



ORDINARY COUNCIL MEETING

MINUTES

**The Ordinary Meeting of Council was held in the
Dampier Bowling Club, 77 Church Road, Dampier,
on Monday, 20 April 2015**

A handwritten signature in black ink, appearing to read 'Chris Adams', is positioned above a horizontal line.

**CHRIS ADAMS
CHIEF EXECUTIVE OFFICER**



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

WRITTEN CONFIRMATION

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

Signed:  _____
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 Dampier Bowling Club, 77 Church Road, Dampier on Monday, 20 April 2015 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

Nil

3 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Councillors:	Cr Peter Long [Mayor] Cr John Lally [Deputy Mayor] Cr Garry Bailey Cr Geoff Harris Cr Michael Saylor Cr Robin Vandenberg Cr Fiona White-Hartig	
Staff:	Chris Adams David Pentz Simon Kot Ray McDermott Leigh Cover Linda Franssen	Chief Executive Officer Director Development Services Director Strategic Projects & Infrastructure Acting Director Corporate Services Manager Leisure Services Minute Secretary
Apologies:	Phillip Trestrail Andrew Ward	Director Corporate Services Director Community Services
Absent:	Nil	
Leave of Absence:	Cr Hipworth Cr Miller Cr Smeathers	
Members of Public:	Lara Ducie Brett Warner	
Members of Media:	Tom Zaunmayr, Pilbara News	

4 DECLARATIONS OF INTEREST

Cr Harris declared an interest in the following Item:

- Impartiality interest in Item 10.1 Kevin Richards Memorial Oval Facilities Plan as Cr Harris is a Life Member of the Karratha Football and Sporting Club Inc.

Cr Vandenberg declared an interest in the following Item:

- Impartiality interest in Item 10.1 Kevin Richards Memorial Oval Facilities Plan as Cr Vandenberg is a Life Member of the Karratha Football and Sporting Club Inc.

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

- Impartiality interest in Item 10.5 Community Funding Applications Received by the Roebourne Advisory Group (RAG) as Cr White-Hartig is a Member of the Roebourne Advisory Group.

5 PETITIONS/DEPUTATIONS/PRESENTATIONS

Public attendee, Brett Warner presented to Council on the significance of the Cenotaph in Roebourne to the Community.

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

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153103
MOVED : Cr Harris
SECONDED : Cr Vandenberg

That the Minutes of the Ordinary Meeting of Council held on Monday, 16 March 2015, be confirmed as a true and correct record of proceedings.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

7 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

03/03/2015 – Murujuga Cultural Awareness Induction
04/03/2015 – KDCCI Small Business Breakfast
04/03/2015 – City of Karratha Tourism Advisory Group Meeting
06/03/2015 – Breakfast with Hon Mark McGowan MLA
06/03/2015 – Human Trafficking & Prostitution Reform Meeting
06/03/2015 – Waste Advisory Group Meeting
06/03/2015 – Airport Advisory Group Meeting
09/03/2015 – Meeting with Andrea Mitchell MLA, Parliamentary Secretary to the Hon Helen Morton MLC, Minister for Mental Health, Disability Services and Child Protection
09/03/2015 – Audit & Organisational Risk Committee Meeting
09/03/2015 – Council Agenda Briefing
10/03/2015 – Meeting with Red Dog Productions
10/03/2015 – Meeting with Rio Tinto
11/03/2015 – WARCA Meeting Bunbury
13/03/2015 – Meeting with Hicks Civil and Mining
13/03/2015 – Sister City Advisory Group Meeting
13/03/2015 – Meeting with Ngarliyarndu Bindirri Aboriginal Corporation
16/03/2015 – Ordinary Council Meeting
18/03/2015 – Meeting with Asha Rajah-Clarke- Ministry of the Arts - (Canberra)
18/03/2015 – Meeting with Melissa Price - (Canberra)
18/03/2015 – Meeting with Michael Naphthali - Adviser to the Federal Minister for Arts (Canberra)
18/03/2015 – Meeting with Mike Mrdak – Department of Infrastructure and Regional Development (Canberra)
18/03/2015 – Meeting with Damien Callachor - Senior Adviser Office of the Hon Warren Truss MP Deputy Prime Minister - Minister for Infrastructure and Regional Development (Canberra)
19/03/2015 – Meeting with Angus Barker - Senior Adviser - Minister for Trade and Investment (Canberra)
19/03/2015 – Meeting with Senator Chris Back – Liberal Party of Australia (Canberra)
19/03/2015 - Launch of the ADC Forum publication, Northern Development – Creating the Future Australia (Canberra)
20/03/2015 – Meeting with Pilbara Ports
20/03/2015 - The Quarter Construction Launch
23/03/2015 – Meeting with Brendon Grylls
26/03/2015 – Regional Capitals Australia Regionalism Conference (Mackay)
31/03/2015 – Meeting with Woodside

8 EXECUTIVE SERVICES

8.1 SENATE INQUIRY INTO THE FUTURE ROLE AND CONTRIBUTION OF REGIONAL CAPITALS TO AUSTRALIA

File No:	ED.20
Responsible Executive Officer:	Chief Executive Officer
Reporting Authors:	Director Corporate Services Manager Governance and Organisational Strategy
Date of Report:	13 April 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	City of Karratha’s submission into the Future Role and Contribution of Regional Capitals to Australia Inquiry

PURPOSE

To consider the City’s draft response to the Commonwealth Government’s Senate enquiry on the “Future Role and Contribution of Regional Capitals to Australia”.

BACKGROUND

On 11 February 2015 the Commonwealth Senate moved that the *Future role and contribution of regional capitals to Australia* be referred to the Senate Rural and Regional Affairs and Transport References Committee for inquiry. Submissions for the inquiry are now open and will close on 30 April 2015. Public hearings will follow in various regional capitals, with a final report due from the Committee by 1 December 2015.

The terms of reference for submissions are:

“The future role and contribution of regional capitals to Australia, including:

- an assessment of current demographic trends and the changing role of regional capitals;
- an analysis of current funding provided to regional capitals;
- an analysis of the benefit of additional funding regional capitals could receive based on population, demand for services and their strategic importance for the region, state or country;
- investment challenges and opportunities to maintain or grow regional capitals, including infrastructure, community and human services, communications and natural resources;
- incentives and policy measures that would support sustainable growth in regional capitals;
- the impact the changing environment will have on regional capitals; and
- any other related matters.”

The City’s draft submission which is attached to this report, is consistent with the common themes, principles and strategies outlined in the submission to the green paper on Developing Northern Australia to the Joint Select Committee on Northern Australia.

The submission identifies the following key actions:

- Action 1 - Recognise the City of Karratha as a regional capital
- Action 2 - Clearly define the term 'regional capital'
- Action 3 - Establish a conducive regulatory and legislative environment
- Action 4 - Invest in critical social infrastructure in regional capitals
- Action 5 - Invest in critical economic infrastructure in regional capitals
- Action 6 - Enhance the presence of Australian Government agencies
- Action 7 - Coordinated approach and two way communication between all tiers of government.

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 / environmental issues / cultural & wellbeing issues, and Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with the Executive Management Team and Councillors through the Briefing Session.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

The submission is consistent with the Karratha City of the North Plan.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2014-2015 provided for this activity:

- | | | |
|---------------|-----------|--|
| Our Program: | 4.e.1.1 | Represent Council and communities at relevant forums including conference venues, regional and local meetings. |
| Our Services: | 4.e.1.1.3 | Active participation in regional, state and national alliances. |

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT ENDORSE the City of Karratha's submission to the Senate Standing Committee on Rural and Regional Affairs and Transport on the topic of "Future role and contribution to regional capitals to Australia".

CONCLUSION

The City's draft submission to the Senate Inquiry into the *Future role and contribution of regional capitals to Australia* advocates for the key drivers of change that are essential to the development of social and economic infrastructure, the creation of industry diversification, and the continued growth of the City's contribution to the National economy.

A stronger region requires the development of a collaborative approach across all levels of government to ensure that the region obtains the appropriate infrastructure and investment that are essential to sustaining both the region and the National economy.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153104
MOVED : Cr Vandenberg
SECONDED : Cr Harris

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE the submission to the Senate Standing Committee on Rural and Regional Affairs and Transport on the topic of "Future role and contribution to regional capitals to Australia".

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

8.2 COMMUNITY SURVEY RESULTS

File No:	CS.65
Responsible Executive Officer:	Chief Executive Officer
Reporting Author:	Manager Marketing and Communications
Date of Report:	7 April 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	2015 Community Survey Results

PURPOSE

To inform Councillors of the results of the 2015 Annual Community Survey in preparation for the 2015/16 budget process.

BACKGROUND

The City of Karratha conducts an annual survey to gauge community sentiment. The survey consists of three areas:

1. Questions about the City of Karratha as a place to live
2. Questions about the importance and performance of the City's service areas; and
3. General comments

Survey results are used to inform the organisation and Councillors of community priorities for the budget process.

The survey has been conducted in the current format since 2012 with 952 respondents completing this year's survey, an increase of 13 per cent. A majority of respondents completed the survey online, with significant traffic driven through Facebook. The number of respondents across the towns and suburbs was generally proportional to their populations with the exceptions of Wickham which was over-represented and Roebourne and Point Samson which were under-represented.

The 2015 results were similar to results in 2014. Council received a 66 per cent satisfaction on its performance over the past 12 months (compared to 70 per cent in 2014). The score of 66 is the same score as in 2013. The key performance measure for City services in the budget is the 'service gap'. The service gap is determined by measuring the community perception of importance of a service against the community's rating of the performance of that service. The majority of service areas achieved the same or smaller service gaps than last year while the ratings of the city's lifestyle factors (job prospects, health, education, etc.) were generally lower than in previous years.

The top five Council services/facilities that exceeded community expectations (ie where the service satisfaction exceeded the service importance) were:

1. Karratha Leisureplex
2. Tip Services
3. Wickham Recreation Precinct
4. Household Bin Collection
5. Customer Service/Front Counter/Switchboard

The largest service gaps (i.e. where the service satisfaction was lower than the service expectation) were:

1. Community safety
2. Financial Responsibility
3. Environment and Sustainability
4. Public Toilets
5. Youth Services and Activities

Results have be further broken down by town/suburb, gender and age and distributed to Councillors and relevant City management staff to further inform decision making for the 2015/16 budget.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

The Annual Community Survey is Council's major quantitative community consultation tool throughout the year.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Financial implications of the Community Survey will be determined during the 2015/16 budget process.

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 2014-2015 provided for this activity:

Our Program: 4.a.2.1 Design and administer a City wide customer satisfaction survey in conjunction with all Departments.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to REJECT the results of the 2015 Annual Community Survey.

CONCLUSION

The Annual Community Survey provides a snapshot of community sentiment and perceptions around the performance of the City's services. While the overall performance of the City has dropped, the survey provides useful data on what services the community would like to see the City improve which can be addressed during the budget process for next financial year.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153105
MOVED : Cr Lally
SECONDED : Cr Harris

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

1. **NOTE** the results of the 2015 Annual Community Survey and
2. **CONSIDER** the results, in particular the service gap analysis, during the 2015/16 budget process.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

9 CORPORATE SERVICES

9.1 FINANCIAL STATEMENT FOR PERIOD ENDING 28 FEBRUARY 2015

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Assistant Management Accountant
Date of Report:	23 March 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To provide a summary of Council's financial position for the period ending 28th February 2015.

BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 28th February 2015:

2014-2015	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Impact on Surplus
Operating Revenue (incl. Rates)	143,487,568	147,182,200	119,092,264	120,542,563	1,450,299	▲
Operating Expense	(105,204,527)	(87,279,155)	(52,868,812)	(53,087,681)	(218,869)	▼
Non Operating Rev	34,297,242	45,524,735	15,785,516	19,946,750	4,161,234	▲
Non Operating Exp	(85,697,579)	(118,595,690)	(52,891,350)	(52,784,841)	106,509	▲
Non Cash Items Included	12,004,776	11,550,277	3,980,975	4,439,596	458,621	▲
Surplus BFWD 13/14	1,112,520	1,617,633	1,617,633	1,617,633	0	
Surplus/(Deficit) 14/15	0	0	34,716,226	40,674,020	5,957,794	▲

**Please note: The second quarter budget review adopted by Council in March is not reflected in these numbers and will not be included until the presentation of the Financial Statement for period ending 31st March 2015 at the May Ordinary Council Meeting*

This table shows that Council is currently in a surplus position of \$40.6m, a variance of \$5.9m over the budgeted year to date surplus position of \$34.7m.

The following variances (greater than \$250K) contribute significantly to the surplus shown in the above table. Many of the following variances are due to timing differences in operating and capital expenditure as well as timing differences in invoices being received.

Operating Revenue		
503,748	▲	Over budget in Financial Assistance Grant due to funds received earlier than expected.
500,098	▲	Over budget in Contribution to Wickham Recreation Facility due to additional grant funding for Infrastructure Upgrades received.
406,000	▲	Over budget in Contribution to Rangers/Local Laws due to 15/16 grant funding received in advance, has been transferred to reserve.
379,955	▲	Over budget in Grants & Contributions - Income greater than anticipated, and timing difference in invoice being raised.
279,683	▲	Over budget in Education Dept - Roebourne Pool Contribution - timing difference.
Non-Operating Revenue		
5,694,681	▲	Transfer From Aerodrome Reserve - Transfer from reserve based on Net Airport Position relating to terminal works progress claims.
1,145,663	▲	Transfer From Waste Facilities Reserve - Transfer for new plant purchases (timing difference).
914,608	▲	Transfer from Community Development Reserve - Transfer for 14/15 Ex Gratia funding and Community Development expenses YTD.
275,494	▲	Transfer From Plant Reserve - Transfer for Plant Purchases YTD (timing difference).
Non-Operating Expense		
800,342	▼	Under budget in Blackspot Works - Karratha Rd & Dampier/Millstream Rd due to awaiting of MRWA approvals.
618,798	▼	Under budget in Rrg-Coolawanyah Rd due to delay in contract work procurement.
500,000	▼	Under budget in Transfer to Partnership Reserve due to timing difference.
267,000	▼	Under budget in City Of Karratha - Telecommunications Project due to project not yet commenced.
253,467	▼	Under budget in Karratha Arts & Community Precinct due to consultant payments not claimed for components of design (cash flow amended March budget review).

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 2014/15	YTD Budget 2014/15	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				An Operating Surplus Ratio in excess of 15% indicates a strong financial position.
	Operating Surplus (excl. capital grants & contributions)/Own Source Revenue	31,600,940	60,826,335	63,118,927	The Operating Surplus Ratio is above budget due to higher than anticipated operating surplus attributable to rates and service charges levied in July.
		123,609,834	104,047,301	103,932,875	
	Minimum Target between 0% and 15%	25.6%	58.5%	60.7%	
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 slightly lower than the YTD budget due to entered building depreciation following input of asset revaluations, as well as infrastructure depreciation entered earlier than budgeted.
	Capital Renewal and Replacement Expenditure/Depreciation	49,876,498	29,207,214	25,222,944	Although this ratio is lower than budgeted it remains well above the benchmark ratio of 0.90. This shows Council remains in a strong Capital Renewal position.
		11,202,287	3,627,105	5,132,043	
	Target - Greater than 0.90	4.45	8.05	4.91	
Own Source Revenue Ratio	An indicator of a local government's ability to cover its costs through its own tax and revenue efforts				Actual result is close to budgeted ratio of 1.97, and well above benchmark of 0.40.
	Own Source Operating Revenue/Operating Expenses	123,625,701	104,032,417	103,932,875	This shows Council is sufficiently able to cover operating expenditure.
		105,204,527	52,868,812	53,087,681	
	Target - Greater than or equal to 0.40	1.18	1.97	1.96	
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 YTD actual ratio is the result of significant current assets including outstanding rates and service charges levied.
		8,892,983	Not	55,522,493	
		Current Assets less Restricted Assets/Current Liabilities less liabilities associated with Restricted assets	7,326,678	Applicable	6,528,940
	Target - greater than or equal to 1	1.21		8.50	
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 Council having only minimal budgeted debt.
	Operating surplus before interest expense and depreciation/Principal and interest Expense	42,850,927	64,453,440	63,118,927	Council's actual position results in a ratio in excess of 10 due to Council not yet having taken out loans as budgeted.
		402,325	0	0	
	Target - more than 2- The higher the better	>10	>10	>10	

Statement of Financial Position

	2015 February	2015 January	% change
Current			
Assets	122,924,203	126,494,221	-2.82%
Liabilities	13,729,320	10,834,475	26.72%
Non Current			
Assets	328,783,957	328,293,271	0.15%
Liabilities	1,328,725	1,328,725	0.00%
Net Assets	436,650,115	442,624,292	

Total Current Assets have decreased by 2.82% from January to February due to a reduction in outstanding accounts receivable. Current Liabilities have increased by 26.72% from January to February due to an increase in supplier invoices payable including contribution to Pilbara Underground Power Project. Non-Current Assets have increased by 0.15% due to capitalisation of assets. Non-current Liabilities remain unchanged.

Debtors Schedule

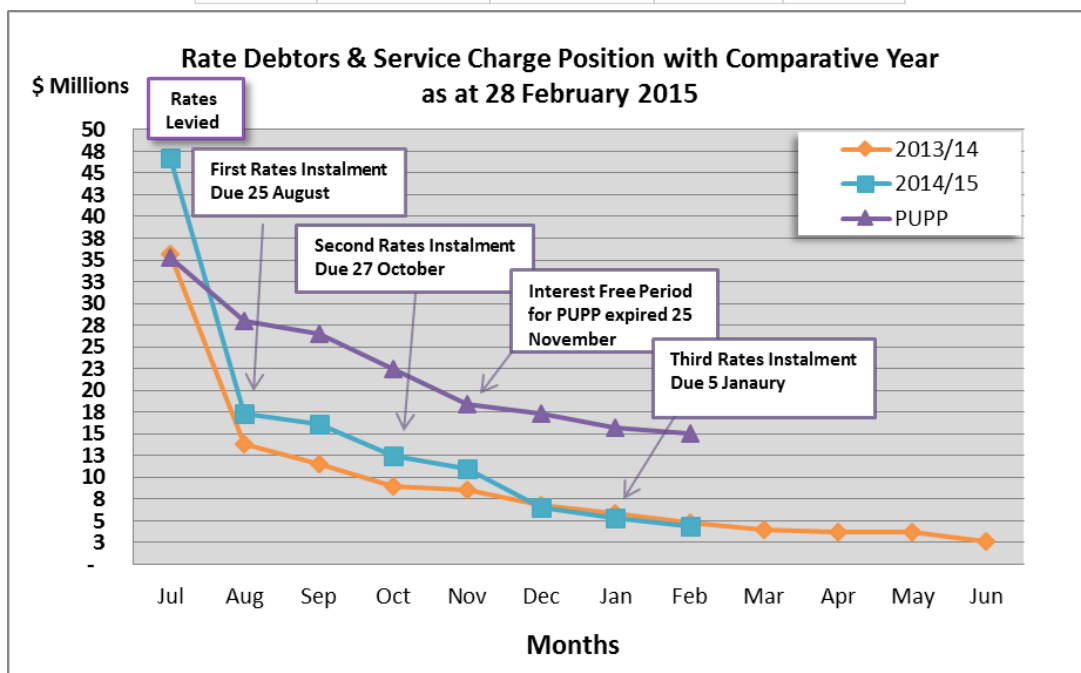
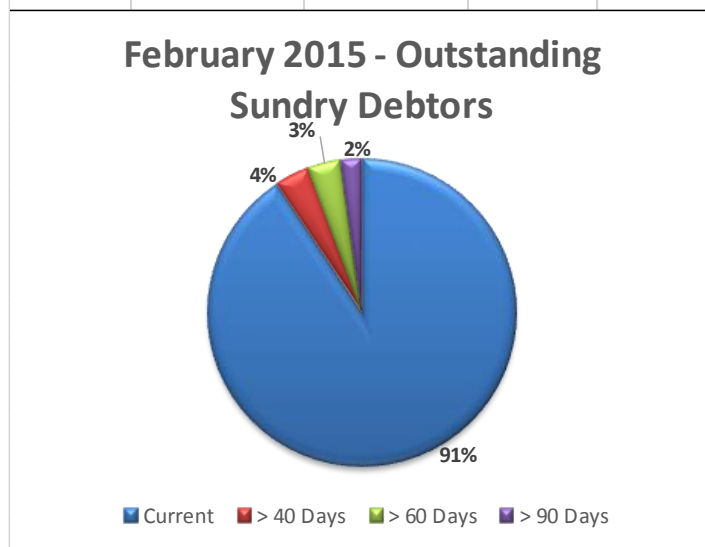
Total Trade Debtors have decreased by 40% or \$2,555,240 due to receipt of debtor payments, including the settlement of outstanding amounts from Qantas. Stringent debt collection on outstanding debts greater than 40 Days continued in line with Council policy. The following table shows outstanding balances for each ageing period for balances in excess of \$5,000.

