond Refund	10,000.00
EFT26572	26.02.2014	Wood & Grieve Engineers	Refund - Maintenance Bond Yaburriji Estate Stage 1B	71,981.04
EFT26573	27.02.2014	Amnet It Services	ADSL2+ data Service- 09/03/14 to 09/04/14	79.00
EFT26574	27.02.2014	Pilbara Bakeries T/A BT's Bakery	TTI - Bread Delivery	2,810.75
EFT26575	27.02.2014	Staples Australia (formerly Corporate Express)	Stationery	156.89
EFT26576	27.02.2014	GHD Pty Ltd	Kta Airport - Claim 2 Steel Monopole Design & JM	6,270.00
EFT26577	27.02.2014	Les Mills Aerobics Australia	KLP - Exercise Items	3,015.84
EFT26578	27.02.2014	Market Creations Pty Ltd	roebourne.wa.gov.au SSL Web Server Certificate 1 year to 21/03/2015	110.00
EFT26579	27.02.2014	Apprenticeships Australia	Managed apprentice - January 2014	366.67
EFT26580	27.02.2014	Altara Group Pty Ltd	Kta- Formatting Of AM & AEP Compliance Check	4,510.64
EFT26581	27.02.2014	Commander Centre	IT - System Re-programming Required Works	979.00
EFT26582	27.02.2014	Proglity Invoicing Pty Ltd (formerly Bearcom)	General Events - 2x Radios 6x Airpieces	1,317.80

Chq/EFT	Date	Name	Description	Amount
EFT26583	27.02.2014	Richard Chamberlain	Travel Allowance - R.Chamberlain G Bennell & J.Pryor	7,074.00
EFT26584	27.02.2014	Elan Media Partners	Library - New Resources	468.27
EFT26585	27.02.2014	Chubb Fire Safety Ltd	7 Mile Waste - Repair And Charge Fire Suppression	957.88
EFT26586	27.02.2014	GES Consulting	Green The Greens - Consulting Fees From 3/2/2014 Until 24/12/2014	7,700.00
EFT26587	27.02.2014	Handy Hands Pty Ltd	Karratha Golf Course - Fertilising Of Turf Areas Following Renovations	29,484.00
EFT26588	27.02.2014	JDA Consultant Hydrologists	Professional Engineering Advice Re: Flood And Storm Surge Mapping For Karratha	11,441.18
EFT26589	27.02.2014	Kinetic Health Group Pty Ltd	Ranger - Tetanus Shot 16/12/2013	96.10
EFT26590	27.02.2014	Redwave Media Ltd	Advertising	8,866.00
EFT26591	27.02.2014	North West Tree Services	KLP, Tambrey Oval, Centenary park, Depot - Tree Removal & Gardening Works	16,198.75
EFT26592	27.02.2014	K Nieuwoudt	Reimbursement - Relocation Expenses	620.76
EFT26593	27.02.2014	Poolwerx Karratha	38 Lewis Way - Monthly Pool Services	264.00
EFT26594	27.02.2014	Regal Transport	Freight	60.50
EFT26595	27.02.2014	Solcomm Pty Ltd	IT - Assist With Installation And Commissioning Of Cambium Networks PTP 250 KLC To Library Link	5,401.47
EFT26596	27.02.2014	Scope Business Imaging	Photocopier Charges	11,224.52
EFT26597	27.02.2014	Tox Free (Australia) Pty Ltd	KLP - Bin Service October 2013	1,221.00
EFT26598	27.02.2014	Verisign Australia Pty Ltd	Digital Certificate Renewal. SSL. OWA.ROEBOURNE.WA.GOV.AU	1,749.00
EFT26599	27.02.2014	Woolworths (WA) Ltd	Youth Shed, Australia Day Groceries	897.06
EFT26600	27.02.2014	Downer Edi Works Pty Ltd	7 Mile Waste - Removal Of Green Waste After Cyclone, Tip Fees	17,086.21
EFT26601	27.02.2014	WT Design Studio	Artist Impression Sketches For Balmoral Roundabout Upgrade	858.00
EFT26602	28.02.2014	K Christensen-mortgage	Home Ownership Allowance	572.00
EFT26603	28.02.2014	Shire of Roebourne Social Club	Payroll deductions	864.00
EFT26604	28.02.2014	T Swetman	Home Ownership Allowance	555.00
EFT26605	28.02.2014	L Gan (Mortgage Account)	Home Ownership Allowance	1,427.64
EFT26606	28.02.2014	B Middleton-Mortgage Account	Home Ownership Allowance	550.00
EFT26607	28.02.2014	MAXXIA Pty Ltd	Payroll deductions	3,865.26
76631	5/02/2014	Telstra Corporation Ltd	Cancelled Cheque	-475.81
76642	29.01.2014		Cancelled Cheque	0.00
76643	29.01.2014		Cancelled Cheque	0.00
76644	29.01.2014		Cancelled Cheque	0.00
76645	29.01.2014	Juluwarlu Group Aboriginal Corporation	Kta Library - Indigenous Books	216.00
76646	29.01.2014	Vodafone Hutchison Australia Pty Limited	Kta SES - Messaging Service 26/12/13 To 25/01/14	188.53
76647	29.01.2014	WA Hino	Stock	122.18
76648	29.01.2014	Department Of Parks & Wildlife	Bucks For Bags Donation For Litter Clean Up	60.00
76649	29.01.2014	A Guthrie	Reimbursement - Catering Baked Goods for Indoor Playground	97.95
76650	29.01.2014	McLeods & Co Barristers And Solicitors	Legal Advice	529.77
76651	29.01.2014	Bryan John Moylan	Reimbursement - Airport Parking Fee	15.00
76652	29.01.2014	Mandy & Andrew McLaughlin	Refund - Original Bin Recovered No Longer Require Replacement	138.00
76653	29.01.2014	Dept Of Planning & Infrastructure - Plates	SoR Plates - 2018R Allgold Holdings Pty Ltd	200.00
76654	30.01.2014	Telstra Corporation Ltd	Telephone Charges	1,307.89
76655	30.01.2014	Horizon Power	Electricity Charges	16,697.42
76656	30.01.2014	Horizon Power	Cancelled Cheque	0.00
76657	30.01.2014	Water Corporation	Water Usage Charges	8,600.82
76658	31.01.2014	Australian Services Union (ASU/MEU Div.)	Payroll deductions	1,050.92

Chq/EFT	Date	Name	Description	Amount
76659	31.01.2014	Lgrceu	Payroll deductions	145.50
76660	04.02.2014	Australian Super	Superannuation contributions	25,260.14
76661	04.02.2014	Colonial First State Firstchoice Super	Superannuation contributions	3,916.75
76662	04.02.2014	Cbus	Superannuation contributions	2,069.11
76663	04.02.2014	North Personal Super Fund	Superannuation contributions	2,177.86
76664	04.02.2014	Asgard Superannuation	Superannuation contributions	1,017.16
76665	04.02.2014	AMP Flexible Lifetime Superannuation Fund	Superannuation contributions	4,125.07
76666	04.02.2014	Australian Super Corporate Division	Superannuation contributions	528.86
76667	04.02.2014	ANZ Smart Choice Super	Superannuation contributions	1,626.90
76668	04.02.2014	AXA Generations	Superannuation contributions	1,436.55
76669	04.02.2014	BT Super For Life	Superannuation contributions	5,285.48
76670	04.02.2014	Catholic Super & Retirement Fund	Superannuation contributions	1,402.29
76671	04.02.2014	CBA Superannuation Savings Account	Superannuation contributions	94.02
76672	04.02.2014	First State Super	Superannuation contributions	1,848.59
76673	04.02.2014	Hesta Superannuation	Superannuation contributions	4,838.42
76674	04.02.2014	HostPlus Superannuation	Superannuation contributions	6,797.05
76675	04.02.2014	JR Superannuation Fund	Superannuation contributions	66.11
76676	04.02.2014	Local Government Superannuation	Superannuation contributions	1,825.44
76677	04.02.2014	Mtaa Superannuation Fund	Superannuation contributions	104.67
76678	04.02.2014	MLC Nominees Pty Ltd	Superannuation contributions	2,902.40
76679	04.02.2014	MLC Masterkey Superannuation	Superannuation contributions	4,081.36
76680	04.02.2014	Mercer Superannuation (Australia) Pty Ltd	Superannuation contributions	1,362.99
76681	04.02.2014	NGS Superannuation	Superannuation contributions	1,466.30
76682	04.02.2014	Rest Superannuation	Superannuation contributions	10,154.85
76683	04.02.2014	Superwrap Personal Super Plan	Superannuation contributions	1,470.66
76684	04.02.2014	Sunsuper Pty Ltd	Superannuation contributions	2,677.07
76685	04.02.2014	Tasplan	Superannuation contributions	1,530.68
76686	04.02.2014	Colonial First State Investments Limited (super)	Superannuation contributions	1,177.10
76687	04.02.2014	VicSuper	Superannuation contributions	1,446.40
76688	06.02.2014	M Booth	Australia Day Award Winner - Citizen of the Year	1,000.00
76689	06.02.2014	Telstra Corporation Ltd	Telephone Charges	2,476.14
76690	06.02.2014	Horizon Power	Electricity Charges	2,488.81
76691	06.02.2014	Water Corporation	Water Usage Charges	3,499.05
76692	06.02.2014	Peter Fowler	Refund - Building Application Fee RN 228696	90.00
76693	06.02.2014	Dept of Housing	Rates Refund A78398	121.46
76694	06.02.2014	United Party Hire	Australia Day Celebrations - General Equipment Hire 26/01/2014	3,295.50
76695	11.02.2014	Telstra Corporation Ltd	Telephone Charges	8,626.43
76696	11.02.2014	Print Error	Cancelled Cheque	0.00
76697	11.02.2014	Print Error	Cancelled Cheque	0.00
76698	11.02.2014	Print Error	Cancelled Cheque	0.00
76699	11.02.2014	Print Error	Cancelled Cheque	0.00
76700	11.02.2014	Print Error	Cancelled Cheque	0.00
76701	11.02.2014	Print Error	Cancelled Cheque	0.00
76702	11.02.2014	Print Error	Cancelled Cheque	0.00
76703	12.02.2014	Telstra Corporation Ltd	Telephone Charges	706.96
76704	12.02.2014	Horizon Power	Electricity Charges	21,167.69
76706	12.02.2014	Water Corporation	Water Usage Charges	42,149.31
76707	12.02.2014	Department of Transport	Vehicle Search Fees	9.60

Chq/EFT	Date	Name	Description	Amount
76708	12.02.2014	Lions Club Of Karratha & Dampier (Inc)	Staffing for Function	750.00
76709	13.02.2014	Peter Fowler	Refund - Code Variation Cancelled L2408 Bateman Ct Millars Well	147.00
76710	13.02.2014	Target Australia Pty Ltd	Emergency Services - 32 A4 Picture Frames For Presentations	66.50
76711	13.02.2014	Watering Concepts	Stock	149.16
76712	14.02.2014	Shire Of Roebourne	Payroll deductions	1,581.98
76713	19.02.2014	Telstra Corporation Ltd	Telephone Charges	13,346.99
76714	19.02.2014	Vodafone Hutchison Australia Pty Limited	SES Messaging Service - Phone Charges 26/1/14 - 25/2/14	172.96
76715	19.02.2014	Horizon Power	Electricity Charges	4,684.03
76716	19.02.2014	Horizon Power	Cancelled Cheque	0.00
76717	19.02.2014	Water Corporation	Water Usage Charges	8,526.98
76718	19.02.2014	WA Hino	Parts	4,165.65
76719	19.02.2014	Fines Enforcement Registry (Dept Of Attorney General)	Fines Enforcement Lodgement	344.00
76720	19.02.2014	Robert Hunter	Pro-rata Refund - Dog Licence 1502434 (passed away)	6.00
76721	19.02.2014	Norwest Craft Supplies	KLP - 50mm Velcro x 5m with sticky back	95.75
76722	20.02.2014	Horizon Power	Electricity Charges	95,933.39
76723	21.02.2014	Shire Of Roebourne	Petty Cash Reimbursement	1,239.60
76724	27.02.2014	WA Hino	Parts	148.50
76725	27.02.2014	Zurich Insurance Australia	Insurance Excess Claim 027393. R7348 Reverered Into Third Party Vehicle 31/01/14	300.00
76726	28.02.2014	Australian Services Union (ASU/MEU Div.)	Payroll deductions	611.00
76727	28.02.2014	Lgrceu	Payroll deductions	97.00
76728	28.02.2014	Shire Of Roebourne	Payroll deductions	1,388.46
DD19639.1	15.01.2014	SG Fleet Australia Pty Ltd		3,127.33
DD19665.1	10.12.2013	Westpac Corporate Credit Cards		32,502.76
DD19729.1	09.01.2014	Westpac Corporate Credit Cards		39,301.70
				416.66

6,002,062.10

	04.02.2014	Shire of Roebourne	Wages	106.01
	04.02.2014	Shire of Roebourne	Wages	241.26
	04.02.2014	Shire of Roebourne	Wages	1,066.42
	05.02.2014	Shire of Roebourne	Wages	367.08
	05.02.2014	Shire of Roebourne	Wages	1,750.84
	04.02.2014	Shire of Roebourne	Wages	1,240.50
	13.02.2014	Shire of Roebourne	Payroll F/E 12.02.2014	707,673.67
	14.02.2014	Shire of Roebourne	Wages	6,969.90
	18.02.2014	Shire of Roebourne	Wages	220.60
	27/02/2014	Shire of Roebourne	Payroll F/E 26.02.2014	732,073.99

1,451,710.27

Total Payments

7,453,772.37

9.3 AUDIT AND ORGANISATIONAL RISK COMMITTEE FEBRUARY 2014 MEETING

File No:	FM.1
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Governance and Organisational Strategy
Date of Report:	25 February 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	<ol style="list-style-type: none"> 1. Minutes of AORC Meeting 25 February 2014 2. Compliance Audit Return – 2013 3. Confidential - Internal Audit Report

PURPOSE

The purpose of this report is to receive the minutes of the Audit & Organisational Risk Committee meeting held on 25 February 2014 together with the 2013 Compliance Audit Return.

BACKGROUND

The Audit and Organisational Risk Committee met on 25 February 2014 to discuss the following matters:

- (a) Compliance Audit Return (CAR) 2013
 The CAR required the review of 78 compliance matters for the 2013 year, revealing only 6 instances where there was some degree of non compliance with the *Local Government Act 1995* and its supporting regulations. This represents a 92.3% compliance rate in comparison to 85.9% for 2012. In order to drive continuous improvement the CAR was approached from a strict technical compliance perspective which resulted in three non compliances that could otherwise have been recorded as compliant.

The six instances of non-compliance relate to:

Category	Non-compliance	Legislation Reference	Comments
Delegation of Power/Duty	Written record not available of all occasions a delegated power or duty exercised.	S5.46(3) Admin Reg 19	Although mostly compliant consideration to be given to best method to capture all records for compliance purposes.
Disclosure of Interest	Written acknowledgment of one annual return cannot be evidenced.	s5.77	Relates to former elected member.

Category	Non-compliance	Legislation Reference	Comments
Disclosure of Interest	Five interests disclosed at a Council meeting were not recorded in the register.	s5.88 Admin Reg 28	Training, process reviews and improved advisory services have been implemented to reduce the incidence of non-compliance.
Disposal of property	The notice of disposal of a shed at the Roebourne airstrip did not include the market value of the property.	s3.58(4)	Despite contact with several Property Valuers, a market value was not able to be obtained.
Local Government Employees	Remuneration package details were not included in the advertisement for a vacant senior employee position.	s5.36(4) s5.37(3) Admin Reg 18A	Owing to organisational restructure determination of the TRP was not finalised at the time of advertising.
Tenders	On one occasion written notification to parties that submitted an EOI did not include details of successful submissions	F&G Reg 24	Procedures have been updated to provide for this in future.

Having been reviewed by the Audit & Organisational Risk Committee the CAR now requires Council's acceptance prior to it being lodged with the Department of Local Government by 31 March 2014.

(b) Internal Audit – Cash Handling Review

A review of the cash handling systems was audited by an independent audit firm, Paxon Group, in November 2013. Overall the review suggested that improvement was required in all areas that were assessed. A number of areas required improvement in their existing procedural documents and greater scrutiny around the reconciliation controls, storage and security of cash including petty cash. Responses have been provided by teams as to the recommendations offered by Paxon Group.

The next internal audit, scheduled to be completed before May 2014, will focus on tender and contract management systems.

(c) Projects

Status reports were considered on a number of ongoing projects including risk management, business continuity, internal audits and the business improvement projects related to the Integrated Strategic Planning initiative.

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 Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Consultation has occurred on the above matters with the members of the Audit and Organisational Risk Committee and executive officers. The internal audit program was agreed to by the Audit and Organisational Risk Committee in late 2013.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Part 7 of the *Local Government Act 1995* reflects the requirements of the audit committee, purpose and conduct of the audit and the general scope of audit including compliance returns and internal audits.

Regulations 13-15 of the *Local Government (Audit) Regulations 1996* provide for compliance audits and Regulation 17 makes provision for the CEO to review certain systems and procedures. Regulation 5 of the *Local Government (Financial Management) Regulations 1996* detail the CEO’s duties as to financial management.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no material 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 Operational Plan 2013-2014 provides for this activity:

- Our Program: 4.c.2.3 Develop and or review Council policies, procedures and processes.
- Our Services: 4.c.2.3.1 Undertake internal audits and reviews.
- 4.c.2.3.2 Implement risk management culture through the organisation.

RISK MANAGEMENT CONSIDERATIONS

All risks are managed with periodic reporting and audit to the Executive and to the Audit & Organisational Risk Committee.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Outcomes of Audit & Organisational Risk Committee meetings are reported to Council on a quarterly basis.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:

Option 1
As per Officer’s recommendation.

Option 2
That Council by SIMPLE Majority pursuant to Part 7 of the *Local Government Act 1995* RESOLVES to DEFER consideration of the recommendations of the Audit & Organisational Risk Committee meeting, for the following reasons:

_____.

CONCLUSION

The major focus of the 25 February 2014 Audit & Organisational Risk Committee was to consider and endorse the findings from the Compliance Audit Return for 2013 and to review and endorse the recommendations from the internal audit conducted of the Shire's cash handling systems.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152781

MOVED : Cr Smeathers

SECONDED : Cr White-Hartig

That Council by **SIMPLE** Majority pursuant to Part 7 of the *Local Government Act 1995*, Regulation 5 of the *Local Government (Financial Management) Regulations 1996* and Regulations 14 and 17 of the *Local Government (Audit) Regulations 1996* **RESOLVES** to:

1. **RECEIVE** the Minutes of the Audit and Organisational Risk Committee meeting held on 25 February 2014;
2. **RECEIVE** and **ENDORSE** the Compliance Audit Return for 2013; and
3. **NOTE** the results of the Cash Handling Internal Audit conducted by the Paxon Group.

CARRIED

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

AGAINST : Nil

9.4 REGIONAL PRICE PREFERENCE POLICY – SUBMISSION PERIOD

File No:	CM.168
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Senior Compliance Coordinator
Date of Report:	14 March 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil.
Attachment(s)	Draft Regional Price Preference Policy

PURPOSE

To consider the response to public advertising of the revised Regional Price Preference Policy.

BACKGROUND

The Regional Price Preference Policy is intended to encourage local employment and business activity in the community and to keep money within the local community. The policy, which supports the opportunity for local businesses to receive advantageous price consideration over businesses located outside of the district or region, was reviewed by Council at its meeting of 16 December 2013. At that meeting Council resolved to:

INVITE public submissions regarding Policy CF-5 – Regional Price Preference Policy for the minimum statutory time period of 4 weeks prior to a further report being submitted to the February 2014 Council meeting.

An advertisement was published in the West Australian Newspaper calling for submissions or comments from the public regarding the revised Regional Preference Policy. This advertisement was placed according to statutory requirements. The advertisement was placed on the 18 January 2014 and the submission period closed on the 17 February 2014. No submissions or comments were received.

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

COUNCILLOR/OFFICER CONSULTATION

Following consultation with Councillors at the March 2014 Briefing session section 2.1 of the policy was reworded to clarify the intent.

COMMUNITY CONSULTATION

Statewide public notice of the altered proposed regional price preference policy was given in accordance with Regulation 24E (4) of the *Local Government (Functions and General Regulations) 1996*. No submissions or comments were received

STATUTORY IMPLICATIONS

Part 4A of the *Local Government (Function and General) Regulations 1996* makes provision regarding regional price preference.

Regulation 24D (1) provides that: ‘a preference may be given to a regional tenderer by assessing the tender from that regional tenderer as if the price bids were reduced by -

- (a) up to 10% — where the contract is for goods or services, up to a maximum price reduction of \$50 000; or
- (b) up to 5% — where the contract is for construction (building) services, up to a maximum price reduction of \$50 000; or
- (c) up to 10% — where the contract is for goods or services (including construction (building) services), up to a maximum price reduction of \$500,000, if the local government is seeking tenders for the provision of those goods or services for the first time, due to those goods or services having been, until then, undertaken by the local government.’

POLICY IMPLICATIONS

This policy has implications on the effective functioning of the following:

- Purchasing Policy CF6
- Tender Evaluation CE13

FINANCIAL IMPLICATIONS

The Regional Price Preference Policy may have financial implications in the course of tender evaluation, however it is only one factor considered in evaluating tenders.

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.c.2.3 Develop and/or review Council Policies, procedures and processes.
- Our Services: 4.c.2.3.3 Review procurement functions

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

An existing Regional Price Preference Policy (2007) was adopted by Council in 2002 with a number of revisions over the past decade.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer’s recommendation.

Option 2

That Council by Simple Majority pursuant to Part 4A of the *Local Government (Functions and General) Regulations 1996* RESOLVES to DEFER consideration of the revised Regional Price Preference Policy pending further community consultation.

CONCLUSION

The Shire of Roebourne has undertaken review and consultation regarding the existing Regional Price Preference Policy. This policy was last reviewed in 2007.

According to the *Local Government (Function and General) Regulations 1996*, the Shire is obliged to give Statewide public notice of the altered proposed regional price preference policy and consider all submissions received. This advertisement was placed in 'The West Australian' and no comments or submissions were received from the public.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152782
MOVED : Cr Vandenberg
SECONDED : Cr Saylor

That Council by Simple Majority pursuant to Part 4A of the *Local Government (Functions and General) Regulations 1996* RESOLVES to ADOPT the revised Regional Price Preference Policy.

CARRIED

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

10 COMMUNITY SERVICES

10.1 EVENTS & FESTIVALS BUSINESS PLAN

File No:	RC.65
Responsible Executive Officer:	Director Community Services
Reporting Author:	Events Coordinator
Date of Report:	26 February 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. Events & Festivals Business Plan 14/15 - 16/17 2. 2014 REAF Program Proposal

PURPOSE

To seek Council's endorsement of the Events & Festivals Business Plan.

BACKGROUND

The purpose of the Events & Festivals Business Plan is to outline a three year direction for Events & Festivals, within the Community Services Directorate. It connects directly with the Shire's Corporate Business Plan (CBP 2012-2016) and picks up in Year 2 of the Operational Plan.

The events & festivals program is the Shire's response to Outcome 1.f of the Strategic Community Plan 2012-2022, *Enhanced community pride, safety, services and facilities that provide a sense of belonging.*

Furthermore it has been evidenced that without the Shire taking on the role of event provider, there would be almost no event activity happening throughout the community. This is due in part to the relatively high cost of running events in the region; a lack of expertise in event management; and a lack of touring or commercial operators delivering events within the North West.

Part of the long term strategy, articulated as part of the Major Event Attraction/Sponsorship Scheme is for the Shire to take a proactive approach to securing events to be staged within the Shire on an annual basis. Given time, this will lead to a reduction in the reliance on Council delivering events and a more sustainable events industry with a regular cycle of annually staged events, but also locally based event operators and/or community organisations taking the lead in the space.

In 2012 the Shire entered into a partnership with Rio Tinto for the delivery of a diverse annual events and activities program, across a range of arts mediums and formats, benefitting communities across the Shire. This partnership gave the Shire \$820,000 per annum to run events that meet a set of mutually agreed outcomes. With that investment, came the expectation from Rio Tinto, that the Shire would continue to contribute financially to the advancement of the arts & culture offering in the Shire and work towards creating a sustainable events industry/calendar that over time would not require such significant support from Rio Tinto and the Shire collectively. This sustainability is to be based on an

increase in event operators/tours, diversified funding through additional corporate sponsorship and grants and an increase and consistency in ticket revenue from staged events.

For the next three years at least, the Events & Festivals portfolio will play an intrinsic role in transforming the Shire of Roebourne community into a vibrant, culturally accessible place where people choose to work, live and raise a family.

At the November Council Briefing, Officer's sought clarity and direction for the strategic plan and program outlined in the Business Plan.

It is proposed that Council's objective is to ensure every person living in the Shire of Roebourne has the opportunity to participate in festivals and events which are relevant, exciting and high quality.

The Shire's role in events and festivals is to:

- Set the strategic direction for events & festivals
- Seek funding & sponsorship to support program
- Contract appropriate service providers
- Promote the Shire as a desirable destination for toured events
- Work with community groups and local event producers
- Provide advisory support to Event Producers
- Support external vendors in delivering major events

But not to:

- Facilitate markets
- Stage large scale music performances (Rather it is proposed that the Shire support external providers)
- Run events or festivals in competition to those being staged from external providers

The following has been agreed with the primary funding partner Rio Tinto as to what the objective of each program area of the Events & Festivals portfolio will be and the structure of these events. It is this program Officers seek Council's support of. The costs identified below **do not include** costs associated with the Events staff (3FTE plus casuals), estimated at an annual cost of **\$488,000 plus overheads**.

Arts & Culture Program – budget allocation \$525,000, Nett cost - \$0

A structured calendar of four to six events will be developed and communicated ensuring events are made available to communities in Dampier and Wickham, with events delivered on time and to budget. The events will be formed around:

- Christmas Activation
- Children's/Family Event
- Twilight Tunes x 2 per annum
- Comedy Festival Gala
- Major local production sponsorship
- Major Live Music/Dance/Theatre sponsorship

Moonrise Cinema – budget allocation \$248,000, Nett cost \$0

Since its take over by the Shire at the start of 2012, Moonrise Cinema has become one of the Shire's most important and valued entertainment options for the community. Attracting almost 12,000 attendees in 2013 the cinema runs a minimum of 82 screens per year across a dry season (March – October) and wet season (November – February).

The key objective for Moonrise Cinema moving forward is to continue to deliver consistent and reliable screenings that the whole community can access.

Australia Day Celebrations – budget allocation \$75,700, Net cost \$57,000

The Australia Day Awards & Celebration aim to encourage strong community participation and sense of place through the recognition of those individuals and/or groups who made an outstanding contribution to the Shire of Roebourne community.

The Australia Day Awards are sponsored by Woodside, Horizon Power and also supported through the Rio Tinto partnership.

The categories for Awards are as follows;

- Citizen of the Year
- Young Citizen of the Year
- Environmental Award
- Community Service/Spirit Award – Individual
- Community Service/Spirit Award – Organisation
- Cultural Award
- Community Event Award

Cossack Art Award & Family Day – budget allocation \$343,800, Net Cost \$25,000

The Cossack Art Award (CAA) is an important arts event for local, state wide and national artists; and for the Pilbara community and visitors to the region.

The Award also provides significant opportunities for local Indigenous and non-Indigenous artists and is recognised as the nation's richest open regional award, bringing tourists and visitors to one of the region's key heritage sites.

The Cossack Art Award includes an Artist in Residence program, Public Program and Family Day aimed at bringing key sectors of the community into contact with the Exhibition.

Red Earth Arts Festival Arts (REAF) – budget allocation \$515,000. Net cost \$156,000. The budget has been as high as \$850,000 in previous years due to increase funding from Council and RITO.