Debtor	40 Days	60 Days	>90 Days	Comments
Bear Valley	0.00	21,450.00	0.00	Waste - Overcharge on green waste shredding relating to Cyclone - CS Legal issued a Letter of Demand with consideration being given to issuing a General Procedures Claim with the Court.
Hertz Australia Pty Ltd	0.00	0.00	5,339.10	Short payment of monthly rent charges for tenancy at Airport - CS Legal have been instructed to issue Letters of Demand for the outstanding amounts.
Star Struck Drama Workshops	70.38	309.50	7,684.47	Community Centre Hire - CS Legal has filed a General Procedures Claim. Customer has entered insolvency and is represented by DCS Group with whom officers are currently liaising.
Water Corporation	0.00	27,098.02	0.00	Power consumption for Lot 1933 Augustus Dr - Water Corp have disputed amount of \$3,155.73, which City officers are following up with Horizon Power. Water Corp have confirmed they will pay the balance once this is resolved.

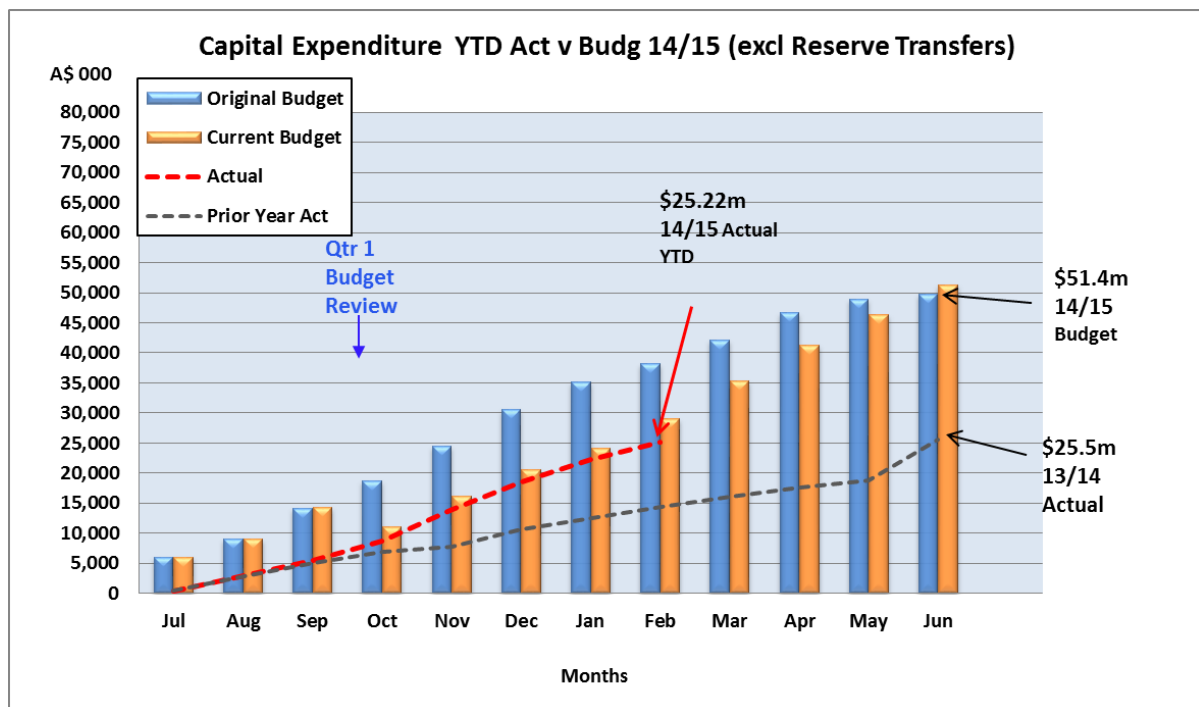
The following table shows Trade Debtors which have been outstanding over 40, 60 and 90 days, including those since paid of approximately \$223k. This also includes total Rates and Pilbara Underground Power (PUPP) Service Charge outstanding. Balances of both outstanding Rates and PUPP charges have decreased from January. PUPP payments have been made on 94% of properties, with 71.5% paid in full and 28.5% paying by instalments.

The majority of Trade Debtors are within Council’s 40 day payment terms. Details of those who have exceeded the terms are shown on previous page.

	2015 February \$000's	2015 January \$000's	Change %	Of Current Total %
Non Rate Debtors				
Current	3,539,219	4,853,575	-27%	91%
> 40 Days	140,673	182,410	-23%	4%
> 60 Days	136,024	93,300	46%	3%
> 90 Days	85,334	1,327,205	-94%	2%
Total	3,901,250	6,456,490	-40%	100%
Rates Debtors				
Total	4,333,002	5,324,106	-19%	100%
PUPP Debtors				
Total	15,082,263	15,727,169	-4%	100%



Capital Expenditure



Asset Class	YTD			Annual	
	YTD Amended Budget	YTD Actual	Variance %	Annual Orig Budget	Annual Amend Budget
	28-Feb-15			30-Jun-15	
Land	0	0	0%	0	0
Artwork	0	0	0%	0	0
Buildings	19,030,319	18,888,410	-1%	33,183,371	32,408,874
Equipment	85,750	25,737	-70%	320,000	235,750
Furn & Equip	537,609	118,394	-78%	620,900	668,109
Plant	2,512,395	1,851,422	-26%	3,500,000	3,737,395
Infrastructure	7,041,141	4,338,981	-38%	12,240,227	14,385,848
Totals	29,207,214	25,222,944	-14%	49,864,498	51,435,976

The Council’s 2014/15 Capital Expenditure budget is \$51.4 million, the majority of the budget is associated with major projects including Karratha Airport terminal upgrade and infrastructure improvements. The above table shows that Council is currently 14% below budget in capital expenditure year to date. Major variances are in Equipment, Furniture & Equipment, Plant and Infrastructure purchases as follows:

Major Variances – Capital Expenditure

Capital Expenses	Material Variance		Significant Items		
Purchase of Assets - Equipment	-69.99%	60,013	60,000	▼	Pax Screening Equipment
Purchase of Assets - Furniture & Equipment	-77.98%	419,215	267,000	▼	City Of Karratha - Telecommunications Project
			60,461	▼	Purchase Computer Equipment
Purchase of Assets - Plant	-26.31%	660,973	356,060	▼	Purchase - Plant
Purchase of Assets - Infrastructure	-38.38%	2,702,160	800,342	▼	Blackspot Works - Karratha Rd & Dampier/Millstream Rd
			618,798	▼	Rrg-Coolawanyah Rd
			149,897	▼	Upgrades And Replacement Of Stormwater Structures
			146,545	▼	Bulgarra Pos
			110,639	▼	Wickham Cemetery Master Plan
			100,000	▼	Karratha Foreshore Management Plan
			99,948	▼	Park Enhancements
			99,561	▼	Back Beach Groin Modification
			99,178	▼	Bulk Fuel Infrastructure
			90,000	▼	Roebourne Covered Courts
			83,663	▼	Karratha Cemetery Master Plan
			73,069	▼	Upgrade Effluent Systems
			64,961	▼	Playground Replacement Programme
			64,534	▼	Cctv Installation
			52,352	▼	Roebourne Wittenoom Rd-Gravel Resheeting

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

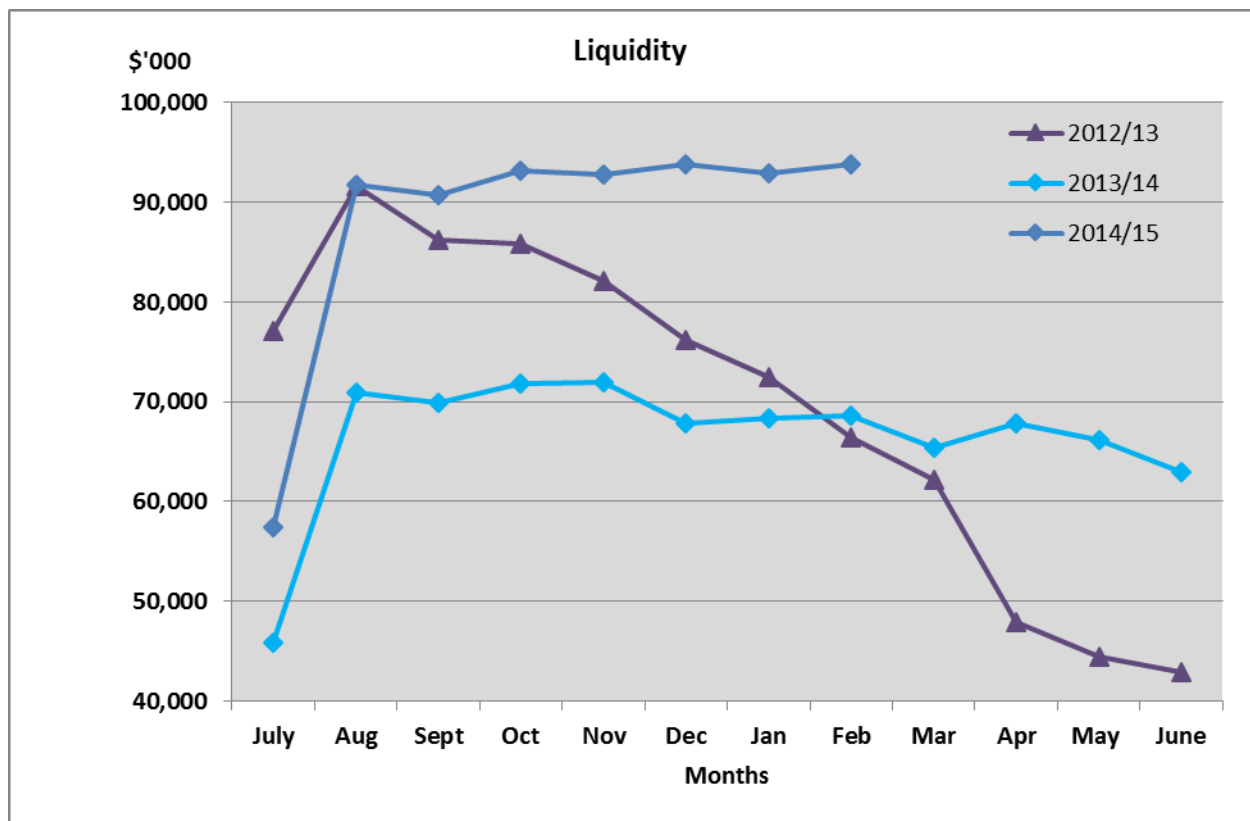
Cash and Investments

Institution	Accounts	Balance 28 February	Interest %	Investment Term	Maturity
WBC	Reserve (Transactional)	16,628	1.88	At Call	
WBC	Maxi Cash Reserve	9,298,727	2.10	At Call	
NAB	Reserve Term Deposit	21,017,095	3.53	9 months	Oct-15
NAB	Reserve Term Deposit	5,153,129	3.60	6 months	Apr-15
WBC	Reserve Term Deposit	25,435,479	3.74	7 months	Apr-15
BW	Reserve Term Deposit	10,080,652	3.59	3 months	Mar-15
WBC	Municipal (Transactional)	3,688,816	1.88	At Call	
WBC	Maxi Cash Municipal	3,871,933	2.10	At Call	
WBC	Municipal Term Deposit	10,200,225	3.74	7 months	Apr-15
BW	Municipal Term Deposit	5,038,555	3.59	3 months	Mar-15
N/A	Cash on Hand	18,405	0.00		
	Total	93,819,643			

* The balance of all Term Deposits includes interest accrued to 28 February 2015.

The Reserve Bank cash rate (overnight money market interest rate) was lowered in February by 25 basis points to 2.25%. This reduction will impact the interest rates available to Council for both short and long term investments. The Municipal funds held with Westpac Bank continued to earn 1.88% interest on balances between \$1,000,000 and \$5,000,000 in the everyday account and 2.1% on the Maxi-Direct Muni Account to maximise interest earnings. There were no changes during February to Term Deposits held.

Cash and Investments (continued)



The liquidity graph for 2014/15 demonstrates a stable cash profile.

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 Council 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 City of Karratha 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 Council'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 February 2015 with a current full year balanced budget and actual surplus year to date reported of \$40,674,020 which is largely due to transfers to and from reserve.

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 2014-2015 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.1.3.1 | Prepare the 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 City of Karratha.

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 28th February 2015; 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 28th February 2015.

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 : 153106
 MOVED : Cr Lally
 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 28th February 2015.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
 AGAINST : Nil

City of Karratha							
Notes To And Forming Part Of The Financial Statements							
for the period ending 28 February 2015							
	Original Budget	Amended Budget	Budget YTD	Actual YTD	Material Variance >=10%	\$50,000 or more	2013/14
	\$	\$		\$	%	\$	\$
Operating Revenue And Expenses Classified According To Nature And Type							
Revenues from Operations							
Rates	40,580,172	40,736,011	39,968,511	39,696,857	-	(271,654)	35,769,877
Fees and Charges	79,630,708	76,677,567	60,684,430	59,632,359	-	(1,052,071)	47,162,921
Operating Grant, Subsidies and Contributions	11,917,157	14,802,277	9,647,846	12,273,440	27.21%	2,625,594	7,410,418
Interest Earned	3,398,954	3,086,011	2,090,057	2,561,045	22.53%	470,988	2,445,099
Proceeds/Realisation	0	0	0	293	-	-	0
All Other	532,647	1,581,103	1,289,419	1,989,348	54.28%	699,929	1,482,487
Total	136,059,638	136,882,969	113,680,263	116,153,341	-	2,473,078	94,270,802
Expenses from Operations							
Employee Costs	(36,384,898)	(31,457,845)	(21,207,337)	(22,372,126)	-	(1,164,789)	(33,353,872)
Materials and Contracts	(47,197,845)	(33,322,993)	(21,109,928)	(18,849,181)	-10.71%	2,260,747	(23,682,567)
Utilities (gas, electricity, water etc)	(4,175,242)	(4,138,802)	(2,754,026)	(2,573,525)	-	180,502	(4,275,811)
Interest Expenses	(47,700)	0	0	0	-	-	(10,597)
Depreciation	(11,202,287)	(10,968,688)	(3,627,105)	(5,132,043)	41.49%	(1,504,938)	(9,858,359)
Insurance Expenses	(1,753,304)	(1,635,856)	(1,618,968)	(1,597,563)	-	-	(1,700,422)
Other Expenses	(3,845,795)	(5,157,515)	(2,182,694)	(2,353,025)	-	(170,331)	(2,321,215)
Total	(104,607,071)	(86,681,699)	(52,500,058)	(52,877,463)	-	(377,405)	(75,202,843)
Non Operating Grants, Subsidies and Contributions							
Contributions	7,412,063	10,283,364	5,397,117	4,335,955	-19.66%	1,061,162	16,392,796
Profit On The Sale Of Assets	15,867	15,867	14,884	53,267	-	-	46,856
Loss On Asset Disposal	(597,456)	(597,456)	(368,754)	(210,219)	-	158,535	(2,125,558)
Change In Net Assets From Operations	38,283,041	59,903,045	66,223,452	67,454,882	-	-	33,382,053

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		
Operating Grant, Subsidies and Contributions	27.21%	2,625,594	503,748	▲	Financial Assistance Grant
			500,098	▲	Contribution-Wickham Recreation Facility (Infrastructure Upgrade additional grant)
			406,000	▲	Contribution to Rangers/Local Laws (15/16 Income received in advance)
			379,955	▲	Grants & Contributions - Ovals
			279,683	▲	Education Dept - Roebourne Pool Contribution
			210,644	▲	Local Road Grant
			120,000	▲	Cossack - Grant Income
			114,000	▲	Government Grants (Other Than Roads)
Interest Earned	22.53%	470,988	210,403	▲	Late Payment Penalty Interest
			168,405	▲	Interest on Investments
			153,220	▲	PUPP Late Payment Penalty Interest
All Other	54.28%	699,929	476,797	▲	Settlement Monies
			109,541	▲	Contributions/Donations
			70,196	▲	Rebates

Variance Commentary by Nature & Type (continued)

Expenses from Operations	Material Variance		Significant Items		
Materials And Contracts	-10.71%	2,260,747	311,735	▼	KTA Airport - Landside Mtce
			275,366	▼	Open Space/Drain Reserve Mtce
			233,921	▼	Local Planning Strategy (LPS)
			198,184	▼	Pastoral Access Road Mtce
			133,367	▼	Staff Housing-Mtce Costs
			131,956	▼	KTA Airport - Recoverable
			109,837	▼	Litter Control
			98,367	▼	KTA Airport - Consultants For Studies
			92,398	▼	Plant-Repairs
			90,550	▼	Plant-Fuel
Depreciation	41.49%	1,504,938	858,601	▲	KTA Airport -Depreciation
			749,002	▲	Depreciation - Vehicle s& Plant
Other Revenues	Material Variance		Significant Items		
Non Operating Grants, Subsidies And Contributions	-19.66%	1,061,162	500,000	▼	Contributions to Wickham Community Hub
			360,137	▼	Grants
			319,624	▼	Local Govt Programs - Road Projects Grants
			121,867	▼	Contributions-Beaches & Boat Ramps
			100,000	▼	Contributions - Bus Shelters

City of Karratha							
Rate Setting Statement							
for the period ending 28 February 2015							
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)	41,130,572	38,153,281	35,677,118	35,777,891	-	100,773	
Governance	176,088	920,592	854,536	1,023,087	19.72%	168,551	▲
Law, Order And Public Safety	1,365,336	1,220,305	1,179,760	1,573,475	33.37%	393,715	▲
Health	183,189	184,789	167,789	212,854	26.86%	-	▲
Education and Welfare	58,900	58,900	39,264	39,267	-	-	
Housing	349,356	324,644	205,272	183,426	-10.64%	-	▼
Community Amenities	12,688,688	12,435,643	8,870,955	8,653,654	-	(217,301)	
Recreation And Culture	15,976,278	21,380,111	12,486,720	13,577,400	-	1,090,680	
Transport	29,985,449	30,590,361	18,833,176	18,502,468	-	(330,708)	
Economic Services	537,040	564,657	390,257	365,731	-	-	
Other Property And Services	456,500	612,906	418,906	936,453	123.55%	517,547	▲
	102,907,396	106,446,189	79,123,753	80,845,706	-	1,721,953	
Expenses (Applications)							
General Purpose Funding	(20,431,500)	(9,837,400)	(7,156,200)	(7,153,542)	-	-	
Governance	(5,497,948)	(5,869,131)	(2,888,778)	(2,591,849)	-10.28%	296,929	▼
Law, Order And Public Safety	(2,028,131)	(1,968,491)	(1,108,935)	(1,114,500)	-	-	
Health	(1,343,165)	(1,351,479)	(923,524)	(912,787)	-	-	
Education and Welfare	(183,232)	(191,085)	(138,579)	(124,602)	-10.09%	-	▼
Housing	(859,507)	(473,226)	(384,015)	(524,401)	36.56%	(140,386)	▲
Community Amenities	(18,462,741)	(15,779,703)	(10,320,785)	(8,912,646)	-13.64%	1,408,139	▼
Recreation And Culture	(31,025,969)	(30,882,892)	(19,159,804)	(19,130,121)	-	-	
Transport	(21,110,979)	(19,932,106)	(9,931,161)	(9,967,535)	-	-	
Economic Services	(2,306,304)	(2,303,063)	(1,645,085)	(1,432,961)	-12.89%	212,124	▼
Other Property And Services	(1,955,051)	1,309,421	788,054	(1,222,737)	-255.16%	(2,010,791)	▼
	(105,204,527)	(87,279,155)	(52,868,812)	(53,087,681)	-	(218,869)	
Capital							
Revenue							
Proceeds From Disposal Of Assets	789,850	1,243,910	854,910	480,245	-43.83%	(374,665)	▼
Tsf From Aerodrome Reserve	9,492,459	4,312,899	2,753,465	8,448,146	206.82%	5,694,681	▲
Tsf From Plant Replacement Reserve	1,192,000	1,228,986	-	275,494	-	275,494	
Tsf From Infrastructure Reserve	4,836,588	4,052,259	926,184	1,231,637	32.98%	305,453	▲
Tsf From Partnership Reserve	3,005,329	8,345,637	4,249,413	4,449,413	-	200,000	
Tsf From Waste Management Reserve	6,110,466	6,880,344	-	1,145,663	-	1,145,663	
Tsf From Junior Sport Reserve	1,800	1,800	-	-	-	-	
Tsf From Community Development Reserve	531,500	1,769,906	-	914,608	-	914,608	
Tsf From Medical Services Assistance Reserve	56,000	-	-	-	-	-	
Tsf From History & Cultural Publications	56,244	56,244	-	-	-	-	
Tsf From Pilbara Underground Power Reserve	-	9,400,000	7,000,000	3,000,000	-	-	
Restricted Funds Utilised	-	-	-	-	-	-	
Tsf From Restricted Cash Unspent Grants/Contributions	-	-	-	-	-	-	▲
New Loans Raised	8,000,000	8,000,000	-	-	-	-	
Other Loan Principal Income	221,863	229,607	-	-	-	-	
Repayments Of Self Supporting Loans	3,143	3,143	1,544.00	1,544.06	-	-	
Repayments Of Interest Free Loans To Local Groups	-	-	-	-	-	-	
	34,297,242	45,524,735	15,785,516	19,946,750	26.36%	4,161,234	

City of Karratha							
Rate Setting Statement							
for the period ending 28 February 2015							
Rate Setting Statement	Original Budget	Amended Budget	Year to Date Amended Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more	Var. Ind
	\$	\$	\$	\$	%	\$	
Expenses							
Purchase Of Assets - Land	-	-	-	-	-	-	-
Purchase of Assets - Artwork	-	-	-	-	-	-	-
Purchase Of Assets - Buildings	(33,183,371)	(32,408,874)	(19,030,319)	(18,888,410)	-	141,909	
Purchase Of Assets - Equipment	(320,000)	(235,750)	(85,750)	(25,737)	-69.99%	60,013	▼
Purchase Of Assets - Furniture & Equipment	(632,900)	(668,109)	(537,609)	(118,394)	-77.98%	419,215	▼
Purchase Of Assets - Plant	(3,500,000)	(3,737,395)	(2,512,395)	(1,851,422)	-26.31%	660,973	▼
Purchase Of Assets - Infrastructure	(12,240,227)	(14,385,848)	(7,041,141)	(4,338,981)	-38.38%	2,702,160	▼
Loan Principal Repayments	(354,625)	-	-	-	-	-	-
Tsf To Aerodrome Reserve	(705,024)	(533,750)	(357,086)	(238,346)	-33.25%	118,740	▼
Tsf To Dampier Drainage Reserve	(24)	-	-	-	-	-	-
Tsf To Plant Replacement Reserve	(1,774,056)	(1,822,583)	(54,919)	(64,455)	17.36%	-	▲
Tsf To Walkington Theatre Reserve	(204)	(816)	(476)	(802)	68.39%	-	▲
Tsf To Workers Compensation Reserve	(23,328)	(23,328)	(15,552)	(18,438)	18.56%	-	▲
Tsf To Royalties for Regions Reserve	-	(3,000,000)	-	-	-	-	-
Tsf To Infrastructure Reserve	(7,343,491)	(8,470,106)	(861,300)	(2,076,823)	141.13%	(1,215,523)	▲
Tsf To Partnership Reserve	(158,748)	(10,584,161)	(8,531,245)	(8,094,951)	-	436,294	
Tsf To Waste Management Reserve	(6,144,849)	(6,130,062)	(450,193)	(505,585)	12.30%	(55,392)	▲
Tsf To Aged Persons Home Reserve	(2,664)	(2,664)	(1,776)	(2,108)	18.68%	-	▲
Tsf To Junior Sport Reserve	(60)	-	-	-	-	-	-
Tsf To Public Open Space Reserve	-	-	-	-	-	-	-
Tsf To Mosquito Control Reserve	(180)	(180)	(120)	(156)	30.02%	-	▲
Tsf To History & Cultural Publications Reserve	(2,028)	(2,028)	(1,352)	(1,600)	18.37%	-	▲
Tsf To Employee Entitlements Reserve	(74,184)	(80,619)	(53,031)	(65,796)	24.07%	-	▲
Tsf To Community Development Reserve	(563,912)	(571,103)	(25,603)	(9,161)	-64.22%	-	▼
Tsf To Pilbara Underground Power Reserve	(18,665,280)	(35,825,230)	(13,287,892)	(16,476,068)	23.99%	(3,188,176)	
Tsf To Medical Services Assistance Package Reserve	(8,424)	(9,279)	(6,091)	(7,607)	24.89%	-	▲
Tsf To Carry Forward Budget Reserve	-	(103,805)	(37,500)	-	-100.00%	-	▼
Tsf To Restricted Funds Reserve	-	-	-	-	-	-	-
Interest Free Loan Principal	-	-	-	-	-	-	-
Tsf of Unbudgeted Muni Restricted Cash	-	-	-	-	-	-	-
Income Set Aside As Restricted Funds	-	-	-	-	-	-	▲
	(85,697,579)	(118,595,690)	(52,891,350)	(52,784,841)	-	106,509	
Adjustment For Non Cash Items							
Depreciation	11,202,287	10,968,688	3,627,105	5,132,043	41.49%	1,504,938	▲
Movement in Employee Benefit Provisions	220,900	-	-	-	-	-	-
Movement in Accrued Interest	-	-	-	-	-	-	-
Movement in Accrued Salaries & Wages	-	-	-	(849,399)	-	(849,399)	
Movement in Deferred Pensioner Rates	-	-	-	-	-	-	-
(Profit) / Loss On Disposal Of Assets	581,589	581,589	353,870	156,952	-55.65%	(196,918)	
	12,004,776	11,550,277	3,980,975	4,439,596	11.52%	458,621	
Surplus Brought Forward 1 July	1,112,520	1,617,633	1,617,633	1,617,633	-	-	
Amount Raised From Rates	40,580,172	40,736,011	39,968,511	39,696,857	-	(271,654)	
Surplus / (Deficit)	0	0	34,716,226	40,674,020		5,957,794	

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	19.72%	168,551	56,301	▲ Interest on Debtors Accounts - Additional due to high overdue balance from Qantas. Now resolved.
Law, Order and Public Safety	33.37%	393,715	406,000	▲ Contribution to Rangers/Local Laws - Grant funding received in advance, has been transferred to reserve.
			109,475	▲ Grants-Community Safety - Grant funding received in advance, has been transferred to reserve.
			(78,910)	▼ DFES Contrib - Karratha SES - Capital funding provided for works to Karratha SES building. Not budgeted originally as not clear whether the grant funding would be received.
Other Property And Services	123.55%	517,547	476,797	▲ Insurance Contributions Cash Settlement Monies - Includes Cyclone Christine Insurance Payments Received.
Expenses from Operations	Material Variance		Significant Items	
Governance	-10.28%	296,929	92,563	▼ Computer Network Expenses
			71,653	▼ Office Expenses-Governance
			70,273	▼ Ex Gratia Contribution - Pt Samson Community Association
			53,155	▼ Employment Costs-Financial Services - Position Vacancies YTD.
Housing	36.56%	140,386	140,386	▲ Various Minor Amounts
Community Amenities	-13.64%	1,408,139	406,806	▼ Depreciation-Landfill Operations
			207,237	▼ Rubbish Collection Parks, Open Spaces & Events - Plant and salary costs allocated incorrectly. Addressed at March review.
			169,090	▼ Trade/Commercial Refuse Collection - Plant and salary costs allocated incorrectly. Addressed at March review.
			134,769	▼ Loss On Sale - Landfill
			125,120	▼ Wickham Transfer Station Costs - Plant and salary costs allocated incorrectly. Addressed at March review.
			83,824	▼ Planning Policies Review - Multiple - NGIS contracted to develop storm surge mapping platform. MP Rogers & Associates contracted to provide storm surge mapping for Wickham. Budget to be fully allocated by end 2014/15.
			82,681	▼ Drainage Maintenance - Subject to movement to capital upgrade Scholl st in March review.
			78,649	▼ Karratha Redevelopment Plans - DoP has now authorised project brief for Stage 2 of the Karratha Revitalisation Strategy as meeting NPP funding requirements. Consultancy appointed to undertake Stage 2. Budget to be fully allocated by end 2014/15.
			77,245	▼ Depreciation-Waste Collection
			60,861	▼ Litter Control - Does not include PO amount of \$49k.
Economic Services	-12.89%	212,124	109,072	▼ Cont. - Roebourne Tourist Bureau
			94,534	▼ Cont. - Karratha Tourist Bureau

Variance Commentary by Program (cont.)

Expenses from Operations cont.	Material Variance		Significant Items	
Other Property And Services	-255.16%	2,010,791	749,002	▲ Depreciation-Vehicles & Plant - Original Budget did not account for Plant Depreciation. Purchase of large equipment items (Bomag Refuse Compactor) depreciating at higher rate, was not originally accounted for. Addressed in March Budget Review.
			383,235	▲ WM - Employment Costs - Annual leave, sick leave, public holidays budgeted in different GL.
			152,475	▲ PG - Employment Costs
			149,802	▲ Works - Employment Costs
			56,007	▲ Plant Operating Costs-Fleet & Plant - Auto recovery of Plant items not originally budgeted for. Addressed in March 2015 Budget review.
			90,550	▼ Plant-Fuel - Budget has been reassessed and reduced in March Budget Review. Fuel pricing has been lower than originally budgeted.
			305,035	▼ Plant-Repairs - Workshop positions not filled for period of time (LH Mechanic) Current positions also vacant (Trades Assistant and Apprentice).
Capital Revenue	Material Variance		Significant Items	
Proceeds From Disposal Of Assets	-43.83%	374,665	125,055	▼ Proceeds of Sale - Landfill Operations
			59,000	▼ KTA - Proceeds on Sale
			56,150	▼ Proceeds of Sale - Parks & Gardens
			55,000	▼ Proceeds of Sale - Corp Services
Transfer From Aerodrome Reserve	206.82%	5,694,681	5,694,681	▲ Transfer From Aerodrome Reserve - Timing difference due to late payment of airport debtors and earlier than expected payment of large invoices relating to airport progress claims.
Transfer From Infrastructure Reserve	32.98%	305,453	206,907	▲ Transfer From Infrastructure Reserve - Roebourne Enhancement Scheme
			112,823	▲ Transfer From Infrastructure - Power Upgrade
Capital Expenses	Material Variance		Significant Items	
Purchase of Assets - Equipment	-69.99%	60,013	60,000	▼ Pax Screening Equipment - Delay in delivery of equipment. Month of purchase has been adjusted in March Budge Review. First partial invoice to be posted in March.
Purchase of Assets - Furniture & Equipment	-77.98%	419,215	267,000	▼ City Of Karratha - Telecommunications Project
			60,461	▼ Purchase Computer Equipment
Purchase of Assets - Plant	-26.31%	660,973	142,297	▼ Purchase - Plant - Purchases delayed till April/May as advised by Suppliers.
			88,764	▼ Purchase - Plant - Purchases delayed till April/May as advised by Suppliers.
			70,000	▼ Purchase - Plant - Purchase and delivery plant delayed.
			55,000	▼ Purchase - Plant - Delivery plant delayed until April as per supplier advice.
Purchase of Assets - Infrastructure	-38.38%	2,702,160	800,342	▼ Blackspot Works - Karratha Rd & Dampier/Millstream Rd - Awaiting MRWA approvals.
			618,798	▼ Rrg-Coolawanyah Rd - Procurements of contract works delayed due to consultant's delayed provision of design detail.
			149,897	▼ Upgrades And Replacement Of Stormwater Structures - Scholl st finished in March and Millstream culverts out to RFQ construction expected in April/May.

Variance Commentary by Program (cont.)

Capital Expenses cont.	Material Variance		Significant Items		
Purchase of Assets - Infrastructure (cont)			146,545	▼	Bulgarra Pos
			110,639	▼	Wickham Cemetery Master Plan - Remaining work to be completed in April.
			100,000	▼	Karratha Foreshore Management Plan
			99,948	▼	Park Enhancements - Received quotes for concreting and tree pruning. Works to begin in March.
			99,561	▼	Back Beach Groin Modification - Completed in March.
			99,178	▼	Bulk Fuel Infrastructure - Invoice received for payment.
			90,000	▼	Roebourne Covered Courts - Project to be completed in current FY.
			83,663	▼	Karratha Cemetery Master Plan - Remaining work to be completed in April.
			73,069	▼	Upgrade Effluent Systems - Consultant progress claims behind schedule based on work completed to date, cash flow amended March budget review.
			64,961	▼	Playground Replacement Programme
			64,534	▼	Cctv Installation - CCTV Installation on track to be completed by end of financial year.
			52,352	▼	Roebourne Wittenoom Rd-Gravel Resheeting - Timing issue work commenced a little later than expected.
Transfer To Aerodrome Reserve	-33.25%	118,740	118,740	▼	Transfer to Aerodrome Reserve - Earlier than anticipated transfer from Reserve to fund terminal project (timing difference).
Transfer To Infrastructure Reserve	141.13%	1,215,523	1,672,569	▲	Transfer to Infrastructure Reserve - Timing difference due to transfers processed earlier than budgeted - to be rectified at review.
			228,000	▼	Transfer To Infrastructure Reserve-Bridgeworks
Transfer To Waste Mgmt. Reserve	12.30%	55,392	55,392	▲	Transfer to Waste Management Reserve - Timing difference due to transfers processed earlier than budgeted - to be rectified at review.
Transfer To Pilbara Underground Power Reserve	23.99%	3,188,176	3,188,176	▲	Transfer to Pilbara Underground Power Reserve - Timing difference due to transfers processed earlier than budgeted - to be rectified at review.
Non Cash Items	Material Variance		Significant Items		
Depreciation	41.49%	1,504,938	858,601	▲	KTA Airport -Depreciation - Buildings and infrastructure YTD catch up depreciation previously budgeted in Jun-15.
			749,002	▲	Depreciation-Vehicles & Plant - Original Budget did not account for Plant Depreciation. Purchase of large equipment items (Bomag Refuse Compactor) depreciating at higher rate, was not originally accounted for. Addressed in March Budget Review.
			158,558	▲	Depreciation-Karratha Leisureplex
			94,191	▲	Depreciation-Playgrounds
			60,453	▲	Depreciation-Parks & Gardens
			60,393	▲	Depreciation-Recreation
			77,245	▼	Depreciation-Waste Collection
			406,806	▼	Depreciation-Landfill Operations
(Profit) / Loss On Disposal Of Assets	-55.65%	196,918	134,769	▼	Loss On Sale - Landfill
			90,068	▼	Loss On Sale - Vehicles and Plant

City of Karratha
Notes to the Financial Statements
for the period ending 28 February 2015

Note 1. Net Current Assets	Note	Year to Date Actual	Annual Report Brought Forward 1 July
		\$	\$
Current Assets			
Cash and Cash Equivalents - Unrestricted		22,817,934	20,780
Cash and Cash Equivalents - Restricted (Trust)		2,764,301	3,083,656
Cash and Cash Equivalents - Restricted - Reserves	1	71,001,710	62,904,777
Cash - Restricted Unspent Grants/Contributions		0	4,918
Cash - Restricted Unspent Loans		0	0
Trade and Other Receivables	2	25,979,473	11,944,825
Land held for Resale - Development Costs		0	0
Inventories		360,785	401,889
Total Current Assets		122,924,203	78,360,845
Current Liabilities			
Trade and Other Payables		7,564,668	10,680,791
Trust Liabilities		2,773,894	3,093,451
Bank Overdraft		0	0
Current Portion of Long Term Borrowings		0	0
Current Portion of Provisions		3,390,758	3,390,758
Total Current Liabilities		13,729,320	17,164,999
Net Current Assets		109,194,883	61,195,845
Less			
Cash and Cash Equivalents - Restricted - Reserves		(71,001,710)	(62,904,777)
Loan repayments from institutions		(1,599)	(3,143)
Movement in Accruals (Non-Cash)			485,034
Cash - Restricted Unspent Grants/Contributions		0	4,918
Add back			
Current Loan Liability		0	0
Cash Backed Employee Provisions		2,299,046	2,302,189
Current Provisions funded through salaries budget		183,400	537,567
Net Current Asset Position		40,674,020	1,617,633
Note Explanation:			
1) Reserves and Long Service Leave are Cash Backed			
2) Total Trade and Other Receivables		21,646,471	
Total Rates Debtors Outstanding		4,333,002	

City of Karratha
Statement of Financial Position
for the period ending 28 February 2015

Note 2: Statement of Financial Position	2014/15	2013/14
	\$	\$
Current Assets		
Cash On Hand	18,405	18,455
Cash and Cash Equivalents - Unrestricted	22,799,529	2,325
Cash and Cash Equivalents - Restricted (Trust)	2,764,301	3,083,658
Cash and Cash Equivalents - Restricted (Unspent Grants/Cont.)	0	4,918
Cash and Cash Equivalents - Restricted (Reserves/Muni)	71,001,710	62,904,777
Trade and Other Receivables	25,979,473	11,944,825
Inventories	360,785	401,889
Total Current Assets	122,924,203	78,360,847
Non-Current Assets		
Trade and Other Receivables	50,260	50,260
Property, Plant and Equipment	199,007,864	193,216,254
Infrastructure	129,725,833	116,573,581
Total Non-Current Assets	328,783,957	309,840,095
Total Assets	451,708,160	388,200,942
Current Liabilities		
Bank Overdrafts	0	0
Trade and Other Payables	7,564,668	10,680,791
Trust Liabilities	2,773,894	3,093,451
Long Term Borrowings	0	0
Provisions	3,390,758	3,390,758
Total Current Liabilities	13,729,320	17,164,999
Non-Current Liabilities		
Long Term Borrowings	0	0
Provisions	1,328,725	1,328,725
Total Non-Current Liabilities	1,328,725	1,328,725
Total Liabilities	15,058,045	18,493,724
Net Assets	436,650,115	369,707,217
Equity		
Accumulated Surplus	316,583,899	257,737,937
Revaluation Surplus	49,064,504	49,064,504
Reserves	71,001,713	62,904,777
Total Equity	436,650,115	369,707,217

City of Karratha
Statement Of Financial Activity
for the period ending 28 February 2014

Note 3: Cash and Cash Equivalents	2014/15
	\$
Unrestricted Cash	
Cash On Hand	18,405
Westpac on call	7,560,750
Term deposits - Westpac / WATC	0
Term deposit - Westpac	<u>15,238,779</u>
	<u>22,817,934</u>
Restricted Cash	
Reserve Funds	71,001,710
Restricted Unspent Grants	0
Westpac - Trust	<u>2,764,301</u>
	<u>73,766,011</u>
Total Cash	<u><u>96,583,945</u></u>