Over the past three years, the Red Earth Arts Festival (REAF) has experienced significant fluctuations of programming and unintentional direction alterations from year to year, whilst trying to establish a clear identity. Officers suggest the festival moves into a period of stabilisation to allow a natural evolution of brand development and programming content. This stabilisation can be achieved by setting a consistent budget, complimentary programming and setting clear and measurable KPI's (i.e. aiming to attract approximately 10,000 patrons across the festival).

REAF aims to encourage the community to build identity, capacity and visibility of arts and culture within the region. It provides opportunities for self-expression and community engagement for people of all backgrounds.

The REAF brand and program is underpinned by the following core values, set after extensive consultation with Officer's and key stakeholders.

REAF will be:

- Diverse
- Entertaining
- Vibrant

- Community focussed; and
- Evolving

It is a key objective for REAF moving forward to stabilise the program, budget and attendance forecasts in order to facilitate a more organic growth and development for the Festival. Officers have outlined further detail about this in the Business Plan attached. Officers suggest the program structure is toned back to operate for 10 days (previously the festival extended as long as 16 days), incorporating events in each town of the Shire and delivering high quality, professional content. It is not intended to encompass major musical events that have been included in the past, such as “Birds of Tokyo”.

Should Councillors not agree with this direction, Officers have identified the following options for consideration:

1. Deliver REAF to the same level as 2013; across 16 days with a large scale village site at a total cost of \$850,000. This would require an additional \$335,000 from Council.
2. Deliver an even smaller version of REAF than has been recommended in this report. This could be a festival that runs for one weekend, delivers 3-4 events at a total cost of \$215,000 with no cost to Shire.
3. Not deliver REAF at all, however acknowledging that REAF is part of the Rio Tinto Partnership agreement so consultation and negotiation would be required.

Officers suggest the \$250,000 that Council has previously allocated toward the Major Community Event (as part of REAF) is shifted from REAF to the separate Sponsorships Scheme, which would provide greater influence to attract large scale events from outside producers or tours.

In addition to the events and festivals detailed above, and as a result of some restructuring, the annual Sponsorship Scheme has been shifted from Community Development to Events & Festivals. This is to bring the Shire’s sponsorship of annual event initiatives in line with the overall Major Event Attraction Strategy set out as a key program for the Events & Festivals team. This includes annual sponsorship of such events as FeNaCING, Red Dog Festival, City to Surf, Roebourne Cup and the KDCCI.

It will be the role of the Events & Festivals Team to review inbound sponsorship proposals that present strong opportunities for securing events in the region that drive economic development, profile and tourism for the Shire. Furthermore, it will be the role of the Events & Festivals Team to seek out opportunities for support and actively lobby event producers/owners to bring their event to the Shire.

A final evaluation report, including recommendations for future years, will be completed after each event. However the intention is that the program structure, budget and performance targets remain relatively the same year to year, just the content is refreshed.

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 and cultural issues that pertain to delivering events & festivals within the Shire.

COUNCILLOR/OFFICER CONSULTATION

Shire Officers have worked extensively on the plan for several months, in conjunction with Council and funding partners.

COMMUNITY CONSULTATION

No community consultation has been conducted.

STATUTORY IMPLICATIONS

Section 3.18 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The Events & Festivals Business Plans outlines the Income and Operating costs for each program area for the next three years. Furthermore, the plan outlines the cost to Shire for each year of the plan and shall be used to set annual budgets for 14/15, 15/16 and 16/17 financial years.

The overall cost to Shire for the delivery of the Events & Festival portfolio for the next three years is set out as follows:

	Rio Tinto Contribution	Other External Funding/Leveraging	Cost to Shire	Total Operating Cost
FY 14/15	\$820,000	\$762,500	\$613,950	\$2,196,450
FY 15/16	\$820,000	\$778,445	\$663,898	\$2,262,343
FY 16/17	\$820,000	\$794,867	\$715,346	\$2,330,213

* This excludes funds allocated as part of the Sponsorship Scheme

This forecasting is based on applying a flat 3% increase on all costs and income (excluding Rio Tinto funding which does not increase over the term of the agreement). All efforts will be made by Officers to diversify and increase funding through grants and sponsorship as well as increasing ticketing revenue. Furthermore all efforts will be made to secure goods and services at the lowest possible cost to Shire in effort to keep costs to a minimum.

Alternatively, Council may wish to “cap” its costs for events and festivals at the FY 14/15 levels (\$613,950) or even determine to reduce it’s allocation over the three year period. Should council wish to provide direction of this manner, the Officers recommendation will require alteration.

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:

<p>Our Program: 1.f.2.3 Our Services: 1.f.2.3.1</p>	<p>Make the most of our Natural and Public Environment. Continue to present Red Earth Arts Festival (REAF). Events should utilise a variety of venues including outdoor amphitheatres and community halls. Local artists and performers and well known international and national acts can feature in the program with a variety of events to appeal to the Shire of Roebourne’s diverse community.</p>
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<p>Our Program: 1.f.4.3 Our Services: 1.f.4.3.1</p>	<p>Encourage community engagement. Continue to provide a range of community events.</p>
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RISK MANAGEMENT CONSIDERATIONS

The primary risk associated with the Events & Festivals Business Plan is that without clear direction and parameters (financial and programming) the long lead time required for efficient and effective planning cannot occur; funding applications which are generally due a year in advance cannot be developed and submitted; and the consistent and organic growth opportunity that events need to mature cannot be provided.

IMPACT ON CAPACITY

The implementation of the Events & Festivals Business Plan will require 3.0 FTE plus an allocation of casual staff and volunteers. Currently these positions are provided for within Leisure Services and the implementation of the program will be integrated into Officers annual work plans.

RELEVANT PRECEDENTS

There are no relevant precedents as the Events & Festivals Portfolio in its current form is a new program area for Council.

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 Events & Festivals Business Plan as presented and provide direction on an alternate approach.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE the Events & Festivals Business Plan noting the following alterations;

1. _____.
2. _____.
3. _____.
4. _____.

CONCLUSION

The purpose of the Events & Festivals Business Plan is to outline a three year direction for Events & Festivals, within the Community Services Directorate. These events & festivals will play intrinsic role in transforming the Shire of Roebourne community into a vibrant, culturally accessible place where people choose to work, live and raise a family. At the November 2013 Council Briefing, Officer’s sought clarity and direction for the strategic plan and program outlined in the Business Plan, and now seek to formalise this direction.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152783
MOVED : Cr Hipworth
SECONDED : Cr Lally

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE the Events & Festivals Business Plan as presented and attached to this report, including the following:

1. Arts & Culture Program will deliver six events per calendar year.
2. Moonrise Cinema will deliver a minimum of 82 screenings per calendar year.
3. Australia Day will comprise of the Citizen Award Ceremony breakfast awarding a maximum of seven awards; the Citizenship Ceremonies facilitated by Community Development and an afternoon of free community activities.
4. Cossack Art Award will comprise of the Art Exhibition, a maximum 12 Awards, an Artist in Residence Program, a Public Program and a Family Day.
5. Allocate funds (\$250,000) previously itemised as Major Community Event (Account Number 340215) to the Sponsorships Scheme (Account Number 314209), in order to attract major events.
6. Red Earth Arts Festival will be programmed across a 10 day period, featuring events in each of the five towns of the Shire for an annual budget of approximately \$515,000 and with a target of attracting a consistent audience of approximately 10,000 patrons.

CARRIED

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

Cr Saylor declared an impartiality interest in Item 10.2 Eastern Corridor Community Hub Scope Options as Cr Saylor is a member of the Wickham Community Association which is a partner of the Wickham Community Hub. Cr Saylor also declared that he is an employee of Rio Tinto.

Cr White-Hartig declared an impartiality interest in Item 10.2 Eastern Corridor Community Hub Scope Options as Cr White-Hartig is the President of the Wickham Community Association which is a partner of the Wickham Community Hub; and is the President of the Wickham Youth Group which has an interest in the project.

10.2 EASTERN CORRIDOR COMMUNITY HUB SCOPE OPTIONS

File No:	RC.106
Responsible Executive Officer:	Director Community Services
Reporting Author:	Manager Leisure Services
Date of Report:	28 February 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Eastern Corridor Community Hub Scope Options

PURPOSE

For Council to consider several options to review the scope of the proposed Eastern Corridor Community Hub as required by Department of Regional Development funding business case process.

BACKGROUND

On 2 May 2013 the Eastern Corridor Hub Agreement between Rio Tinto and the Shire, was executed by the Chief Executive Officer and Shire President. This agreement includes the financial contribution by Rio Tinto (RTIO) for the delivery of the Eastern Corridor Hub in the following stages:

- Stage 1: Concept design and masterplan;
- Stage 2: Project implementation and development;
- Stage 3: Construction and practical completion; and
- Stage 4: Acquisitions, defects liability period and final building inspection.

On 28 October 2013, Council endorsed the following scope and management principles.

1. ENDORSE the scope of works for the Wickham Community Hub being:
 - Childcare (50 place)
 - Multi Purpose Community Rooms (x 2)
 - Library
 - Youth Drop in Centre
 - Not for Profit Office Space (x 2)
 - Splash Pad/Water Playground
 - Kiosk
 - Ten-pin Bowling (4 lane)

- Medium/Function Hall
 - Youth Office Space (x 2)
 - Skate Park/Facilities
 - Change rooms and Toilets
 - Demolition and Re-build of the Squash Courts
 - Reception/Administration Space
2. ENDORSE the principles of ownership and management of the facility being:
- a) The Shire will consider ownership of the facility if the land is relinquished by Rio Tinto and transferred without cost to the Shire under a Freehold Title arrangement.
 - b) The parties will develop a financial agreement based on the following principles:
 - The agreement will be long term, propose 20 years.
 - An annual contribution will be made by Rio Tinto towards the anticipated operational loss of the facility.
 - A further annual contribution will be made by Rio Tinto towards capital maintenance through life cycle costing exercise: approx. 7.5% of capital cost over 20 years.
 - Any annual operating surplus will be distributed on a profit share basis.
 - c) A detailed management plan will be jointly agreed between Rio Tinto, Wickham Community Association and the Shire of Roebourne.
 - d) The Wickham Community Association will manage and be responsible for youth and hire spaces within the hub development.
 - e) All library capital, operational and maintenance expenditure is excluded when determining Life Cycle Costing and the actual operational deficit amounts and is the sole responsibility of the Shire.
3. ENDORSE Officers to progress funding applications/discussions with appropriate organisations to leverage from Rio Tinto's capital contribution proposal.

Following the progression of funding applications and associated business cases, the Department of Regional Development requires the Shire to submit multiple options within the business case, detailing potential scope variations within the project. Officers have now prepared several options for Council to consider.

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 social issues, economic issues, wellbeing issues and will impact on Council financially both operationally and during the initial construction phase.

COUNCILLOR/OFFICER CONSULTATION

Officers presented the revised scope options outlined within the report for Councils consideration at the February Council briefing session. Officers consider the options within this report reflect Councillor feedback from the briefing session.

Officers have critically reviewed the scope of the Eastern Corridor Community Hub in light of discussions with the Department of Regional Development regarding funding availability and make the following critical review and suggestions of the original scope of works adopted by Council:

1. Decrease multi purpose and Medium hall by 170m² - positive discussions have recently occurred with RTIO regarding the potential use of RTIO facilities as a community welfare centre. Following these discussions, Officers have reduced the size of the Hall and Multipurpose spaces as they were originally scoped to incorporate a welfare centre.
2. Increase NFP offices by 6m² - A slight increase in office space has been made to accommodate medical suites due to the recent hospital site being decommissioned.
3. Decrease Drop in Centre by 24m² - due to disproportionate size of proposed area.

Scope Item	Original Size	Proposed Scope Rationalisation
Multipurpose Hall	200	80
Medium Hall	350	300
Drop In Centre	204	180
NFP Offices	34	40

Furthermore, Officers have detailed options below regarding additional scope refinement for Council consideration. These options highlight what Officers consider to be essential requirements within the project and other items which are consider non-essential. Officers consider the following descriptions to be correct, however Council may wish to adjust the areas as allocated.

Community Needs – Essential	Community Wants – Non Essential
Library	Ten-pin Bowling
Childcare	New Squash Facilities
Multi-purpose Rooms	Splashpad/Snr Playground
Youth Drop-in Centre	Skate Facilities
Not for Profit Offices	Kiosk
Youth Office Space	
Change rooms and Toilets	
Reception/Administration Space	

The items outlined above as “Community Wants” have been detailed below:

Community Wants	Justification/Comments
Ten-pin Bowling	This facility will create a “point of difference” in the community. There is currently no like facility within the Shire. The sustainability of such a facility is questionable. The ongoing specialist maintenance and services is also an area of concern. Officers suggest this facility would be the first item to be removed due to lack of sustainability and needs analysis. Accordingly the Kiosk facility will be reduced in size to a server style kitchen, similar to the KLP function room servery. It is suggested that the WCA may wish to continue to investigate the feasibility of such a commercial facility and associated capital funding streams.
New Squash Facilities	The existing squash courts is located in prime development location. They are an ageing facility with limited life remaining (estimated 5 -10 years) and new courts would allow for ease of management and assist in creating a Community Hub ‘feel’ to the complex. The existing facility is still operationally sound, the cost to demolish and rebuild is significant and could potentially be competed as part of a second stage. Officer suggest this facility would be the second item to be removed from the scope.

<p>Splashpad / Senior Playground</p>	<p>The senior play ground and splash pad would create a “point of difference” within the eastern corridor as there is no water play facilities. However, RTIO is currently developing a \$1.3m playground adjacent to this facility. Inclusion of an additional playground, while aimed towards an alternative age group, may be deemed as duplication. Splashpad’s are historically expensive to operate and require specialist qualifications. This facility could potentially be built as part of a second stage if the aquatic facility was to be upgraded. Officers suggest that these items remain within the scope of works, however should funding constraints present themselves, these items would be the next to be removed from scope.</p>
<p>Community Wants</p>	<p>Justification/Comments (<i>Continued</i>)</p>
<p>Skate Facilities and Kiosk</p>	<p>Officers believe that these should remain within the scope of works as they contribute to the operation of the facility and are commonly found within a Community hub precinct. However, Officers have indicated to reduce the size of the kitchen should the Ten Pin Bowling facility be removed.</p>

When considering the above comments, Council has the ability to “mix and match” between items to form alternative options. Officers have summarised the options recommended to Council under the financial implications section.

COMMUNITY CONSULTATION

The scope of works as described below was determined through community consultation and testing against existing facilities and services. Community consultation was conducted over two stages to develop an accurate scope for the development of the Eastern Corridor Hub. Rio Tinto commenced significant community consultation to develop a base scope for several facilities. Furthermore, the Wickham Community Association has completed consultation and design for a range of additional facilities, largely targeted at Youth. In the first and second quarter of 2013 Shire Officers tested this brief through stakeholder engagement and needs analysis conducted with the following stakeholders:

- Wickham Community Association
- WA Country Health Service
- Wickham Bowls Club
- Wickham Squash Club
- Wickham Nitro Cars
- Wickham Youth Group
- Rio Tinto
- Pilbara Development Commission

The community associations and organisations will continue to be consulted throughout the immediate process. Officers are reluctant to commence wider community consultation until confidence is obtained through funding parties as to elements that will be constructed within stage 1. This is to avoid over promising and under-delivering and to create some confidence within the township for the project and its deliverables.

STATUTORY IMPLICATIONS

Section 3.18 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The Eastern Corridor Community Hub will have significant financial implications for Council both in upfront capital costs and in ongoing operational costs once constructed. Firstly, Officers suggest the following funding model will be sought for the construction of the facility:

Organisation	Funding (\$) Proposed
Shire of Roebourne	\$1,500,000
Rio Tinto Iron Ore	\$11,500,000
Lotterywest	\$1,000,000
State Government (Department of Regional Development)*	\$5,000,000 *
Anticipated Total Budget	\$19,000,000

* Officers have been advised the State Government funding could fluctuate between \$3m and \$8m.

Officers have provide four (4) scope options for Council to consider (items, m2 and costs are detailed in the attachments). In summary, these are based on the following capital cost models and the scope variations detailed under Councillor Consultation.

Option Number	Capital Cost Approximate	Scope Variation
Option 1	\$20,500,000	Based on October Council endorsement, with a reduction in square meterage to Drop in Centre, Medium Hall and Multipurpose areas. Slight increase to NFP Offices.
Option 2	\$18,500,000	As option 1 plus removal ten-pin bowling and reduction in kiosk.
Option 3	\$17,300,000	As option 2 plus removal of works to squash facilities.
Option 4	\$14,500,000	As option 3 plus removal of splashpad and playground.

Officers believe option 2 is the most appropriate option to present to the Department of Regional Development for funding consideration and as such represents the Offices recommendation for Council resolution.

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.d.2.2 Develop and implement strategic partnerships that assist in the provision of community infrastructure and service delivery.

Our Services: 1.d.2.2.4 Implement Wickham Recreation and Community facilities Project – Stage One agreement.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be high to the Shire in terms of financial implication due to the largely capital funding and the significant potential operating costs.

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 3.8 of the *Local Government Act 1995* RESOLVES to ENDORSE alternative options to include within future business case and funding submissions for the Eastern Corridor Community Hub, these being;

- 1. _____
- 2. _____
- 3. _____

Option 3

That Council by SIMPLE Majority pursuant to Section 3.8 of the *Local Government Act 1995* RESOLVES to:

- 1. REJECT scope options for the Eastern Corridor Community Hub;
- 2. INSTRUCT the Chief Executive Office to only submit Option 1 as presented in this report and as endorsed by Council at the October 2013 Ordinary Council Meeting; and
- 3. INSTRUCT the Chief Executive Office to submit a business case and funding submission to the Department of Regional Development for \$8,000,000 for the development of the Eastern Corridor Community Hub.

CONCLUSION

At the October Ordinary Council Meeting, Council endorsed the scope and management principles for the Easter Corridor Community Hub. Following the progression of funding applications and associated business cases, the Department of Regional Development has request the Shire submit multiple options within the business case, detailing potential scope reductions within the initial capital build project. Officers have now prepared several options for Council to consider.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152784
 MOVED : Cr Saylor
 SECONDED : Cr White-Hartig

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

1. ENDORSE the Department of Regional Development business case application to include the three facility concept options as:

Option	Capital Cost Approximate	Scope Variation
Council Preferred option	\$18,500,000	Reduction in square meterage from original council endorsed scope to Drop in Centre, Medium Hall and Multipurpose areas. Slight increase to NFP Offices and remove ten-pin bowling area from scope and reduce kiosk area.
DRD Business Case Option 2	\$17,300,000	As option 1 plus removal of squash facilities.
DRD Business Case Option 3	\$14,500,000	As option 2 plus removal of splashpad and playground.

2. REQUEST \$5,000,000 from the Department of Regional Development (via Royalties for Regions funding) towards the Eastern Corridor Community Hub, noting Council’s preferred current concept is estimated at \$18,500,000 with the following adjustments to be noted from original scope:

Item	Original Scope	Council’s Preferred option
Multipurpose Hall	200	80
Medium Hall	350	300
Drop In Centre	204	180
NFP Offices	34	40
Ten Pin Bowling	292	0 – Remove from Scope

3. NOTE that community consultation will continue with stakeholders and extend to the wider community in order to gain additional feedback and comment on Council’s preferred scope for the Eastern Corridor Community Hub.

CARRIED

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

11 DEVELOPMENT SERVICES

11.1 DRAFT LOCAL PLANNING POLICY DP10 - TRANSIENT WORKFORCE ACCOMODATION AND DRAFT LOCAL PLANNING POLICY DP20 - SOCIAL IMPACT ASSESSMENTS

File No:	LP.147
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Planning Services
Date of Report:	26 February 2014
Applicant/Proponent:	Shire of Roebourne
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none">1. Revised draft Local Planning Policy DP10 – Transient Workforce Accommodation2. Proposed new Local Planning Policy DP20 – Social Impact Assessments3. Current operative Local Planning Policy DP10 (2009)

PURPOSE

For Council to consider whether to adopt for the purposes of advertising:

- (i) An updated local planning policy for transient workforce accommodation.
- (ii) A new local planning policy for social impact assessments.

BACKGROUND

In 2010 the Western Australian Government and the Shire of Roebourne (the Shire) adopted the Karratha City of the North Plan which aims to grow the residential population of the Shire to 50,000 by 2035 which will encourage economic diversification to achieve normalised and sustainable communities. In implementing this growth vision, it has been the Shire's intention and preference to house operational and support industry workforce in normalised town based accommodation.

The current operative Local Planning Policy DP10 Transient Workforce Accommodation (DP10) was adopted by Council at the Ordinary Council meeting in September 2009 (**Attachment 3**). The inadequacy of this policy and the need for it to accurately reflect Council's position on when transient workforce accommodation is appropriate and the purpose it should serve, resulted an interim revised policy being developed and adopted by Council in May 2013 for public advertising. The interim policy aimed to achieve greater clarity and distinction between consideration of accommodation for construction and operational workforces. The policy also introduced the requirement for a proponent to undertake a Social Impact Assessment (incorporating economic and cultural assessment) and Social Impact Management Plan as part of an Application for Planning Approval for medium to larger size facilities (both new and expanded facilities). The interim policy was prepared with an expectation that a full review would follow progression of the Shire's Local Planning Strategy.

The interim policy was advertised in June 2013 but was not progressed due to the need to refine the policy further based on submissions received, more recent research and the need to better articulate Council’s position.

Additional work has gone into the content and structure of the policy and as a result, two new policies have been prepared, one being a second revised version of DP10 (**Attachment 1**) and the second being a policy specifically for the consideration of social impact assessments (DP20) (**Attachment 2**), allowing the framework to be used for not only TWA developments but also other forms of development proposals. Both policies are presented for Council to adopt for public advertising.

Proposed Policy - Transient Workforce Accommodation

The recently released *Living in the Regions Report* (Department of Regional Development, 2013) highlights the Pilbara as having the lowest rating on the following measures:

- Lifestyle;
- Sense of community;
- Sense of connectedness;
- Affinity with community; and
- The highest number of respondents citing lack of shopping and cost of living as reasons for wanting to move.

The House of Representatives Standing Committee of Regional Australia’s February 2013 report ‘Cancer of the bush or salvation for our cities: Fly-in, fly-out and drive-in, drive-out workforce practices in Regional Australia’ quotes an economic impact assessment of Pilbara FIFO workforces undertaken by the AEC group on behalf of the Pilbara Regional Council which makes the following comparisons:

	33 100 resident workers	33 100 FIFO workers	Local economic Impact of FIFO
Local economic output (\$M)	2 126	339	-1 787
Gross local value add (\$M)	1 087	180	-907
Local wages and salaries generated (\$M)	709	123	-586

According to the AEC report, the contribution to the local economy through FIFO operations in the Shire is approximately 16% of the contribution from residential-based workforces. This lower contribution results in a lower rate of local commercial activity in the Shire for the population, which has financial and social consequences for the community. These social consequences influence perceptions of the Shire as a place to live, which in turn influence people’s interest in living in the Shire.

Accordingly, it remains appropriate to maintain an aspiration for accommodation needs to be met as much as possible through more permanent forms of town-based accommodation, rather than transient workforce accommodation. The proposed policy, however does seek to acknowledge the critical role that Transient Workforce Accommodation plays during the construction phase of major resource projects.

The following may be noted in respect of the proposed policy:

- The policy seeks to clearly set out both the information that is required to be submitted with applications and the matters that will be considered by the Shire in the assessment of the proposal;
- Proponents are required to clearly identify upfront the need for and proposed duration/timeframes for the proposed development/land use;
- The policy articulates a framework for financial/infrastructure contributions to be made; and
- The policy has a focus on the potential planning impacts of proposed developments, acknowledging that operational arrangements within developments are generally established to deal with matters such as liquor consumption and the potential for anti-social behaviour.

Overall, the policy seeks to provide clarity for proponents and enable the Shire to make properly informed assessments of the merits of development proposals.

Proposed Policy - Social impact assessment

It is proposed that a separate local planning policy be progressed to provide a framework for social impact assessments. This policy is intended for the consideration for not only TWA developments but also other major projects. The following may be noted in respect of the proposed policy:

- The policy contains provisions setting out when a social impact assessment is required.
- The policy specifically allows for the consideration of situations where a social impact assessment has already been completed for a project, in the interests of avoiding duplication of investigations/documents;
- The policy sets out a standard framework for social impact assessments, however there remains flexibility for alternative approaches to be used, where a comparable or superior format is available; and
- The policy sets out the requirement that social impact assessments be progressed by persons with relevant qualifications, skills and experience relevant to this work.

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 ensuring that the Shire has an appropriate planning framework for future decision-making on:

- Development proposals;
- Consideration of how the Shire’s population is accommodated; and
- Consideration of the impacts of the TWA industry on the community.

COUNCILLOR/OFFICER CONSULTATION

Councillor Consultation

The item will be presented to elected members at the March 2014 Councillor Briefing.

Officer Consultation

Officers have been involved in the preparation of the two proposed local planning policies.

COMMUNITY CONSULTATION

Clause 5.1.4 of the *Shire of Roebourne Town Planning Scheme No. 8* (the Scheme) prescribes the process for preparing a local planning policy. The table below sets out the quickest possible process for finalising these policies:

17 March 2014	26 March – 25 April 2014	28 April – 15 May 2014	19 May 2014	28 May 2014
Adoption for public advertising	Public advertising	Consideration of submissions and revisions	Final adoption	Publication of notice

Advertising of draft interim revised policy DP10 (2013)

Following Council's resolution to adopt for advertising the draft interim revised version of DP10 (see 'Background' of this report), officers effected advertising of the said policy in accordance with the provisions of the Scheme. Submissions were received from Rio Tinto and Department of Planning.

Rio Tinto raised the need for flexibility and guidance in considering accommodation needs for operational FIFO workers and FIFO workers contracted to undertake maintenance shut downs. In relation to accommodation options for operational FIFO workers, Rio Tinto promotes more of an integrated approach, as illustrated by the likes of Cajuput Villas. Rio Tinto offered social impact management plans it has prepared as examples that could be used as a guide but raised concern about the inclusion of reference to a one-off gratuity payment.

The Department of Planning also raised concerns about contributions being sought outside of contribution plans under the town planning scheme unless voluntary.

These submissions have been considered as part of the process of preparing the draft revised policies currently before Council.

Advertising of new TWA Policy DP10 and SIA Policy DP20

Should Council resolve to adopt both policies for advertising, officers will:

- cause a notice to be published in accordance with the Scheme in a local newspaper once a week for two consecutive weeks allowing submissions for a period of 28 days; and
- refer both policies for targeted consultation.

STATUTORY IMPLICATIONS

Section 2.7 (2) (b) of the *Local Government Act 1995*.

Clause 5.1.4 of the *Shire of Roebourne Town Planning Scheme No. 8* for the creation and amendment of local planning policies. Clause 6.5 of the *Shire of Roebourne Town Planning Scheme No. 8* which states as follows:

- 6.5.1 *All transient workforce accommodation, whether designed as permanent or temporary structures, shall be in accordance with the Transient Workforce Accommodation Policy in the Policy Manual.*
- 6.5.2 *Except in the Residential zone and notwithstanding subclause 6.5.1, the requirements of the Residential Design Codes and clause 6.3 of the Scheme may be varied for transient workforce accommodation by Council provided adequate justification for the variation is submitted by the proponents of the accommodation and provided Council considers the variation appropriate.*
- 6.5.3 *Planning applications for transient workforce accommodation, within areas outside the Transient Workforce Accommodation zone, shall be accompanied by information and plans indicating, to Council's satisfaction, how and when the development will convert to a subsequent use which is consistent with the Scheme zoning.*
- 6.5.4 *Planning applications for temporary structures to provide transient workforce accommodation shall, to Council's satisfaction, be accompanied by information and plans indicating how and when the development will be removed and the site rehabilitated or developed for a different use intended for the zone."*

Council may require, by signed agreement, a commitment to the date and details of rehabilitation and conversion the subject of subclauses 6.5.3 and 6.5.4.

POLICY IMPLICATIONS

When the two new local planning policies are presented to Council, post-advertising, for final adoption, Council will have the opportunity to consider whether to (a) rescind existing DP10 (as adopted in September 2009) and (b) resolve not to proceed with the previous interim revisions to DP10 (as adopted for advertising in May 2013). In the meantime the existing 2009 policy remains operative and the interim revised 2013 policy remains seriously entertained.

The new local planning policies will guide Council decisions on TWA developments pending the outcomes of the Shire of Roebourne Local Planning Strategy, which will establish the Shire's objectives for future planning and development on important strategic issues such as TWAs. Finalisation of the local planning strategy will likely result in further revisions to the Policy.

FINANCIAL IMPLICATIONS

Financial implications of the new local planning policies will depend on the exact nature of social impacts identified and remediation and/or community benefit contained within Social Impact Assessment and Management Plans.

Both policies were prepared with assistance from consultants and within 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 provides for this activity:

Our Program:	1.b.2.4	Review and update Local Planning Policies
Our Services:	1.b.2.4.1	Review and update Local Planning Policy

RISK MANAGEMENT CONSIDERATIONS

Having effective local planning policies in place can guide good decision making and can assist in defending those decisions if challenged in the State Administrative Tribunal.

It will be important that stakeholders are effectively engaged during the formal advertising of the two local planning policies, to ensure that there is a broad understanding of the policy provisions and an opportunity for proponents to comment as part of the process of finalising the policies.

IMPACT ON CAPACITY

It is the proponent's responsibility as part of an Application for Planning Approval for a TWA to lodge an appropriately considered and drafted Social Impact Assessment and Social Impact Management Plan. While there will be some impact on Planning Services in terms of assessment of related documentation, this will generally be covered by the fees paid.

RELEVANT PRECEDENTS

As detailed above, there are precedents for requiring the lodging of Social Impact Assessments and Social Impact Management Plans for TWAs both in Queensland legislation and policy and Western Australian State policy and planning approvals. There has also been acceptance by a number of major resource companies of the need to assess and mitigate social impacts and make community contributions as part of corporate social responsibility.

VOTING REQUIREMENTS

Simple 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 the draft Local Planning Policy DP10 Transient Workforce Accommodation and/or draft Local Planning Policy DP20 Social Impact Assessments for advertising with the following amendments:

1. _____
2. _____

Option 3

That Council by SIMPLE Majority pursuant to Section 2.7 of the *Local Government Act 1995* RESOLVES to NOT ADOPT draft Local Planning Policy DP10 Transient Workforce Accommodation and draft Local Planning Policy DP20 Social Impact Assessments for advertising for the following reasons:

1. _____
2. _____

CONCLUSION

The two proposed local planning policies are intended to clearly articulate Council's position on TWAs by providing proponents and their representatives, Council and Shire staff with a clear and practical planning framework for consideration of TWA proposals in the Shire as well as to provide a framework for the wider consideration of social impact.

Submissions received during advertising of the currently adopted interim revised policy have been considered as part of preparing the current drafts.

It is recommended both draft policies be adopted for public advertising and referral to TWA proponents for consideration and comment during the public advertising period.

When these policies are presented to Council, post-advertising, for final adoption, Council will have the opportunity to consider whether to rescind the existing policy (as adopted in September 2009) and resolve not to proceed with the previous revisions to the TWA policy (adopted for advertising in May 2013), as well as whether it will adopt the current draft policies, with or without modifications as a result of submissions. In the meantime the existing policy remains operative and the revised policy remains seriously entertained.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152785
MOVED : Cr Vandenberg
SECONDED : Cr Lally

That Council by SIMPLE Majority pursuant to Section 2.7 of the *Local Government Act 1995* and Clause 5.14 of the *Shire of Roebourne Town Planning Scheme No. 8* RESOLVES to:

1. **ADOPT** for the purposes of public advertising Draft Local Planning Policy DP10 – Transient Workforce Accommodation
2. **ADOPT** for the purposes of public advertising Draft Local Planning Policy DP20 – Social Impact Assessments
3. **ADVERTISE** the two proposed local planning policies in accordance with the provisions set out in Town Planning Scheme No.8.

CARRIED

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

Cr Saylor declared a financial interest in Item 11.2 Road Dedications Wickham South Stage One as Cr Saylor is an employee of Robe River Mining Company (Rio Tinto).

Cr White-Hartig declared a financial interest in Item 11.2 Road Dedications Wickham South Stage One as Cr White-Hartig's spouse is an employee of Rio Tinto.

At 6.57 pm Cr Saylor and Cr White-Hartig left the Chambers.

11.2 ROAD DEDICATIONS WICKHAM SOUTH STAGE ONE

File No:	LM14012
Responsible Executive Officer:	Director Development Services
Reporting Author:	Senior Statutory Planner
Date of Report:	27 February 2014
Applicant/Proponent:	Robe River Mining Company
Disclosure of Interest:	Nil
Attachment(s)	Road Dedication Plan

PURPOSE

For the Shire of Roebourne to make a resolution to accept road dedications on Crown owned land which places the roads in the Shire's control.

BACKGROUND

The subject land is Stage 1 of the Wickham South residential estate, currently known as Lot 600 Walcott Drive, Wickham (refer to Attachment 1).

Robe River Mining Company obtained Planning approval P2516 for Wickham South Stage One Civil Works for Subdivision, 5 October 2011 and Development Assessment Panel approval, P3038 for 209 grouped Dwellings dated 5 December 2012.

The Wickham South Development is a subdivision on Crown Land under the Robe Townsite Land Administration Act Lease 1195322.

Being a subdivision of Crown Land the roads are subject to dedication under S56 (1) (a) of the *Land Administration Act 1997*. Unlike freehold subdivision where the roads are automatically dedicated on approval of the survey plan and title issue under S56 of *Land Administration Act 1997* they are not.

To dedicate the roads the Shire needs to request the Minister of Lands in writing to dedicate the roads and place them in the Shire's control.

(Attachment 1) Deposited plan 400627 shows the roads to be dedicated. Deposited Plan 400627 is currently being amended on the recommendation from the Department of Lands to show Lot numbers for each of the roads in the subdivision to make the roads easily identifiable for the future actions to dedicate them.

Infrastructure Services department are satisfied that the roads identified in (Attachment 1) have been constructed to a satisfactory standard for the Shire to control and maintain. The roads are subject to a maintenance bond expiring on 26 September 2015.

The Geographic Names Committee have approved the road names for the dedicated roads as shown on (Attachment 1).

LEVEL OF SIGNIFICANCE

In accordance with Council Policy *CE-8 Significant Decision Making Policy*, this matter is considered to be of high significance on the following criteria:

Any transfer of ownership or control or the construction, replacement or abandonment of a strategic asset.

The matter will have implications for the present and future social, economic, environmental and cultural well being of the Shire.

COUNCILLOR/OFFICER CONSULTATION

Consultation and liaison between the applicant and Infrastructure Services Department combined with site inspections has been ongoing to ensure that the subdivision civil works for the development have been carried out to the Shire's satisfaction.

The Shires Infrastructure Services Department are satisfied that the roads identified in (Attachment 1) have been constructed to a satisfactory standard can be dedicated to the Shire of Roebourne for their future control and maintenance.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

The dedication of new roads will be undertaken pursuant to Section 56 of the *Land Administration Act 1997*.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The Shire will be responsible for the care, control and management of the new roads upon dedication.

This is likely to result in some minor financial impact associated with maintaining these new assets. The roads are subject to a roads maintenance bond.

STRATEGIC IMPLICATIONS

There are future 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 2013-2014 provides for this activity:

Our Program:	1.a.2.4	Maintain Shire infrastructure necessary to meet the community needs.
Our Services:	1.a.2.4.1	Maintain and renew road and pathway infrastructure

RISK MANAGEMENT CONSIDERATIONS

There are no significant impacts on the Shire's capacity to implement the recommendation.

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 3.18 of the *Local Government Act 1995* RESOLVES to NOT:

- 1) REQUEST the Minister for Lands to dedicate those portions of land identified as Road Dedications (Attachment 1 and or as amended by the Department of Lands) pursuant to section 56 of the *Land Administration Act 1997*;
- 2) REQUEST the Chief Executive Officer to take all necessary steps under the *Land Administration Act 1997* and *Section 3.58 of the Local Government Act 1995* with regard to the action referred to in (1) above.

CONCLUSION

In order to progress the future subdivision of Stage One Wickham South Development on Crown Land, the road dedication will enable titles to be created with legal road frontage to dedicated roads administered and maintained by the Shire of Roebourne.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152786
MOVED : Cr Smeathers
SECONDED : Cr Vandenberg

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

1. **REQUEST** the Minister for Lands to dedicate those portions of land identified as Road Dedications (Attachment 1 and or as amended by the Department of Lands) pursuant to section 56 of the *Land Administration Act 1997*; and
2. **REQUEST** the Chief Executive Officer to take all necessary steps under the *Land Administration Act 1997* and Section 3.58 of the *Local Government Act 1995* with regard to the action referred to in (1) above.

CARRIED

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

At 6.58 pm Cr Saylor and Cr White-Hartig re-entered the Chambers.

11.3 PROPOSED LEASE RENEWAL FOR KING BAY VILLAGE - LOT 1068 KING WAY, KARRATHA INDUSTRIAL ESTATE

File No:	LM14004
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Planning Services
Date of Report:	4 March 2014
Applicant/Proponent:	Rapley Wilkinson (Lessee)
Disclosure of Interest:	Nil
Attachment(s)	Locality Plan

PURPOSE

For Council to consider a response to the Department of Lands regarding a request to renew the Crown Lease for Lot 1068 King Way, Karratha Industrial Estate for a five (5) year term with the option of a further five (5) years. The development is known as King Bay Village and forms part of the Cherratta Lodge.

BACKGROUND

Council recently received a request for comments and/or objection from the Department of Lands (DoL) in respect of a request from the lessee, Rapley Wilkinson Pty Ltd, to renew their lease over Lot 1068 King Way, Karratha Industrial Estate for a term of five (5) years with an option of a further five (5) years with a permitted use of 'Transient Workforce Accommodation' (TWA) – which is the current permitted use.

DoL also advises that the execution of any new lease would likely occur in the latter part of 2014. Therefore, in the event DoL grant a new lease to the lessee, that new lease would run to year 2019. The five year renewal term option will be at the lessee's discretion and, if exercised, would allow the lessee to operate the TWA until 2024.

Lot 1068 King Way, Karratha Industrial Estate is zoned Transient Workforce Accommodation under the Shire of Roebourne Town Planning Scheme No.8 (the Scheme) where the Use Class 'TWA' is designated as a 'P' use in the Zoning Table. A P use means the use is permitted providing the use complies with the relevant development standards and requirements of the Scheme. Notwithstanding, the Shire's policy position is that approvals for TWA developments be limited to a maximum period of 5 years to allow for the need for such facilities to be reviewed at regular intervals.

It is noted that the Shire has previously advised the Department of Lands that it raised no objection to granting freehold title for the subject property.

A separate matter that has been reviewed in reporting on the requested new lease for King Bay Village is the permissibility of uses being undertaken from Cherratta Lodge under the planning approval for the use of TWA across the site. The proposed lease is considered below, followed by consideration of the permissibility of uses being undertaken from Cherratta Lodge against the approved use for the site.

Lease Timeframe

While it is not unusual for Crown Leases to include renewal options at the discretion of the lessee, TWA developments are generally intended to be a temporary use. Council's policy position is that TWAs only be approved for a maximum period of five years. King Bay Village is currently in a TWA zone, where TWA is a permitted use, and there is no time limit on the planning approval. Notwithstanding, Council can request any renewal option to be at the discretion of the Minister for Lands rather than the lessee to ensure there is opportunity for review in accordance with the Shire's position. It is recommended Council agree to a five year lease period and request any renewal option be at the discretion of the Minister, rather than the lessee.

Lease Restrictions on Land Use

The current lease document defines the permitted use as Transient Workforce Accommodation. Clause 15 of Annexure A of the lease imposes restrictions on potential occupants as follows:

The lessee must ensure that not less than 40% or such other amount as determined by the Minister at the Minister's absolute discretion of the beds within any facility are available to bona fide building workers currently engaged in the building or construction of residential or commercial subdivisions or premises in Karratha Townsite. The Lessee shall provide returns upon request by the Minister, attesting to the occupancy of the facility at the time of the request. When such information is requested it shall be supported by a statutory declaration made by the Lessee.

The idea of restricting occupancy of TWA beds, and even specifying the periods when TWA as a use is appropriate, is something that is being contemplated in changes to the Scheme and the proposed new TWA policy DP10, also on this agenda.

It would be preferred for use of this TWA facility, and all other TWA developments in the Shire, to be controlled via the Scheme and the Shire's TWA policy rather than individual leases. The Shire should recommend Clause 15 be deleted in favour of use being controlled by the Scheme and the Shire's TWA policy. It is noted here that Amendment 35, recently initiated by Council for advertising, includes a modified definition for Transient Workforce Accommodation.

Permissibility of Cherratta Lodge land uses under TWA approval

There have been concerns raised about uses being undertaken at Cherratta Lodge extending beyond the uses that have been approved. These concerns do not directly relate to the lease of Lot 1068 for transient workforce accommodation, rather compliance with planning approvals across the entire Cherratta Lodge development.

Any unlawful departure from the approved use or development and/or conditions of approval is grounds for enforcement action under the *Planning and Development Act 2005*. As examples of uses that would require separate approval, Restaurant and Reception Centre are not permitted in the Transient Workforce Accommodation zone unless the use is incidental to the predominant use as decided by Council. A Take-away Food Outlet is an AA use in the Transient Workforce Accommodation zone, which means the use is not permitted unless the Council has granted planning approval.

It is recommended that the Shire write to the Lessee and Cherratta Lodge advising of the limits to uses approved under the use class Transient Workforce Accommodation and the need for any other uses being or proposed to be undertaken from the site to be subject to separate application for planning approval.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between the Shire's Planning and Environmental Health Services.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

The Minister for Lands grants leases in accordance with section 79 *Land Administration Act 1997* (Attachment 4).

Under Section 218 *Planning and Development Act 2005*, a person who commences, continues or carries out development in a local planning scheme area otherwise than in accordance with the provisions of the Scheme commits an offence.

Council initiated omnibus Amendment 35 to Town Planning Scheme No.8 at its 17 February 2014 Ordinary Council Meeting. Amendment 35 proposes to change the definition for Transient Workforce Accommodation.

A review of Shire of Roebourne Town Planning Scheme No.8 is scheduled to commence in 2015.

POLICY IMPLICATIONS

The currently adopted draft revised TWA policy was publicly advertised in June 2013. There is a separate report on this agenda regarding the latest version of the TWA policy recommending adoption for public advertising. The recommendation below is consistent with the latest version of the TWA policy presented to Council to adopt for public advertising.

FINANCIAL IMPLICATIONS

There are no financial implications from lease renewal itself as this is between the Department of Lands and the lessee. Any new planning applications will generate planning application fees to the Shire. Higher fees are charged for retrospective applications. There are financial penalties for offences committed under the *Planning and Development Act 2005*.

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:

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 2013-2014 provides 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 and related matters

RISK MANAGEMENT CONSIDERATIONS

If the Council is minded to recommend restrictions on the timeframe for the lease, this may cause concern for the lessee. The recommendation to write to the lessee and Cherratta Lodge about restrictions on the approved transient workforce accommodation use would only require application to be made for other uses. Decisions on those applications would be subject to separate process.

IMPACT ON CAPACITY

Any compliance actions to be undertaken by Planning Services on this or any other matter would need to be absorbed into the existing work program as the Shire does not have a specific Compliance Officer position.

RELEVANT PRECEDENTS

The Shire's general policy position on TWAs and reasons for it are set out in the Shire's 7 October 2011 submission on FIFO to the Standing Committee on Regional Australia and the Shire's TWA policy (draft revised version for consideration on this agenda). The Shire's position on TWA lease renewals is reflected in its recent resolutions on Woodside's request to renew the lease for its Gap Ridge TWA and Rio Tinto's request to renew the lease for Birra Birra Camp A and Camp B.

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 OPPOSE a lease K200126 between the Crown (Lessor) and Rapley Wilkinson Pty Ltd (Lessee).

Option 3

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

1. ADVISE the Minister for Lands that the Shire is prepared to support a lease K200126 between the Crown (Lessor) and Rapley Wilkinson Pty Ltd (Lessee) for a new term of five (5) years with the option of a further five (5) years, for the use of Transient Workforce Accommodation on Lot 1068, DP 211744.
2. REQUEST the Minister for Lands use Shire of Roebourne Town Planning Scheme No 8 and the Shire's planning approval (Planning Permit 1906D) as the basis for defining the approved use and development across the site.
3. REQUEST the Minister for Lands remove reference to a cap on construction workers from Clause 15 of the lease document and rely instead on Shire of Roebourne Town Planning Scheme No.8 for development control.

4. ADVISE the Minister for Lands that monitoring occupancy of transient workforce accommodation developments through reporting requirements, as prescribed by the current lease, can help ensure TWA developments are being used for their intended purpose but that this can only be effective if monitoring is undertaken, and that the Shire would be happy to work with the Department of Lands to develop and appropriate approach.
5. WRITE TO the Lessee and Cherratta Lodge advising of the limits to uses approved under the use class Transient Workforce Accommodation and the need for any other uses being or proposed to be undertaken from the site (ie. Restaurant, Take-away Food Outlet, Reception Centre) to be subject to separate application for planning approval.

CONCLUSION

The Shire's current policy position on TWAs (recommended) is to grant a maximum of five (5) year time-limited approvals to reflect the fact that TWAs are only intended to be used to accommodate peak workforce demands that cannot be accommodated otherwise, which is reflected in the conditions of the current lease. Notwithstanding the fact that King Bay Village is in a TWA zone and has no time-limit on its planning approval, it is recommended to approve a five (5) year lease only, with any renewal option to be at the discretion of the Minister rather than the lessee.

Furthermore, it is recommended that the Shire write to the operator of Cherratta Lodge to advise of approved uses and the need to apply for retrospective planning approval for any other uses being undertaken, including restaurant, function room and take-away food outlet.

The need to define more clearly the accommodation use permitted by an approval to TWA is most appropriately addressed via the Scheme and the Shire's new TWA policy. This will ensure TWA developments are only used for the accommodation purposes they were intended and nothing more. As these policy refinements are still being formalised, it would be inappropriate for individual leases to specify restrictions that may conflict with development controls in the future, especially where they could be perceived as undermining local industry. It would be preferred for the use restriction clause under the lease (clause 15) to be deleted from the lease and for use to be controlled via the Scheme. It is recommended this alternative approach be requested of the Department of Lands.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152787
MOVED : Cr Hipworth
SECONDED : Cr Miller

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

1. **ADVISE** the Minister for Lands that the Shire is only prepared to support lease K200126 between the Crown (Lessor) and Rapley Wilkinson Pty Ltd (Lessee) for a term of five (5) years given Council's position that transient workforce accommodation uses should be reviewed regularly to determine whether they are still required for their intended purpose, and that any renewal option should be at the discretion of the Minister rather than the lessee.
2. **REQUEST** the Minister for Lands use Shire of Roebourne Town Planning Scheme No 8 and the Shire's planning approval (Planning Permit 1906D) as the basis for defining the approved use and development across the site.
3. **REQUEST** the Minister for Lands remove reference to a cap on construction workers from Clause 15 of the lease document and rely instead on Shire of Roebourne Town Planning Scheme No.8 for development control.
4. **ADVISE** the Minister for Lands that monitoring occupancy of transient workforce accommodation developments through reporting requirements, as prescribed by the current lease, can help ensure TWA developments are being used for their intended purpose but that this can only be effective if monitoring is undertaken, and that the Shire would be happy to work with the Department of Lands to develop and appropriate approach.
5. **WRITE TO** the Lessee and Cherratta Lodge advising of the limits to uses approved under the use class Transient Workforce Accommodation and the need for any other uses being or proposed to be undertaken from the site to be subject to separate application for planning approval.

CARRIED

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

12 STRATEGIC PROJECTS & INFRASTRUCTURE

12.1 KARRATHA AND WICKHAM CEMETERY MASTER PLANS

File No:	CP.259
Responsible Executive Officer:	Director Strategic Planning & Infrastructure
Reporting Author:	Manager Infrastructure
Date of Report:	13 February 2014
Applicant/Proponent:	Manager Infrastructure
Disclosure of Interest:	Nil
Attachment(s)	1. Karratha Cemetery Master Plan 2. Wickham Cemetery Master Plan

PURPOSE

For Council to consider adopting the Karratha and Wickham-Roebourne Cemetery Master Plans.

BACKGROUND

The Shire is responsible for the management of several cemeteries within its boundaries, they include:

- Karratha Cemetery
- Wickham-Roebourne Cemetery
- 2-Mile Cemetery (Roebourne)
- Roebourne Town Cemetery
- Cossack Cemetery

Of the above only Karratha and Wickham-Roebourne cemeteries are operational.

Concern has been raised regarding the current level of service and the general amenity of the two operational cemeteries. The Master Plans have been prepared to ensure that the two operational cemeteries are maintained and developed at a level that meets community expectations.

The Master Plans do not address issues associated with the closed/historic cemeteries, however given their heritage value Council may wish to explore options for their preservation in the future.

The Master Plans attached provide recommendations for immediate and future implementation to improve the general amenity and functionality of the cemeteries, including frequency/response times for proactive and reactive inspection and maintenance regimes.

Costs estimates for immediate improvements for Karratha Cemetery include:

Element	Expenditure
Vegetation/irrigation maintenance and upgrade	16,148
Renovation of entrance gates	2,800
Strip footings for grave alignment	160,000
Signage and seating	9,830
Two coat seal of Central Avenue	33,000
Supply and installation of shade structure	32,450
Total	254,228

Costs estimates for immediate improvements for Wickham-Roebourne Cemetery include:

Element	Expenditure
Vegetation/irrigation maintenance and upgrade	18,028
Renovation of entrance gates	2,800
Strip footings for grave alignment	160,000
Signage and seating	9,830
Supply and installation of shade structure	32,450
Two coat seal of Central Avenue	33,000
Kerbing to retain gravel mulch	25,800
Gravel Mulch to provide uniformity to grave sites	27,600
Total	309,508

To improve the general appearance of the cemeteries a recommendation has been put forward regarding grave site maintenance. Site inspections indicate that many of the graves are adorned with personal ornaments, which have deteriorated over time. The Master Plans proposes to remove all personal ornaments (excluding headstones and monuments) once a row is fully utilised, in order that kerbing and gravel mulch be laid to provide uniformity and improve the aesthetics of the grave sites. Currently there are no fully utilised rows at Karratha Cemetery, there are however five rows that are fully utilised at Wickham-Roebourne Cemetery, and Council may wish to implement these recommendations at this point in time.

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, cultural & wellbeing issues.

COUNCILLOR/OFFICER CONSULTATION

The Master Plans have been presented and compiled in consultation with Councillors following the January 2014 Agenda Briefing session. Consultation has also taken place with relevant Shire Departments and take into consideration legislative requirements and Australian Standards. The Master Plans provide recommendations for immediate implementation to improve the general amenity and functionality of the cemeteries and recommendations for future upgrades.

COMMUNITY CONSULTATION

The Karratha Cemetery Master Plan and Wickham-Roebourne Cemetery Master Plan was an initiative driven by Councillor and community concerns previously raised with the Shire of Roebourne.

STATUTORY IMPLICATIONS

Shire of Roebourne *Cemeteries Local Law 2003*.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications on the current 13/14 Budget which provides a total of \$60,741.00 for maintenance and burials. This figure equates to five staff hours per week spread over the Karratha, Wickham-Roebourne and Roebourne Town cemeteries - a total of 1.66 hours per cemetery per week.

The proposed 2014/15 budget increase of \$15,000 would allow an extra hour per cemetery, per week to assist in delivering the recommended level of service. The intention is to recommend works as a new initiative in the 14/15 financial year at a total of \$563,736 for improvements and \$15,000 for increased maintenance. This increase is considered to be necessary to implement priorities and improve care and ongoing maintenance of the cemeteries.

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.3.1.4	Continue to maintain Shire cemeteries and attend to burials.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

Discussions with the Parks & Garden Coordinator confirms irrigation, pruning and replanting can be carried out by contractors and will not have an impact on current work programs.

Should Council support the recommendation, the level of service needs to be increased and an additional hour per week per cemetery be allocated in the upcoming budget.

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 Officer's recommendation and PROPOSE further changes to the Master Plans.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT ADOPT the Karratha Cemetery Master Plan and Wickham-Roebourne Cemetery Master Plan.

CONCLUSION

Given the extended period of time the cemeteries will be operational, it is prudent to not only address community concerns regarding the current condition and amenity of the cemeteries but also consider implementation of infrastructure upgrades to enhance and improve the functionality and amenity of the facility.

The Master Plans, in conjunction with the current Cemetery Operational Level of Service document, have been produced to provide a comprehensive suite of documents to guide and inform the future direction of cemeteries under the Shire's control.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : **152788**
MOVED : **Cr Lally**
SECONDED : **Cr Hipworth**

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

1. **ADOPT** the Karratha and Wickham-Roebourne Cemetery Master Plans; and
2. **CONSIDER** allocations in the 2014/15 Budget to implement priorities and improve care and ongoing maintenance of the cemeteries.

CARRIED

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

12.2 DAMPIER AND KARRATHA BACK BEACH BOAT RAMP IMPROVEMENTS

File No:	GS.10
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Infrastructure
Date of Report:	13 February 2014
Applicant/Proponent:	Manager Infrastructure
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To request Council's endorsement of Recreational Boating Facilities Scheme Round 19 Funding Applications and consider each project for the 2014/15 budget.

BACKGROUND

Closing date for funding applications for Round 19 of the Recreational Boating Facilities Scheme was 4 February 2014, at which time three submissions were lodged.

Karratha Back Beach – Groyne Remediation Works Funding Application

The Shire of Roebourne was successful in securing funding under RBFS Round 18 Planning Application and commissioned GHD Pty Ltd to investigate the issue of silt build up around Karratha Back Beach Boat Ramp. As part of this commission GHD provided five options for the Shire to review, all crucially involving the removal of the part of the breakwater that joins to land which stops the flushing of silt bearing water past the ramp:

1. Straight Breakwater (extension of the current breakwater alignment parallel to the shore line) – Preferred option based on cost and overall flushing performance while maintain protection to boat operators from wave action.
2. As above but the extension set at a angle to the existing breakwater – originally thought to be the best option but detailed analysis found an unacceptable flushing performance.
3. Complete removal of existing breakwater and a new structure built further seaward – Too costly, poor wave protection performance.
4. Culvert installed in the section of breakwater that joins the land to allow water to flush through – poor flushing performance.
5. Installation of a piled wave attenuator in lieu of the section of breakwater that joins the land – too expensive.

As a result, Officers have determined the most suitable option to be the removal of the existing 30m section of breakwater perpendicular to the shore and relocate the removed material to form a longer straight breakwater. It should be noted that this option will sever the access to the breakwater for shore based anglers. This practice is considered unsafe due to the unevenness of the rock piles and the risk of rogue waves sweeping anglers off the structure, particularly at high tides.

GHD Pty Ltd have estimated the cost for remediation works to be \$409,662. If successful with the works funding application RBFS will provide \$307,247 and the Shire will be required to provide \$102,416.

Karratha Back Beach – Dredging New Channel & Ramp Upgrade Feasibility Study – Planning Application

One of the options identified in the GHD report mentioned above was the dredging of an access channel from the boat ramps to deep water. When considering this in line with the State Government initiative “Karratha City of the North”, which plans to grow the population of Karratha from 20,000 to 50,000 by 2035, we are presented with an opportunity to investigate the possibility of improving boating facilities within the township of Karratha.