Note 4				
City of Karratha				
Notes To And Forming Part Of The Financial Statements				
by Divisions by Activities				
for the period ending 28 February 2015				
	2014/2015 Budget	2014/2015 Amended	2014/2015 Year To Date Budget	2014/2015 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	(912,445)	(893,173)	(602,384)	(583,001)
Net (Cost) Revenue to Council for Cossack Infrastructure Project	0	0	0	0
Net (Cost) Revenue to Council for Executive Admin	(641,720)	(603,118)	(400,106)	(408,829)
Net (Cost) Revenue to Council for Public Affairs	(726,941)	(665,987)	(520,393)	(527,097)
CORPORATE SERVICES				
Net (Cost) Revenue to Council for Rates	57,873,702	66,967,938	65,785,638	64,765,806
Net (Cost) Revenue to Council for General Revenue	(21,548,196)	(29,950,639)	(4,507,752)	(12,595,173)
Net (Cost) Revenue to Council for Financial Services	3,273,292	4,784,383	2,719,432	4,502,098
Net (Cost) Revenue to Council for Human Resources	(1,852,148)	(1,843,437)	(1,222,401)	(1,265,073)
Net (Cost) Revenue to Council for Governance & Organisational Strategy	(1,281,220)	(1,242,788)	(840,739)	(757,469)
Net (Cost) Revenue to Council for Information Services	(1,908,098)	(1,959,598)	(1,361,496)	(1,254,516)
Net (Cost) Revenue to Council for Television & Radio Services	(24,225)	(23,424)	(19,824)	(11,576)
Net (Cost) Revenue to Council for Business Improvement Process	(5,025)	(5,000)	0	(6,108)
Net (Cost) Revenue to Council for Staff Housing	(384,000)	(49,356)	(131,166)	(234,885)
COMMUNITY SERVICES				
Net (Cost) Revenue to Council for Rio Tinto Partnership	6,227,220	3,156,771	(771,797)	(72,223)
Net (Cost) Revenue to Council for Aged Persons Housing	(2,340)	0	0	0
Net (Cost) Revenue to Council for Community Development	(1,593,397)	(1,381,059)	(842,557)	(893,737)
Net (Cost) Revenue to Council for Cossack Art Awards	0	0	0	0
Net (Cost) Revenue to Council for Youth Development	(24,550)	49,050	63,650	108,343
Net (Cost) Revenue to Council for Other Culture	(356,397)	(281,052)	(88,620)	(49,266)
Net (Cost) Revenue to Council for Arts & Culture Program	(195)	(176)	(176)	(176)
Net (Cost) Revenue to Council for Community Sponsorship	(1,606,950)	(1,424,020)	(684,020)	(85,439)
Net (Cost) Revenue to Council for Daycare Centres	(63,138)	(75,027)	(61,213)	(49,917)
Net (Cost) Revenue to Council for Child Health Clinics	(96,101)	(89,637)	(60,237)	(46,295)
Net (Cost) Revenue to Council for Karratha Entertainment Centre	(5,400)	(5,400)	(3,600)	22,054
Net (Cost) Revenue to Council for Karratha Aquatic Centre	0	0	0	0
Net (Cost) Revenue to Council for Roebourne Aquatic Centre	(539,266)	(532,375)	(438,300)	(228,751)
Net (Cost) Revenue to Council for Libraries	(2,013,933)	(1,811,614)	(1,201,461)	(1,202,842)
Net (Cost) Revenue to Council for Cossack Operations	(425,554)	(786,399)	(434,987)	(302,229)
Net (Cost) Revenue to Council for Ovals & Hardcourts	(1,136,811)	(1,260,898)	(1,069,486)	(592,021)
Net (Cost) Revenue to Council for Karratha Bowling & Golf	(887,171)	(899,616)	(556,629)	(509,968)
Net (Cost) Revenue to Council for Pavilions & Halls	(1,320,500)	(1,340,992)	(832,619)	(590,393)
Net (Cost) Revenue to Council for Leisure Projects	(1,906,530)	(1,936,055)	(614,830)	(372,430)
Net (Cost) Revenue to Council for Playgrounds	(422,488)	(430,738)	(348,906)	(276,915)
Net (Cost) Revenue to Council for Youth Centres	(3,480)	(3,480)	(2,320)	(2,473)
Net (Cost) Revenue to Council for Medical Services	25,135	(28,719)	(12,687)	66,346
Net (Cost) Revenue to Council for Other Buildings	(114,122)	(109,260)	(73,822)	(119,892)
Net (Cost) Revenue to Council for The Youth Shed	(1,478,802)	(1,473,538)	(764,965)	(853,477)
Net (Cost) Revenue to Council for Karratha Leisureplex	(4,643,651)	(4,667,868)	(3,090,803)	(2,932,854)
Net (Cost) Revenue to Council for Pam Buchanan Family Centre	41,380	(80,951)	(59,161)	(58,453)
Net (Cost) Revenue to Council for Events & Festivals	(1,268,168)	(1,287,110)	(376,608)	(365,971)
Net (Cost) Revenue to Council for Dampier Community Hub	(463,182)	(3,878,957)	(881,662)	(407,329)
Net (Cost) Revenue to Council for Other Buildings (Leisure)	50,161	52,328	52,328	52,188
Net (Cost) Revenue to Council for Wickham Recreation Precinct	1,353,640	1,237,613	1,761,223	2,222,160
Net (Cost) Revenue to Council for Wickham Community Hub	0	111,282	363,282	(138,978)
Net (Cost) Revenue to Council for Asbestos Remediation Project Roebourne (3	0	0	0	0

City of Karratha				
Notes To And Forming Part Of The Financial Statements				
by Divisions by Activities				
for the period ending 28 February 2015				
	2014/2015 Budget	2014/2015 Amended	2014/2015 Year To Date Budget	2014/2015 Actual To Date
DEVELOPMENT & REGULATORY SERVICES				
Net (Cost) Revenue to Council for Emergency Services	(1,161,333)	(718,841)	(593,881)	(323,322)
Net (Cost) Revenue to Council for Ranger Services	(977,478)	(911,121)	(449,685)	(87,787)
Net (Cost) Revenue to Council for Tourism/Visitors Centres	(660,832)	(660,832)	(496,124)	(254,518)
Net (Cost) Revenue to Council for Community Safety	(50,854)	(278,140)	162,841	361,439
Net (Cost) Revenue to Council for Economic Development	(199,446)	(273,325)	(162,721)	(143,503)
Net (Cost) Revenue to Council for Camping Grounds	(15,592)	58,143	25,131	40,585
Net (Cost) Revenue to Council for Building Control	(370,026)	(397,549)	(246,574)	(273,813)
Net (Cost) Revenue to Council for Health Services	(854,325)	(909,214)	(583,873)	(603,129)
Net (Cost) Revenue to Council for Town Planning	(1,232,268)	(1,149,624)	(759,148)	(717,622)
Net (Cost) Revenue to Council for Strategic Planning	(1,444,087)	(113,113)	(356,362)	(22,365)
Net (Cost) Revenue to Council for Development Services	(83,100)	(73,100)	(52,900)	(27,328)
INFRASTRUCTURE SERVICES				
Net (Cost) Revenue to Council for Depots	(1,231,016)	(1,470,178)	(860,159)	(672,541)
Net (Cost) Revenue to Council for Public Services Overheads	1,019,883	1,246,007	834,072	728,536
Net (Cost) Revenue to Council for Fleet & Plant	(4,016,904)	(212,129)	151,026	951,858
Net (Cost) Revenue to Council for Roads & Streets	(3,545,726)	(4,836,624)	(3,062,497)	(1,619,701)
Net (Cost) Revenue to Council for Parks & Gardens	(1,938,576)	(1,979,729)	(1,423,340)	(1,056,108)
Net (Cost) Revenue to Council for Drainage	(742,612)	(790,868)	(593,518)	(345,226)
Net (Cost) Revenue to Council for Footpaths & Bike Paths	(1,535,101)	(1,695,469)	(782,383)	(726,485)
Net (Cost) Revenue to Council for Effluent Re-Use Scheme	(794,516)	(1,019,614)	(531,719)	(403,203)
Net (Cost) Revenue to Council for Cemeteries	(827,188)	(832,277)	(691,792)	(435,558)
Net (Cost) Revenue to Council for Public Toilets	(325,406)	(387,680)	(275,105)	(250,636)
Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties	(338,369)	(511,935)	(178,342)	24,311
Net (Cost) Revenue to Council for Town Beautification	(1,320,940)	(1,327,645)	(838,388)	(473,712)
Net (Cost) Revenue to Council for Bus Shelters	(100,000)	(131,438)	68,562	(31,640)
Net (Cost) Revenue to Council for Private Works & Reinstatements	0	3,289	3,289	1,726
Net (Cost) Revenue to Council for Works Overheads	1,133,367	717,069	409,094	470,957
Net (Cost) Revenue to Council for Parks & Gardens Overheads	1,243,700	1,240,053	823,258	710,184
Net (Cost) Revenue to Council for Distaster Preparation & Recovery	(402,978)	(323,072)	(323,072)	(201,646)
Net (Cost) Revenue to Council for Tech Services	(3,141,888)	(3,082,064)	(2,073,486)	(2,908,052)
Net (Cost) Revenue to Council for Tech Services Overheads	0	0	0	(29)
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	(18,727)	0
Net (Cost) Revenue to Council for SP & Infrastructure Services	(32,000)	(32,000)	(21,336)	(28,997)
STRATEGIC BUSINESS PROJECTS				
Net (Cost) Revenue to Council for Project Management	13,116	180	49,409	(691)
Net (Cost) Revenue to Council for Waste Collection	(6,286,712)	(5,929,780)	876,227	1,391,192
Net (Cost) Revenue to Council for Landfill Operations	5,830,579	5,923,542	(953,206)	(101,300)
Net (Cost) Revenue to Council for Waste Overheads	1,789,084	1,889,314	1,254,086	562,245
Net (Cost) Revenue to Council for Karratha Airport	2,084,303	2,072,972	(3,040,145)	2,499,792
Net (Cost) Revenue to Council for Tien Tsin Inne	0	(52,071)	(52,071)	(42,591)
Net (Cost) Revenue to Council for Other Airports	(6,565)	(6,674)	(5,674)	(29,066)

9.2 LIST OF ACCOUNTS MARCH 2015

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Senior Creditors Officer
Date of Report:	24 March 2015
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 City. These services enable the City 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.

It is estimated that Council currently spends in excess of \$40 million per annum in the local community and Officers are developing a reporting tool that will highlight the total amount of Council's local spend in the monthly List of Accounts report. It is expected that this will be available from the May Ordinary Council Meeting.

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 2014-2015 provided for this activity:

Our Program:	4.d.1.5	Ensure financial accountability
Our Services:	4.d.1.5.2	Ensure value for money and procurement

RISK MANAGEMENT CONSIDERATIONS

Having good terms of trade will reduce the risk of penalties, loss of quality services and contractors, and dissatisfaction amongst the community.

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 \$12,896,612.29 submitted and checked with vouchers, being made up of:

- a) Trust Vouchers: 257 to 258;
- b) EFT33530 to EFT33958 (Inclusive);
- c) Cheque Vouchers 77663 to 77720 (Inclusive);
- d) Cancelled cheques EFT33135, EFT33239, EFT33530, EFT33604, EFT33841, EFT33854, 77714
- e) Direct Debits: DD22126.1;
- f) Payroll Cheques \$1,600,742.59;
- g) with the EXCEPTION OF (as listed)

CONCLUSION

It has been a customary practice that whilst being a leader in the community, 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 : 153107
 MOVED : Cr Harris
 SECONDED : Cr Vandenberg

That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* RESOLVES to ACCEPT payments totalling \$12,896,612.29 submitted and checked with vouchers, being made up of:

- a) Trust Vouchers: 257 to 258;
- b) EFT33530 to EFT33958 (Inclusive);
- c) Cheque Vouchers 77663 to 77720 (Inclusive);
- d) Cancelled cheques EFT33135, EFT33239, EFT33530, EFT33604, EFT33841, EFT33854, 77714;
- e) Direct Debits: DD22126.1;
- f) Payroll Cheques \$1,600,742.59

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
 AGAINST : Nil

Chq/EFT	Date	Name	Description	Amount
257	11.03.2015	Bond Administrator	Rental Security / Pet Bond - R. Van Welie	1,232.00
258	11.03.2015	Leisa Wallace	Refund - Asic Deposit MSS Security Card Leisa Wallace	50.00
EFT33135	29.01.2015	Scarboro Painting Services (The Trustee For Scarboro Painting Services)	Cancelled Cheque	-37,675.00
EFT33239	06.02.2015	Karratha Rockers	Cancelled Cheque	-500.00
EFT33530	27.02.2015	City of Karratha	Cancelled Cheque	0.00
EFT33531	27.02.2015	City of Karratha - Social Club	Payroll deductions	1,290.00
EFT33532	27.02.2015	T Swetman	Home Ownership Allowance	555.00
EFT33533	27.02.2015	A Dorning (Mortgage Account)	Home Ownership Allowance	1,000.00
EFT33534	27.02.2015	L Gan (Mortgage Account)	Home Ownership Allowance	1,470.90
EFT33535	27.02.2015	Maxxia Pty Ltd	Payroll deductions	13,079.24
EFT33536	27.02.2015	S Wachter (Mortgage Account)	Home Ownership Allowance	1,394.17
EFT33537	03.03.2015	Hart Sport	KLP - Program Equipment	4,132.80
EFT33538	03.03.2015	Caltex Energy WA (Link Energy Pty Ltd)	Bulk Fuel - Diesel	37,241.92
EFT33539	03.03.2015	Market Creations Pty Ltd	Advertising	770.00
EFT33540	03.03.2015	TNT Express	Freight	1,445.17
EFT33541	03.03.2015	BBC Entertainment	CofK- National Youth Week Celebrations - JUSTICE CREW to headline Roebourne Youth Community Celebration 15/04/2015	24,344.20
EFT33542	03.03.2015	Global Security Management (WA)	Security Patrols	16,822.30
EFT33543	03.03.2015	Gresley Abas Pty Ltd	Consultancy - Wickham Community Hub Project Architect 01/01 To 31/01/15	16,217.83
EFT33544	03.03.2015	UHY Haines Norton	UHY Haines Norton WALGA Tax Service: 2015 FBT Workshop 04/03/15	803.00
EFT33545	03.03.2015	RAW Hire	Youth Services - Car Hire For IHHP Roebourne Residency	1,328.77
EFT33546	03.03.2015	Woolworths (WA) Ltd	Youth Shed, RAC & WRP - Café Supplies	1,529.33

Chq/EFT	Date	Name	Description	Amount
EFT33547	03.03.2015	Command IT Services	Complete Installation Of CCTV At Pegs Creek And Millars Well Pavilions - Payment #1	54,574.85
EFT33548	04.03.2015	BRL Building Company	Carry Out Roof Replacements - 7A & 7B Leonard Way, Cossack Courthouse, Bond Store, Court House, 7 Honeyeater - Install Shed	169,056.64
EFT33549	04.03.2015	Horizon Power	Pilbara Underground Power Project - Instalment #3	4,400,000.00
EFT33550	03.03.2015	Atom Supply	Various Materials for Maintenance	12,160.59
EFT33551	03.03.2015	Blackwoods (Atkins Carlyle Ltd)	Health & Safety - Hardhats	90.09
EFT33552	03.03.2015	BCE Surveying Pty Ltd	Interest Only Deposit - Lot 17 on Plan 205908 - Title 1381/810	1,452.00
EFT33553	03.03.2015	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Stock - Parts	1,035.78
EFT33554	03.03.2015	NW Communications & IT Specialists	Wickham SES - Polycom Voicestation Audio Conference Phone	1,869.10
EFT33555	03.03.2015	NYFL Ltd	Street Cleaning Roebourne - January 2015	5,097.00
EFT33556	03.03.2015	NGIS Australia Pty Ltd	Planning - Storm Surge Mapping Platform 50% Mobilisation	38,300.00
EFT33557	03.03.2015	Pilbara Copy Service	Photocopier Charges	1,147.27
EFT33558	03.03.2015	Pilbara Heavy Haulage Girls Inc	Grant Funding CC/21/OCT/14 Cert IV Trainer To Deliver Intensive 5 Day Training And Assessing Qualification - Open To Public Course	4,950.00
EFT33559	03.03.2015	Kmart Karratha	WRP - Equipment For Yoga Program, Items for Libraries, Youth Shed - Socks for Onsale, Kta Airport - Collapsible Shade	1,301.50
EFT33560	04.03.2015	Australian Taxation Office	Payroll deductions	288,429.00
EFT33561	04.03.2015	Child Support Agency	Payroll deductions	4,451.00
EFT33562	04.03.2015	Australian Ethical Retail Superannuation Fund	Superannuation contributions	1,081.78
EFT33563	04.03.2015	AMP Retirement Trust - BATT	Superannuation contributions	1,751.26
EFT33564	04.03.2015	Essential Super - Tuck	Superannuation contributions	983.82
EFT33565	04.03.2015	Local Government Superannuation - BRISBANE	Superannuation contributions	1,025.68
EFT33566	04.03.2015	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	1,116.23
EFT33567	04.03.2015	Cbus	Superannuation contributions	1,447.99
EFT33568	04.03.2015	The Haines Superannuation Fund	Superannuation contributions	773.56
EFT33569	04.03.2015	WA Super (Formerly WALGSP)	Superannuation contributions	227,060.72
EFT33570	04.03.2015	BT Lifetime Super employer Plan - Hadland	Superannuation contributions	1,100.04
EFT33571	04.03.2015	Kym Davies Superannuation Fund	Superannuation contributions	358.99
EFT33572	04.03.2015	Jacqueline & Theresa Super Fund	Superannuation contributions	689.52
EFT33573	04.03.2015	J & S Pryor Super Fund	Superannuation contributions	872.91
EFT33574	04.03.2015	Statewide Super	Superannuation contributions	1,418.14
EFT33575	04.03.2015	Strategy Oasis	Superannuation contributions	531.28
EFT33576	04.03.2015	Vision Super	Superannuation contributions	940.04
EFT33577	06.03.2015	LRW'S Electrical	Crime Prevention - 2000 Combination Push Bike Locks	11,303.90
EFT33578	06.03.2015	BP Roebourne	Fuel For St John Ambulance	239.26
EFT33579	06.03.2015	Wickham Service Station	Fuel for St John Ambulance	1,252.03
EFT33580	06.03.2015	Bannerconda	Community Development - Bannerconda system 0.8 x 2.5mtr, Dampier Banners	19,181.80
EFT33581	06.03.2015	Lisa Pearce T/A Karratha Mobile Veterinary Services	Animal Control	1,970.00