During discussion with GHD a problem with the levels of the boat ramp was also identified in that, at the top of high seasonal tides, water overflows the ramps and floods the staging area. Council Officers have submitted a planning application to conduct a feasibility study to:

1. Dredge a navigable channel from the ramp location out to deep water
2. Redesign the boat ramps to address the issue of tidal flooding across the stage area
3. Replace the existing static jetty with a floating jetty to accommodate the new boat ramp design

GHD Pty Ltd have estimate the cost for this feasibility study to be \$93,000. If successful with the planning application RBFS will provide \$69,750 and the Shire will be required to provide \$23,250.

This project is identified in Council’s draft Long Term Financial Plan.

Dampier Boat Ramp – Vehicle Turning and Preparation Area Upgrade Works Funding Application

This project is designed to enhance the recent upgrade of the four boat ramps at Dampier Public Boat Ramp facility. It is intended to upgrade the vehicle turning and preparation area adjacent to the ramps to provide a boat preparation area, improve drainage and enhance safety by strengthening existing surfaces.

Council Technical Staff have estimated the cost of these works to be \$128,923. If successful with the works application RBFS will provide \$96,692 and the Shire will be required to provide \$32,231.

The two ‘works’ based applications, if successful, will improve and enhance existing boating facilities within the Shire and the single ‘study’ application if successful will provide valuable information to inform future ‘works’ funding applications with a view to the same ends.

Council is therefore requested to endorse the funding applications and consider a total of \$631,585 (gross) for these projects with two thirds funding budgeted as externally sourced income from the Recreational Boating Facility Scheme in their 2014/15 budget deliberations. The net cost to Council being \$157,897.

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.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between Council Officers and GHD Pty Ltd.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Council's contribution of \$157,897 will need to be included during deliberations for the 2014/15 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.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 (beaches, boat ramps, jetties)

RISK MANAGEMENT CONSIDERATIONS

There are inherent risks in the public accessing breakwaters, the proposal will disconnect the breakwater from land and thus address this risk.

Due to the age of the existing facilities at Dampier Boat Ramp and the current level of activity the vehicle turning and preparation area has deteriorated to the point where public safety is at risk in a number of areas and a major upgrade is necessary to accommodate existing and anticipated future levels of patronage.

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 3.18 of the *Local Government Act 1995* RESOLVES NOT to:

1. ENDORSE the submission of the funding applications; and
2. CONSIDER a total of \$631,585 (gross) for these projects with two thirds funding budgeted as externally sourced income from the Recreational Boating Facility Scheme in their 2014/15 budget deliberations. The net cost to Council being \$157,897.

CONCLUSION

Due in part to the silting issues at Karratha Back Beach, the window of opportunity to access the ramp is restricted to high tide times. If successful this application will provide substantial funding to assist Council in remediating this problem.

A feasibility study into the practicalities of digging a navigable channel from the Back Beach ramp location all the way to deep water, redesigning the boat ramps and replacing the existing static jetty will inform future 'works' funding applications with a view to providing even greater access to the ramp.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152789
MOVED : Cr Miller
SECONDED : Cr Hipworth

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

1. **SUPPORT** the following submission of the funding applications:
 - a) **Karratha Back Beach – Groyne Remediation Works Funding Application;**
 - b) **Karratha Back Beach – Dredging New Channel & Ramp Upgrade Feasibility Study – Planning Application;**
 - c) **Dampier Boat Ramp – Vehicle Turning and Preparation Area Upgrade Works Funding Application;**
2. **CONSIDER** a total of \$631,585 for these projects with two thirds funding budgeted as externally sourced income from the Recreational Boating Facility Scheme in their 2014/15 budget deliberations. The net cost to Council being \$157,897.

CARRIED

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

12.3 SUMMARY OF EMERGENCY PROCUREMENT FOR TROPICAL CYCLONE CHRISTINE RECOVERY

File No:	NCR8809
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Director Strategic Projects & Infrastructure
Date of Report:	24 February 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To summarise the cost of recovery and 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).

It was reported to the January 2014 Council meeting that \$831,626 had been committed to recovery efforts primarily to contractors supporting the clearing of streets, open spaces and residential property verges of debris, most notably green waste in order to address public safety.

Contractors engaged as part of recovery effort concluded on 12 February 2014. At this time the Shire had engaged contractors at a cost of \$1,207,236.

Further it has been confirmed that the Shire can claim the costs of mulching green waste as part of the WANDRRA Claim from Cyclone Christine. Approximately 3,700 tonnes of green waste has been collected and is stockpiled at Wickham and 7 Mile facility. Quotes have been sourced and provided on an hourly basis for appropriate plant and equipment including mobilisation costs. At this stage Officers anticipate that up to 30 days may be required at approximately \$8,000 per day plus mobilisation. The Shire President has approved this procurement.

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

The Shire has engaged contractors to assist in recovery efforts. Considering the extent of works required, several contracts have and will exceed the \$100,000 tender value threshold under the *Local Government Act 1995*. The following are those contracts which exceeded \$100,000.

Contractor	Total Cost	Purpose
Norwest Sand & Gravel	\$191,070	Machinery
Karratha Earthmoving	\$153,450	Machinery
Downer Australia	\$164,560	Machinery, traffic control, operators
Anderson Excavators & Bobcats	\$145,320	Machinery, contractor
Alliance Contracting	\$198,490	Machinery, contractor
North West Tree Services	\$188,880	Plant, machinery, skilled operators, tie down tree blocks
Bear Valley Enterprises	\$195,000	Green waste mulching
Total Value to Date	\$1,236,770	

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 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.

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 : 152790
 MOVED : Cr Vandenberg
 SECONDED : Cr Kickett

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 **NOTE** the actions of the Shire President in authorising emergency expenditure to a cost of \$1,236,770 to facilitate recovery efforts associated with the aftermath of Tropical Cyclone Christine.

CARRIED

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

12.4 REQUEST FOR TENDER FOR THE SUPPLY OF ASPHALT SERVICES

File No:	RD.81
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Infrastructure
Date of Report:	18 February 2014
Applicant/Proponent:	Manager Infrastructure
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To seek Council's consideration of a proposal to call for Tenders to provide asphalt services to the Shire for a period of two (2) years with two x one (1) year extensions.

BACKGROUND

The Shire does not have the capacity in house to provide asphalt services to the community and historically has called for tenders for the provision of these services to assist in the delivery its works programs.

In accordance with Council Policy CE13 – Tender Evaluation Criteria where the tendered amount is expected to exceed \$1m ex-GST then the invite for tender, scope of works and the evaluation criteria need to be put to Council for determination.

The previous contract was in force for a period of two years. During that time Council spent \$2.98m on re-seal work with the contractor. The Shire's current Long Term Financial Plan allocates \$5.5m (4 years) for the provision of asphalt services over the period of the proposed tender. Accordingly, Council is requested to consider the proposal to call for Tenders, Scope of Works and Evaluation criteria to appoint a single contractor for the delivery of the required works. The desired start date of the contract would be 1 July 2014. The proposed scope of works and evaluation criteria are outlined below.

SCOPE OF WORKS

The Works involves the treatment of roads at any location within the Shire and may take the form of:

- Profiling as a standalone treatment;
- Profiling and resurfacing with hot bituminous asphalt;
- Overlaying an existing asphalt surface with hot bituminous asphalt; and
- Supply of hot and cold patching asphalt to the Shire's Depot and onto Shire's trucks at the Contractor's depot.

The Contract applies to Works carried out and supervised directly by the Shire and does not include projects contracted out to a prime contractor that may include this type of work.

The Contractor shall supply all labour, materials, plant, tools, equipment, traffic control and signage for the efficient and safe completion of the works. For this type of work price is a significant factor and therefore attracts a 60% weighting in the evaluation process. Of course resources and skills are important factors to be considered and are also taken into consideration when selecting a contractor.

EVALUATION CRITERIA

To assess the Tender, the following evaluation criteria is proposed:

	Criteria	Weighting
A	Relevant Experience	15%
B	Key Personnel Skills and Experience	5%
C	Tenderer’s Resources	10%
D	Demonstrated Understanding	10%
E	Price	60%

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 issues and Council’s ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

The Tender Assessment Panel will include:

- Manager Infrastructure
- Coordinator Works & Technical Services
- Senior Engineering Technical Officer

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

Policy CE-13 Tender Evaluation criteria is applicable. Proposed criteria is not consistent with the policy and hence requires Council consideration.

FINANCIAL IMPLICATIONS

In responding to the Tender proponent(s) will be requested to submit a schedule of rates which will be fixed for the term of the contract.

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.2.4 Maintain Shire infrastructure necessary to meet the community needs.
- Our Services: 1.a.2.4.1 Maintain and renew road and pathway infrastructure

RISK MANAGEMENT CONSIDERATIONS

The term of the contract is proposed to be 2 + 1 + 1 years. This is designed to provide sufficient time to allow for a firm working relationship to be developed with the contractor over two years and then ensure delivery of quality work by extending on a year by year basis.

The two by one year extensions (exercised under the absolute discretion of the Shire) provide an ability to terminate the contract if need be, should there be little or no advantage to Council in continuing with the contractor.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Previous tender for similar services - RFT 02-11/12 was awarded to Downer EDI Works Pty Ltd which commenced on 1 February 2012 for a period of 2 years. Total value spent under contract for that period was \$2.98m.

VOTING REQUIREMENTS

Simple 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 ENDORSE the calling of Tenders for the supply and laying of asphalt services and proposes an alternative selection criteria.

CONCLUSION

A Tender for the supply and laying of asphalt services for the period of four years will ensure the Shire has the ability to meet its commitments under the Corporate Business Plan 2012-2016 and the Operational Plan 2013-14 and ensure the Shire has the capacity to deliver its works program.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152791
MOVED : Cr Miller
SECONDED : Cr Smeathers

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

1. **ENDORSE the calling of Tenders for the supply and laying of asphalt for the period of two (2) years and two x one (1) extensions in accordance with the Scope of Works outlined in this report; and**
2. **ENDORSE the Tender Selection Evaluation Criteria as follows:**

	Criteria	Weighting
A	Relevant Experience	15%
B	Key Personnel Skills and Experience	5%
C	Tenderer’s Resources	10%
D	Demonstrated Understanding	10%
E	Price	60%

CARRIED

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

12.5 REQUEST FOR TENDER FOR THE SUPPLY AND LAYING OF CONCRETE (FOOTPATHS AND KERBS) SERVICES

File No:	RD.62
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Infrastructure
Date of Report:	18 February 2014
Applicant/Proponent:	Manager Infrastructure
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To seek Council's consideration of a proposal to call for Tenders for the supply and laying of concrete (footpaths and kerbs) services to the Shire for a period of two (2) years with two x one (1) year extensions.

BACKGROUND

The Shire of Roebourne does not have the capacity in house to provide concreting services to the community and historically has called for tenders for the supply and laying of concrete (footpaths and kerbs) services to assist in the delivery its works programs.

In accordance with Council Policy CE13 – Tender Evaluation Criteria, where the tendered amount is expected to exceed \$1m ex-GST, the invite for tender, scope of works and the evaluation criteria need to be put to Council for determination.

The last contract was in force for a period of two years. During that time Council spent in the vicinity of \$3.44m on concrete work with the contractor. The Shire's Footpath Ten Year Plan alone provides a figure of \$3,016,394 for the provision of concreting services over the period of the proposed tender (including extensions). Accordingly Council is requested to consider the proposal to call for Tenders, Scope of Works and Evaluation criteria to appoint a panel of providers for the delivery of the required works. The desired start date of the contract is 1 July 2014. The proposed scope of works and evaluation criteria are outlined below:

SCOPE OF WORKS

The Works covered by this Contract comprise of:

- Installation of New Concrete Footpaths;
 - Replacement of Existing Footpaths;
 - Repair of Existing Footpaths;
 - Installation of New Crossovers;
 - Replacement of Existing Crossovers;
 - Repair of Existing Crossovers;
 - Installation of New Concrete Extruded Kerbing;
 - Replacement of Existing Concrete Extruded Kerbing;
 - Repair of Existing Concrete Extruded Kerbing;
 - Disposal of all removed concrete from site to appropriate waste facility;
 - All earthworks associated with the removal/installation of footpaths, kerbing and crossovers; and
 - Any other Concrete Works as required.
-

These may be provided at any location within the Shire as requested in writing from the Shire.

The Contract applies to Works carried out and supervised directly by the Shire and does not include projects contracted out to a prime contractor that may include this type of work.

The nature of the work is inherently complex requiring a superior level of skill. For this reason the weighting is only 40% on price with experience of the company and individual staff 20% respectively.

Either a single Tenderer or a range of Tenderers may be appointed to conduct the Requirements of this Request.

The desired start date of the contract would be 1 July 2014.

EVALUATION CRITERIA

To assess the Tender, the following evaluation criteria is proposed:

	Criteria	Weighting
A	Relevant Experience	20%
B	Key Personnel Skills and Experience	20%
C	Tenderer's Resources	15%
D	Demonstrated Understanding	5%
E	Price	40%

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 issues and Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

The Tender Assessment Panel will include:

- Manager Infrastructure
- Coordinator Works & Technical Services
- Senior Engineering Technical Officer

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

Policy CE-13 Tender Evaluation criteria is applicable. Proposed criteria is not consistent with the policy and hence requires Council consideration.

FINANCIAL IMPLICATIONS

In responding to the Tender proponent(s) will be requested to submit a schedule of rates which will be fixed for the term of the contract.

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.2.4	Maintain Shire infrastructure necessary to meet the community needs.
Our Services:	1.a.2.4.1	Maintain and renew road and pathway infrastructure

RISK MANAGEMENT CONSIDERATIONS

The term of the contract is proposed to be 2 + 1 + 1 years. This is designed to provide sufficient time to allow for a firm working relationship to be developed with the contractor over two years and then ensure delivery of quality work by extending on a year by year basis.

The two by one year extensions (exercised under the absolute discretion of the Shire) provide an ability to terminate the contract if need be, should there be little or no advantage to Council in continuing with the contractor.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Previous tender for similar services - RFT 03-11/12 was awarded to Downer EDI Works Pty Ltd which commenced on 1 February 2012 for a period of 2 years. Total value spent under contract for that period was in the vicinity of \$3.44m.

VOTING REQUIREMENTS

Simple 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 ENDORSE the calling of Tenders for the supply and laying of concrete (footpaths and kerbs) services and proposes an alternative selection criteria.

CONCLUSION

A Tender for the supply and laying of concreting services for the period of four years will ensure the Shire has the ability to meet its commitments under the Corporate Business Plan 2012-2016 and the Operational Plan 2013-14 and ensure the Shire has the capacity to deliver its works program.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152792
 MOVED : Cr Hipworth
 SECONDED : Cr Miller

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

1. ENDORSE the calling of Tenders for the supply and laying of concrete (footpaths and kerbs) for the period of two years (2) and two x one (1) year extensions in accordance with the Scope of Works outlined in this report; and
2. ENDORSE the Tender Selection Evaluation Criteria as follows:

	Criteria	Weighting
A	Relevant Experience	20%
B	Key Personnel Skills and Experience	20%
C	Tenderer’s Resources	15%
D	Demonstrated Understanding	5%
E	Price	40%

CARRIED

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

12.6 REQUEST FOR TENDER FOR THE SUPPLY OF EARTHWORKS AND GRAVEL ROAD MAINTENANCE SERVICES

File No:	RD.64
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Infrastructure
Date of Report:	18 February 2014
Applicant/Proponent:	Manager Infrastructure
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To seek Council's consideration of a proposal to call for Tenders for the supply of earthwork services to the Shire for a period of two (2) years with two x one (1) year extensions..

BACKGROUND

Historically the Shire has undertaken earthworks, particularly road grading and shoulder maintenance, in-house. However as a result of increase work loads it is necessary to call for a panel of providers for the delivery of earthwork and gravel road maintenance services to assist in the delivery of work programs.

In accordance with Council Policy CE13 – Tender Evaluation Criteria, where the tendered amount is expected to exceed \$1m ex-GST, the proposed invite for tender, scope of works and the evaluation criteria need to be submitted to Council for approval.

The sum of \$1,335,849 has been allocated in the 2013/14 budget for the maintenance of unsealed/pastoral roads, shoulder maintenance and gravel re-sheeting. Over the period of the proposed tender the potential budget would be in the vicinity of \$4,007,657. It should be noted that this figure is not the quantum available to the contract as the intent of the tender is to secure a panel of providers to assist the Shire with the delivery of services as and when required. Accordingly Council is requested to consider the proposal to call for Tenders, Scope of Works and Evaluation criteria to appoint a panel of providers to assist in the delivery of the required works. The desired start date of the contract would be 1 July 2014.

SCOPE OF WORKS

Gravel re-sheeting-shoulder grading

This specification sets out the maintenance requirements for:

1. Grading and re-sheeting of unsealed shoulders, verges and road side amenities;
2. Gravel re-sheeting of gravel roads;
3. Shoulder wear and edge drop-off;
4. Corrugations, scouring and drainage channels; and
5. Other earthworks as required.

Scope -Shoulder Grading

- New unsealed shoulder and verge material shall be sourced from the Shire of Roebourne gravel reserves unless otherwise specified;
- Shoulder and verge material shall not encroach onto the sealed pavement at any time except during maintenance operations;

- The surface shall be compacted to form a dense, tight and uniform surface free of defects or soft spots;
- Shoulder cross falls shall not be increased as a result of undertaking this activity. There will also be no “false drains” created on the outer edge of the shoulder or verge as a result of maintenance grading operations;
- Excess material shall not be windrowed into any adjacent vegetation;
- Grading shall include the removal of grassed areas for the full shoulder width, generally to the guidepost line;
- The invert level in table drains shall provide adequate drainage from the pavement directly after grading; and
- Culvert inlets and outlets shall be cleared of windrowed material.

Scope - Gravel Re-Sheeting

- New material shall be sourced from the Shire of Roebourne gravel reserves unless otherwise specified;
- Produce required properties by crushing, screening, mixing or other processes necessary;
- Ensure particles are tough, durable and of a tightly binding nature free of organic or other deleterious matter;
- Where additional pavement material is required on the road surface due to deficiencies in shape, roughness or remaining material characteristics, the Superintendent shall nominate the thickness of re-sheeting material required;
- The graded surface shall be compacted to ensure a dense, tight and uniform surface sufficient to prevent unravelling, rutting by traffic and excessive moisture penetration from the surface;
- The existing surface shall be reshaped to a profile with cross fall of between 3% and 6% with superelevation or to match the existing profile;
- The length of road where the running surface is being disturbed by grading or other means, and which produces a windrow of loose material, shall not exceed 1 km. The height of the windrow of loose material shall not exceed 200mm;
- No windrows shall be left within the main carriageway overnight. Existing drainage offshoots are to be reopened within 24 hours. The existing surface shall be tined or scarified to a minimum depth of 25mm prior to the placement of additional material;
- Where the unsealed carriageway changes to a sealed carriageway a smooth transition shall be maintained between the two surfaces over a 20m section within the unsealed carriageway;
- The sealed carriageway shall be kept free of all maintenance aggregate except during surface and shape restoration;
- The invert level in table drains shall provide adequate drainage from the pavement directly after grading; and
- The formation width shall not be excessively widened and adjacent vegetation shall not be subject to excessive damage;

Plant and Labour

The contractor shall supply a list of all plant available to carry out prescribed works and will be responsible for the supply of all labour.

Safety

The contractor will supply all Traffic Management to conform with AS1792.3 2009 Main Roads Code of Practice.

All mobile plant shall be fitted with two (2) rotating orange flashing lights mounted so as can be clearly seen from both front and back of vehicle.

Ensure public safety is accommodated at all work sites.

Assume responsibility for the safe conduct of traffic through, past or around the works, 24 hours a day, from possession of the site to completion of all works, defects liability period (if any) and handover.

EVALUATION CRITERIA

To assess the Tender, the following evaluation criteria is proposed:

	Criteria	Weighting
A	Relevant Experience	15%
B	Key Personnel Skills and Experience	15%
C	Tenderer’s Resources	20%
D	Demonstrated Understanding	10%
E	Price	40%

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 issues and Council’s ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

The Tender Assessment Panel will include:

- Manager Infrastructure
- Coordinator Works & Technical Services
- Senior Engineering Technical Officer

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

Policy CE-13 Tender Evaluation criteria is applicable. Proposed criteria is not consistent with the policy and hence requires Council consideration.

FINANCIAL IMPLICATIONS

In responding to the Tender proponent(s) will be requested to submit a schedule of rates which will be fixed for the term of the contract.

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.2.4 | Maintain Shire infrastructure necessary to meet the community needs. |
| Our Services: | 1.a.2.4.1 | Maintain and renew road and pathway infrastructure |

RISK MANAGEMENT CONSIDERATIONS

The term of the contract is proposed to be 2 + 1 + 1 years. This is designed to provide sufficient time to allow for a firm working relationship to be developed with the contractor over two years and then ensure delivery of quality work by extending on a year by year basis. The two by one year extensions (exercised under the absolute discretion of the Shire) provide an ability to terminate the contract if need be, should there be little or no advantage to Council in continuing with the contractor.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents.

VOTING REQUIREMENTS

Simple Majority

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 ENDORSE the calling of Tenders for the provision of earthwork services and proposes an alternative selection criteria.

CONCLUSION

A Tender for the supply of earthwork services for the period of four years will ensure the Shire has the ability to meet its commitments under the Corporate Business Plan 2012-2016 and the Operational Plan 2013-14 and ensure the Shire has the capacity to deliver its works program.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152793
 MOVED : Cr Kickett
 SECONDED : Cr Vandenberg

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

1. ENDORSE the calling of Tenders for the supply of earthwork services for the period of two years and two x one (1) year extension in accordance with the Scope of Works outlined in this report; and
2. ENDORSE the Tender Selection Evaluation Criteria as follows:

	Criteria	Weighting
A	Relevant Experience	15%
B	Key Personnel Skills and Experience	15%
C	Tenderer’s Resources	20%
D	Demonstrated Understanding	10%
E	Price	40%

CARRIED

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

Cr White-Hartig declared a financial interest in Item 12.7 Request for Tender for Resource Recovery Options at the Seven Mile Waste Facility as Cr White-Hartig rents her private property to potential tenderer, Veolia Environmental Services (Australia) Pty Ltd.

At 7.03 pm Cr White-Hartig left the Chambers.

12.7 REQUEST FOR TENDER FOR RESOURCE RECOVERY OPTIONS AT THE SEVEN MILE WASTE FACILITY

File No:	WM.02
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Waste Services
Date of Report:	19 February 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	RFT Term Sheet

PURPOSE

To seek Council endorsement for the Scope of Works and inclusive Assessment Criteria and approval to call for selective tenders for Resource Recovery Options at the 7 Mile Waste Facility.

BACKGROUND

In August 2013, the Shire invited Expressions of Interest (EOI) through a public tender process to identify companies willing to develop a suitable Resource Recovery Option at the Seven Mile Waste Facility. At its meeting of October 2013, Council resolved to:

1. INSTRUCT the Chief Executive Officer to prepare a Request for Tender for Resource Recovery Options at the Seven Mile Waste Management Facility and invite submissions from Toxfree, ResourceCo, New Energy Corporation and Veolia, and
2. ENDORSE the key elements that will inform Scope of Services for the proposed Request for Tender outlined in the following table:

All the waste streams (Shire’s Waste, Legacy Waste and Other Waste) should be available to be bid upon with the RFT;
The management and operation of the weighbridge be a responsibility of the Contractor;
The Shire’s Objectives contained in the EOI should form the basis of the objectives developed for the RFT;
The Shire should ensure that the resource recovery technologies acceptable in the RFT are similar to those in the EOI;
On-Site and Off-Site resource recovery facilities should be allowed for within the RFT, however, the establishment of some form of either resource recovery or consolidation and transfer infrastructure at the 7 Mile WMF should be a requirement;
The Shire’s preferred Business Model for this project should be: A Lease Agreement for the use of portion of the 7 Mile WMF Site; and Fee for Service payable by the Shire to the Contractor for processing of Shire Waste and Legacy Waste.

The RFT documentation has been prepared in accordance with this resolution and it is proposed that the four (4) Acceptable Tenderers are invited to submit a response to this RFT.

The table below shows the processes proposed by each of the proponents in their EOI submissions:

Acceptable Tenderer	Process Proposed
Veolia Environmental Services	Used oil refinery, C&D recycling facility and in-vessel composting
Toxfree Solutions	Pyrolysis, putrescible waste sorting/separation and composting
ResourceCo	C&I and C&D waste stream sorting to generate a Processed Engineered Fuel
New Energy Corporation	Thermal treatment – Gasification and electricity generation

The Acceptable Tenderers will be issued with the set of tender documents comprising of the following:

- The RFT document which outlines the tender process and Conditions of Tender;
- The Lease Agreement which outlines the proposed conditions of the Lease by the Shire to the Contractor of the site for the RRF; and
- The Services Agreement outlining the provision of services the Contractor will provide and the Schedule of Rates in the event the Shire chooses to utilise the offered Resource Recovery Services.

Details of the documents are as follows.

1. REQUEST FOR TENDER

The Shire has set the following objectives in issuing the EOI which are further proposed for the RFT:

- Provide cost resource recovery services for processing of waste that would otherwise be disposed within the Seven Mile Waste Management Facility;
- Provide a consistent and reliable service that meets the needs of the Shire given the waste types and quantities;
- Protect the Shire’s reputation and to minimise its liabilities associated with its waste management services;
- Provide a service that diverts Waste from landfill and utilises existing Legacy Wastes and so extend the life of the Seven Mile Waste Management Facility;
- Achieve a high level of compliance with health, environment and safety requirements and compliance with Federal, State and Local regulatory requirements;
- Avoid, reduce, reuse and recycle or recover waste wherever practicable, in accordance with the waste hierarchy model and sustainable waste management practices; and
- Achieve waste minimisation and diversion targets contained within the Waste Strategy.

The Shire is willing to lease a 3 hectare site on vacant land on the Seven Mile Waste Facility site to accommodate the establishment of a Resource Recovery Facility (RRF). Additional land may also be leased to the Contractor for the storage of materials (Additional Leased Areas).

The opportunity exists for the Contractor to receive commercial waste delivered to the Seven Mile Waste Facility for processing in their RRF and to charge waste generators a gate fee. In addition, the Shire may engage the Preferred Tenderer to provide Resource Recovery Services to accept and process wastes under the Shire’s control at the RRF on a fee for

service basis. These wastes could include waste collected by or for the Shire and legacy wastes that are currently stockpiled on the Seven Mile WMF.

Qualitative Criteria

Tenders are proposed to be assessed using the Qualitative Criteria set out in the table below:

Criteria	Weighting
Financial	
Impact of the Shire's future Financial Liabilities	35%
Commercial risks to the Shire	15%
Technical	
Proven Experience of Tenderer	15%
Skills and experience of Key Personnel	10%
Flexibility in feed stock quality (including changes to waste collection practices)	5%
Environmental	
Proven ability to comply with applicable Best Practice environmental standards	10%
Percentage of Waste diverted by process	10%
Total	100%

The Contractor will then be selected on the basis of having provided the best value for money for the Shire, taking into account the Quantitative Score, the ability of the proposal to achieve the Shire's Objectives and the total cost to the Shire.

Services

The Contractor is required to develop a RRF on the Site. The Contractor will build, own and operate the RRF in accordance with the Lease Agreement. The Contractor is also required to operate the weighbridge and gatehouse in accordance with the Lease Agreement.

The Shire, at its sole discretion, may enter into a Services Agreement with the Contractor to provide Resource Recovery Services.

Resource Recovery Facility

The Resource Recovery Facility shall:

- Be capable of processing all or part of the waste received at the Seven Mile WMF for reuse, recycling or the recovery of Products;
- Utilise only proven waste processing technologies that have demonstrated design and operational capabilities at a commercial scale that comply with Best Practice performance, including compliance with all relevant licensing and regulatory standards;
- Be capable of achieving or contributing to the achievement of the Shire's Objectives; and
- Be operated in accordance with all approved operating procedures, licenses, applicable laws and the commitments, undertakings and obligations of the Contractor contained in the Lease Agreement.

Plans and Protocols

Tenderers are required to submit a series of Plans and Protocols that detail technical and operational aspects of the RRF, and how it will be developed and operated. The Contractor shall be required to comply with those Plans and Protocols.