Chq/EFT	Date	Name	Description	Amount
EFT33582	06.03.2015	Department Of Environment Regulation	Wickham Transfer Station - DER License Fee 2015/16	261.40
EFT33583	06.03.2015	Fastcut Diamond Tools	Depot - Tool Replacement	2,860.00
EFT33584	06.03.2015	Hitachi Construction Machinery	Plant Repairs	1,384.07
EFT33585	06.03.2015	Karratha Self Storage	Karratha Self Storage - Monthly Storage Fee	450.00
EFT33586	06.03.2015	Legear Australia Pty Ltd	Safety Work Boots	708.40
EFT33587	06.03.2015	MAK Industrial Water Solutions Pty Ltd	KTA Airport - Service & Operations Agreement SA-0800C/121011 Jan 15	21,257.61
EFT33588	06.03.2015	Neils Reticulation And Landscaping	Parks and Ovals (Various) - Retic Repairs, Multiple - Garden and Yard Clean-ups	10,388.40
EFT33589	06.03.2015	Sanders Turner Ellick Architects (STEA)	KTA Airport - Professional Fees for Upgrade RFT01-12/13 Feb 15	16,434.44
EFT33590	06.03.2015	Skilled Group Limited	Labour Hire - Various Sites	19,120.22
EFT33591	06.03.2015	Scarboro Painting Services (The Trustee For Scarboro Painting Services)	Kta Airport - Line Marking Works On Runway	37,675.00
EFT33592	06.03.2015	Turf Whisperer	Consultancy Fees - Jan 2015 (Various Projects)	14,915.70
EFT33593	06.03.2015	The NeuResource Group Pty Ltd	Diploma of Project Management 2015 - 12 Participants	22,165.00
EFT33594	06.03.2015	Vita Group Ltd T/A Telstra Store Karratha	WRP - Portable Hand Held Land Line Telephone	199.00
EFT33595	06.03.2015	Water Infrastructure Science and Engineering P/L	KTA Airport - Technical Review of Consumables Usage at WWTP	2,645.50
EFT33596	05.03.2015	Caltex Energy WA (Link Energy Pty Ltd)	Bulk Fuel - Diesel	17,721.47
EFT33597	06.03.2015	UBM China (Shanghai) Co. Ltd.	Kta Airport - Route Asia Development Forum, China 14-17/03/2015 Meetings with Airlines as part of the Karratha Air Development Plan	9,342.84
EFT33598	10.03.2015	Chandler Macleod	Labour Hire - Various Sites	53,574.41
EFT33599	10.03.2015	Karratha Earthmoving & Sand Supplies	Water Truck Hire - Wickham Oval 12/01/2015 To 19/01/2015	12,952.50
EFT33600	10.03.2015	Atom Supply	Materials for Maintenance	2,923.23
EFT33601	10.03.2015	Blackwoods (Atkins Carlyle Ltd)	Stock	503.21
EFT33602	10.03.2015	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Parts for Repairs	613.55
EFT33603	10.03.2015	Feel Creative Pty Ltd	Marketing	2,266.00
EFT33604	10.03.2015	FE Technologies Pty Ltd	Cancelled Cheque	0.00
EFT33605	10.03.2015	Nanny's Syrup	Australia Day 2015 - Local Produce for Gift Packs	600.00
EFT33606	10.03.2015	Pacific Datacom (L & H Group)	Computer Expenses - Panduit Rack Energy Kit With Clamp Meters. Standard Kit Plus 2 Clamp Meters	4,791.82
EFT33607	10.03.2015	Repco Auto Parts	Parts for Repairs	980.13
EFT33608	10.03.2015	Roebourne Hardware Building & Electrical Supplies Pty Ltd	Materials for Maintenance	3,649.61
EFT33609	10.03.2015	Kmart Karratha	Kta Library - Researchable Batteries & Charges for Libraries, KLP - Program Equipment, Youth Shed - Girlz Crew Workshop Equipment, Reception - Picture Hangers	557.25
EFT33610	10.03.2015	Designa Sabar Pty Ltd	KTA Airport - Preventive Maintenance Agreement 21/01-20/02/15	7,369.04
EFT33611	10.03.2015	Scope Business Imaging	Photocopier Charges	12,959.09
EFT33612	10.03.2015	Village Roadshow Pty Ltd	Moonrise Cinema - Screening Fee On 31/01/15	1,080.79
EFT33613	10.03.2015	Woolworths (WA) Ltd	WRP, KLP, Library, Youth Shed - Café Stock and Catering Items	1,040.91
EFT33614	10.03.2015	Webforge (WA)	Boat Ramp Maintenance - Grating Fibreglass Reinforced Plastic Anti-Skid Yellow For Boat Ramps	5,219.57
EFT33615	11.03.2015	Firedam Civil Pty Ltd	KAHU Project Notices of Dispute Arbitration Award as awarded 30 January 2015	123,305.03

Chq/EFT	Date	Name	Description	Amount
EFT33616	11.03.2015	Development Assessment Panels	JDAP Amendment Fee - P3166 57 (2638 Balmoral Rd Pegs Creek) - Proposed Hotel Development	150.00
EFT33617	11.03.2015	Pearl Coast Pools	Refund - Verge Bond 7 (Lot 44) Yirrawari St Baynton	3,000.00
EFT33618	13.03.2015	Pilbara Motor Group	Purchase of two Toyota Prado, GXL White Turbo Diesel Automatic Station Wagons	123,314.70
EFT33619	12.03.2015	Les Mills Aerobics Australia	KLP & WRP - Aerobic Class Fees, Jan 2015	888.55
EFT33620	12.03.2015	Atom Supply	Materials for Maintenance	2,646.04
EFT33621	12.03.2015	Blackwoods (Atkins Carlyle Ltd)	Stock	428.31
EFT33622	12.03.2015	Australian Institute Of Company Directors	Training - Registration for Company Directors Course 13-17/04/15 in Perth	6,130.00
EFT33623	12.03.2015	Building Commission (Building Services Levy)	BSL January 2015 - Building Permits	39,110.18
EFT33624	12.03.2015	BP Australia Pty Ltd	Fuel for Fleet - Jan 2015	13,909.52
EFT33625	12.03.2015	B Green Solutions Pty Ltd	KLP - Itemised Energy Audit and LED Lighting and Brackets	8,967.00
EFT33626	12.03.2015	Coates Hire Operations	KTA Airport - Hire Diesel Fuel Trailer and Generator	3,228.87
EFT33627	12.03.2015	Coca-Cola Amatil (Holdings) Ltd	Youth Shed, RAC - Café Supplies	1,137.53
EFT33628	12.03.2015	Complete Tyre Solutions Pty Ltd	Plant Repairs - Tyres	8,469.75
EFT33629	12.03.2015	Double R Equipment Repairs	Plant Repairs - Repack All Wheel Bearings and Inspect/Repair Brakes	2,369.38
EFT33630	12.03.2015	Gresley Abas Pty Ltd	Dampier Community Hub - Project Architect Contract Administration Jan 15	3,300.00
EFT33631	12.03.2015	The Trustee for the Hickey Family Trust T/A Hickey Holdings WA Pty Ltd	7 Mile Waste - Forklift Hire 01/01 To 31/01/15 Tip Shop	2,040.06
EFT33632	12.03.2015	Woolworths (WA) Ltd	Youth Shed - Cafe Stock, Eastern Corridor - Items for Programs	733.00
EFT33633	12.03.2015	Department of Transport	Vehicle Search Fees - December 2015	39.00
EFT33634	12.03.2015	GHD Pty Ltd	Dampier Stormwater Management Study Proposal - Claim #5	11,402.60
EFT33635	12.03.2015	Swan Earthmoving	Road Sweeper Hire - Sweep Sand Off Car Parks In Baynton West Park 11/10/14	572.00
EFT33636	12.03.2015	Helloworld North West Karratha (Aspen View Pty Ltd)	Karratha Air Development Plan - Flight Costs for Consultants to Attend Routes Asia 2015 Forum in Kunming China 14-17/03/15	15,114.57
EFT33637	12.03.2015	Australian Institute Of Management - WA (AIM)	Training Course - Strategic Business Planning in Perth 5-6/3/15	990.00
EFT33638	12.03.2015	BP Roebourne	Fuel For St John Ambulance	568.03
EFT33639	12.03.2015	BEST Consultants	WRP - Audit Of Floodlighting On AFL & Rugby Ovals Including Report Recommendations	10,164.00
EFT33640	12.03.2015	Aaron Hocking T/A Black Sun Window Tinting	7 Mile Waste - Supply And Fit Window Tint Film To Sliding Doors In New Crib Room	1,300.00
EFT33641	12.03.2015	DS Agencies Pty Ltd	Roebourne Cemetery - Supply Victorian Bollards	682.00
EFT33642	12.03.2015	Ergolink	Office Furniture	4,008.85
EFT33643	12.03.2015	Ibis Styles Karratha	Community - Accommodation for J.Worsfold 14-15/11/14	384.00
EFT33644	12.03.2015	James Bennett Pty Limited	Libraries - New Resources	1,171.38
EFT33645	12.03.2015	Keyspot Services	KLP - City of Karratha Name Badges, Engraving	272.00
EFT33646	12.03.2015	Rikker Holdings Pty Ltd T/A Karratha Tilt Tray And Towing	Removal/Disposal Of Abandoned Cars	1,122.00
EFT33647	12.03.2015	Pilbara Glass	Police Barracks - Supply And Install Shower Screens	2,838.86
EFT33648	12.03.2015	RPS Australia East Pty Ltd	Bulgarra POS - Stage 2 Render For Signage	1,364.00
EFT33649	12.03.2015	Broometown Holdings T/A Subway Karratha	Fleet Management - Catering for Unifleet Meeting 20/01/15	56.00

Chq/EFT	Date	Name	Description	Amount
EFT33650	12.03.2015	Swan Districts Football Club	13/14 ACADS; Roebourne Community Event Sponsorship - V Swans (Roebourne Basketball Comp)	8,052.00
EFT33651	12.03.2015	TCS Pilbara Pty Ltd	Certificate Of Design Compliance (BA3) For Installation Of New Kiosk Access Door 15/12/14	990.00
EFT33652	12.03.2015	WA Scale Service	KTA Airport - Test and Re-Verify 12 x 100 kgs Atrax ABS960 Check-In scales	1,875.50
EFT33653	12.03.2015	Wickham Tidy Towns	Tidy Towns Awards - Transport To Attend Ceremony In Port Hedland - Nov 2014	350.00
EFT33654	12.03.2015	Fuel Fix Pty Ltd	7 Mile Waste Facility - Supply and Installation of Bulk Diesel Fuel Tank RFT04-14/15	103,593.60
EFT33655	13.03.2015	Signature Music Pty Ltd	Youth Services Eastern Corridor - Jan. School Holiday Program Set Up & Delivery Of Mobile Movie Screen 30/01/15	1,127.50
EFT33656	13.03.2015	Hathaway's Lubricants	Stock - Lubricants	7,992.60
EFT33657	13.03.2015	Karratha Community House	2014/15 Annual Community Grant Scheme - Employment Costs For Program Delivery - Second Instalment 25%	24,640.00
EFT33658	13.03.2015	Lil's Retravision Karratha	4b Raynor Rd - Washing Machine & Delivery	499.00
EFT33659	13.03.2015	Mantra On Murray	Staff Accommodation - 12/02/15 Attending Meetings In Perth On Behalf Of The C of K	209.60
EFT33660	13.03.2015	Parry's Merchants	Youth Shed - Cafe Stock	617.35
EFT33661	13.03.2015	Waterchoice	RAC - Annual Rental of RO Water Filtration System - 10/02/16 - 10/02/2016	715.00
EFT33662	13.03.2015	Auslec	Tech Services - Tools Driver Impact CMPCT 18V W/Lithium Ion Battery	1,172.80
EFT33663	13.03.2015	Onyx (Aust) Pty Ltd	Catering - Various Meetings, Workshops	2,806.00
EFT33664	13.03.2015	Abberfield Industries Pty Ltd	KLP - Silver Light Tokens	144.10
EFT33665	13.03.2015	Blue Sky Aluminium	KLP - Supply And Install Door To Cafe Alfresco Area As Per Building Permit 140583	8,844.00
EFT33666	13.03.2015	Cabcharge Australia Pty Ltd	Cabcharge - January 2015 D Pentz	380.78
EFT33667	13.03.2015	J G Graphix	Kta Airport - Carpark Signs	467.50
EFT33668	13.03.2015	Karratha Veterinary Hospital	Dog Health Program - Zeus desexing - 142408	404.75
EFT33669	13.03.2015	MM Electrical Merchandising	KLP - Cabac 1 Lux Meter	341.00
EFT33670	13.03.2015	Damian Noonan	Refund - Lost Ticket Fee Damian Noonan 01/02/15 to 03/02/15	129.00
EFT33671	13.03.2015	Prompt Fencing Pty Ltd	Cattrall Park - Supply And Install 23m Of Handrails At Car Park Entrance	8,151.00
EFT33672	13.03.2015	PK Technology Pty Ltd T/S Commarine	Plant - Materials 2 x LED Lights and Wiring Harnesses For Rear Of CBFCO Vehicle 1 x Ionic KSLED Red 4-LED - 5681 1 x Ionic KSLED Blue 4-LED - 5680	296.00
EFT33673	13.03.2015	Seatadvisor Pty Ltd	Moonrise Cinema - Ticket Sales Fee For January	663.85
EFT33674	13.03.2015	Securepay Pty Ltd	Moonrise Cinema - Transaction Fees For Securepay On Seatadvisor Ticketing System	50.00
EFT33675	13.03.2015	Total Eden Pty Ltd	Stock - Retic Parts	314.60
EFT33676	13.03.2015	Uniqco (WA) Pty Ltd	Fleet Management System Service Fee For January 2015	6,288.34
EFT33677	13.03.2015	United Uniforms Pty Ltd	Uniforms - KLP	164.00
EFT33678	13.03.2015	Westrac Equipment Pty Ltd	Stock - Plant Repairs	3,391.53
EFT33679	13.03.2015	Sharon Woollett	Refund Due To Over Payment Of Pilbara Underground Power Charges	491.43
EFT33680	12.03.2015	Savannah Engineers (WA) Pty Ltd	7 Mile Waste - Award Of RFT 06-14/15 Refurbishment Of Transportable Building	52,918.25
EFT33681	12.03.2015	Environmental Industries	Various Reticulation Maintenance, Slashing of Drainage Areas, Brushcutting & Mowing Various Areas, Install Picnic Furniture Wickham SES	45,092.85
EFT33682	13.03.2015	Allied Pickfords-Perth	Relocation Expenses - Various	8,787.71
EFT33683	13.03.2015	Ispx	Libraries Public Computer Internet Access Service 06/03/15 to 05/04/15	182.60

Chq/EFT	Date	Name	Description	Amount
EFT33684	13.03.2015	Market Creations Pty Ltd	IT - Restore Graffiti System Website Setup	1,375.00
EFT33685	13.03.2015	North West Training & Inspection Services Pty Ltd T/As North West Oil	Training Licence To Operate Boom Type EWP, Stock - Filters (Various)	2,039.76
EFT33686	13.03.2015	Royal Life Saving Society WA Inc	KLP - WAW Bands & Life Guard Requals	1,216.00
EFT33687	13.03.2015	The Retic Shop	Stock - Retic Parts	2,822.74
EFT33688	13.03.2015	Worksense Safety & Workwear	Safety Work Boots	897.85
EFT33689	13.03.2015	Austswim Limited (Melbourne)	WRP - Austswim Teacher of Swimming & Water Safety Course	1,180.00
EFT33690	13.03.2015	Baracus Pty Ltd	Rates Refund For Assessment A91302	307.06
EFT33691	13.03.2015	Chubb Fire Safety Ltd	Plant - 9kg Fire Extinguisher	285.24
EFT33692	13.03.2015	Alexander Bossinga	Youth Shed - January Holiday Mayhem Bus Driver 21/01 29/01 & 30/01/15	769.06
EFT33693	13.03.2015	ISS Facilities	WRP - Catering For Events Meeting 10/02/15	62.00
EFT33694	13.03.2015	Jaykay (WA) Pty Ltd	Rates refund for assessment A46715 L2868 Cowle Rd, KIE	939.00
EFT33695	13.03.2015	Karratha Glass Service	Replace Glass In Canopy Door	250.00
EFT33696	13.03.2015	Kingsbury Super Pty Ltd	Rates refund for assessment A89121 Unit 1 L2885 Coolawayah Rd	525.45
EFT33697	13.03.2015	Roebourne Dingo Hire	Removal/Disposal Of Abandoned Cars	3,080.00
EFT33698	13.03.2015	Stott & Hoare	IT Equipment Purchase - IBM 1.8 TB 12Gb 3544 SAS 2.5-inch SAS HDD x 10	11,000.00
EFT33699	13.03.2015	G Shoemark	Reimbursement Of Phone Charges - Feb 2015	100.00
EFT33700	13.03.2015	Sammi'z Bitz N Pieces	Australia Day 2015 - Candles For Awards Gift Packs	750.00
EFT33701	13.03.2015	Telford Industries	Stock	2,647.70
EFT33702	13.03.2015	Caltex Energy WA (Link Energy Pty Ltd)	Bulk Fuel - Diesel	25,185.60
EFT33703	13.03.2015	St John Ambulance-Karratha	HR - Provide First Aid (Flexi) - 20/02/15, First Aid Supplies	1,133.20
EFT33704	13.03.2015	Te Wai Manufacturing	Uniforms - Lifeguards	760.80
EFT33705	13.03.2015	BOC Limited	Gas / Oxygen Cylinder Refills	863.90
EFT33706	13.03.2015	Britel Enterprises Pty Ltd	Moonrise Cinema - Advertisement In Safety House 2015 - Pegs Creek PS	345.00
EFT33707	13.03.2015	B & C Business Machines	Binding Machine Repair	132.00
EFT33708	13.03.2015	Centurion Transport Co Pty Ltd	Freight	2,414.45
EFT33709	13.03.2015	Grace Removals Group	Tech Services - Coordinator Relocation 01/03/15	2,760.00
EFT33710	13.03.2015	Pilbara Traffic Management Pty Ltd	Traffic Management 26/1/15	396.00
EFT33711	13.03.2015	Roy Galvin & Co Pty Ltd	Parts - Retic	1,344.31
EFT33712	13.03.2015	Rocla Pipeline Products	Upgrades And Replacement Of Stormwater	22,822.58
EFT33713	13.03.2015	Holcim (Australia) Pty Ltd	Nickol Bay Quarry - 24 Tonne x 5mm Sealing Agg	1,892.24
EFT33714	13.03.2015	Reece Pty Ltd	Parts - Retic	58.67
EFT33715	13.03.2015	Amcap (Formerly Skipper Truck Parts)	Parts - Plant Repairs	1,799.67
EFT33716	13.03.2015	Speedo Australia Pty Ltd	KLP - Merchandise for Onsale	2,142.80
EFT33717	13.03.2015	Chantelle Creevey T/A Stick It Stickers	Coreflutes A1 Size With Corner Eyelets	1,744.60
EFT33718	13.03.2015	M Thorbjorsen	Repatriation Reimbursement for M. Thorbjorsen	1,648.29
EFT33719	13.03.2015	20th Century Fox Film Distributors Pty Ltd	Moonrise Cinema - Screening Of Penguins Of Madagascar 28/01/15	1,328.40
EFT33720	13.03.2015	Universal Office National (Pilbco Pty Ltd)	Stationery Items - Various	322.38
EFT33721	13.03.2015	VL&A (Astron Engineering Pty Ltd)	Yaburara Heritage Trail - Weeding Eradication Program January 2015	1,958.00
EFT33722	13.03.2015	Protector Alsafe	Safety Work Boots	177.23
EFT33723	13.03.2015	Bin Bomb Pty Ltd	7 Mile Waste - Bin Bomb Odour Solutions	494.84
EFT33724	13.03.2015	April Joy Butt	Youth Shed - 2 X Cooking Workshops West Pilbara Communities For Children Initiative	643.93