2. LEASE AGREEMENT

The Lease Agreement will be the legal instrument used to ensure that the RRF is developed and operated in accordance with the accepted Plans and Protocols. It will also contain traditional conditions of lease.

The following Plans and Protocols will form Annexures of the Lease Agreement:

- Schedule 3 – Project Implementation Plan;
- Schedule 4 – Minimum Technical Requirements and Design Plans;
- Schedule 5 – Commissioning Plan;
- Schedule 6 – Waste Acceptance Protocol;
- Schedule 7 – Products and Residues Management Plan;
- Schedule 8 – Facility Performance Reporting Plan; and
- Schedule 9 – Business Plan.

The Contractor, as the Lessee, must comply with those plans and protocols. It is proposed that the Contractor will operate the weighbridge and gatehouse for all waste entering the Seven Mile WMF in accordance with the Lease Agreement. The Contractor will also provide all necessary service connections, internal roads and civil works for the construction and operation of the RRF.

The Lease Agreement does not restrict the Contractor from receiving and processing Wastes or other material at the RRF.

Lease Term

The Term of the Lease Agreement is twenty (20) years.

The Term of the Lease for Additional Leased Areas will be negotiated with the Contractor at the Shire's discretion.

Approvals and Licences

The Contractor must obtain, maintain and renew all environmental, town planning, building and other Approvals and Licences necessary to provide the Resource Recovery Services.

Lease Fee

The Contractor shall pay a Lease Fee to the Shire in accordance with the Contractor's tender.

3. SERVICES AGREEMENT

The Shire may enter into a Services Agreement with the Contractor for the processing of the Shire's waste.

Services Term

The Term of the Services Agreement will be nominated through the tender process.

Waste Quantities

If it enters into the Services Agreement, the Shire will commit to supplying agreed quantities of waste to the Contractor over agreed periods of time. The waste may include agreed quantities of Shire's Waste and Legacy Waste.

The quantities of waste to be committed by the Shire will be determined by the Shire following consideration of the tender submissions.

Services Fee

The Shire will pay the Contractor the Services Fee for the performance of the Services. The Services Fee shall be based on gate fee rates per tonne for:

- MSW;
- Legacy Wastes; and
- Shortfall Waste.

Shortfall Waste is waste that the Shire is committed to deliver to the Contractor, but does not deliver.

The Services Fee shall be escalated annually based on cost escalation rates to be determined further as part of the procurement process.

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 the potential to enter into partnership with the private sector to carry out significant activities at Council's Waste Facility.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between the Manager Waste Service, Director Strategic Projects and Infrastructure, Chief Executive Officer and the elected members of the Shire's Waste Advisory Group.

COMMUNITY CONSULTATION

No community consultation is required at this stage of the Tender process.

STATUTORY IMPLICATIONS

The tender report has been presented to Council in accordance with Section 3.57 of the *Local Government Act 1995* and associated regulations.

Section 3.59 of the *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996* (7-10) requires a Council to prepare a business plan before it enters into a major land transaction or major trading undertaking whereby the Council disposes of land that exceeds 10% of the last year's operating expenditure or a trading undertaking that exceeds \$5 million. If these thresholds are exceeded in the preferred tender, a business plan will be prepared as required.

POLICY IMPLICATIONS

Policy CE 13 Tender Evaluation Criteria is relevant to this matter.

FINANCIAL IMPLICATIONS

Due to the nature of this tender, financial implications will not be clear until submissions have been received and evaluated. The financial implications will depend on the; proposed lease fee payable to Council by the preferred tenderer, service fee payable to the RRF operator for processing the Shire's waste, gate fee model for acceptance of commercial waste and savings in landfill airspace achieved through extending the life of the current landfill.

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 Outcomes:	3b	A sustainable and thriving natural environment.
Our Response:	3.b.1	Explore options to reduce reuse or recycle our waste and minimise our carbon footprint.
Our Programs:	3.b.1.1.7	Progressively implement recycling capabilities.
Our Programs:	3.b.1.1	Manage Waste Services.
Our Services:	3.b.1.1.5	Provide Waste Disposal service to commercial and residential customers through a 7 Mile waste collection facility.
Our Projects	3.b.1.1.7	7 Mile Waste Facility Redevelopment Project – Transfer Station.

RISK MANAGEMENT CONSIDERATIONS

The proposed lease and service agreements that form part of this tender contain clauses that mitigate risks associated with the proposal.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously gone to the Market for Tenders to determine levels of commercial interest in the provision of goods and services.

VOTING REQUIREMENTS

Simple 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 NOT to:

1. ENDORSE the Scope of Works detailed in the RFT Term Sheet for Resource Recovery Options at the Seven Mile Waste Facility attached;
2. ENDORSE the Tender Assessment Criteria presented in this report; and
3. ENDORSE the calling of selective tenders for Resource Recovery Options at the 7 Mile Waste Facility.

CONCLUSION

The RFT documentation has been prepared in accordance with Council’s resolution at its meeting of 28 October 2013 and it is proposed that the four (4) Acceptable Tenderers will be invited to submit a response to this RFT.

The Acceptable Tenderers will be issued with the set of tender documents comprising of the following:

- The RFT document which outlines the tender process and Conditions of Tender;
- The Lease Agreement which outlines the proposed conditions of the Lease by the Shire to the Contractor of the site for the RRF; and
- The Services Agreement outlining the provision of services the Contractor will provide and the Schedule of Rates in the event the Shire chooses to utilise the offered Resource Recovery Services.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : **152794**
MOVED : **Cr Vandenberg**
SECONDED : **Cr Miller**

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

1. **ENDORSE the Scope of Works detailed in the Request For Tender Terms of Reference for Resource Recovery Options at the Seven Mile Waste Facility as attached; and**
2. **ENDORSE the Tender Assessment Criteria as follows:**

Criteria	Weighting
Financial	
Impact of the Shire’s future Financial Liabilities	35%
Commercial risks to the Shire	15%
Technical	
Proven Experience of Tenderer	15%
Skills and experience of Key Personnel	10%
Flexibility in feed stock quality (including changes to waste collection practices)	5%
Environmental	
Proven ability to comply with applicable Best Practice environmental standards	10%
Percentage of Waste diverted by process	10%
Total	100%

CARRIED

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

At 7.04 pm Cr White-Hartig re-entered the Chambers.

12.8 DISPOSAL OF PLANT

File No:	PL.35
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Fleet & Plant Coordinator
Date of Report:	20 February 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To seek Council approval for the disposal of three (3) items of plant.

BACKGROUND

As listed in the current 2013/14 budget, the following two (2) items of plant are included for disposal:

P818 MacDonald Johnston Road Sweeper - Street/road sweeping service has been contracted externally, therefore this item is surplus to requirements.

P897 Mack Prime Mover - Due for replacement based on service years. A review of work activities with efficiencies in road training of loads, found that works could be carried out with just two (2) prime movers deeming the third one surplus to requirements and not to be replaced.

P8006 Tennant Footpath Sweeper - As above, this service has been contracted externally therefore this item is surplus to requirements. This item of plant was not included in the 13/14 Budget for disposal but has now been included within the March 2014 budget review.

It is proposed to send the items of plant to public auction with reserves set to meet the budgeted income. Should the auction not meet reserves, the items of plant will then be offered by disposal utilising the WALGA plant disposal service.

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 Fleet Department and Works Department to determine whether the above items are surplus to requirement.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

In accordance with Section 3.58 of the *Local Government Act 1995* and associated Regulations, Council is required by Absolute Majority to approve disposals greater than \$20,000.

In accordance with Section 5.42 of the *Local Government Act 1995*, Council is required by Absolute Majority to approve a delegation of authority to the CEO in relation to disposal.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

In order to realise the income budgeted within the 2013/14 budget, Council are required to approve the disposals to enable the officer to proceed with disposal of plant via public auction or tender.

Following are the details of the plant for disposal:

Make/Model	Plant No.	Purchase Date	Odom/Engine Hours	Residual Value	Current book value
MacDonald Johnston VT Series	P818	25/08/2008	98,515 klm 7,075 hours	\$55,000	\$90,212
Mack Prime Mover CH Fleetliner	P897	25/01/2004	345,616 klm 4,877 hours	\$55,000	\$30,117
Tennant Footpath Sweeper Model 636 Green Machine	P8006	11/03/2010	2,375 hours	\$30,000	\$86,222

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.3.2 Our Services: 1.a.3.2.4	Provide Depot Support Services. Manage disposal process in line with the <i>Local Government Act 1995</i> and legislative requirements to ensure best outcome for return to Council.
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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

Absolute Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to NOT support the Officers recommendation and PROPOSES to amend the 13/14 budget by removing the disposal income.

CONCLUSION

To realise the budgeted income within the current financial year and in accordance with the *Local Government Act 1995* it is recommended that the item listed be disposed of through public auction. In the event that the reserve is not met at the auction, the items would be disposed of using the WALGA disposal service.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152795
MOVED : Cr Miller
SECONDED : Cr White-Hartig

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

1. APPROVE the disposal of the following plant:
 - a) P818 MacDonald Johnston Road Sweeper;
 - b) P897 Mack Prime Mover;
 - c) P8006 Tennant Footpath Sweeper; and
2. APPROVE the delegation of authority to the Chief Executive Officer to accept or decline offers.

CARRIED

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

12.9 EARLY ACQUISITION OF REFUSE COMPACTOR FOR SEVEN MILE WASTE FACILITY

File No:	PL.19
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Fleet & Plant Coordinator
Date of Report:	20 February 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To seek Council's approval for placing an early order for the acquisition of a refuse compactor for the Seven Mile Waste Facility and the disposal of the existing compactor.

BACKGROUND

As per the ten (10) year replacement plan recommended by the Shire's Fleet Management Bureau Service UNIQCO, the refuse compactor at Seven Mile Waste Facility has been recognised as being due for replacement based on hours used. Based on current utilisation the optimum replacement time for this item is early August 2014. An allocation of \$1,000,000 has been included in the 14/15 Draft Budget along with a disposal income of \$150,000 for the existing compactor. It has been advised by the suppliers that the average lead time for this item is 3-5 months from time of order.

Further, it is important to consider the potential added operating expenses related to continued utilisation of the existing refuse compactor beyond the optimal replacement period. This plant is identified as critical to the Seven Mile Waste Facility operations as any considerable interruption to its refuse compaction can result in a significant loss of valuable landfill air space. It should also be noted that due to the uniqueness of this item, that a replacement unit is not readily available for hire should the existing one be rendered inoperable which compromises the landfill operation.

Subject to Council approval for the funding it is proposed to source the replacement refuse compactor via the WALGA preferred supplier panel of providers. No budget amendment is required as the new compactor would not arrive until the 2014/15 financial year.

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 environmental issues and Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Consultation has transpired between Fleet Department and Workshop Supervision regarding the impact of not replacing the existing unit in line with replacement plan. Consultation also occurred between Fleet Department and Executive Management Team on 28 January 2014 who supported the recommendation to seek early placement of order.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

In accordance with Section 3.58 of the *Local Government Act 1995*, Council is required by Absolute Majority to approve disposals greater than \$20,000. It is anticipated that the Bomag compactor will be replaced at an estimated sale price of \$150,000.

In accordance with Section 5.42 of the *Local Government Act 1995*, Council is required by Absolute Majority to approve a delegation of authority to the CEO in relation to disposal.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The recommendation is designed to ensure the least overall expenditure over time by ensuring the compactor is changed out at its optimum time. Either side of the optimum time will result in increases in overall costs by either having to deal with increases in repairs (due to increases in age) or if too early (not in this case) not realising good value at sale in other words the plant is not fully depreciated.

The purchase of the new compactor will be funded from the Waste Reserve in accordance with the 10 Year Plant Replacement Program. The current balance of the Waste Reserve is \$17,609,347.

Following are the details of the current Bomag, as per the 10 year plan optimal change out at 8 years or 8,000 hours whichever occurs first.

Make/Model	Plant No.	Purchase Date	Engine Hours	Residual Value	Current book value
Bomag BC772RB-2	P8002	16/02/2010	7,200	\$150,000	\$329,193

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.b.1.1 Manage Waste Services
- Our Services: 3.b.1.1.5 Provide waste disposal service to commercial and residential customers through 7 Mile waste Disposal facility.
- Our Program: 1.a.3.2 Provide Depot Support Services
- Our Services: 1.a.3.2.4 Manage disposal process in line with the Local Government Act 1995 and legislative requirements to ensure best outcome for return to Council.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be moderate to the Shire in terms of service interruption, environment and 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

Absolute Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to NOT support the Officers recommendation and PROPOSES to wait until to 2014/2015 budget is released to consider replacement of the refuse compactor.

CONCLUSION

The early order placement of the refuse compactor will provide Waste Services with the appropriate resources to continue services in the safest and most cost effective manner.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152796
 MOVED : Cr Hipworth
 SECONDED : Cr Smeathers

That Council by ABSOLUTE Majority pursuant to Sections 3.58 and 5.42 of the *Local Government Act 1995* RESOLVES to:

1. APPROVE the disposal of P8002 Bomag refuse compactor;
2. APPROVE the delegation of authority to the Chief Executive Officer to accept or decline offers for the disposal of P8002; and
3. APPROVE the purchase of the new refuse compactor and allocate funds in the 2014/15 Budget for the estimated cost of \$1,000,000 funded from the Waste Reserve as identified in the 10 year Plant Replacement Program.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig
 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 February 2014.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152797

MOVED : Cr Smeathers

SECONDED : Cr Lally

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 Building Statistics
- 13.5 Planning Decisions Issued
- 13.6 Joint Development Assessment Panel Applications
- 13.7 Ranger Statistics
- 13.8 Environmental Health Statistics
- 13.9 Economic Development Update
- 13.10 Waste Services Data
- 13.11 Cleansweep Taskforce Quarterly Report
- 13.12 Roll out of Street Numbering

CARRIED

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

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
03/02/2014	Department of Environment Regulation	Point Samson Hotel and Apartment Complex - lot 268 Vittensberg drive - work approval application number w5549/2013/1 - Department of Environment Regulation (der) has received an application from Samson Beach Resort for a works approval - in relation to the construction of a sewage facility - capacity to treat up to 41 kilolitres of sewage per day - Department of Environment Regulation
11/02/2014	Department of Infrastructure and Regional Development	2010 -11 Local Government National Report was presented for tabling in the Federal Parliament 29 January 2014 in accordance the <i>Local Government (Financial Assistance) Act 1995</i> - records the distribution of Australian Government Financial Assistance Grants to Local Governments for 20010-11
12/02/2014	Pilbara Regional Council	Pilbara Regional Council - Councillor payment for FY14 meeting sitting fees - Peter Long; payment has been processed
17/02/2014	Public Sector Commission	Public Sector Commission invite Chris Adams and Peter Long to enter agency's initiatives for 2014 Premiers Award
24/02/2014	North American Veterans Unit	North American Veterans Unit invite Councillor Long - 14th Annual USA Memorial Day Wreath Laying Ceremony and Services 26th May 2014

**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
20/02/2014	Lease Agreement for Reserve 40185 Lot 502 between the Shire of Roebourne (Lessor) and Karratha Football Sporting Club Inc (Lessee)

13.3 NON STATUTORY DONATIONS FOR PERIOD ENDING 28 FEBRUARY 2014

File No: FEB14
Responsible Officer: Director Corporate Services
Author Name: Asset Accountant
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 28 February 2014			
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)	\$ -	\$ 20,188	-\$ 20,188
Pilbara Multicultural Assoc	\$ 10,000	\$ 2,500	\$ 7,500
The Salvation Army	\$ 13,000	\$ 6,021	\$ 6,979
St John'S Ambulance (Roebourne)	\$ 15,000	\$ 5,086	\$ 9,914
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	\$ 41,966	\$ 1,834
David Wirrpanda Foundation	\$ 25,000	\$ -	\$ 25,000
Karratha Bikers Association	\$ 1,500	\$ 1,390	\$ 110
Karratha Community House Inc.	\$ 24,285	\$ 22,435	\$ 1,850
Karratha Falcons Football & Sporting Club Inc.	\$ 5,000	\$ -	\$ 5,000
Karratha Golf Club	\$ 5,000	\$ -	\$ 5,000
Local Information Network Karratha (Link)	\$ 5,280	\$ 4,237	\$ 1,043

Shire of Roebourne	Current Budget	Actual YTD	Funds Remaining
Non Statutory Donations	\$	\$	\$
For the Period Ending 28 February 2014			
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	\$ 6,068	\$ 3,542
Yaandina Family Centre Inc.	\$ 50,000	\$ 12,500	\$ 37,500
Sundry Donations To Community Groups	\$ -	\$ 5,876	-\$ 5,876
Fee Waiver	\$ 20,000	\$ 6,940	\$ 13,060
	1,367,475	439,343	928,132

13.4 MONTHLY BUILDING STATISTICS – FEBRUARY 2014

File No: GR.27
Responsible Executive Officer: Director Development Services
Reporting Author: Manager Regulatory Services
Date of Report: 28 February 2014
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

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

Building Statistics 2014													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Building Permits													
Dwellings	24	4											28
Alterations and Additions	0	3											3
Swimming Pools and Spas	7	5											12
Outbuildings	18	21											39
Group Development	0	0											0
Number sole occpcy units/grp development	0	0											0
Commercial	2	4											6
Monthly total	51	37	0	0	0	0	0	0	0	0	0	0	88
Building Approval & Demolition Certificates													
Demolition Permits	5	4											9
Dwellings	0	0											0
Alterations and Additions	0	0											0
Swimming Pools and Spas	0	0											0
Outbuildings	8	2											10
Group Development	0	0											0
Number sole occpcy units/grp development	0	0											0
Commercial	0	0											0
Monthly total	13	6	0	0	0	0	0	0	0	0	0	0	19
Total \$'000 Construction Value	16,691	14,909											31,600
Building Statistics 2013													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Building Permits													
Dwellings	16	8	6	2	12	92	88	21	67	20	18	57	407
Alterations and Additions	1	2	3	0	4	4	3	5	3	1	2	0	28
Swimming Pools and Spas	8	2	7	5	8	6	1	6	7	3	4	2	59
Outbuildings	37	30	35	14	23	38	45	44	17	32	35	21	371
Group Development	3	1	1	1	1	2	2	1	5	0	2	0	19
Number sole occpcy units/grp development	13	23	10	8	8	32	24	8	50	0	216	0	392
Commercial	9	8	5	9	5	5	8	10	9	8	2	4	82
Monthly total	87	74	67	39	61	179	171	95	158	64	279	84	1358
Building Approval & Demolition Certificates													
Demolition Permits	1	5	13	1	3	2	1	0	0	3	1	0	30
Dwellings	0	0	0	0	0	0	0	0	3	0	0	0	3
Alterations and Additions	2	0	0	0	0	0	0	0	0	0	0	0	2
Swimming Pools and Spas	0	0	0	0	0	1	0	0	0	0	0	0	1
Outbuildings	4	1	1	0	1	1	2	0	0	0	0	1	11
Group Development	0	0	0	0	0	0	0	0	0	0	0	0	0
Number sole occpcy units/grp development	0	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	3
Monthly total	7	6	14	1	4	4	4	2	3	3	1	1	50
Total \$'000 Construction Value	44,375	23,774	17,867	16,885	27,869	70,900	87,711	28,250	68,744	20,839	67,166	43,554	517,934

13.5 PLANNING DECISIONS ISSUED 4 FEBRUARY 2014 – 28 FEBRUARY 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
P2694	APPROVED DELEGATE	CLAYTON JOHN MCINTOSH	LAND SURVEYS	LOT 186 SEARIPPLE ROAD, BULGARRA	BUILT STRATA	10 BUILT STRATA SUBDIVISION ENDORSEMENT – SP68324
P2795	APPROVED AMENDMENT	BULGARRA PTY LTD	LIONEL ROBERTS	LOT 94 (94) WELLARD WAY, BULGARRA	DEVELOPMENT	AMENDMENT TO PLANNING APPROVAL FOR PROPOSED EIGHT RESIDENTIAL MULTIPLE DWELLING UNITS
P3162	APPROVED AMENDMENT	TAMBREY PROPERTIES PTY LTD	SCRIBE DESIGN GROUP	LOT 4227 TAMBREY DRIVE, NICKOL	DEVELOPMENT	AMENDMENT TO PLANNING APPROVAL FOR PROPOSED BOTTLESHOP FOR THE PROVISION OF A SELF SUFFICIENT SOLAR POWER GENERATION SYSTEM
P3393	APPROVED DAP	CHEEDITHA GROUP ABORIGINAL CORPORATION	PORTSIDE ENTERPRISES PTY LTD	LOT 48 (L48) NORTH WEST COASTAL HIGHWAY, ROEBOURNE	JOINT DEVELOPMENT ASSESSMENT PANEL	300 PERSON TRANSIENT WORKFORCE ACCOMMODATION
P3425	APPROVED DELEGATE	03 CAPITAL PTY LTD	WHELANS	LOT 1952 (28) BALMORAL ROAD, KARRATHA	SUBDIVISION	WAPC 149007 – CLEARANCE OF LOCAL GOVERNMENT CONDITION 7 & ENDORSED PLAN DP401054
P3439	APPROVED DELEGATE	JUSTIN, GARY & LAURIE KEALS	JUSTIN, GARY KEALS	LOT 1070 (70A) HARDEY CRESCENT, DAMPIER	R-CODE VARIATION	PROPOSED SHED WITH A WALL HEIGHT OF 4.1M AND A RIDGE HEIGHT OF 4.54M
DA14001	APPROVED DELEGATE	ROBE RIVER MINING CO PTY LTD & MITSUI IRON ORE	PINDAN CONTRACTING PTY LTD	LOT 600 PT SAMSON-ROEBOURNE ROAD, WICKHAM	DEVELOPMENT	SIX GROUPED DWELLINGS AND ANCILLARY WORKS [LOT 101 WALCOTT DRIVE SOUTH WICKHAM]
DA14002	APPROVED DELEGATE	ROBE RIVER MINING CO PTY LTD & MITSUI IRON ORE	PINDAN CONTRACTING PTY LTD	LOT 600 PT SAMSON-ROEBOURNE ROAD, WICKHAM	DEVELOPMENT	EIGHT GROUPED DWELLINGS AND ANCILLARY WORKS [LOT 244 GANYJI VIEW WICKHAM]

DA14003	APPROVED DELEGATE	ROBE RIVER MINING CO PTY LTD & MITSUI IRON ORE	PINDAN CONTRACTING PTY LTD	LOT 600 PO SAMSON-ROEBOURNE ROAD, WICKHAM	DEVELOPMENT	SEVEN GROUPED DWELLINGS AND ANCILLARY WORKS [LOT 275 YIRINGAN PARKWAY WICKHAM]
DA14004	APPROVED DELEGATE	ROBE RIVER MINING CO PTY LTD & MITSUI IRON ORE	PINDAN CONTRACTING PTY LTD	LOT 600 PO SAMSON-ROEBOURNE ROAD, WICKHAM	DEVELOPMENT	FOUR GROUPED DWELLINGS AND ANCILLARY WORKS [LOT 290 MURNUNGU DRIVE, WICKHAM]
DA14005	APPROVED DELEGATE	ROBE RIVER MINING CO PTY LTD & MITSUI IRON ORE	PINDAN CONTRACTING PTY LTD	LOT 600 PO SAMSON-ROEBOURNE ROAD, WICKHAM	DEVELOPMENT	FOUR GROUPED DWELLINGS AND ANCILLARY WORKS [LOT 316 MURNUNGU DRIVE, WICKHAM]
DA14007	APPROVED DELEGATE	IAN WAYNE STEWART	L.E. ROBERTS DRAFTING & DESIGN	LOT 92 WOORAMEL CRESCENT, DAMPIER	DEVELOPMENT	ANCILLARY ACCOMMODATION
DA14008	APPROVED DELEGATE	JOHN FRANCIS FILGATE & ROSLYN LEONIE REAR	RUSSELL & KOBIE RICHARDSON	LOT 425 (25) MACMAHON WAY, BAYNTON	DEVELOPMENT	HOME OCCUPATION – CAMPER TRAILER HIRE BUSINESS
DA14011	APPROVED DELEGATE	GREENVALLEY ASSET PTY LTD	CHRISTOPHER SENIOR & ASSOCIATES	LOT1090 (455) KARRATHA ROAD, STOVE HILL	DEVELOPMENT	PROPOSED TAKE-AWAY FOOD OUTLET
DA14013	APPROVED DELEGATE	SIMON PATRICK BOWMAN	LUKE TROY	LOT 3455 (28) SWETMAN WAY, NICKOL	R-CODE VARIATION	PROPOSED SHED WITH A REAR BOUNDARY SETBACK OF 0.5M
DA14016	APPROVED DELEGATE	SEAN CRAIG CLARKE	T&Z ARCHITECTS	LOT 37 RESOURCE ROAD, GAP RIDGE	DEVELOPMENT	CAR HIRE FACILITY WITH ASSOCIATED OFFICE AND WORKSHOP
DA14017	APPROVED DELEGATE	GERALDTON ENGINEERING PTY LTD	CHESCO BUILDING AND ENGINEERING CONTRACTORS	LOT 2584 AUGUSTUS DRIVE, KIE	DEVELOPMENT	SIGNAGE APPLICATION FOR GE GROUP AUSTRALIA
DA14018	APPROVED DELEGATE	ROBE RIVER MINING CO PTY LTD & MITSUI IRON ORE	TEASE ME HAIR DESIGNS	LOT 560 (19B) OLEANDER PLACE, WICKHAM	DEVELOPMENT	HOME OCCUPATION – HAIRDRESSING SALON
DA14021	APPROVED DELEGATE	EMMA JANE BARRINGTON-SHAW & BRETT BARRINGTON	LE ROBERTS DRAFTING & DESIGN	LOT 137 (46) PRANCING AVENUE, BAYNTON	R-CODE VARIATION	VARIATION TO PERMANENTLY ROOFED AREA
S149187	WAPC INFORMED	NORTHWEST PROPERTY PROJECTS PTY LTD	LAND SURVEYS NPJS PTY LTD	LOT 206 SEABROOK CRESCENT, KIE	SUBDIVISION	WAPC 149187 - 2 LOTS SUBDIVISION
S149312	WAPC INFORMED	STATE OF WA	LANDCORP	LOT 113 BEDROCK TURN, GAP RIDGE	SUBDIVISION	WAPC 149312 – 100 LOTS SUBDIVISION

**13.6 JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATIONS
4 FEBRUARY 2014 – 28 FEBRUARY 2014**

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

PURPOSE

To advise Council 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	MARCH 2014
JDAP 14001	06/02/2014	OUTBACK NETWORK PTY LTD	NS PROJECTS PTY LTD	LOT 9 RESOURCE ROAD, GAP RIDGE	TRAVEL CENTRE COMPRISING LIGHT & HEAVY VEHICLE REFUELING, RESTAURANT, CONVENIENCE STORE & PARKING	26 MARCH 2014

13.7 MONTHLY RANGER STATISTICS – FEBRUARY 2014

File No: LE.245
Responsible Executive Officer: Director Development Services
Reporting Author: Manager Regulatory Services
Date of Report: 28 February 2014

PURPOSE

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

	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	6	7	27	40
Animal (dogs/other)	24	14	6	44
Cats	9	4	6	19
Camping	1	0	0	1
Cyclone	0	0	0	0
Fire	0	1	0	1
Litter	6	5	0	11
Parking	5	8	2	15
Off Road Vehicles	1	1	0	2
Total Action requests	52	40	41	133

No applications to keep 3 or more dogs on a residential property were received this month.

Annual statistics on following page.

For this month there was 81 calls forwarded from our after hours call centre.
 22 of those calls required an immediate after hour's response

Rangers Statistics 2014														Ranger Statistics 2013														
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	2013 TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC		
Inspections/reinspections/audits														Inspections/reinspections/audits														
Activities on Shire Properties	0	0											0	13	1	0	0	1	2	1	1	1	1	4	1	0		
Abandoned vehicles	21	40											61	300	15	16	77	20	32	15	21	22	25	15	20	22		
Animal (dogs/etc)	41	44											85	941	86	91	95	72	94	92	102	89	50	54	68	48		
Cats	18	19											37	33											19	14		
Camping	0	1											1	71	3	5	3	22	13	5	8	4	6	0	1	1		
Cyclone	2	0											2	98	6	8	0	0	0	0	0	0	0	0	81	3		
Fire	2	1											3	97	3	2	2	1	0	0	5	8	4	2	67	3		
Litter	10	11											21	180	10	22	20	12	21	12	16	12	18	17	14	6		
Parking	19	15											34	232	12	17	12	37	15	13	20	22	18	7	32	27		
Off Road Vehicles	0	2											2	26	3	2	2	1	1	1	1	1	2	3	0	2		
Monthly total	113	133	0	0	0	0	0	0	0	0	0	0	246	1991	139	163	211	166	178	139	174	165	125	102	303	126		
Infringements Issued														Infringements Issued														
Bushfire	3	1											4	15	7	0	0	1	1	0	1	3	1	0	1	0		
Activities on Shire Properties	0	0											0	1	0	0	0	0	0	0	0	1	0	0	0	0		
Animal (dogs/cats/etc)	3	0											3	72	13	5	5	6	8	3	8	3	8	5	7	1		
Camping	0	1											1	43	5	1	0	16	17	2	0	0	2	0	0	0		
Litter	3	0											3	30	2	2	4	4	0	0	2	2	1	4	9	0		
Parking	17	30											47	98	6	8	4	19	14	3	5	6	7	8	18	0		
Monthly total	26	32	0	0	0	0	0	0	0	0	0	0	58	259	33	16	13	46	40	8	16	15	19	17	35	1		
Impounded Dogs														Impounded Dogs														
Central	13	13											26	172	15	13	10	8	24	11	14	20	10	23	11	13		
East	8	4											12	83	3	10	5	3	18	7	12	6	0	6	4	9		
West	12	11											23	151	17	14	11	17	13	10	18	11	11	6	17	6		
Monthly total	33	28	0	0	0	0	0	0	0	0	0	0	61	406	35	37	26	28	55	28	44	37	21	35	32	28		
Released to Owner	10	13											23	196	16	20	15	22	29	13	24	20	10	4	11	12		
Rehomed to SAFE	8	8											16	83	7	6	6	3	11	6	15	10	7	2	10	0		
Euthanised by Ranger	7	2											9	33	2	6	3	0	7	4	4	1	0	0	6	0		
Euthanised by Vet	0	2											2	718	60	69	50	53	102	51	87	68	38	41	59	40		
Monthly total	25	25	0	0	0	0	0	0	0	0	0	0	50	1030	85	101	74	78	149	74	130	99	55	47	86	52		
Impounded Cats														Impounded Cats														
Central	2	17											19	35												19	16	
East	16	3											19	32												15	17	
West	4	5											9	6												4	2	
Monthly total	22	25	0	0	0	0	0	0	0	0	0	0	47	73	0	0	0	0	0	0	0	0	0	0	38	35		
Released to Owner	0	3											3	1												1	0	
Rehomed to SAFE	4	3											7	25												9	16	
Euthanised by Vet	18	18											36	41												21	20	
Euthanised by Ranger	0	0											0	0												0	0	
Monthly total	22	24	0	0	0	0	0	0	0	0	0	0	46	67	0	0	0	0	0	0	0	0	0	0	31	36		

13.8 MONTHLY ENVIRONMENTAL HEALTH STATISTICS – FEBRUARY 2014

File No: LE.288
Responsible Officer: Director Development Services
Reporting Author: Manager Regulatory Services
Date of Report: 28 February 2014
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

To provide Council with the Environmental Health Statistics for the period specified.

Environmental Health Statistics													2014												
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD												
Inspections/reinspections/audits																									
Food premises inspection/reinspection	11	11																							22
Lodging house inspection	0	0																							0
Camping/caravan park inspection	0	0																							0
Public building inspection	0	0																							0
Swimming pool inspection	1	0																							1
Hairdressers inspection	5	0																							5
Beauty therapy/skin penetration inspection	3	1																							4
Septic tank inspections																									0
Closed premises	8	1																							9
Monthly total	28	13	0	0	0	0	0	0	0	0	0	0	0	41											
Health nuisances/complaints investigated																									
Air Pollution	0	0																							0
Building & Accommodation	1	1																							2
Effluent & Water Pollution	2	3																							5
Food Safety	0	2																							2
Noise Pollution	1	3																							4
Nuisance	3	7																							10
Pest Control	2	4																							6
Refuse & Litter	1	1																							2
Skin Penetration	1	1																							2
Stallholders & Traders	0	2																							2
Other	0	0																							0
Monthly total	11	24	0	0	0	0	0	0	0	0	0	0	0	35											
Notifiable infectious diseases																									
Ross River Virus (RRV)	0	2																							2
Barmah Forest Virus (BHV)	0	0																							0
Salmonellosis	2	0																							2
Campylobacteriosis	3	1																							4
Cryptosporidiosis	0	0																							0
Positive isolates																									0
Monthly total	5	3	0	0	0	0	0	0	0	0	0	0	0	8											
Other health																									
Assess development applications	3	9																							12
Assess building applications	0	0																							0
Respond to swimming pool positive detections	3	3																							6
Healthy dog day	0	0																							0
Chicken bleeding	2	2																							4
Monthly total	8	14	0	0	0	0	0	0	0	0	0	0	0	22											

Environmental Health Statistics													2013													
2013 - YTD	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD													
Inspections/reinspections/audits																										
136	24	7	1	36	0	0	0	8	9	12	34	5														
41	0	0	0	1	0	0	34	6	0	0	0	0														
7	0	0	0	0	0	0	7	0	0	0	0	0														
0	0	0	0	0	0	0	0	0	0	0	0	0														
28	0	0	0	0	0	0	0	0	0	28	0	0														
3	0	0	0	0	0	0	0	1	1	0	1	0														
9	0	0	0	0	0	0	0	1	0	2	5	1														
0																										
23	3	0	0	0	7	0	0	3	8	0	2	0														
247	27	7	1	37	7	0	41	19	18	42	42	6														
Health nuisances/complaints investigated																										
11	0	1	3	1	0	0	1	0	0	1	3	1														
26	1	1	3	3	4	3	2	0	2	1	6	0														
0	0	0	0	0	0	0	0	0	0	0	0	0														
44	5	7	9	13	5	2	1	0	0	1	0	1														
37	4	2	2	6	5	6	2	2	3	3	0	2														
28	0	1	1	1	4	1	2	1	9	6	0	2														
34	8	3	4	4	4	3	0	0	1	1	5	1														
10	1	1	1	0	1	2	0	0	2	1	0	1														
2	0	0	0	0	1	1	0	0	0	0	0	0														
6	0	0	0	0	0	0	3	2	0	1	0	0														
66	5	14	17	15	4	11	0	0	0	0	0	0														
264	24	30	40	43	28	29	11	5	17	15	14	8														
Notifiable infectious diseases																										
4	0	0	0	2	2	0	0	0	0	0	0	0														
12	0	0	5	2	2	0	0	0	0	3	0	0														
4	0	0	0	3	0	0	0	0	0	0	1	0														
1	0	0	0	0	0	0	0	0	0	0	1	0														
3	0	0	0	3	0	0	0	0	0	0	0	0														
0																										
24	0	0	5	10	4	0	0	0	0	3	2	0														
Other health																										
61	3	9	5	7	7	10	11	3	0	2	3	1														
3	1	1	1	0	0	0	0	0	0	0	0	0														
9	0	0	0	2	0	0	0	2	3	0	2	0														
4	0	1	0	0	1	0	0	1	0	0	1	0														
24	2	2	2	3	2	2	3	2	2	2	1	1														
101	6	13	8	12	10																					

13.9 ECONOMIC DEVELOPMENT UPDATE

File No:	ED.1
Responsible Executive Officer:	Director Development Services
Reporting Author:	Economic Development Advisor
Date of Report:	28 February 2014
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To inform Council of economic development activities for the month of February.

BACKGROUND

Council's Strategic Theme Two: Our Economy has as its goal a well managed and diversified economy to maximise the benefits of growth in the region. Our response is a range of economic initiatives, projects and partnerships.

REPORT

1. ECONOMIC AND DEMOGRAPHIC INFORMATION PROVISION

A key component of the Shire's Economic Development Strategy is the provision of economic, demographic and population data, reports, advice and project briefings and collaboration with key stakeholders: For the month of February, the Economic Development Advisor has engaged with:

- General Manager and Sales Manager, Pilbara Real Estate
- Development Manager, Mirvac
- Project Manager, Department for State Development
- Karratha Revitalisation Project Team
- Manager, Small Business Centre West Pilbara
- CEO, Karratha Chamber of Commerce and Industry
- Pilbara Railway Historical Society Committee and Rio Tinto Communities Team
- Design Director, CODA, Superintendent Communities Coastal, Rio Tinto
- Chevron Community Reference Group (Report Attached)
- Population Consultant, Informed Decisions
- Economic Consultant, Imani Development
- Coordinator Land Development, Pilbara Development Commission
- Marketing Manager - Events and Communications, Australian Property Institute (Report Attached)
- Karratha Hospital Project Managers, WACHS
- AuSkills – Living and Working in Remote Regions Seminar (Report Attached)

2. KARRATHA AND DISTRICTS – HOUSING AND LAND DEVELOPMENT UPDATE – 28 FEBRUARY 2014

2.1 Housing Development Summary

Development / Estate	Description	Proponent / Agent	Total Dwellings	Estimated Residents
Jingarri Estate	<ul style="list-style-type: none"> Located off Dampier Rd, adjacent to Nickol West (Karratha) 195 single lots – final 20 lots now selling 75 houses built with further dwellings under construction Estate also includes 6 group dwelling sites 	Pindan Realty Pty Ltd Ray White Karratha	330	960
Pelago Apartment Development	<ul style="list-style-type: none"> Located at Cnr Warambie Rd and Sharp Ave, Karratha Pelago West 114 apartments Pelago East 170 apartments 	Finbar	284	825
The Baynton Karratha	<ul style="list-style-type: none"> Located at 55 Gardugarli Drive, Baynton West (Karratha) 80 apartments (2 & 3 bedroom) Complex completed and now selling some with corporate leases in place 	Mindaroo Pty Ltd Crawford Property Group	80	230
Notae	<ul style="list-style-type: none"> Located in Baynton West 23 two storey townhouses Mixture of 3x2, 4x2, 3x3, and 3x3 twin keyed dwellings 	Eaton Building HPG Realty	23	68
Madigan Estate	<ul style="list-style-type: none"> Located on Madigan Rd and adjacent to Baynton West Stage One completed with 234 lots for sale 22 sales to date Housing construction on some lots commenced 	Landcorp Pilbara Real Estate	234	680
Tambrey, Balmoral Road	<ul style="list-style-type: none"> House and land packaged development bounded by Balmoral Road, Bowerbird Drive, Manta Ray Loop and Bluebone Street, Nickol (Karratha) First stage of 41 dwellings completed and now selling/leasing Second stage yet to commence construction 	Alcock Brown Neaves Group and TR Homes Ray White Karratha	80	230
Yaburriji Estate (Ngarluma Sustainable Housing Project)	<ul style="list-style-type: none"> New estate located on corner of North West Coastal Highway and Point Samson Rd, Roebourne First 99 residential lots completed and for sale Eventual yield expected of up to 400 lots 	Ngarluma Aboriginal Corporation Ray White Karratha	99	290
Mulataga	<ul style="list-style-type: none"> New suburb located to the east of Bulgarra (Karratha) bounded by Mystery, Maitland and Millstream Roads Construction to commence in January, 2014 First stage of 75 lots to be completed by August 2014 Estimated yield of 250 lots by end of 2015, 350 lots by mid 2015 and 400-500 lots by end 2016 	Mirvac	250	725
The Quarter	<ul style="list-style-type: none"> Located at the corner of Sharp Ave and Barlow Place, Karratha CBD 50 service worker apartments Construction from May 2014 - completed by July 2015 	Mirvac	50	145

Development / Estate	Description	Proponent / Agent	Total Dwellings	Estimated Residents
Karratha Lazy Lands Program	<ul style="list-style-type: none"> 61 parcels of land throughout Karratha and suburbs to be offered to the local market Stage One – 7 parcels of more than 3.2 ha Stage One estimated to provide 200 dwellings – due for completion by 2014 	Questus, Sulcon, Blue Waters Development Corporation, Big Wig Enterprises	200	580
Wickham South	<ul style="list-style-type: none"> 200 + lots and houses 3 and 4 bedroom houses estimated 500 - 800 residents 	Rio Tinto	200	580
Total Estimated Residents				5312

Commentary

Note townhouses in Baynton West added in to summary since January 2014 Report.

2.2 Residential Homes and Apartments For Sale

Location	January 2014				February 2014			
	Number	Min \$	Max \$	Avg \$	Number	Min \$	Max \$	Avg \$
Karratha								
One Bedroom	9	\$182,000	\$659,000	\$420,500	22	\$172,000	\$609,000	\$390,000
Two Bedroom	14	\$379,000	\$615,000	\$497,000	17	\$359,000	\$559,000	\$459,000
Three Bedroom	104	\$429,000	\$895,000	\$662,000	120	\$429,000	\$849,000	\$639,000
Four Bedroom +	78	\$555,000	\$1,150,000	\$852,500	100	\$530,000	\$1,150,000	\$840,000
Karratha Total	205				259			
Dampier								
One Bedroom	0				0			
Two Bedroom	0				0			
Three Bedroom	7	\$690,000	\$1,150,000	\$920,000	6	\$690,000	\$890,000	\$790,000
Four Bedroom +	4	\$910,000	\$1,100,000	\$1,005,000	3	\$790,000	\$1,100,000	\$945,000
Dampier Total	12				9			
Wickham								
One Bedroom	0				0			
Two Bedroom	0				0			
Three Bedroom	1	\$490,000	\$490,000	\$490,000	1	\$490,000	\$490,000	\$490,000
Four Bedroom +	0				0			
Wickham Total	1				1			
Point Samson								
One Bedroom	0				0			
Two Bedroom	0				0			
Three Bedroom	1	\$799,000	\$799,000	\$799,000	1	\$799,000	\$799,000	\$799,000
Four Bedroom +	2	\$900,000	\$980,000	\$940,000	2	\$900,000	\$980,000	\$940,000
Point Samson Total	3				3			

Commentary

- The Karratha market continues towards improved affordability with at least half a dozen four bedroom dwellings now available under \$600,000. Average advertised prices have dropped from between 8% for one and two bedroom dwellings, 4% for three bedroom dwellings and a marginal drop in four+ bedroom dwellings.
- Total Karratha dwellings on the market has increased substantially with an additional 54 available for a total of 259 (up from 205 in January).
- Increased number of one bedroom dwellings available due to a new initiative from the Department of Housing entitled Opening Doors to Affordable Housing which was announced this month. Eight new apartments in the Pelago East development have been advertised with a total of 29 to be made available. This initiative is a shared equity scheme entitled SharedSmart in which eligible service workers purchase 60% of the unit with the Department of Housing purchasing the remaining 40%. This has been made possible via a \$30m Royalties for Regions program.
- Pricing and availability in Dampier has declined.

2.3 Residential Land Availability

Location	January				February			
	No	Min \$	Max \$	Avg \$	No	Min \$	Max \$	Avg \$
Point Samson	2	\$415,000	\$415,000	\$415,000	2	\$380,000	\$415,000	\$397,500
Roebourne (Yaburriji Estate)	60	\$119,000	\$141,500	\$130,250	60	\$119,000	\$141,500	\$130,250
Roebourne (Other)	2	\$235,000	\$730,000	\$482,500	2	\$235,000	\$730,000	\$482,500
Wickham	1	\$340,000	\$340,000	\$340,000	1	\$340,000	\$340,000	\$340,000
Pegs Creek	1	\$950,000	\$950,000	\$950,000	0	\$	\$	\$
Millars Well	2	n/a	n/a	n/a	2	n/a	n/a	n/a
Jingarri Estate, Nickol	20	\$275,000	\$395,000	\$335,000	20	\$250,000	\$395,000	\$322,500
Madigan Estate, Gap Ridge	200+	\$200,000	\$335,000	\$267,500	200+	\$200,000	\$335,000	\$267,500
Baynton West	6	\$244,000	\$430,000	\$337,000	6	\$244,000	\$430,000	\$337,000
Total Blocks	294+				292+			

Commentary:

- No significant change in land availability since January report.
- Both lots at Point Samson are now under contract.

2.4 Residential For Rent

Karratha For Rent	January				February			
	No	Min \$	Max \$	Avg \$	No	Min \$	Max \$	Avg \$
One Bedroom	56	\$ 350	\$ 875	\$ 613	59	\$ 375	\$ 875	\$ 625
Two Bedroom	27	\$ 500	\$ 875	\$ 688	25	\$ 390	\$ 875	\$ 635
Three Bedroom	109	\$ 500	\$ 1,750	\$ 1,125	116	\$ 490	\$ 1,750	\$ 1,120
Four Bedroom +	99	\$ 800	\$ 2,200	\$ 1,500	100	\$ 700	\$ 2,300	\$ 1,500
Karratha Total	291				300			

Commentary

- Slight rise in pricing and availability of one bedroom dwellings for rent.
- 8% decrease in average pricing for two bedroom dwellings with slightly less availability.
- 6% increase in the number of three bedroom dwellings advertised with stable pricing.
- In the four bedroom plus market, the number and average pricing of dwellings has stabilised.

Overall the Karratha rental market has not changed significantly in the last month with only slight fluctuations in average pricing and a moderate increase in availability.

2.5 Overall Market Analysis

There has been a large increase in the number of dwellings for sale in Karratha since January due in part to recent marketing of a range of apartment style dwellings such as the Notae and The Baynton in Baynton West, Pelago East (via SharedSmart Scheme) in the Karratha CBD and various smaller group dwellings in Bulgarra.

There has been little change in land availability or in the rental market.

2.6 Acknowledgements

Realestate.com.au

3. TOURISM MATTERS**3.1 Australasian Safari****Overview**

The Australasian Safari which is regarded as Australia's toughest motorsport adventure will come to the Pilbara in September 2014 and is expected to bring over one hundred competitors and their off-road racing motorcycles and quad bikes.

The collaboration between Safari and the Pilbara Regional Council will see the event reaching Western Australia's North West region for the first time in seven years. The Australasian Safari has a growing reputation as one of the most challenging endurance off road motor sport events in the World and will showcase the amazing wilderness areas and rugged terrain of the Pilbara.

The event will commence in Perth on September 19, 2014. Full details of the route are expected to be announced later in 2014. More information can be found at www.australasiansafari.com.au

Commentary

This is expected to be a great tourism boost and bring some associated economic benefits to the region.

3.2 Tenure of Roebourne Visitor Centre**Background**

The Roebourne Visitor Centre (RVC) was established in 1974 and moved to its current location at Lot 786 Carnarvon Terrace, Roebourne (the Old Roebourne Gaol) in 1994. The Lot is reserved (Reserve 44655) for the purpose of 'Historical Buildings and Community Activities' and the Building is subject to the Heritage Act. In 1996, the then Department of Land Administration (DOLA) wrote to the Roebourne Visitor Centre advising that the lease was an informal arrangement resting in correspondence, rather than in a formal document and had been in place since 1991 for a term of 12 months. Whilst not explicitly stated, the lease is automatically renewed every year, unless terminated at three months notice by either the lessee or lessor. This condition was put in place to allow the government flexibility

in planning the future of the premises. The Department of Lands is now the current responsible State Government Agency.

The Shire of Roebourne has, for over a decade, been the principal funding body for the RVC via an annual funding contribution as part of its role in supporting community, business and industry in the region. For 2013/14 Council resolved to increase funding to the RVC with an allocation of \$290,873 (increase of \$102,607 over 2012/13). The RVC is operated as an incorporated body with a committee of management and operates as a fully accredited Level 1 Tourism Authority under the Tourism Council of WA's Accreditation Scheme.

Current situation

In any review of operating models going forward it is of critical concern that the Roebourne Visitor Centre does not have a formal lease over the Old Roebourne Gaol. This issue was brought to the fore immediately after the January 2014 cyclone which caused damage to the property and the RVC management raised questions as to the responsibilities for the post cyclone clean-up and repairs.

This month, the Shire has communicated formally with the Department of Lands seeking clarification of the current arrangements and requesting advice as to the options available to secure tenure over the building. Discussions have also taken place with RVC management in this regard. Once the options are known decision making regarding the most appropriate course of action can be facilitated.

4. AUSKILLS WA KARRATHA SEMINAR

Overview

The AuSkills "Living and Working in Remote Regions" Seminar was held in Karratha on 7 February, 2014. The event highlighted strategies and approaches for education, business and industry to enhance support for Australian Apprentices and build long term sustainable partnerships to improve retention and completion.

Key Points

- Alan Tongue, Australian Apprenticeship Ambassador gave an overview of his work as Ambassador for Rugby League's One Community.
- Lee Bevan, Manager Aboriginal Training Services, Kimberley Training Institute explained how the Institute's Aboriginal Training Services deliver support and program development for indigenous students throughout their region.
- Mark Callaghan, CEO WorldSkills Australia detailed how WSA's program of competitions contribute to Australia's sustainable economic prosperity through the development, recognition and promotion of excellence in skills. Skills Ambassadors are inspirational role models who highlight how success in trades and skills can transform young Australians and build successful careers.
- Jacob Hargreaves, 2012 WorldSkills Silver Medallist described his career in cabinet making and how his experience as a WorldSkills competitor has assisted with his career.

Commentary

A panel discussion with the keynote speakers finalised the seminar program. The AuSkills Project is an initiative of the Australian Government Mentoring Package which includes the Australian Apprenticeships Mentoring program and the Australian Apprenticeships Advisors Program.

It is pleasing to see this important initiative come to Karratha to highlight the importance of supporting Australian Apprenticeships for the future economic prosperity of our region.

5. CHEVRON GORGON COMMUNITY REFERENCE GROUP (CRG) MEETING

On the 19th of February, Chevron held its first Gorgon CRG meeting for 2014. The CRG meetings are attended by the Shire President and the Economic Development Advisor.

Rod Mapstone, Community Engagement Advisor – Gorgon Project advised that the Gorgon Project is currently around 76% complete. It is expected that Train 1 will be operational with first gas by mid 2015. The Domgas infrastructure and metering station are complete and expected to deliver 300 terajoules/day to the Dampier to Bunbury Pipeline.

The Gorgon Social Impact Management Plan has been submitted to key stakeholders for a second round of consultations.

Keynote speaker was Social Investment Team Leader, Erin Bourne, who provided an overview of Chevron's commitment to social investment in our community across the Gorgon, Wheatstone and Australasia Business Unit (ABU) projects.

Erin explained how the core social investment goals are long term, sustainable, measureable, partnerships, cross sector and multifaceted for mutual benefits. The key areas for Chevron's social investment are economic development, sense of community, education, health and environment. Chevron will continue to run their Community Spirit Grants program which provide up to \$5000 for local community groups.

Details were also provided about Chevron's Signature Partnerships which deliver great community programs in collaboration with Many Rivers, RSM Bird Cameron, Small Business Centre West Pilbara, The Smith Family, Scitech, Heart Foundation, Act Belong Commit (Mentally Healthy WA), the Fiona Wood Foundation and Telethon Speech and Hearing. In addition Chevron sponsor the Community Room at the Karratha and District Chamber of Commerce and Industry premises at the Karratha Leisureplex. This provides local community groups with a wonderful complimentary business resource managed by the KDCCI.

On the 27th March, Chevron will be hosting a "Doing Business with Chevron" procurement seminar in collaboration with the KDCCI and Bechtel. This will be a great opportunity for local business to understand the opportunities and process for securing business with Chevron projects in the region. Details to be advised.

6. AUSTRALIAN PROPERTY INSTITUTE (API) KARRATHA CONFERENCE

Overview

From the 30th May to the 1st of June, 2014, the Australian Property Institute will be holding their Annual Regional Conference in Karratha at the Leisureplex. The Australian Property Institute represents 8600 professionals in the property industry including residential, commercial and plant and machinery valuers, property advisers, property analysts and fund managers, property lawyers, and property researchers and academics. This conference is part of their professional development program to improve knowledge and skills of their members.

Commentary

As part of the conference program it is expected that the delegates will be offered tours of the Karratha CBD and resource projects. More information to be advised at <http://www.wa.api.org.au/folder/professional-development-and-events/-upcoming-cpd-events>

7. CCI/BROOKFIELD MULTIPLEX NORTH WEST RESOURCES TOUR 2014

Overview

From 5th to the 10th May, 2014, the above annual event, hosted by CCI's Chief Executive, Deidre Willmott, will take place throughout the Pilbara. Locally, on the 6th and 7th May, the tour will take in:

- Apache Energy, Devil Creek Development Project
- CITIC Pacific Sino Iron Project
- Woodside Visitors Information Centre
- Rio Tinto Iron Ore Dampier Operations

The purpose of the tour is to provide CCI members with a unique opportunity to see first hand many of WA's major resource projects, several sites of which are not normally accessible to the public and also meet senior executives from within the resources sector. More information can be found at: <http://cciwa.com/events/whatson/cci-brookfield-multiplex-north-west-resources-tour>

Commentary

These two events highlight the continued interest in or region by business and industry and augur well for on-going economic growth in the region.

8. THE KARRATHA BUSINESS EXPO AND PILBARA PULSE ECONOMIC SUMMIT 2014

Overview

Building on the success of 2013, the Karratha and Districts Chamber of Commerce and Industry have announced the dates for the Pulse and Expo which will be held at the Karratha Leisureplex from 23-24 July 2014.

The Pilbara Pulse will have a new format this year and will be a one day event commencing with a breakfast and concluding with a cocktail party. Associated with the Pulse and Expo will be a careers component entitled CAREERcentral '14 in collaboration with Pilbara Joblink. Further information to be advised at <http://www.karrathabusinessexpo.com.au/> and <http://www.pilbarapulse.com.au/>

Commentary

The Shire of Roebourne was a sponsor of the 2013 Pilbara Pulse Economic Summit and it is planned to continue this support for 2014. Additionally the Shire supported the inaugural Karratha Business Expo with a stand to promote the economic development portfolio undertaken by the Shire. This will be considered for 2014.

9. SHARING THE BOOM: THE DISTRIBUTION OF INCOME AND WEALTH IN WA

This report by Professor Alan Duncan of the Bankwest Curtin Economic Centre (BCEC), Curtin University was released on Wednesday 26th February, 2014.

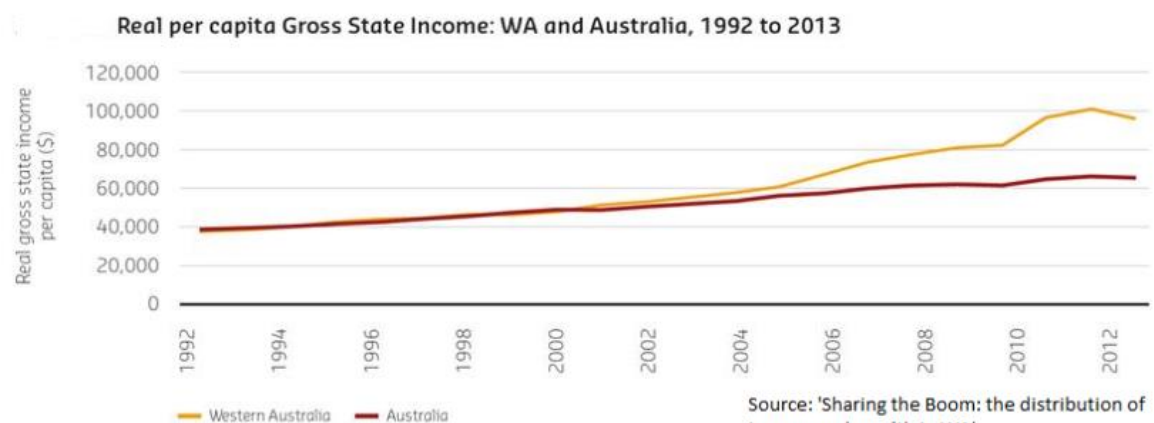
Overview

As Western Australia’s total wealth ballooned by \$268b in the resources boom, the gap between rich and poor grew. The report showed there was a rise in both income and wealth inequality in the state between 2003 and 2011.