Chq/EFT	Date	Name	Description	Amount
EFT33725	13.03.2015	M Cameron	Reimbursement - Utilities as per Manager Contract	309.84
EFT33726	13.03.2015	Cardile International Fireworks	Australia Day 2015 - Fireworks Display Inclusive Of Organisation Of Display Provision Of Technician	16,500.00
EFT33727	13.03.2015	Ezi-Hose Pty Ltd	Parts - Plant Repairs	6,823.73
EFT33728	13.03.2015	Home Hardware Karratha	Materials for Maintenance	625.86
EFT33729	13.03.2015	Handy Hands Pty Ltd	Broadleaf Weed Control in Turf Areas, 7 Mile Waste - Hire of Trencher, Millars Well Oval - Turf Cutter Hire	13,244.00
EFT33730	13.03.2015	T Hanlon	Reimbursement - Allowance while Attending Sister City Signing Ceremony in Perth 25-27/11/14	104.60
EFT33731	13.03.2015	E Huren	Reimbursement Of Sporting Goods Purchased For Programs At The Youth Shed 16/01/15	70.00
EFT33732	13.03.2015	Komatsu Australia Pty Ltd	Parts - Plant Repairs	579.10
EFT33733	13.03.2015	Karratha Mechanical Services	Plant - Replacement Key	675.15
EFT33734	13.03.2015	K Sevelj	Reimbursement - Allowances for Workforce Planning Conference and Meetings in Perth 22/02/15	58.55
EFT33735	13.03.2015	Landgate	Land Valuations	3,152.86
EFT33736	13.03.2015	L3 Communications Australia Pty Ltd	KTA Airport - Quarterly Service & Maintenance for CBS X-Ray Machine. 01/01-01/04/2015	23,040.68
EFT33737	13.03.2015	V Mcdonald	Reimbursement - Freedom of Information Research Fee Refund	45.00
EFT33738	13.03.2015	JP MacDonagh	Reimbursement - Allowances for Planning Consultancy Meeting Perth 12-14/02/2015	248.75
EFT33739	13.03.2015	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	15 Litre Spring Water	591.75
EFT33740	13.03.2015	Decor8 Australia Pty Ltd	Graffiti Removal - Rapid Services Hazel Court	363.00
EFT33741	13.03.2015	Wurth Australia Pty Ltd	Stock - Parts	1,163.32
EFT33742	13.03.2015	Supercivil Pty Ltd	Cnr of Galbraith and Broadhurst Roundabout Kerb Repairs, Searipple Road Repairs, Footpath and Kerb Maintenance - Various	43,670.65
EFT33743	13.03.2015	Staples Australia (Formerly Corporate Express)	Stationery Items - Various	2,308.55
EFT33744	13.03.2015	KAW Engineering Pty Ltd	KLP - Repair Of Ladder Rails Poolside	347.16
EFT33745	13.03.2015	Water2Water	KLP - Monthly Rental For RO System And Waterworks Cooler	66.00
EFT33746	13.03.2015	Aflex Technology (NZ) Ltd	RAC - Slide and Materials, connecting sleeve	6,007.10
EFT33747	13.03.2015	Avdata Australia	Kta Airport - Billing Service Fees And Charges For December	713.19
EFT33748	13.03.2015	Ashdown-Ingram	Parts - Plant Repairs	57.20
EFT33749	13.03.2015	Beacon Equipment	Stock - Plant Repairs	60.00
EFT33750	13.03.2015	Harvey Norman Karratha (Karravit Pty Ltd AFT Karravit No 2 Trust T/A)	KTA Airport - Powersheild, Kta Library - TV Stand, HDMI to TVI Converter for Depot Meeting Room	960.90
EFT33751	13.03.2015	Lou Vincent Heales	Rates Refund For Assessment A14196	199.04
EFT33752	13.03.2015	McLeods & Co Barristers And Solicitors	Legal Advice	1,403.84
EFT33753	13.03.2015	Perth Safety Products	CofK Street/Traffic Signage	1,903.00
EFT33754	13.03.2015	Public Transport Authority Of Western Australia	Community Bus Service Provision 1/10/14-31/12/14	32,430.74
EFT33755	13.03.2015	Ryall's Water Workout	KLP - Buoyancy Belts For Water Aerobic Classes	753.00
EFT33756	13.03.2015	V Subramoney	Reimbursement - Utilities as per Managers Contract	278.16
EFT33757	13.03.2015	R Steinki	Reimbursement - Utilities as per Managers Contract	558.71
EFT33758	13.03.2015	Scott Printers Pty Ltd	Printing Charges - Various	925.10

Chq/EFT	Date	Name	Description	Amount
EFT33759	13.03.2015	State Library of WA (Office of Shared Services)	Kta Library - Payment For Lost Items	55.00
EFT33760	13.03.2015	Trisleys Hydraulic Services Pty Ltd	KLP - Quarterly Service as per Service Contract	8,541.50
EFT33761	13.03.2015	Karratha Timber & Building Supplies (Formerly Versatile)	Materials for Maintenance	743.64
EFT33762	13.03.2015	WT Partnership (Aus) Pty Ltd	KATU Project - Cost Management Services to complete 3rd STOP/GO Point of Karratha Airport Terminal Project RFT 02-12/13	17,213.63
EFT33763	13.03.2015	T Swetman	Home Ownership Allowance	555.00
EFT33764	13.03.2015	A Dorning (Mortgage Account)	Home Ownership Allowance	1,000.00
EFT33765	13.03.2015	L Gan (Mortgage Account)	Home Ownership Allowance	1,470.90
EFT33766	13.03.2015	Maxxia Pty Ltd	Payroll deductions	7,190.95
EFT33767	13.03.2015	S Wachter (Mortgage Account)	Home Ownership Allowance	1,394.17
EFT33768	18.03.2015	Australian Taxation Office	Payroll deductions	312,725.00
EFT33769	18.03.2015	Child Support Agency	Payroll deductions	2,193.45
EFT33770	19.03.2015	Barmah Hats	Stock	246.40
EFT33771	19.03.2015	J Lally	Reimbursement - Private Accommodation PRC Meeting & Pilbara Enterprise Zone Workshop 23-25/02/2015	392.03
EFT33772	19.03.2015	Risk Management Technologies (RMT)	ChemAlert Renewal 09/04/2015 - 09/04/2016	5,993.90
EFT33773	19.03.2015	Royal Life Saving Society WA Inc	WRP & KLP - Requalification's	1,289.10
EFT33774	19.03.2015	Visimax	Rangers - ID Wallets	101.50
EFT33775	19.03.2015	Beaurepaires	Plant Repairs - Tyres	10,464.06
EFT33776	19.03.2015	Dance Kix Karratha	Youth Shed - Holiday Mayhem - Hire of Black Lights for Glow Party 19/01/15	300.00
EFT33777	19.03.2015	Total Eden Pty Ltd t/a DME Contractors	Playground Maintenance - White Play Sand 11tonne	1,901.64
EFT33778	19.03.2015	Datacom Services (WA) Pty Ltd	IT - Lenovo Thinkpad New X1 Carbon Ranger Use. 14.0 Integrated 4G	8,200.01
EFT33779	19.03.2015	Dienst Consulting	IT - Smart-ups X 1500va Rack / Tower LCD 230v	5,478.00
EFT33780	19.03.2015	Elan Media Partners	Libraries - New Resources	176.30
EFT33781	19.03.2015	FE Technologies Pty Ltd	Kta Library - Purchase of RFID Equipment (Final Payment)	8,800.00
EFT33782	19.03.2015	Karratha Community Association	ACADS 2012/13 Final Payment for Incorporated Recycled Art Competition	2,694.13
EFT33783	19.03.2015	Karratha Panel & Paint (Tunstead Family Trust T/A)	Removal/Disposal of Abandoned Vehicles	2,288.00
EFT33784	19.03.2015	Landmark Products Ltd	Skate Park Shade Program - Consultation Concept Design Detailed Design Development	27,500.00
EFT33785	19.03.2015	NBS Signmakers	City of Karratha Transition - Replace Signs At Karratha Golf Club	3,267.00
EFT33786	19.03.2015	Roebourne General Food Store (Cafe)	Catering for Partnership Breakfast 21/01/15	391.00
EFT33787	19.03.2015	Speedo Australia Pty Ltd	KLP - Red Eva Kick Boards	550.00
EFT33788	19.03.2015	Sanders Turner Ellick Architects (STEA)	KTA Airport Upgrade - Travel Reimbursement for Consultant 26/02/15	15,517.04
EFT33789	19.03.2015	Seaview Orthotics	Stock - Litter Pickers	1,016.25
EFT33790	19.03.2015	Chemdry Northwest	Cleaning at 11 Baynton Way Wickham	198.00
EFT33791	19.03.2015	Signature Music Pty Ltd	Dampier Community Hub - Equipment Hire And Set Up For Sod Turning	792.00
EFT33792	19.03.2015	Garrards Pty Ltd	Stock - Acelepryn Turf Insecticide 750mL	1,270.22
EFT33793	19.03.2015	Les Mills Aerobics Australia	KLP & WRP Aerobic Class Fees - Feb 2015	1,388.94
EFT33794	19.03.2015	Shenton Enterprises Pty Ltd	KLP - Dolphin Wave 300 Pool Cleaner with Trolley and Cables	37,133.25

Chq/EFT	Date	Name	Description	Amount
EFT33795	19.03.2015	Helloworld North West Karratha (Aspen View Pty Ltd)	Roebourne Recreation Precinct Airfares, Meetings Perth 11/2-13/2/2015	765.00
EFT33796	19.03.2015	Onyx (Aust) Pty Ltd	Regional Youth Coordinators Network - Catering for End of Year Luncheon 2014	1,290.00
EFT33797	19.03.2015	Abco Products	Stock	753.89
EFT33798	19.03.2015	BP Roebourne	Fuel For St John Ambulances - Feb 2015	164.14
EFT33799	19.03.2015	BC Lock & Key	7 Mile Waste - Supply and Install 3 Locks, Padlock Stamping, Admin Bldg - Install Lock and Keys to Filing Cabinet	2,050.45
EFT33800	19.03.2015	Wickham Service Station	Fuel For St John Ambulances - February 2015	609.68
EFT33801	19.03.2015	Insight Callcentre Services	Overcalls Fee For Jan 15 260 Calls	1,172.60
EFT33802	19.03.2015	Jolly Good Auto Electrics	Plant Repairs - Various	3,613.50
EFT33803	19.03.2015	Lyons & Peirce	Kta Airport - Pump out Sludge Tank (approx 35000 litres) and Dispose 21/01/2015 - Waste Disposal Fee	4,334.50
EFT33804	19.03.2015	Pilbara Copy Service	Photocopier Charges	428.63
EFT33805	19.03.2015	SPP Group Pty Ltd (Steve Paul & Partners)	KTA Airport - Inspection Hydraulics Upgrade	660.00
EFT33806	19.03.2015	Tox Free (Australia) Pty Ltd	7 Mile Waste - Collection of Recycling Bins, Library - Skip Bin, Kta Airport - Septic Disposal, KLP - Waste Removal	4,595.32
EFT33807	19.03.2015	The Walt Disney Company Pty Ltd	Moonrise Cinema - Screening Of Into The Woods 07/02/15	946.04
EFT33808	19.03.2015	Trisleys Hydraulic Services Pty Ltd	KLP - Make Up Valve For Combination Poolside	319.00
EFT33809	19.03.2015	Water Infrastructure Science and Engineering P/L	KTA Airport - Preparation of Sewerage Treatment Plant - DER License Annual Report	5,748.87
EFT33810	18.03.2015	V Connolly	Reimbursement - Retirement Lunch & Gift for M.Thorbjornsen 04/03/15	443.73
EFT33811	18.03.2015	Educational Experience Pty Limited	KLP - Items for Crèche	87.89
EFT33812	18.03.2015	ITVision	January Release Upgrade Version 10. 1. 401	1,943.70
EFT33813	18.03.2015	Local Government Managers Australia	LGMA Finance Professionals Conference Registration 5-6 March 2015	2,270.00
EFT33814	18.03.2015	Poolmart Karratha	KLP Pool Chemicals - DPD #3	1,415.00
EFT33815	18.03.2015	Poinciana Nursery	Mosquito Management - Bags of chook food	96.00
EFT33816	18.03.2015	Signswest Stick With Us Sign Studio	Dampier Community Hub - Project Signage	4,121.70
EFT33817	18.03.2015	Worksense Safety & Workwear	Safety Work Boots	108.03
EFT33818	18.03.2015	Attorney-General's Department	KTA Airport - 13 ASIC Applicants Back Ground Check	1,254.50
EFT33819	18.03.2015	Ausco Modular Pty Limited	Depot - Extension of Lease Feb 15	2,408.34
EFT33820	18.03.2015	Art Matters	Cossack Art Awards - 2015 Curator Payment No.1 25%	6,710.00
EFT33821	18.03.2015	Steven John Burgess	Land Matters - Travel to Karratha to Attend to Various Projects 12/02/15 to 13/02/15	1,272.00
EFT33822	18.03.2015	Pro AV Solutions WA	Site Visit - Solution Testing. Documentation Cable Testing/replacement Firmware Upgrades	7,005.21
EFT33823	18.03.2015	Prime Media Group (GWN7)	Advertising - Various	1,892.00
EFT33824	18.03.2015	Karratha Family Centre	Annual Community Grant Scheme - Organisational Development Project (Strategic Planning) 2014/15 - Second Instalment 70%	12,540.00
EFT33825	18.03.2015	Leethall Constructions Pty Ltd	Wickham SES Building - Engineer And Install Roofing For Generator Housing	9,042.00
EFT33826	18.03.2015	iSentia Pty Limited (Media Monitors Australia Pty Ltd)	Media Monitoring Services Feb 15	1,690.30
EFT33827	18.03.2015	Ooh! Media Retail Pty Ltd	Moonrise Cinema - Shop-A-Lite For Feb Media Installation Production	4,587.00

Chq/EFT	Date	Name	Description	Amount
EFT33828	18.03.2015	The Trustee For The Pilbara Indigenous Enterprise Trust	Australia Day Citizenship Ceremony - Native Australian Plant Gifts	484.00
EFT33829	18.03.2015	Taniwha Security Services Pty Ltd	Security Patrols	792.00
EFT33830	20.03.2015	Chefmaster Australia	Stock	1,142.50
EFT33831	20.03.2015	Staples Australia (Formerly Corporate Express)	Stationery Items - Various	5,736.97
EFT33832	20.03.2015	Hart Sport	KLP - Gym & Group Fitness Equipment	816.80
EFT33833	20.03.2015	New Wave Caterers	Community Arts Precinct - Catering for Library Workshop	122.00
EFT33834	20.03.2015	Stihl Shop Redcliffe	Stock	331.90
EFT33835	20.03.2015	Automotive Data Services (Red Book)	Red Book Subscription Web Fleetmaster May 2015 - April 2016	1,265.00
EFT33836	20.03.2015	Truck Centre (WA) Pty Ltd	Plant Repairs	10,587.33
EFT33837	20.03.2015	The Retic Shop	Parts - Retic	4,482.17
EFT33838	20.03.2015	BOC Limited	Gas / Oxygen Cylinder Refills	940.11
EFT33839	20.03.2015	Bunzl Ltd	Stock	1,805.65
EFT33840	20.03.2015	BT Equipment Pty Ltd T/A Tutt Bryant Equipment	Stock	64.61
EFT33841	20.03.2015	Bodyscience International	Cancelled Cheque	0.00
EFT33842	20.03.2015	C Sayer	Reimbursement - Relocation Expenses to Karratha	4,089.58
EFT33843	20.03.2015	Car Carrying.Com.Au Pty Ltd	Relocation of Car from Perth to Karratha	1,375.00
EFT33844	20.03.2015	Foxtel For Business	KLP - Foxtel Monthly Charge 18/02/15 to 17/03/15	305.00
EFT33845	20.03.2015	Grace Removals Group	Relocation - Pack And Relocate Due To DCH Site Being Handed Over For Construction	5,473.60
EFT33846	20.03.2015	C Hale	Reimbursement - Gym Equipment for WRP	79.96
EFT33847	20.03.2015	Karratha Self Storage	Karratha Self Storage - Monthly Storage Fee Feb 15	11.00
EFT33848	20.03.2015	Macdonald Johnston Engineering (Bucher Municipal Pty Ltd)	Parts - Plant Repairs	2,112.54
EFT33849	20.03.2015	Neverfail Springwater Pty Ltd - Wickham Transfer Station	15 Litre Spring Water	61.30
EFT33850	20.03.2015	Chemicals Australia Operations Pty Ltd (Orica)	Gas / Oxygen Cylinder Refills	1,203.33
EFT33851	20.03.2015	Telford Industries	Stock	1,146.75
EFT33852	20.03.2015	Westrac Equipment Pty Ltd	Stock - Filter	92.06
EFT33853	20.03.2015	Lee Willoughby t/as Willoughby Carpentry	7 Mile Waste - 06-13/14 - Progress Claim #6 50% Release of Retention Funds (12 Month Defect Period)	9,209.09
EFT33854	18.03.2015	Department of Transport	Cancelled Cheque	0.00
EFT33855	19.03.2015	Bullivants	Stock	296.74
EFT33856	19.03.2015	Best Western Karratha Central Apartments	Accommodation - H Wemper 3-4/03/2015 Emerging Leaders Program	568.20
EFT33857	19.03.2015	Pilbara Iron Company (Services) Pty Ltd (Rio Tinto)	Electricity Usage Charges	4,268.64
EFT33858	19.03.2015	Signswest Stick With Us Sign Studio	WRP - Pull Up Banners & Flags Artwork Provided	3,487.00
EFT33859	19.03.2015	Sealanes	Main Admin Bldg - Kitchen Supplies February 2015	630.77
EFT33860	19.03.2015	Australian Institute Of Management - WA (AIM)	Finance For Non Finance Managers Training - Feb 2015	8,510.77
EFT33861	19.03.2015	Bodyscience International	KLP - Protein Products For Onsale At Pro Shop	371.97
EFT33862	19.03.2015	BMT JFA Consultants Pty Ltd	Karratha Back Beach - Feasibility Study Consultancy Brief Component 3 Rft 03-14/15 24/01-20/02/15	8,250.00

Chq/EFT	Date	Name	Description	Amount
EFT33863	19.03.2015	Chadson Engineering Pty Ltd	Stock	198.00
EFT33864	19.03.2015	Chemform	Stock	2,176.35
EFT33865	19.03.2015	Command IT Services	Frank Butler - Complete Installation of CCTV Payment 2	33,418.08
EFT33866	19.03.2015	City Of Cockburn	Kta Library - Reimbursement for Lost and Damaged DVD	16.50
EFT33867	19.03.2015	Gym Care Commercial Fitness Specialists	WRF - Rower Console & Foot Straps	427.79
EFT33868	19.03.2015	Globe Australia Pty Ltd	Stock	1,043.90
EFT33869	19.03.2015	Global Security Management (WA)	Security Patrols	11,242.00
EFT33870	19.03.2015	Aspen Corporate Health	Training - Manual Tasks 11-12/11/14	5,373.17
EFT33871	19.03.2015	Jason Signmakers	7 Mile Waste - Transfer Station Signage	336.60
EFT33872	19.03.2015	Keyspot Services	16 X Replacement Logo Plates For Council Name Blocks Used At Council Meetings	240.00
EFT33873	19.03.2015	Redwave Media Ltd	Radio Advertising For 14/15 Cyclone Season Awareness Campaign	2,249.50
EFT33874	19.03.2015	Fulton Hogan Industries Pty Ltd (Pioneer Road Services)	Road Maintenance - 8 x 1000ltr Pods Of Emulsion	8,580.00
EFT33875	19.03.2015	Peter Tippett Haulage (Tenista Pty Ltd)	7 Mile - Mobilize Excavator From 7 Mile Waste to C Of K Depot LIA 03/02/15	591.25
EFT33876	19.03.2015	Scope Business Imaging	Photocopier Charges	8,575.96
EFT33877	19.03.2015	Tradelink Plumbing Supplies	Stock - Retic Parts	1,610.73
EFT33878	19.03.2015	Wormald Australia Pty Ltd	KLP - Repair Faults in smoke detectors, Routine Inspections and Maintenance on all City Sites	5,511.99
EFT33879	19.03.2015	Supercivil Pty Ltd	Road Repairs - Supply and Lay 25mm Asphalt Millstream Road and Gawthorne Road	55,662.20
EFT33880	20.03.2015	Karratha Contracting Pty Ltd	KTA Airport - Impedance Testing On Lighting Circuits and Report, Kta Cemetery - Repair Steel Gates, Kta Airport - Repair Potable Water Line Leaks, Dampier Library - Remove Air Con Units, Wickham Trsf Stn - Repair Water Leak, Kta Airport - Repair Fire Main Leak, Kta Golf Club - Report Power Capacity for Future Development, Kta Cemetery - Install Seating, Kta Airport - Repair Fault with Chilled Water Flow Switch	69,666.26
EFT33881	20.03.2015	Yakka Pty Ltd	Uniforms	11,745.95
EFT33882	19.03.2015	Karratha First National Real Estate	Lease Payments	17,380.94
EFT33883	19.03.2015	North West Realty	Lease Payments	10,211.31
EFT33884	19.03.2015	Pilbara Real Estate	Lease Payments	12,216.66
EFT33885	19.03.2015	Ray White Real Estate	Lease Payments	3,910.71
EFT33886	19.03.2015	Finbar Karratha Pty Ltd	Lease Payments	4,333.33
EFT33887	20.03.2015	Childrens Services Support Unit WA Inc - CSSU	Venue Hire : 5 January 2015 - Roebourne Advisory Group meeting	82.50
EFT33888	20.03.2015	Leisure Institute Of WA Aquatics (Inc)	KLP - Membership For LIWA Aquatics For S. Murphy	110.00
EFT33889	20.03.2015	Norwest Sand & Gravel Pty Ltd	Supply And Delivery Of 7mm Blue Metal To 7 Mile Waste Facility 19/02/15 20/02/15 and 21/02/15	21,711.69
EFT33890	20.03.2015	West Pilbara Softball Organisation	Grant Reference SP/02/OCT/14 - Purchase Of Custom Made Trailer To Transport Shades	1,600.00
EFT33891	20.03.2015	Daysafe Training & Assessing	Training - Chainsaw and Mobile Plant Tickets	2,674.95
EFT33892	20.03.2015	Dampier Primary P&C Association	Dampier Primary - CC/01/Oct/14 Purchase Protective Behaviours Materials	1,000.00
EFT33893	20.03.2015	Design Co-Operative Ltd	Signage - Design For Parks & Play Spaces	2,956.25
EFT33894	20.03.2015	Firey Productions	KLP - TV Commercials	4,029.00
EFT33895	20.03.2015	Fiske Enterprises P/L TA Express Card Service	KTA Library - Card Stock	1,606.00
EFT33896	20.03.2015	Inclusion WA	Deliver Inclusion & Participation Training Sessions Aug 15	3,157.00