Key Points - Rise in wealth

- The richest 10 per cent of households had about 3.8 times the income of the poorest 10 per cent of households in 2003/04. This climbed to 4.8 times in 2009/10 before falling slightly to 4.5 in 2011/12.
- High income households in WA are twice as likely to be headed by a tradesman as those in the rest of Australia.
- One fifth of the highest income households in WA in 2011/12 were headed by a person whose highest level of education was trade certification, compared with 16 per cent in the rest of the nation.
- Disposable incomes in WA have overtaken the national average by nine per cent in the last five years.
- While the rich got richer, others also benefited due to increased employment opportunities.
- The report also revealed WA households are among the wealthiest in the country.
- Perth ranks third across the nation for mean household net worth, averaging just over \$800,000 per household and the average for regional areas in WA reached \$715,000 in 2011/12 - the highest of any region in Australia.
- Household net wealth in WA has increased by more than 70 per cent in real terms since 2003, adding at least \$268billion to the State’s total wealth stock.
- The wealthiest 20 per cent of households in WA own at least 62 per cent of the State’s total household net wealth assets, with the top 40 per cent holding 83 per cent.

This chart shows how income in WA took off from the rest of Australia:



Note: Per capita income figures derived using chain value measure, in 2011/12 prices. See Glossary for definition.
 Source: BANKWEST CURTIN ECONOMICS CENTRE | AUSTRALIAN BUREAU OF STATISTICS Cat No. 5220.0

Pilbara Specific

- Incomes were the highest in the Pilbara, followed by those in the Goldfields.
- Regional areas such as the Pilbara and Gascoyne became the richest in Australia because of the boom, while household net wealth in WA rose 70 per cent, or almost \$270 billion.
- In the Pilbara, 41.7 per cent of residents have an individual gross weekly income of over \$2,000 compared to just over 11 per cent for the rest of the state.

Wealth inequality

- Some regions have not shared in the gains - For example, the Wheatbelt and Great Southern - the proportion of individuals with incomes in those brackets are 6 and 5 percent and below identifying a marked difference in the distribution of income across regions of WA.
- The report also shows there are pockets where incomes are below \$300 per week, mainly in sparsely populated areas and among Indigenous communities.
- The median income households are also earning substantially more, but the lowest income households in the state are falling further behind, increasing the gap between the poorest families and everyone else.
- The situation for the poorest has not been helped by the fact that overall prices in WA, as measured by CPI, ran consistently ahead of those for the rest of Australia for much of the boom.

A full copy of the report is available from the Shire's Research Officer.

10 DAMPIER PORT AUTHORITY (DPA) PUBLIC-PRIVATE PARTNERSHIP**Overview**

The Dampier Port Authority (DPA) has been giving state government approval to seek a public-private partnership to boost its port capacity through infrastructure upgrades as well as leasing existing facilities. More private sector investment at Dampier Port will help alleviate capacity constraints and delays, ease road congestion by allowing freight to be transported by sea to the port, while removing risks to Government associated with financing, building and operating the facility.

Key Points

- The Port of Dampier is one of the world's largest ports by tonnage and plays a vital role in the economic development of the State and the nation.
- Continuing high levels of growth have meant the Port of Dampier has insufficient capacity to meet current and projected demand.
- The Dampier Cargo Wharf is at near capacity with berth occupancy rates projected to increase. Private investment is needed to expand facilities.
- An estimated \$95billion worth of resource projects in the Pilbara region depend on the port in some way.

A market-sounding process carried out by DPA in 2012 identified sufficient commercial interest for the Dampier Marine Services Facilities (DMSF), which will include the Dampier Cargo Wharf (DCW), Dampier Bulk Liquids Berth, Heavy Load Out Facility, Alternative Load Out Facility and about 7.2 hectares of leasable land. The DMSF is a multi-user general and specialised cargo facility planned to compliment current DCW activities.

Conclusion

The benefits to the region include:

- An increase in construction and operational jobs.
- Improved levels of trade and regional economic growth.
- Reduced freight costs.
- Reduced congestion and increased port capacity.
- Potential benefits to local contractors and small to medium enterprises.

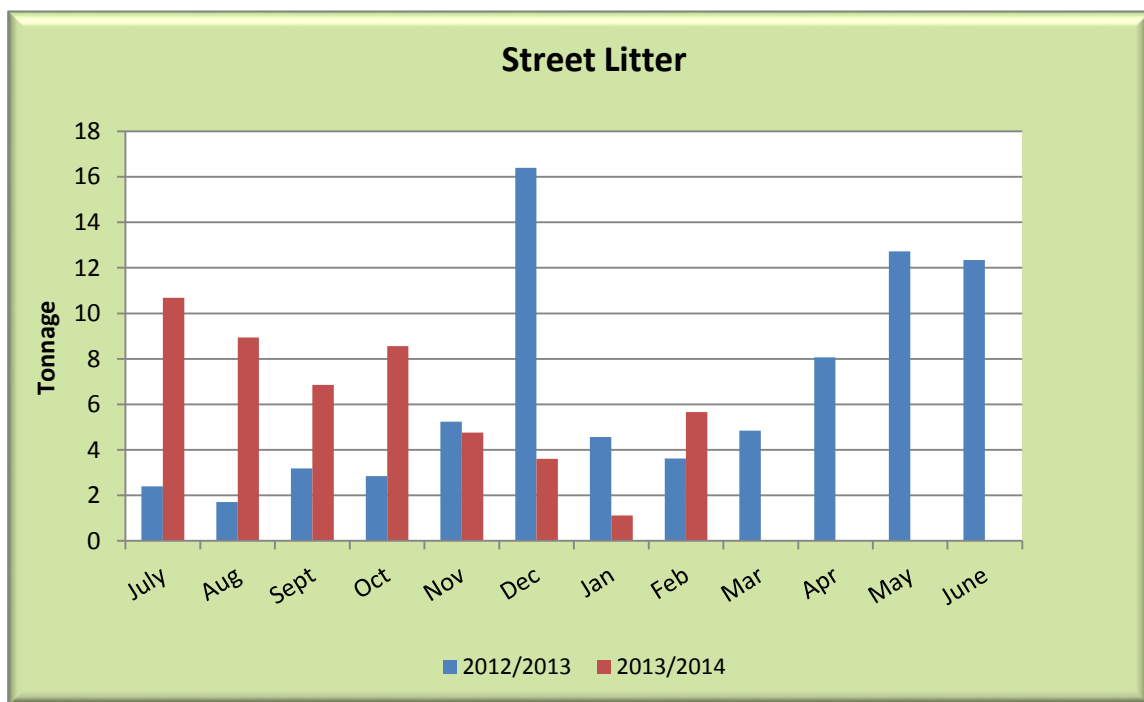
DPA will retain responsibility for the safe operation of the port. An expression of interest will open in the coming months.

13.10 WASTE SERVICES DATA

File No: WM.2
Responsible Executive Officer: Director Strategic Projects & Infrastructure
Reporting Author: Waste Services Office Supervisor
Date of Report: 26 February 2014
Disclosure of Interest: Nil
Attachment(s) Nil

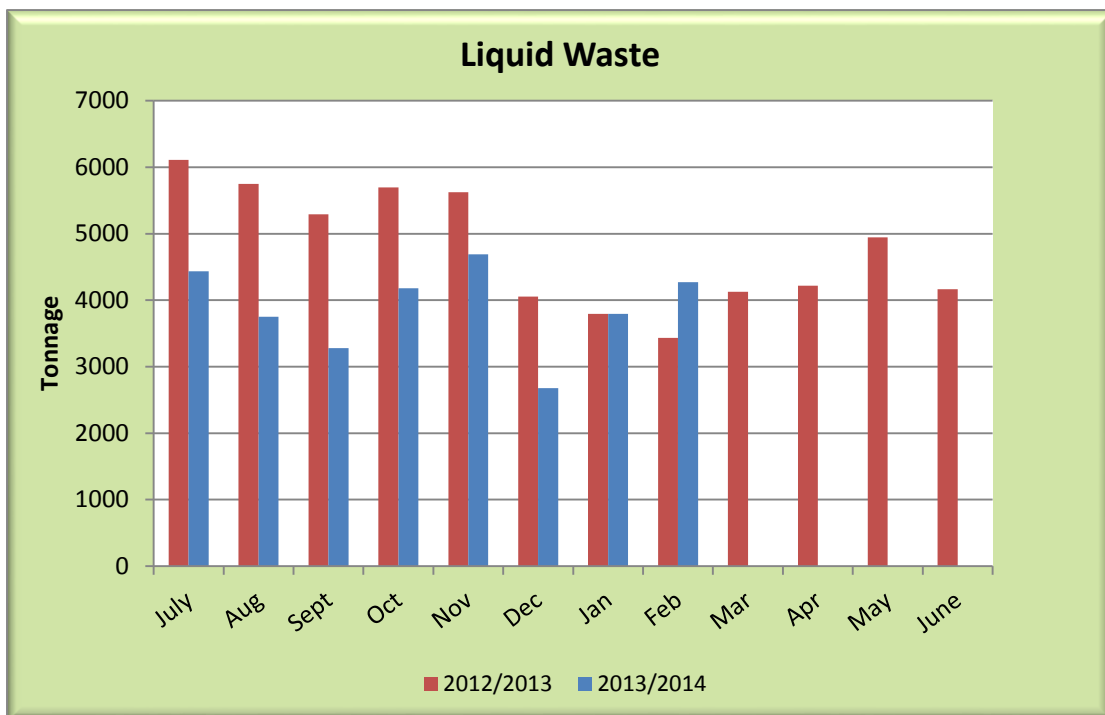
PURPOSE

To provide an illustration of Waste Services data collected for the current month, including a comparison with the 2012/13 financial year data.

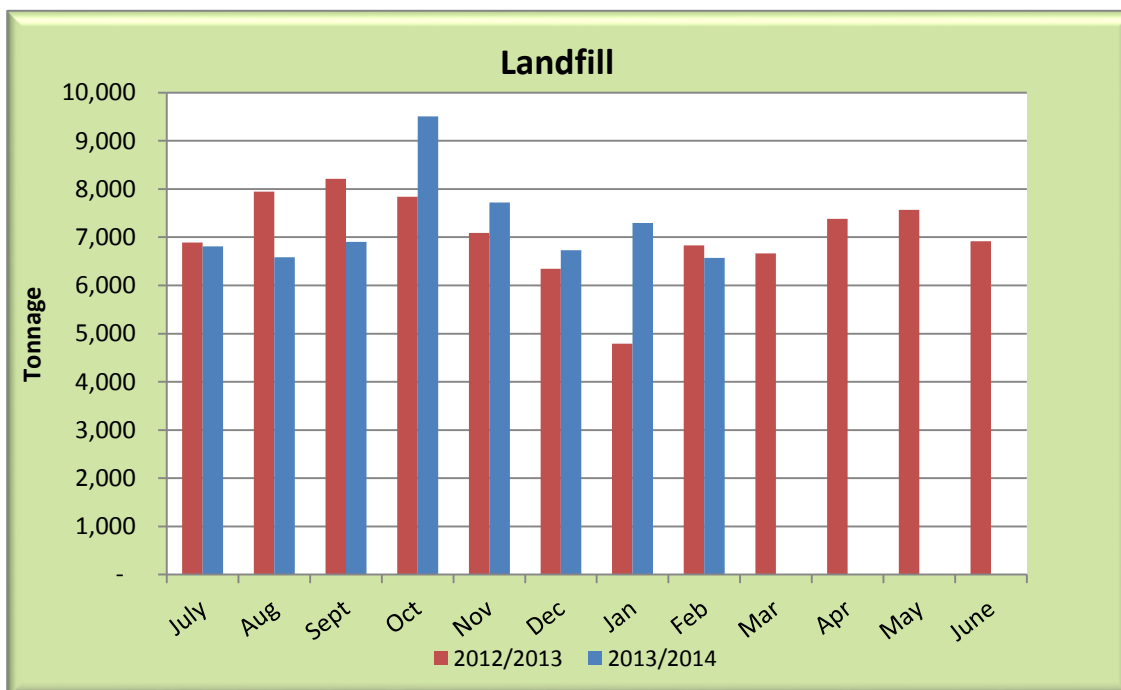


Street Litter collected from Karratha, Dampier, Roebourne, Wickham, Cossack and Point Samson and delivered to the 7 Mile Waste Facility.

Drop in January 2014 street litter tonnage result of deployment of Litter Crew to Cyclone Christine clean up.



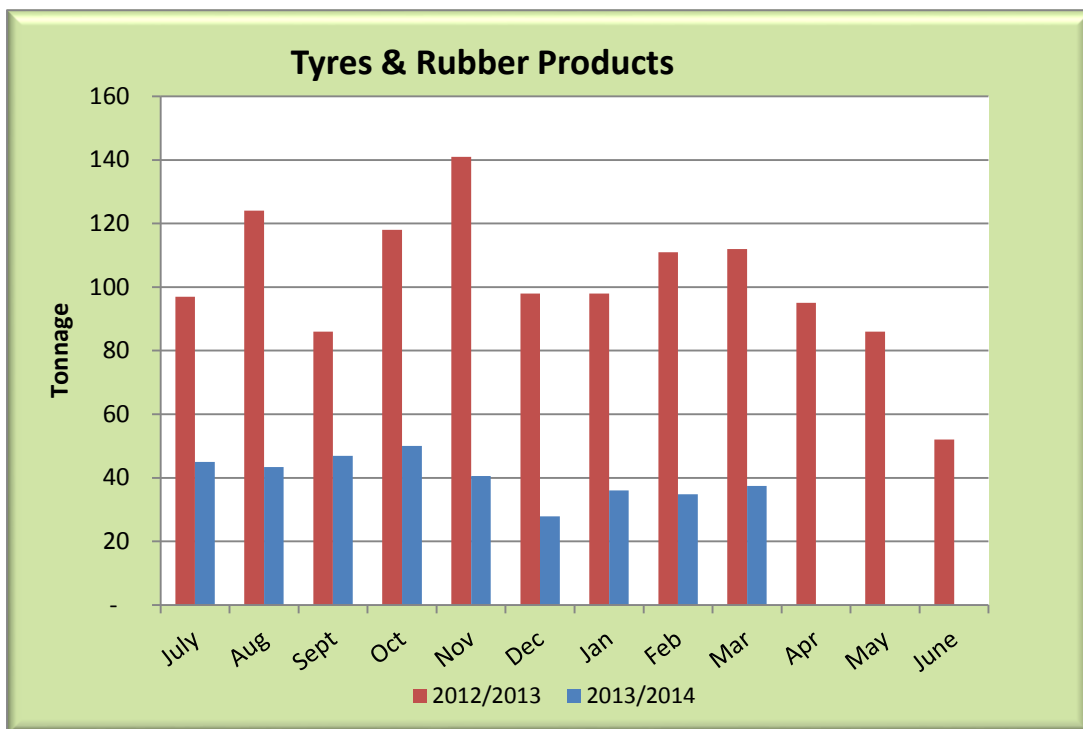
Liquid Waste delivered to the 7 Mile Waste Facility



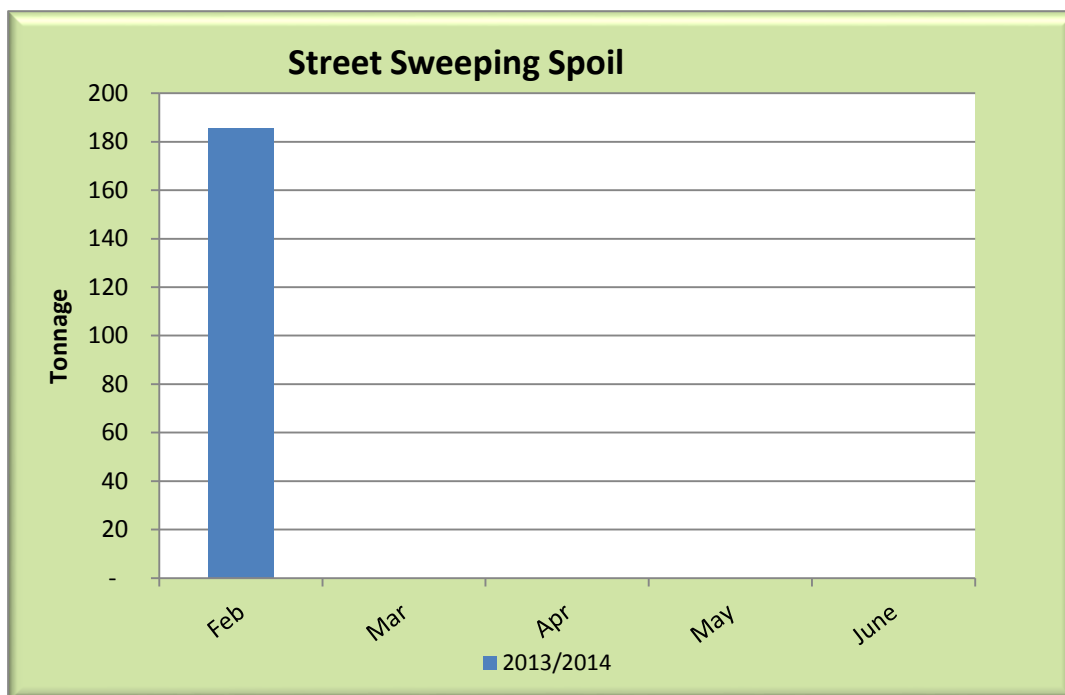
Total waste, excluding liquid waste and clean fill, delivered to the 7 Mile Waste Facility. Cyclone.

January 2014 landfill tonnage total includes Cyclone Christine clean up waste delivered to the 7 Mile Waste Facility (approx. 2104 tonnes).

February 2014 landfill tonnage total includes Cyclone Christine clean up waste delivered to the 7 Mile Waste Facility (approx. 340 tonnes).



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.



The street sweeping contractor commenced 3 February 2014. Karratha City Centre roads and footpaths have been swept weekly. The areas of Baynton West and Point Samson have also been serviced as scheduled. The sweeper is currently being deployed in Wickham. To date, 186 tonnes of street sweeping spoil has been collected, with the majority being from Point Samson and Wickham (136 tonne) due to significant build up following Cyclone Christine.

13.11 CLEANSWEEP TASKFORCE QUARTERLY REPORT

File No:	CS.14
Responsible Executive Officer:	Director Development Services
Reporting Author:	Community Safety Coordinator
Date of Report:	21 February 2014
Disclosure of Interest:	Nil
Attachment(s)	Cleansweep Taskforce Quarterly Report October -December 2013

PURPOSE

To provide information on the status of programs and initiatives undertaken by the Cleansweep Taskforce during the October to December 2013 quarter.

The Report was presented to the Cleansweep Taskforce Steering Group meeting on 11 February 2014.

13.12 ROLL OUT OF STREET NUMBERING

File No:	RD.47
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Regulatory Services
Date of Report:	4 March 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To advise Council of the progress of the street numbering changes to Bulgarra, Dampier and Point Samson, and provide clarity to queries raised by Councillors

BACKGROUND

At it's May 2013 meeting, Council resolved to develop and implement a street numbering policy to provide clear and systematic street numbering within the Shire. The item indicated implementation of the policy will incorporate Community consultation including community meetings, letters to affected residents and owners, and information on the Shire's web page

The Shire wrote to each of the emergency service and utility providers within the Shire, and to the Community Associations on 27 September 2013 seeking comment from them, and in particular whether they supported the numbering change. Other than support from DFES, and a query from Rio Tinto (Wickham), no objections were received. Once Rio Tinto (Wickham) had answers to their queries they did not object to the implementation of the street numbering process.

The first media release to the public was issued on 5 December 2013 which confirmed that the Shire was undertaking the renumbering process was also picked up by ABC radio. There was also minor chatter on the Karratha Facebook pages, which the Shire responded to.

As a result of both the exposure on both radio and Facebook, one question concerning the street numbering program was raised at the Annual Electors meeting of 16 December 2013, although the discussions around street numbering were overshadowed by City Status and the proposed name changes of the Shire. As there was little to no response or interest in a meeting from the letters to community groups, or the media release, no public meetings were held.

Over 4000 letters to both property owners and occupiers affected by the change (ie Point Samson, Bulgarra and Dampier) were issued on 11 February 2014 with a further media release issued 12 February 2014. After the letters were sent out, there was a greater response from affected residents which resulted in queries being fielded via e-mail, phone and Facebook.

Landgate, Australia Post, Electoral Commission, Emergency Services and Utilities were provided with the same spreadsheet of new street numbers, old lot numbers and the Valuer General number for each of the properties affected to enable them to update their records.

In each case, they have been provided with a hard-copy and a second electronic copy on request.

To further assist in the process of redirecting mail, Karratha Office of Australia Post has verbally advised that they will be redirecting letters addressed to lot numbers in Bulgarra and Dampier to the street address. Each of their delivery staff and contractors have copies of the new street number series and corresponding lot number to ensure that mail gets delivered correctly. Provided that the address is clearly indicated on the letter box or the property, Australia Post will continue to deliver mail. There will be a transition period expected whereby there will be a combination of lot and street number addressed mail, however Australia Post expect this to last up to 6 months. Even mail addressed to a lot number after this time will be delivered to the corrected address, however this will take longer than street number addressed mail.

As a result of queries from councillors, the shire has approached Australia Post to determine the cost of a bulk redirection of mail for a 3 month period. Australia Post has advised that they are not accepting any applications for redirections due to the change in lot to street number. They also realise that this is an inconvenience to residents, and will not charge for a service where they have been provided the necessary tools to make the changes.

At the recent meeting of the Dampier Community Association the community members requested that Australia Post confirm that the redirection service they (Australia Post) are currently providing will remain for the next 12 to 18 months. The Shires Regulatory Service has contacted Australia Post and is currently awaiting a response.

Numbering of the street kerbs with reflective paint (yellow on green background) has been contracted to "Top Colour" who intend to commence numbering in Bulgarra mid March 2013. Irrespective of whether residents change the lot number on the letter box, the property will be clearly marked with the new street number.

Throughout this process, Shire staff will continue to respond to resident and land owner queries. Once the residential areas have transitioned to a street number, the Shire will commence renumbering of commercial properties in the Karratha and Gap Ridge Industrial Estates.

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

16.1 LATE ITEM - COUNCIL MEETING DATES – APRIL 2014 VARIATIONS

File No: **GV.1**

Responsible Executive Officer: **Director Corporate Services**

Reporting Author: **Directorate Administration Officer**

Date of Report: **14 March 2014**

Applicant/Proponent: **Nil**

Disclosure of Interest: **Nil**

Attachment(s) **Nil**

PURPOSE

To consider changing the Council meeting dates for the month of April that are impacted by the Easter holiday period and ANZAC Day.

BACKGROUND

The Council has previously approved the Ordinary Council meeting dates for 2014 year with the April Ordinary Council Meeting to be held on Tuesday 22 April 2014 at Dampier.

As it is currently scheduled, the Briefing for the April meeting will occur on Thursday 17 April 2014 the day before Good Friday (18 April) and the Council Meeting will occur on Tuesday 22 April which falls between the Easter holiday period and ANZAC Day.

April 2014						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

It is proposed to vary the Agenda Briefing and Council Meeting dates to enable Councillors proposing to take leave over Easter and though to ANZAC day the opportunity to participate in the April meetings as follows:

Meeting	Move from	Move to	Comments
Agenda Briefing Meeting	Thursday 17 April 2014 in Chambers	Wednesday 16 April 2014 in Chambers	Bring forward by one day to enable Councillors to participate before the Easter holiday period.
Council Meeting	22 April 2014 at Dampier	28 April 2014 at Dampier	Deferred to enable Councillors taking leave between Good Friday and ANZAC Day to participate.

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 at the March Agenda Briefing.

COMMUNITY CONSULTATION

Public notice will be required subject to the adoption of the Officer's recommendation.

STATUTORY IMPLICATIONS

Regulation 12(1) and (2) of the *Local Government (Administration) Regulations 1996* provide that local public notice is required of any changes in dates, times or venues to that earlier advertised of Council meeting dates.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC IMPLICATIONS

There are no strategic implications.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be Moderate to the Shire in terms of Service Interruption and Reputation. It is important that all Council Members are given maximum opportunity to participate and prepare for discussion regarding matters before Council.

IMPACT ON CAPACITY

There is limited 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 Regulation 12(2) of the *Local Government (Administration) Regulations 1996* RESOLVES not to make any changes to previously listed Council meeting dates.

CONCLUSION

Variation of April 2014 Council meeting dates will maximise the opportunity for all Council members to participate and prepare for discussion regarding matters before Council.

OFFICER'S RECOMMENDATION

That Council by **SIMPLE** Majority pursuant to Regulation 12(2) of the *Local Government (Administration) Regulations 1996* **RESOLVES** to:

1. **DEFER** the April 2014 Ordinary Council Meeting to Monday 28 April 2014 at the Peninsula Palms, Dampier; and
2. **NOTE** that the April 2014 Agenda Briefing will be held on Wednesday 16 April 2014 in the Council Chambers, Karratha.

COUNCIL AMENDMENT / RESOLUTION

Res No : 152798
MOVED : Cr Vandenberg
SECONDED : Cr Smeathers

That Council by **SIMPLE** Majority pursuant to Regulation 12(2) of the *Local Government (Administration) Regulations 1996* **RESOLVES** to:

1. **DEFER** the April 2014 Ordinary Council Meeting to Tuesday 29 April 2014 at the Peninsula Palms, Dampier; and
2. **NOTE** that the April 2014 Agenda Briefing will be held on Wednesday 16 April 2014 in the Council Chambers, Karratha.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig
 AGAINST : Nil
 REASON : 10 Councillors were available to meet on Tuesday 29 April 2014 whereas seven Councillors were available to meet on Monday 28 April 2014.

COUNCIL RESOLUTION

Res No : 152799
MOVED : Cr Miller
SECONDED : Cr Lally

That Council approve leave of absence for Cr Bailey for the 29 April 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, Cr White-Hartig
 AGAINST : Nil

16.2 LATE ITEM - MARCH 2014 BUDGET REVIEW

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Management Accountant
Date of Report:	14 March 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. Detailed Budget Review Amendments by Account
	2. Budget Amendments to 31 December 2013

PURPOSE

A second quarter review of the 2013/14 budget has been completed. The attached report identifies accounts that are expected to have material or confirmed variances compared to the original or current budget and require budget amendment.

BACKGROUND

Council elects to undertake two Budget Reviews, with the first review conducted based on 30 September 2013 actuals and the second conducted based on 31 December actuals as is the statutory requirement.

Council’s entire budget was reviewed by the Council’s management team with each department manager explaining the current status of their respective budget. Through this process budget modifications have been recommended to reflect the most likely financial outcomes.

The following table is a summary of the overall adjustments required to the budget as a result of the Budget Review and Ordinary Council Meetings for 2013/14:

	Original Budget	Current Budget	Proposed Amended Budget March 2014	Budget Movement
Operating Expense	(75,785,178)	(76,535,533)	(76,199,552)	335,981
Operating Revenue	105,366,343	111,853,515	111,676,566	(176,949)
Non Operating Expense	(51,031,459)	(61,411,818)	(62,482,772)	(1,070,954)
Non Operating Revenue	12,643,124	17,249,924	14,996,270	(2,253,654)
Non Cash Items Included	8,153,389	7,700,370	10,873,446	3,173,076
Surplus BFWD 12/13 Audited	653,781	1,136,042	1,136,042	0
Surplus/ (Deficit) 13/14	0	(7,500)	0	7,500

The net proposed position after this review is that the Council staff believe that there will be a balanced budget as at 30/06/2014.

LEVEL OF SIGNIFICANCE

The level of surplus identified in this review has been identified as significant in accordance with *Significant Decision Making Policy* CE8.

COUNCILLOR/OFFICER CONSULTATION

Executives and Management have been involved in regular reviews of their operational and departmental budgets both as part of the Budget Review process and ongoing Financial Management and Variance reporting to Council.

COMMUNITY CONSULTATION

The results of the Budget Review will be presented to the community in a press release. Consideration has been given to items of priority identified in Shire of Roebourne Community Needs and Satisfaction Survey.

STATUTORY IMPLICATIONS

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* provides for the annual review of budget.

As per *Local Government Act 1995* section 6.8 changes to budget need to be authorised in advance by resolution.

POLICY IMPLICATIONS

The Shire's budget review is completed in accordance with Budget Review Policy CF16 and the Australian Accounting Standards.

FINANCIAL IMPLICATIONS

The report considers the financial position of the Council to the end of December 2013 and makes various amendments as determined by management to ensure the budget represents the most current reflection of Council's activities for the remainder of the 2013-14 financial year.

The financial implications of this report are that the current amended balanced budget will be replaced with a proposed new amended balanced budget.

A summary of the major changes by Department is as follows:

Department Description	Current Budget	Proposed Budget	Corrections/ Reallocations	Adj. to Budget	Commentary
Building Services	10,188	(25,384)	0	(35,572)	Identified savings in employment costs (\$68K) offset by reduction in Building licence fee income of \$40K
Community Safety	129,899	18,221	(55,000)	(56,678)	Expenditure for PIRSA carried forward to next financial year, reduction of (\$15K) due to lower support for bucks for bags, \$22k in increased revenue for community safety grants due to additional grant from WAPOL and identified savings of (\$20K) in crime prevention strategies.
Community Services	6,039,257	6,003,766	0	(35,491)	Identified savings in employment costs (\$50K) and additional allocation for Port Walcott Yacht Club cyclone repairs as per New Initiatives list
Governance & Organisational Strategy	1,443,899	1,253,001	0	(190,898)	Identified savings in records management project (\$92K) and employment costs (\$75K)
Corporate Services	(35,094,347)	(34,174,272)	(605,780)	1,525,855	Includes (\$1.9m) additional income for claims related to Cyclone Christine, \$1.3m in amended transfer to reserve based on TWA rates, \$723K less rates revenue due to decline in TWA rates and related penalty interest, \$682K transfer to reserves to fund PUPP expenses next financial year as per New Initiatives list, \$256K less interest on reserves due to lower than anticipated interest rates and reserve balances from previous financial year
Exec Services	1,941,309	1,887,792	0	(53,517)	Identified savings in Councillor professional development allowance not utilised (\$40K), identified savings in employment costs (\$28K) and increased travel expenses due to increased volume of Council business in Perth \$20K)
Human Resources	2,651,735	3,657,104	127,208	878,161	Income removed due to current plans for Richardson Way properties \$1.3m, savings in leased property expenses due to rented properties handed back (\$381K), identified savings in employment costs (\$124K) and reduction in rent received from staff housing due to current property vacancies \$56K

Department Description	Current Budget	Proposed Budget	Corrections/ Reallocations	Adj. to Budget	Commentary
Leisure Services	876,491	898,565	51,097	(29,023)	Identified savings in various events due to higher ticket income, additional funding and identified savings (\$161K), additional allocations of \$80K for Golf Course Master Plan and \$40K for Bulgarra POS design as per New Initiatives list
Economic Development	876,491	898,565	0	22,074	Additional allocation for production of competitive advantages corporate DVD and presentation folder as per New
Plant And Depot Services	743,523	476,408	0	(267,115)	Identified savings in plant repairs (\$186K) and employment costs (\$52K)
Marketing & Communications	437,072	535,977	0	98,905	Additional expenditure on Perth Royal Show 2013 \$36K and additional allocation for design services for city status as per New Initiatives list \$75K
Ranger Services	996,329	950,221	0	(46,108)	Identified savings in employment costs (\$56K)
Recreation Facilities	7,570,311	8,540,184	1,609,138	(639,265)	Loss on sale relating to Karratha Entertainment Centre \$1.5m (non cash item), additional income for new Wickham Recreation Precinct agreement (\$325K) increase to Leisureplex income (\$300K), additional allocation for Leisureplex 1 year anniversary celebration as per New Initiatives list.
Statutory Planning	1,385,041	1,411,031	0	25,990	Reduction in town planning fees \$151K offset by identified savings in Contractors (\$83K) and employment costs (\$34K)
Strategic Planning	395,827	83,021	(283,702)	(29,104)	Various projects carried forward to next financial year (\$283K net) and identified savings in employment costs (\$28K)
Strategic Projects	255,335	(79,114)	(290,426)	(44,023)	Identified savings in employment costs (\$28K)
Technical Services	341,891	440,025	334,486	(236,352)	Increased as per additional income expected for Wickham South & CBD (\$265K)
Works	16,136,182	16,151,654	869,271	(853,799)	Increased expenditure for Cyclone Christine works to be reimbursed \$1.7m offset by identified savings in various footpath works (\$621K) and Parks & Gardens (\$346K)

A summary of the major changes by Income/Expenditure type has been highlighted below:

	YTD Actual	Current Budget	Proposed Budget	Corrections/ Reallocations	Adj. to Budget	Commentary
Electricity	1,566,647	2,901,961	3,088,792	0	186,831	Roebourne Community Centre increase \$102K, Leisureplex increase \$50K, No.2 Gap Ridge Waste Water Plant \$12K
Water	397,767	702,097	737,689	0	35,592	Tambrey Park \$21K, Airport \$16K
Advertising	291,632	325,492	360,825	0	35,333	Community Services \$35K including \$15K Cossack Art Awards
Postage & Freight	113,977	115,466	140,956	0	25,490	Increase to overall corporatised Shire expense
Conferences	96,574	162,163	128,001	0	(34,162)	Projects Management savings (\$16K) and Partnership Management Team savings (\$14K)
Training	305,652	518,100	531,222	13,000	122	Increase offset by additional funding
Legal Advice	209,363	289,422	326,255	0	36,833	Debt recovery cost increase \$64K offset by G&OS savings (\$25K)
Contractors	26,612,827	39,534,288	38,272,777	(1,789,706)	528,195	Airport Safety & Security \$378K, Golf Course master plan \$80K, City Status design \$75K, Bulgarra POS design \$40K, , Records management (\$92K), Cossack Art Awards (\$76K)
Insurance	1,503,196	1,549,690	1,514,349	0	(35,341)	Various amendments to premiums due to an update in insured property values
Employee Costs	14,780,023	25,903,634	25,021,023	0	(882,611)	Footpath Sweeping (\$134K), Youth Shed (\$120K), Corporate Services (\$100K), G&OS (\$75k), Building (\$68K), Community Development (\$50K), Rangers (\$50K), Waste (\$40K), Arts & Culture (\$30K)

	YTD Actual	Current Budget	Proposed Budget	Corrections/ Reallocations	Adj. to Budget	Commentary
Grants & Contributions	(16,071,575)	(23,870,135)	(23,546,886)	0	323,249	Remove duplicate entry of RDAF \$1.5 and include \$1.2m Lotterywest funding
Fees & Charges	(29,401,558)	(43,036,607)	(44,328,350)	(1,557,682)	265,939	Private works income \$70K, Karratha Golf Course \$40K, Youth Shed \$35K, Frank Butler hire \$20K, Leisureplex merchandise (\$20K)
Interest	(1,451,105)	(2,281,433)	(2,142,652)	0	138,781	Reserve Interest \$256K, Debtors & Rates (\$97K)
All Other	144,797	83,725	105,629	0	21,904	REAF \$11K, Arts & Culture \$3K, Major Community Event \$3K
Subscriptions	141,992	156,900	166,420	0	9,520	Economic Development \$45K, Members of Council (\$30K)

The amended budget includes the following new initiatives:

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 13/14 \$	Municipal Funds Requested	External Funding	Reserve Funds Requested
Airport Solar Project	Technical Review of Solar Design by Electrical Engineer and independent assessment and legal advice on Power purchase Agreement	\$15,000	\$ -	\$ -	\$15,000
Transfer to Reserve - PUPP	Transfer to Reserve for PUPP payment in 2014/15	\$682,193	\$682,193	\$ -	\$ -
City Status	\$75K for Design services for City Status - In New Initiatives	\$75,000	\$75,000	\$ -	\$ -
Payout of Self-Supporting loan	Payout of Chamber of Commerce self supporting loan	\$53,402	\$53,402	\$ -	\$ -
Bulgarra POS Stage 2	Progress full detailed design of stage 2 so project can go straight to tender in 14/15.	\$40,000	\$40,000	\$ -	\$ -
Port Walcott Yacht Club	Assistance with repair of club facilities from Cyclone Christine damage	\$15,000	\$15,000	\$ -	\$ -
Production of Competitive Advantages corporate DVD and Presentation folder	Production of Competitive Advantages corporate DVD and Presentation folder to communicate the City's assets, advantages and aspirations \$10K for filming and photography and \$10K for design and production;	\$20,000	\$20,000	\$ -	\$ -
Leisureplex 1 year anniversary celebration	Leisureplex 1 year anniversary celebration	\$50,000	\$50,000	\$ -	\$ -
Golf Course Master Plan	Golf Course Master Plan	\$90,000	\$80,000	\$10,000	\$ -
TOTAL OF SELECTED PROJECTS		\$1,040,595	\$1,015,595	\$10,000	\$15,000

The proposed position is as follows:

Budget Position Calculations	
Budgeted Surplus BFWD	653,781
Audited Surplus BFWD	1,136,042
Current Budget Position	(131,674)
Surplus prior to Qtr 1 Review	350,587
Qtr 1 Review Amendments	
Capital Budget Deficit	(7,086,654)
Operating Budget Surplus	5,889,086
Non Cash Adjustment	(846,981)
Qtr 2 Review Amendments	
Capital Budget Surplus	(47,501,502)
Operating Budget Deficit	35,492,014
Non Cash Adjustment	10,873,446
Surplus after Qtr 2 Review	0

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.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Regular reviews of performance against Budget and review thereof is seen as being sound Financial Management practise to assist in sound decision making practises of Council. Council conducted two budget reviews into the 2012/13 financial year and has continued the practice of multiple reviews in the 2013/14 year.

VOTING REQUIREMENTS

Absolute Majority

OPTIONSOption 1

As per the Officer's recommendation.

Option 2

That Council by Absolute Majority pursuant to Section 6.8 of the *Local Government Act 1995* and Regulation 33A of the *Local Government (Financial Administration) Regulations 1996*, RESOLVES to ADOPT the Proposed 2013/14 Budget Amendments presented in the Budget Review subject to the following changes:

1. _____
2. _____

CONCLUSION

The amendments suggested in the attachments reflect Council's operations for the remainder of the year and therefore can be resolved accordingly.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152800
 MOVED : Cr Lally
 SECONDED : Cr Vandenberg

That Council by ABSOLUTE Majority pursuant to Section 6.8 of the *Local Government Act 1995* and Regulation 33A of the *Local Government (Financial Administration) Regulations 1996* RESOLVES to ADOPT the 2013/2014 Second Quarter Budget Review (Attached Detailed Amendments) which result in a balanced Budget Review position and includes the following new initiatives:

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 13/14 \$	Municipal Funds Requested	External Funding	Reserve Funds Requested
Airport Solar Project	Technical Review of Solar Design by Electrical Engineer and independent assessment and legal advice on Power purchase Agreement	\$15,000	\$ -	\$ -	\$15,000
Transfer to Reserve - PUPP	Transfer to Reserve for PUPP payment in 2014/15	\$682,193	\$682,193	\$ -	\$ -
City Status	\$75K for Design services for City Status - In New Initiatives	\$75,000	\$75,000	\$ -	\$ -
Payout of Self-Supporting loan	Payout of Chamber of Commerce self supporting loan	\$53,402	\$53,402	\$ -	\$ -
Bulgarra POS Stage 2	Progress full detailed design of stage 2 so project can go straight to tender in 14/15.	\$40,000	\$40,000	\$ -	\$ -
Port Walcott Yacht Club	Assistance with repair of club facilities from Cyclone Christine damage	\$15,000	\$15,000	\$ -	\$ -
Production of Competitive Advantages corporate DVD and Presentation folder	Production of Competitive Advantages corporate DVD and Presentation folder to communicate the City's assets, advantages and aspirations \$10K for filming and photography and \$10K for design and production;	\$20,000	\$20,000	\$ -	\$ -
Leisureplex 1 year anniversary celebration	Leisureplex 1 year anniversary celebration	\$50,000	\$50,000	\$ -	\$ -
Golf Course Master Plan	Golf Course Master Plan	\$90,000	\$80,000	\$10,000	\$ -
TOTAL OF SELECTED PROJECTS		\$1,040,595	\$1,015,595	\$10,000	\$15,000

CARRIED

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

16.3 LATE ITEM - DRAFT DIFFERENTIAL RATES MODEL - 2014/15 FINANCIAL YEAR

File No:	RV.10
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Financial Services / CFO
Date of Report:	14 March 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To consider the draft differential rates model for 2014/15 financial year for the purpose of advertising and seeking public submissions as required by the *Local Government Act 1995*.

BACKGROUND

In line with Council's annual budget cycle, Council Officer's seek endorsement by Council of the differential rates for the purpose of advertising and seeking public submissions.

Before Council can impose a differential rating model across the Shire, Council must advertise the proposed differential rate for a minimum period of 21 days. This period of advertising allows rate payers the ability to consider the proposed rates in the dollar and make any submissions prior to Council adopting the proposed rate as part of the budget process. The advertising process does not prohibit Council amending the rate model at Budget Adoption.

Additionally, under the *Local Government Act 1995*, Council must seek approval from the Minister of Local Government to raise the differential rate where the highest differential rate is more than twice the lowest differential rate (Residential rate for GRV and Pastoral rate for UV properties in the Roebourne Shire).

Councillors participated in a strategic planning workshop in February 2014, where all projects, activities and initiatives were considered for the Long Term Financial Plan and 2014/15 Budget.

Subsequently the Executive Management Team has sought to implement the workshop outcomes that are applicable to the differential rates model in 2014/15 which was further workshopped with Councillors at the 14 March 2014 Agenda Briefing Session. Workshop outcomes are shown in the table following:

Table 1

Issue	Scale	Estimated Impact	Outcome
UV valuations (excluding Pastoral) anticipated to reduce effective 1 July 2014	15% Reduction	(\$400k)	Increase rate in \$ to achieve average 6% increase to negate financial impact
Pastoral Concession scheduled to be fully removed in 2014/15	Final 1/3 reduction	(\$61k)	Defer implementation of final 1/3 reduction in pastoral concession
Minimum Rates	13/14 1900 properties (Mainly Roebourne / Wickham / Vacant Land)	\$42k	\$1,400
Workforce Accommodation	Align 11 Workforce Accommodation properties with TWA properties	\$118k	Rate all Workforce Accommodation properties based on 4x Residential Rate in \$
Consideration of an additional UV Category – Mining/ Other	Rate in \$ 2x Pastoral	(\$46k)	Create new UV Category Mining/Other

In arriving at the proposed rates in the dollar Council has attempted to balance the need for revenue to fund essential services and facilities with the desire to limit any increase on the ratepayer to affordable levels.

Table 2 provides a comparison of the proposed GRV and UV differential rates in comparison to those adopted for 2013/14.

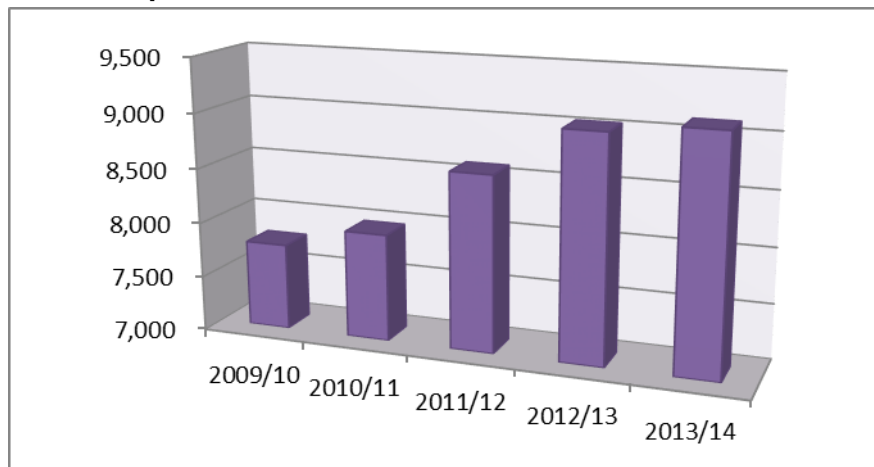
Table 2

GRV/UV	Differential Rates Categories	Current Rate in \$	Proposed Rate in \$
GRV	Residential	0.027723	0.029386
GRV	Commercial / Tourism / Town Centre / Industry / Mixed Business	0.055446	0.058772
GRV	Airport / <i>Workforce Accommodation*</i> / GRV (Strategic Industry)	0.097030	0.102851
GRV	Transient Workforce Accommodation* / Workforce Accommodation	0.110892	0.117544
UV	UV (Pastoral)	0.063383	0.076693
UV	UV (Mining/Other)	0.126766	0.153386
UV	UV (Strategic Industry)	0.158457	0.191732

In 2014/15 the land use for *Workforce Accommodation** is proposed to move from its existing differential rate category grouping, Airport / *Workforce Accommodation** / GRV (Strategic Industry) to **GRV Transient Workforce Accommodation / Workforce Accommodation**. In addition it is proposed to expand the UV (Mining) category to include properties that are currently rated UV (Strategic Industry) that are not consistent with other properties in this category.

With an expanding shire, the costs associated in providing additional services to meet the needs of the community continue to increase. This is reflected in Table 3 below where over a five year period the number of rateable properties has increased from 7,784 to 9,115.

Table 3 Rateable Properties



The current preferred draft differential rate model will see an increase in rates levied of \$6 million based on levied rates (excluding interim rates) for the current financial year 2013/14.

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 achieve infrastructure projects and operational services identified in the Strategic and Operational Plans.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with Councillors and Executive Management Team via budget workshops and strategic planning sessions.

COMMUNITY CONSULTATION

Crucial to the process is the advertising and public submission period which provides the community with the opportunity to comment in accordance with Section 6.36 of the *Local Government Act 1995*. This will commence subject to Council endorsement of the 2014/15 Draft Differential Rates model. Once Council has considered public submissions it may adopt and impose the rates after receiving Ministerial Approval.

STATUTORY IMPLICATIONS

Local Government Act 1995:

Section 6.33 - Differential Rates

Section 6.35 - Minimum Payment

Section 6.36 - Local Government to give notice of certain rates

POLICY IMPLICATIONS

Council Policy CE8 – Significant Decision Making Policy and CF-10 Rating Equity Policy.

FINANCIAL IMPLICATIONS

The financial implications resulting from the preferred differential rates model, based on rating information as of 28 February 2014, currently project rates to be levied in the 2014/15 financial year of \$38.3 million comparative to rates levied for 2013/14 of \$32.3 million.

The differential rates model as endorsed by Council for advertising will directly influence Council's ability to fund expenditure requirements proposed to be included in the 2013/14 budget.

STRATEGIC IMPLICATIONS

This item is relevant to 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.1.1	Maximise opportunities for long term financial sustainability and equitable rating structure.
Our Services:	4.d.1.1	Monitor and maintain rates property database.

RISK MANAGEMENT CONSIDERATIONS

The greatest risk to Council is achieving the infrastructure and operation outcomes contained within Council's Strategic Plan.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Annually the Shire of Roebourne applies for Ministerial Approval in order to impose differential rating for all Gross Rental Value properties and Unimproved Value properties.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 6.36 of the *Local Government Act 1995* RESOLVES for the purpose of public advertisement and consultation of its intended Differential Rates Model for the 2014/15 Financial Year to ENDORSE the following differential rates_____.

CONCLUSION

The 2014/15 Annual Budget will contain expenditure considerations driven by the Strategic Community Plan and Corporate Business Plan in line with Community priorities and the State Government's Pilbara Cities vision.

In order for priority projects to be incorporated and funded in Council's LTFP, it is imperative that the continued expansion of Council's community infrastructure footprint be considered in Council's setting of its differential rates model. The differential rates model presented to Council for its endorsement for advertising meets the revenue requirements of the LTFP for 2014/15.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152801
 MOVED : Cr White-Hartig
 SECONDED : Cr Miller

That Council by SIMPLE Majority pursuant to Section 6.36 of the *Local Government Act 1995* RESOLVES to:

1. ENDORSE the advertising of the Council’s intention to levy the following differential rates in 2014/15:

GRV/UV	Differential Rates Categories 2014/15	Proposed Rate in \$	Minimum Rate
GRV	Residential	0.029386	\$1,400
GRV	Commercial / Tourism / Town Centre / Industry / Mixed Business	0.058772	\$1,400
GRV	Airport / GRV (Strategic Industry)	0.102851	\$1,400
GRV	Transient Workforce Accommodation / Workforce Accommodation	0.117544	\$1,400
UV	UV (Pastoral)	0.076693	\$1,400
UV	UV (Mining/Other)	0.153386	\$318
UV	UV (Strategic Industry)	0.191732	\$1,400

2. SEEK submissions from property owners of non-minimum rated properties whose individual property rate for 2014/15 will increase by greater than the predominant 6% increase contained within the proposed Differential Rates Model 2014/15.

CARRIED

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

16.4 LATE ITEM - INVITATION FOR TENDER – KARRATHA AIRPORT TERMINAL UPGRADE CONCESSION SPACES

File No:	TT.410
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Airport Commercial Coordinator
Date of Report:	17 March 2014
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none"> 1. Confidential Evaluation & Recommendation Report 2. Confidential Evaluation Summary 3. Confidential Evaluation Score Sheet 4. Confidential Commercial Consideration 5. Confidential Capital Fit out

PURPOSE

To seek Council's endorsement to invite suitable proponents from the EOI 21-13/14 Karratha Airport Terminal Upgrade – Expression of Interest Concession Spaces to proceed to Tender by Invitation.

BACKGROUND

The upgrade of the Karratha Airport Terminal is part of an integrated redevelopment strategy for Karratha Airport previously approved by Council at the June 2013 Council Meeting, and consistent with the 2013-2033 Airport Master Plan and Land Use Plan.

As a result of the upgrade, five (5) new Concession spaces for retail, food and beverage outlets will be created as below:

Café / News / Gift	-	297.83m ² .
Fast Food outlet	-	91.55m ² and 14.37m ²
Bar	-	14.12m ² and 6.6m ²
Duty Free	-	13.92m ²
Grab and Go	-	33.96m ²

The Expression of Interest (EOI) aimed to identify suitable Proponents to progress for invitation to tender for these Concessions.

EOI's were advertised on 29 November 2013 and closed 3 February 2014.

Four EOI's were received by the closing date from:

- LS Retail Travel Pacific (Four separate proposals)
- Dome Coffees Australia Pty Ltd (Compliant and Alternate Proposal)
- Karratha Kantinas Pty Ltd trading as Go Sushi
- Karratha and Districts Tourist Information Centre Incorporated trading as Karratha Visitors Centre

The EOI's were evaluated by a three person panel comprising of:

- Mitchell Cameron – Karratha Airport General Manager
- Shelley Davis – Airport Commercial Coordinator
- Trish Hoerlein – Tien Tsin Inne Supervisor

The EOI's were first assessed for compliance with the EOI documents. The EOI's were then assessed against the qualitative criteria that were weighted.

The criteria and associated weightings were endorsed by Council at the November OCM, resolution number 152688, as follows:

Criteria		Weighting
1.	Consideration Offered (<i>based on Minimum Guaranteed Rent and Percentage Turnover</i>) as well as the projected Tenant's Sales and the substantiation of projections	20%
2.	Sustainability, quality and relevance of the brand/offer	20%
3.	Quality and relevance of the Concept, Concept Design and delivery	15%
4.	Quality and relevance of the Business Plan	15%
5.	Evidence of financial capability	15%
6.	Demonstrated experience in a relevant food and beverage or retail outlet(s)	15%

It is proposed that the same criteria be adapted for the shortlisted tender.

A copy of the Evaluation and Recommendation Report is contained as a confidential attachment to this agenda item.

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 the potential to enter into partnership with the private sector to carry out significant activities at the Karratha Airport.

COUNCILLOR/OFFICER CONSULTATION

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

COMMUNITY CONSULTATION

Community consultation is required in the form of advertising to dispose of the property under Section 3.58 of the Local Government Act 1995.

STATUTORY IMPLICATIONS

Tenders will be called in accordance with Section 3.57 of the *Local Government Act 1995* and Part 4, Division 2 – Tenders for providing goods or services of the *Local Government (Functions and General) Regulations 1996*.

The proposed Lease will be required to comply with the *Local Government Act 1995*, Section 3.58 Disposal of Property and under the management order for the site, it is a requirement that all leases are endorsed by the Minister of Lands. Advertising to dispose of the property is required.

POLICY IMPLICATIONS

Policy CE-13 Tender Evaluation criteria is applicable. The endorsed criteria is not consistent with the policy and hence required Council consideration. The endorsed criteria was designed to shortlist capable organisations to deliver quality service and commercial outcomes to the airport.

FINANCIAL IMPLICATIONS

In responding to the EOI, Proponents were asked to identify their financial return to the Shire of Roebourne on the basis of a minimum guaranteed rent and percentage turnover.

The EOI 21-13/14 Commercial Consideration (attached) summarises each commercial offer.

STRATEGIC IMPLICATIONS

The Concession spaces to be leased are integral to the immediate foreseeable Terminal Upgrade.

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

RISK MANAGEMENT CONSIDERATIONS

Passenger numbers underlying the proponent's commercial offers are currently softening.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously gone to the Market for Tenders to determine levels of commercial interest in the provision of goods and services.

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 to invite to Tenderer.

CONCLUSION

The Evaluation Panel considered EOI submissions against the compliance criteria, qualitative criteria and a predetermined price structure as detailed in the publicly advertised Request for EOI.

In considering the compliance and qualitative criteria it was considered that LS Travel Retail Pacific (Newslink) and Dome Coffees Australia Pty Ltd have demonstrated the ability to provide the required services to the Shire of Roebourne at Karratha Airport.

The Evaluation Panel recommends inviting these proponents to Tender for the Concession Spaces at Karratha Airport.

In addition, it is proposed to support and promote the Karratha and Districts Visitor Information Centre Incorporated as a wholesaler of souvenir products and booking agent to these prospective tenants.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152802
MOVED : Cr Lally
SECONDED : Cr Smeathers

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

- 1. INVITE LS Travel Retail Pacific (Newslink) and Dome Coffees Australia Pty Ltd to tender for the concession spaces associated with the Karratha Airport Terminal Redevelopment, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under EOI 21-13/14 – Karratha Airport Terminal Upgrade – Concession Spaces.**
- 2. STIPULATE a requirement within the Request for Tender that compels LS Travel Retail Pacific (Newslink) and Dome Coffees Australia Pty Ltd to include a provision for space for Visitor Information Services within their tender bids.**

CARRIED

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

17 MATTERS BEHIND CLOSED DOORS

CONFIDENTIAL ATTACHMENT TO ITEM 9.3 AUDIT AND ORGANISATIONAL RISK COMMITTEE FEBRUARY 2014 MEETING

CONFIDENTIAL ATTACHMENTS TO LATE ITEM 16.4 INVITATION FOR TENDER – KARRATHA AIRPORT TERMINAL UPGRADE CONCESSION SPACES

18 CLOSURE & DATE OF NEXT MEETING

The meeting closed at 7.32 pm

The date of the next meeting is to be held on Tuesday 29 April 2014 at 6:30pm at Peninsula Palms, Dampier.

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 Monday 17 March 2014.

..... Date ____/____/____
Signed