Chq/EFT	Date	Name	Description	Amount
EFT33897	20.03.2015	Karratha Water Polo Association Inc.	Bucks for Bags Donation - Litter Cleanup 22/02/15 Burrup Road Dampier (145 Bags)	870.00
EFT33898	20.03.2015	LGIS Insurance Broking	Contract Work Insurance - Construction of the Dampier Community Hub Project	33,418.00
EFT33899	20.03.2015	Metro Count	Data Processing Report Complex Analysis And Quality Report	3,118.50
EFT33900	20.03.2015	Media On Mars	Rio Tinto Partnership Annual Report - Printing And Additional Modifications	10,367.50
EFT33901	20.03.2015	North West Tree Services	Wickham & Kta Cemeteries - Arborist Vegetation Removal, Tree Works - Millars Well Tank Compound, Welcome Road and KLP	19,428.20
EFT33902	20.03.2015	Parker Black & Forrest Pty Ltd	KLP - Keys Cut x 20	363.00
EFT33903	20.03.2015	Polyweld Tech Academy	KAHU Project - Testing On Failed Pipework	544.50
EFT33904	20.03.2015	RoMe Energy & Environment Pty Ltd	Mechanical Consultant Services To Review Arts And Community Precinct Mechanical Technical Drawings	1,320.00
EFT33905	20.03.2015	Kmart Karratha	Youth Services - Eastern Corridor Various Items Required For Programmes, KLP - Shade Structure Poolside,	529.50
EFT33906	20.03.2015	Skilled Group Limited	Labour Hire - Various Sites	4,586.56
EFT33907	20.03.2015	TenderLink.com	Tender Advertising	660.00
EFT33908	20.03.2015	Turf Whisperer	Consultancy for Golf Course Redevelopment 23/02-08/03/15	8,503.01
EFT33909	20.03.2015	Woolworths (WA) Ltd	WRP, KLP - Café Stock, Catering for Meetings, Animal Control	970.73
EFT33910	20.03.2015	WT Design Studio	Youth Services - Advertising National Youth Week Paintball Event 10/04/15	330.00
EFT33911	20.03.2015	Xylem Water Solutions	7 Mile Waste - Pump Hire Jan 15	836.00
EFT33912	20.03.2015	Department Of Fire And Emergency Services (ESL Payments)	2014/15 Emergency Services Levy for Rates Levied Quarter #3	564,727.54
EFT33913	27.03.2015	T F Woollam & Son Pty Ltd T/A Woollam Constructions	Kta Airport - Construction Of The Terminal Upgrade Project RFT 27-13/14 Claim #9	2,221,872.86
EFT33914	20.03.2015	GHD Pty Ltd	Dampier Stormwater Management Study Proposal - Claim #7 to 25/02/15	12,317.80
EFT33915	20.03.2015	Caltex Energy WA (Link Energy Pty Ltd)	Bulk Fuel - Diesel 09/03/2015	29,998.49
EFT33916	20.03.2015	Midalia Steel	KLP - Steel Tubing for Shelving in Oval Storage Shed	1,074.52
EFT33917	20.03.2015	BP Australia - Bulk Fuel (Reliance Petroleum)	Bulk Fuel - Diesel 26/02/15	21,884.85
EFT33918	20.03.2015	Computelec Pty Ltd	IT - Backup Exec Database Backup Licenses	785.40
EFT33919	20.03.2015	Airport Security Pty Ltd	KTA Airport - 15xASICs Print and Supply	708.00
EFT33920	20.03.2015	Ausrecord Pty Ltd	Office Expenses - Filing Stock	792.00
EFT33921	20.03.2015	Advam Pty Ltd	KTA Airport - Monthly Avdam Services for Car Parking Feb 15	329.34
EFT33922	20.03.2015	BC Lock & Key	RAC - Rekey All Areas Including Padlocks Keys Stolen	1,336.50
EFT33923	20.03.2015	BP Australia Pty Ltd	Fuel - Fleet, February 2015	10,259.52
EFT33924	20.03.2015	Centurion Transport Co Pty Ltd	Freight	4,506.43
EFT33925	20.03.2015	G De Silva	Reimbursement - Relocation Flights 18/02/15	1,438.83
EFT33926	20.03.2015	E & MJ Rosher Pty Ltd	Stock	242.35
EFT33927	20.03.2015	Grace Removals Group	Dampier Library - Relocation Of Resources And Equipment To 3 Nielsen Place	3,627.95
EFT33928	20.03.2015	Kwik Kopy Printing Centre	KTA Airport - Business Cards	181.50
EFT33929	20.03.2015	Komatsu Australia Pty Ltd	Parts - Plant Repairs	7,089.02
EFT33930	20.03.2015	Karratha Automotive Group	Parts - Plant Repairs	740.17
EFT33931	20.03.2015	Karratha Environmental Crushing Pty Ltd	7 Mile Waste - Removal Of Recycled Glass	14.52
EFT33932	20.03.2015	Modern Teaching Aids Pty Ltd (MTA)	KLP - Materials for Term 1 Program	191.73

Chq/EFT	Date	Name	Description	Amount
EFT33933	20.03.2015	Morrison Low Consultants Pty Ltd	Asset Management - Update LTFFP Capex With Capex 10yr Forecast and Revised Assumptions	2,970.00
EFT33934	20.03.2015	M P Rogers & Associates Pty Ltd	Wickham Storm Surge And Flood Inundation Modelling	12,679.59
EFT33935	20.03.2015	Print Sync Norwest Business Solutions	Photocopier Charges	2,583.77
EFT33936	20.03.2015	Shelf Cleaning Services Pty Ltd	Dampier Library - Cleaning of 3 Nielsen Place Dampier	935.00
EFT33937	20.03.2015	Tennant Australia Pty Ltd	Plant - Walk Behind Scrubber Plant # P5075	17,793.60
EFT33938	20.03.2015	UDLA	Cossack Design Guidelines Project	5,618.25
EFT33939	23.03.2015	BRL Building Company	Cossack Bond Store - Jarmon Rooms Repair Tie Downs, 5A Leonard - Ceiling Refurb, Kta Airport - Signage to Trolleys, KLP - Repaint Squash Courts, Cossack School House/Post Office/Caretakers/Gaol - Repairs and Repaint	70,885.35
EFT33940	23.03.2015	Dampier Community Association	Reimbursement To DCA For Re-location Costs Incurred	1,076.25
EFT33941	23.03.2015	WALGA (Marketforce)	Advertising - Various	1,565.98
EFT33942	23.03.2015	Harvey Norman Karratha (Karravit Pty Ltd AFT Karravit No 2 Trust T/A)	Cossack - Food Blender, IT - Keyboard	1,182.00
EFT33943	23.03.2015	Hesperian Press	New Resources For Local History Centre	1,042.00
EFT33944	23.03.2015	Human Kinetics Australia Pty Ltd	KLP - Prenatal & Postpartum Exercise Design Online Course	119.90
EFT33945	23.03.2015	Jangs Kitchen & Cleaning Pty Ltd	Refund - Payment of Debtor Invoice 92988 (double up)	330.00
EFT33946	23.03.2015	Joondalup Golf Management (Aust) Pty Ltd T/A Joondalup Country Club	Staff Accommodation - WALGA Tax Service FBT Workshop & LGMA Finance Professionals Conference	1,125.00
EFT33947	23.03.2015	Kott Gunning	Conveyancing Services - Lot 373 And Lot 390 High Street Dampier	1,828.25
EFT33948	23.03.2015	Point Parking Pty Ltd	KTA Airport - Administration and Carpark Management and Monitoring Fees Feb 15	4,015.00
EFT33949	23.03.2015	Quicksmart Industries	Bulgarra POS - 4x Banner Mesh	931.24
EFT33950	23.03.2015	Repco Auto Parts	Stock	130.68
EFT33951	23.03.2015	Swoon Design Studio	Advertising - Crime Prevention Flags	880.00
EFT33952	23.03.2015	G Shoemark	Reimbursement Of Utilities - February 2015	95.95
EFT33953	23.03.2015	Sunny Industrial Brushware Pty Ltd	Stock	814.00
EFT33954	23.03.2015	K Smith	Reimbursement - Flights for Relocation for KTA Airport 10/02/15	725.60
EFT33955	23.03.2015	Uniqco (WA) Pty Ltd	Fleet - Asset Management Service Fee - Mar 2015	3,144.17
EFT33956	23.03.2015	Karratha Timber & Building Supplies (Formerly Versatile)	Materials for Maintenance	527.73
EFT33957	23.03.2015	A Wear	Reimbursement - Utilities as per Managers Contract	84.90
EFT33958	23.03.2015	Se Power Pty Ltd Atf The Se Power Trust T/A Eneraque	KLP - Supply Of Load Bank 40% Proof	38,213.12
77663	27.02.2015	City of Karratha	Payroll deductions	395.00
77664	27.02.2015	Australian Services Union (ASU/MEU Div.)	Payroll deductions	928.70
77665	27.02.2015	Lgrceu	Payroll deductions	97.00
77666	27.02.2015	City of Karratha	Payroll deductions	4,551.92
77667	03.03.2015	Telstra Corporation Ltd	Telephone Usage Charges	1,519.33
77669	03.03.2015	Horizon Power	Electricity Usage Charges	46,881.65
77670	04.03.2015	Australian Super	Superannuation contributions	10,824.84
77671	04.03.2015	Colonial First State Firstchoice Super	Superannuation contributions	3,502.10
77672	04.03.2015	Asgard Superannuation	Superannuation contributions	360.09

Chq/EFT	Date	Name	Description	Amount
77673	04.03.2015	AMP Flexible Lifetime Superannuation Fund	Superannuation contributions	3,265.69
77674	04.03.2015	ANZ Smart Choice Super	Superannuation contributions	1,672.89
77675	04.03.2015	AXA Generations	Superannuation contributions	1,484.56
77676	04.03.2015	AMP Super Directions Fund	Superannuation contributions	543.85
77677	04.03.2015	AMP SignatureSuper	Superannuation contributions	1,108.58
77678	04.03.2015	BT Super For Life	Superannuation contributions	2,502.54
77679	04.03.2015	CBA Superannuation Savings Account	Superannuation contributions	681.81
77680	04.03.2015	Club Plus Superannuation Scheme	Superannuation contributions	1,095.24
77681	04.03.2015	First State Super	Superannuation contributions	1,050.88
77682	04.03.2015	100F Lifetrack Personal Superannuation	Superannuation contributions	957.42
77683	04.03.2015	Hesta Superannuation	Superannuation contributions	2,055.60
77684	04.03.2015	HostPlus Superannuation	Superannuation contributions	6,526.22
77685	04.03.2015	The Industry Superannuation Fund	Superannuation contributions	1,053.98
77686	04.03.2015	JR Superannuation Fund	Superannuation contributions	402.35
77687	04.03.2015	Local Government Superannuation- SYDNEY	Superannuation contributions	2,155.14
77688	04.03.2015	Legal Super Pty Ltd	Superannuation contributions	885.48
77689	04.03.2015	MLC Nominees Pty Ltd	Superannuation contributions	1,839.15
77690	04.03.2015	MLC Masterkey Superannuation	Superannuation contributions	2,793.24
77691	04.03.2015	Mercer Superannuation (Australia) Pty Ltd	Superannuation contributions	765.94
77692	04.03.2015	NGS Superannuation	Superannuation contributions	1,181.08
77693	04.03.2015	OnePath Masterfund	Superannuation contributions	927.70
77694	04.03.2015	Rest Superannuation	Superannuation contributions	10,599.59
77695	04.03.2015	Superwrap Personal Super Plan	Superannuation contributions	1,033.34
77696	04.03.2015	Sunsuper Pty Ltd	Superannuation contributions	2,160.75
77697	04.03.2015	Colonial First State Investments Limited (Super)	Superannuation contributions	955.96
77698	04.03.2015	VicSuper	Superannuation contributions	1,243.58
77699	06.03.2015	Fines Enforcement Registry (Dept Of Attorney General)	Fines - Lodgement of FERS Enforcement Certificate Unpaid Fines	3,262.00
77700	10.03.2015	Department Of Mines & Petroleum Resources Safety	KLP - Dangerous Goods Site Licence Annual Fee 15/03/15 To 14/03/16	192.00
77701	10.03.2015	Australian Taxation Office	Payment of Superannuation From December 2013 - December 2014	12,434.51
77702	11.03.2015	City of Karratha	Petty Cash Reimbursement	1,338.25
77703	12.03.2015	Building And Construction Industry Training Fund (BCITF)	BCITF Receipts - January 2015	91,368.69
77704	12.03.2015	Department Health WA	Workers Compensation - Consultation at Nickol Bay Hospital on 08/12/14	183.00
77705	13.03.2015	Department Of Housing	Refund - Double Up Of Rates Payment	3,468.57
77706	13.03.2015	Samantha Perkinson	Reimbursement - Cancelled Term Program due to Lack of Enrolments - Term 1 Cricket and Tennis	120.00
77707	13.03.2015	Vodafone Hutchison Australia Pty Limited	SES Messaging Service Charges - Feb 2015	187.65
77708	13.03.2015	Laura Peters	Refund - Cancellation of Swimming Lessons	62.40
77709	13.03.2015	City of Karratha	Payroll deductions	2,145.96
77710	13.03.2015	City of Karratha	Payroll deductions	100.00
77711	13.03.2015	Telstra Corporation Ltd	Telephone Usage Charges	9,901.34
77712	19.03.2015	Watering Concepts	Stock - Retic Parts	146.30

Chq/EFT	Date	Name	Description	Amount
77713	20.03.2015	Telstra Corporation Ltd	Telephone Usage Charges	19,644.57
77714	20.03.2015	Horizon Power	Cancelled Cheque	0.00
77715	20.03.2015	Horizon Power	Electricity Usage Charges	301,359.85
77716	20.03.2015	Water Corporation	Water Usage Charges	24,621.50
77717	20.03.2015	Dept Of Planning & Infrastructure - Plates	City of Karratha Plates - Number 39K	200.00
77718	20.03.2015	Juluwarlu Group Aboriginal Corporation	New Resources For Local History	120.00
77719	23.03.2015	LJ Hooker Karratha	Rates refund for assessment A77909	748.92
77720	24.03.2015	Department of Transport	Vehicle Registration Variation due to change of Vehicle Details - Plate 1CCU932 Toyota Landcruiser	61.70
DD22126.1	10.02.2015	Westpac Corporate Credit Cards	Credit Cards - February 2015	16,073.92
				11,295,869.70

13.02.2015	City of Karratha	Wages	717.56
16.02.2015	City of Karratha	Wages	754.40
26.02.2015	City of Karratha	Payroll F/E: 25/02/2015	765,796.02
12.03.2015	City of Karratha	Payroll F/E: 11/03/2015	831,619.18
18.03.2015	City of Karratha	Wages	1,855.43
			1,600,742.59

Total Payments: 12,896,612.29

9.3 FINANCIAL SERVICES POLICY REVIEW

File No:	FM.1
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Management Accountant
Date of Report:	8 April 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	<ol style="list-style-type: none">1. Cash Handling Policy (CF02)2. Investment Policy (CF03)3. Corporate Credit Card (CF07)4. Debt Collection Policy (CF08)5. Sustainability Policy (CF09)6. Rating Equity Policy (CF10)7. Rating Exemption Policy (CF11)8. Financial Reporting to Council – Variations and Timing Policy (CF12)9. Insurance Requirement of Users of City Owned Premises Policy (CF13)10. Reserve Funding Policy (CF14)11. Uncommitted Expenditure Policy (CF15)12. Budget Review Policy (CF16)13. Disposal of Assets Policy (CF17)14. Street Numbering Policy (CF18)

PURPOSE

To present the review of the following Financial Services policies for Council's consideration:

- Cash Handling Policy (CF02)
- Investment Policy (CF03)
- Corporate Credit Card Policy (CF07)
- Debt Collection Policy (CF08)
- Sustainability Policy (CF09)
- Rating Equity Policy (CF10)
- Rating Exemption Policy (CF11)
- Financial Reporting to Council – Variations and Timing Policy (CF12)
- Insurance Requirement of Users of City Owned Premises Policy (CF13)
- Reserve Funding Policy (CF14)
- Uncommitted Expenditure Policy (CF15)
- Budget Review Policy (CF16)
- Disposal of Assets Policy (CF17)
- Street Numbering Policy (CF18)

BACKGROUND

Officers have conducted a review of existing financial services policies. A summary of proposed changes are outlined in the table below, with all policies being presented in the revised policy format:

Council Policy Name and Number	Proposed Amendment
Cash Handling Policy (CF02)	<ul style="list-style-type: none"> • Additional responsible officer (Financial Accountant) due to current reporting lines
Corporate Credit Card Policy (CF07)	<ul style="list-style-type: none"> • Updated basis of usage for Corporate Cards
Debt Collection Policy (CF08)	<ul style="list-style-type: none"> • Inclusion of reference to part 6 of <i>Local Government Act</i> • Insertion of explanation regarding availability of Terms and Conditions • Inserted policy regarding issuance of “Letter of Demand” and further actions following failure to pay • Additional clarification provided regarding recovery of Rate Arrears • Council approval only required for sale of land for the purpose of recovery of Rate Arrears • Amended officer to whom report of Bad debts to be prepared for to Chief Executive Officer
Sustainability Policy (CF09)	<ul style="list-style-type: none"> • To be removed from Council’s list of policies – contents purely of legislative nature and therefore not required
Rating Equity Policy (CF10)	<ul style="list-style-type: none"> • Correction to rates instalment months as per 2014/15
Insurance Requirement of Users of City Owned Premises Policy (CF13)	<ul style="list-style-type: none"> • Increased Public Liability requirement from \$5m to \$10m as per CS7 • Amended requirement for certificate of currency for all community and commercial user groups as per advice from LGIS • Additional Responsible Officer (Management Accountant) • Propose for this policy to replace CS7 in its current form and be allocated as policy CS7
Uncommitted Expenditure Policy (CF15)	<ul style="list-style-type: none"> • To be removed from Council’s list of policies - contents adequately addressed by Budget Review Policy (CF-16) and the Annual Budget process
Budget Review Policy (CF16)	<ul style="list-style-type: none"> • Timing of reports to Council deleted as this is a statutory provision and therefore not required
Disposal of Assets Policy (CF17)	<ul style="list-style-type: none"> • Included parks and open space with Council Assets • Removed reference to annual review as not applicable to all documents • Updated reference to former policy document • Additional responsible officer (Asset Accountant)
Street Numbering Policy (CF18)	<ul style="list-style-type: none"> • Alinta Gas deleted from notifications • Allocated Planning policy reference

Changes to other policies included in the review were of a minor nature including updating of references relating to Council positions and titles.

LEVEL OF SIGNIFICANCE

Under *Council Policy CE8* this report is considered to be of moderate significance in terms of Council’s ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Relevant Officers have been provided with an opportunity to review and make appropriate changes to the respective policies. In particular Community Services staff have indicated that the proposed changes to the Insurance Requirement of Users of City Owned Premises Policy (CF13) is unlikely to cause significant concern to community groups and is consistent with requirements already applied to sporting groups. However a six month phase in of the new requirement will be provided so that community groups can effect any change to their insurance. Council's insurer, LGIS, has advised that the difference in the cost of \$10m Public Liability insurance compared with \$5m is relatively small.

Councillors have been consulted through the Briefing Session.

COMMUNITY CONSULTATION

No community consultation is required, however community groups to which Policy CS07 (Insurance Requirement of Users of Council Owned Premises Policy) applies will be provided with explanatory information in order for them to ensure they meet the requirements of this policy.

STATUTORY IMPLICATIONS

Section 2.7(2) (b) of the *Local Government Act 1995* provides that the Council is to oversee the allocation of the local government's finances and resources and determine the local government's policies.

POLICY IMPLICATIONS

It is proposed to remove the Sustainability Policy (CF09) and Uncommitted Expenditure (CF15). All other updated policies are proposed to replace the existing policies that have been reviewed.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2014-2015 provided for this activity:

Our Program:	4.c.2.3	Develop and/or review Council policies, procedures and processes
Our Services:	4.c.2.3.2	Continue to review financial management related policies and procedures

RISK MANAGEMENT CONSIDERATIONS

Development and Implementation of sound financial management policies assists in reducing exposure to associated financial risks.

The changes to Policy CS07 (Insurance Requirement of Users of Council Owned Premises Policy) have been proposed in order to minimise risk to Council as a consequence of damage to Council Owned Premises by uninsured user groups.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Reviews of Council policies are conducted on a regular basis to ensure currency and relevance.

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 revised Financial Services Policies CF02, CF03, CF05, CF06, CF07, CF08, CF09, CF10, CF11, CF12, CF13, CF14, CF15, CF16, CF17 and CF18 with the following amendments:

1. _____
2. _____
3. _____

Option 3

That Council by SIMPLE Majority pursuant to Section 2.7 of the *Local Government Act 1995* RESOLVES to DEFER consideration of this item pending further review.

CONCLUSION

Council policies provide clear direction to staff to enable the effective and efficient day to day management and operation of the City.

The following Financial Services policies have been reviewed and are now presented to Council for consideration:

- Cash Handling Policy (CF02)
- Investment Policy (CF03)
- Corporate Credit Card Policy (CF07)
- Debt Collection Policy (CF08)
- Rating Equity Policy (CF10)
- Rating Exemption Policy (CF11)
- Financial Reporting to Council – Variations and Timing Policy (CF12)
- Insurance Requirement of Users of City Owned Premises Policy (CS07)
- Reserve Funding Policy (CF14)
- Budget Review Policy (CF16)
- Disposal of Assets Policy (CF17)
- Street Numbering Policy (CF18)

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153108
MOVED : Cr Lally
SECONDED : Cr Harris

That Council by **SIMPLE** Majority pursuant to Section 2.7 of the *Local Government Act 1995* **RESOLVES** to:

1. **ADOPT** the following amended Council policies as attached:
 - **Cash Handling Policy (CF02)**
 - **Investment Policy (CF03)**
 - **Corporate Credit Card Policy (CF07)**
 - **Debt Collection Policy (CF08)**
 - **Rating Equity Policy (CF10)**
 - **Rating Exemption Policy (CF11)**
 - **Financial Reporting to Council – Variations and Timing Policy (CF12)**
 - **Insurance Requirement of Users of City Owned Premises Policy (CS07)**
 - **Reserve Funding Policy (CF14)**
 - **Budget Review Policy (CF16)**
 - **Disposal of Assets Policy (CF17)**
 - **Street Numbering Policy (DPXX)**

2. **DELETE** Sustainability Policy (CF09) and Uncommitted Expenditure Policy (CF15).

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

9.4 GOVERNANCE POLICY REVIEW

File No:	CM.102, CM.110
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Governance & Organisational Strategy
Date of Report:	6 April 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	<ol style="list-style-type: none">1. CE02 Legal Representation and Cost Indemnification Policy2. CE04 Retiring Councillors Presentation Policy3. CE06 Councillor Fees, Allowances and Reimbursements Policy4. CE07 Activities and Services Policy5. CE08 Significant Decision Making Policy6. CE11 Public Interest Disclosure Policy7. CE12 Execution of Documents Policy8. CG02 Honorary Freeman of the City of Karratha Policy9. CI01 Photocopying Services Policy10. CF05 Regional Price Preference Policy11. CF06 Purchasing Policy12. NEW Confidential Information Policy

PURPOSE

To consider the review of Council Policies within the Governance and Organisational Strategy Department.

BACKGROUND

The following policies have been reviewed for Council's consideration:

- **CE02 - Legal Representation and Cost Indemnification**
There are no proposed amendments for this policy.
- **CE04 – Retiring Councillors Presentation**
It is proposed to amend this policy in accordance with the Local Government Act to allow for the presentation of a gift to retiring Councillors.
- **CE06 - Councillor Fees, Allowances and Reimbursements**
It is proposed to update this policy to reflect legislative changes that occurred in 2013 including the removal of the tables for each class of fee and allowance with references

now to the Salaries and Allowances Tribunal determinations handed down that in June each year.

- **CE07 – Activities and Services**
Removed duplication in section 2.1 and included reference documents related to the Karratha Airport.
- **CE08 – Significant Decision Making**
Corrected administrative errors and included reference documents.
- **CE11 - Public Interest Disclosure**
No material changes. An added paragraph was inserted into the Consequences section of the policy.
- **CE12 - Execution of Documents**
There are no proposed amendments for this policy.
- **CG02 - Honorary Freeman of the City of Karratha**
There are no proposed amendments for this policy.
- **CI01 – Secretarial Services**
Clarified intent of policy to be photocopying services, not other secretarial work, available to not for profit community service organisations including sporting clubs. Photocopying is limited to only black/white reproductions and not colour copying. Colour prints will be at normal charges.
- **CF05 – Regional Price Preference**
Changes implemented in the definition of “regional tenderer” and “local content” that provide guidance as to the qualifications of who this policy is to apply to.
- **CF06 – Purchasing**
Although the Regional Price Preference Policy provides the maximum price consideration allowed under statute for local suppliers and it is estimated that Council spends in excess of \$40 million per annum in the local community, there is currently no mandatory price preference in relation to the evaluation of quotations. Accordingly it is proposed to include a formal “buy local” preference when quotations are required consistent with the Regional Price Preference Policy.

The following new policies is also proposed:

- **Confidential Information Policy**
A new policy designed to ensure that Councillors, employees and contractors acting on behalf of the City are aware of their responsibilities as a representative or agent of the City in relation to confidential information obtained to enable them to complete the functions for which they are engaged.

The policy covers the types of material that are considered confidential, the retention and destruction of such material and special conditions where material can be released wholly or partially.

Principles of this policy are embedded in the City’s Code of Conduct.

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

Councillor consultation has occurred through the Briefing Session.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

The Department of Local Government is proposing to release amendments to the *Functions and General Regulations* regarding local governments being capable of establishing pre-qualified panels of suppliers. Once the legislation is passed by State Parliament, this will be included in the Purchasing Policy.

POLICY IMPLICATIONS

The following policies are not proposed to be materially amended and include a rescheduling of new review dates:

- CE02 - Legal Representation and Cost Indemnification
- CE07 - Activities and Services
- CE08 - Significant Decision Making
- CE11 - Public Interest Disclosure
- CE12 - Execution of Documents
- CG02 - Honorary Freeman of the City of Karratha

The following Policies have had material amendments including a rescheduling of new review dates:

- CE04 - Retiring Councillors Presentation
- CE06 - Councillor Fees, Allowances and Reimbursements
- CI01 - Limited Photocopying Services
- CF05 - Regional Price Preference
- CF06 - Purchasing

The new policy (Confidential Information) has no implications on an existing policy.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2014-2015 provided for this activity:

Our Program: 4.c.2.3 Develop and/or review Council policies, procedures and processes

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be Low to the City in terms of Reputation and Compliance.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Reviews are conducted periodically by the City of all of its policies to ensure currency and relevance.

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 DEFER consideration of the following Council Policies as amended pending further review:

- CE02 - Legal Representation and Cost Indemnification
- CE04 - Retiring Councillors Presentation
- CE06 - Councillor Fees, Allowances and Reimbursements
- CE07 - Activities and Services
- CE08 - Significant Decision Making
- CE11 - Public Interest Disclosure
- CE12 - Execution of Documents
- CG02 - Honorary Freeman of the City of Karratha
- CI01 - Limited Photocopying Services
- CF05 - Regional Price Preference
- CF06 - Purchasing
- NEW - Confidential Information

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE the following Council Policies as amended:

CONCLUSION

Council's Governance & Organisational Strategy policies have been reviewed and amended to ensure currency and relevance to legislation and community expectations. Significant proposed changes include a "buy local" preference for evaluation of quotations consistent with the Regional Price Preference Policy and a new policy on Confidential Information.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153109
MOVED : Cr Vandenberg
SECONDED : Cr Harris

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

1. ENDORSE the following Council Policies as amended (refer Attachments 1 to 11):

- CE02 - Legal Representation and Cost Indemnification**
- CE04 - Retiring Councillors Presentation**
- CE06 - Councillor Fees, Allowances and Reimbursements**
- CE07 - Activities and Services**
- CE08 - Significant Decision Making**
- CE11 - Public Interest Disclosure**
- CE12 - Execution of Documents**
- CG02 - Honorary Freeman of the City of Karratha**
- CI01 - Limited Photocopying Services**
- CF05 - Regional Price Preference**
- CF06 - Purchasing**

2. APPROVE the new “Confidential Information” Policy.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

10 COMMUNITY SERVICES

Cr Harris declared an impartiality interest in Item 10.1 Kevin Richards Memorial Oval Facilities Plan as Cr Harris is a Life Member of the Karratha Football and Sporting Club Inc.

Cr Vandenberg declared an impartiality interest in Item 10.1 Kevin Richards Memorial Oval Facilities Plan as Cr Vandenberg is a Life Member of the Karratha Football and Sporting Club Inc.

Cr Harris and Cr Vandenberg did not leave the room as the disclosures do not restrict their ability to vote on this matter.

10.1 KEVIN RICHARDS MEMORIAL OVAL FACILITIES PLAN

File No:	RC.112
Responsible Executive Officer:	Director Community Services
Reporting Author:	Leisure Planner
Date of Report:	18 March 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none"> 1. Kevin Richards Memorial Oval Facilities Location Plan Concepts 2. Millars Well Change Rooms Schematic Design 3. Community Consultation Summary

PURPOSE

For Council to consider the facilities location plan of Kevin Richards Memorial Oval and the proposed location of the new Millars Well Change Rooms.

BACKGROUND

Within the 2013/2014 budget, Council allocated \$150,000 to investigate the usage and suitability of the pavilions within Karratha. Officers identified and recommended developments to improve these community facilities within the Community Pavilion Improvement Program report (CPIP).

Because of its synergies with the Community Garden (located close to Millars Well Pavilion) and the sporting oval, the CPIP proposed that Millars Well Pavilion be retrofitted into a Men's Shed, which was endorsed by Council at the July 2014 Ordinary Council Meeting. Planning for the Men's Shed has now been included as part of the Karratha Co-Located Facility project and is being run concurrently by the City's Leisure Services department.

Within the recommendations, it was suggested that the Millars Well Pavilion southern change rooms (currently utilised by AFL) be demolished to allow the building to be developed in a design that would cater for a wider range of user groups. The existing change rooms are not up to a standard that supports the current high usage of Millars Well and with future proposed demolition of the two existing change rooms in the pavilion, modern change room facilities are needed to service Kevin Richards Memorial Oval.

Facilities Location Plan

The City's Executive Management Team have requested Officers develop a facilities location plan of the oval site over a 20 year period, to ensure the location of the change rooms is the most appropriate, and identify the opportunities and constraints of the area. Officers have consulted with current users of the Oval and surrounding facilities to develop a plan that responds to the community and their needs into the future. The plan identifies three potential developments for the Oval and surrounding vacant land parcels.

Location of Change Rooms

Officers engaged Formworks Architecture in early 2014 to develop a schematic design of new change rooms, which was endorsed by Council in July 2014, and has been included as an attachment to this report for Council's perusal. The facility was designed to be constructed within Lot 4611 Teesdale Place. Officers are now requesting direction from Council to endorse a site for this facility to be constructed on within the Kevin Richards Oval boundaries.

The suggested location of the change rooms and overall facilities plan have been determined from consultation with current users regarding the future direction of Kevin Richards Oval. Officers have considered the Karratha Revitalisation Strategy and recommendations within the document to ensure the overall facilities plan aligns with future planning and developments, as well as club aspirations for the site. The consultation feedback has been summarised within the Community Consultation Summary which has been included as an attachment to this report.

Future Developments

The future potential developments of Kevin Richards Memorial Oval will impact all user groups. The proposed developments have been identified with the focus of upgrading the area to become a family-oriented sporting and community hub that will encourage state WAFL teams to travel to the Pilbara to play, while retaining the history of the area.

The layout of Option 1(a) is Officers' preferred development, as it provides for good interactions between facilities, and functional spaces. Additionally, this option allows the Karratha Revitalisation Strategy to come to fruition in that high-density residential lots can be developed on the surrounding land parcels. Other benefits of this option are;

1. The Oval will comply with WAFL standards and will attract tourism to the area;
2. There is excellent emergency access for change rooms, the oval and club rooms;
3. The grass banks and car parking will buffer any potential noise disturbance to residents;
4. The layout of the facilities provides for good co-location of community groups and;
5. It will allow integration of current and future facilities.

The work plan for Option 1(a) has been set out to be implemented over a 20-year period in a logical order to reduce the significant financial outlay. Most components of the plan can be completed without affecting the usage of the Oval and without impacting on any other future developments. The proposed developments of Option 1(a) are detailed in the table below and as an attachment to this report.

Time period	Development
Construction within 0 – 5 years	Construction of Millars Well Change Rooms/formalise emergency access area
	Retrofit of Millars Well Pavilion into Karratha Co-located Facility: <ul style="list-style-type: none"> - Men’s Shed - Community Garden (existing) - Karratha Arts and Learning Centre - NFP Offices - Artist in Residence space
Construction within 6 – 10 years	Construction of multiple storage sheds for community use
	Redevelop and increase size of play space to cater for multiple ages (Due to be replaced under City’s 10-year Playground Replacement Program by 2020)
	Relocate Karratha Volunteer Fire and Rescue Service Running Track offsite
	Realign Oval / Cricket Field and upgrade Oval lighting
	Relocation of cricket nets
	Construction of footpath around perimeter of site
	Redevelopment of running track into car parking
Construction within 11 – 15 years	Construction of grass bank areas for spectators
	Residential Developments (earmarked under KRS)
	Kats Clubroom extension (project to be completed by Kats Club)
Construction within 16 – 20 years	Connection of Tilbrook Close and Teesdale Place
	Continued Residential Developments

Council should note that the plan is high-level and further investigations and detailed costings will be required to be carried out before works can be completed.

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 and financial issues.

COUNCILLOR/OFFICER CONSULTATION

Leisure Services Officers have consulted with Council at the December 2013 and June 2014 briefing sessions regarding Millars Well Pavilion and the addition of change rooms to the oval site. Additionally, Officers have discussed and sought feedback from the Recreation Facilities, Planning Services and Strategic Projects departments, and the Executive Management Team.

COMMUNITY CONSULTATION

Karratha Kats Club, Karratha Volunteer Fire and Rescue Service, Karratha Roosters Club and community groups involved in the Karratha Co-Located Facility project have all been consulted regarding the future direction of the site. Officers have summarised all feedback in the attached Community Consultation Summary document.

STATUTORY IMPLICATIONS

Section 3.18 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Council has allocated \$300,000 within the 2014/2015 budget to commence the Change Room project at Kevin Richards Memorial Oval. Officers submitted a forward planning application through the WA Department of Sport and Recreation (DSR) Community Sport and Recreation Facilities Fund requesting \$540,000 for construction of the change rooms however were not successful in their application. Should Council resolve to continue with the implementation of the change room project as part of the 20-year facilities plan, Officers will continue to seek external funds to maintain Council's contribution to 40% of the total cost as per the Long Term Financial Plan.

Indicative costs for the 20-year facilities plan are outlined below, however each sub-project must be further investigated to ascertain accurate costs at time of development:

Project	Cost*
Change Rooms	\$1,080,000.00
Karratha Co-Located Facility	\$956,000.00
Storage Sheds	\$1,075,133.10
Play Space	\$150,000.00
Running Track relocation	\$1,330,477.22
Oval realignment/floodlighting repositioning	\$268,783.28
Cricket Nets	\$134,391.64
Footpath installation	\$59,132.32
Car Park	\$532,190.89
Grass Banks	\$919,200.78
Road extension	\$708,718.05
TOTAL COST OVER 20 YEARS	\$7,214,027.28

*costs include CPI increase of 3% per annum

It is not Officers' intention for Council to commit any funding at this stage; the above table has been included for Council's information only.

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 2014-2015 provided for this activity:

Our Program:	1.a.2.6	Operate Community Facilities
Our Services:	1.a.2.6.6	Plan new facilities and upgrade new facilities.
Our Program:	1.a.3.1	Provide open spaces which cater for the community's needs.
Our Services:	1.a.3.1.2	Improve open space as per community needs.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be moderate to the City in terms of financial and reputation. The facilities plan document affects a number of users of the oval and will require significant financial outlay over the next 20 years.

IMPACT ON CAPACITY

Works for the Millars Well Change Room project have been factored into Officers work plans for the 2014/2015 financial year, and projects arising from the facilities plan will be factored into future work plans.

RELEVANT PRECEDENTS

Council has previously endorsed master/facilities plans for public open space areas. Furthermore, Council has endorsed the Community Pavilion Improvement Program and agreed to progress design of the change rooms in 2014/2015.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

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

1. ENDORSE the location for the construction of Millars Well Change Room within Lot 4611 Teesdale Place;
2. NOT ENDORSE the Kevin Richards Memorial Oval Facilities Location Plan as presented as an attachment to this report.

Option 3

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

1. NOT ENDORSE the location for the construction of Millars Well Change Rooms within Lot 4611 Teesdale Place;
2. INSTRUCT the Chief Executive Officer to further investigate potential locations for Millars Well Change Rooms and present to Council at the May 2015 Ordinary Council Meeting;

3. NOT ENDORSE the Kevin Richards Memorial Oval Facilities Location Plan as presented as an attachment to this report.

CONCLUSION

A high level facilities plan of Kevin Richards Memorial Oval has been developed for upgrades to the facility over the next 20 years. The facilities plan aligns to the Karratha Revitalisation Strategy and club aspirations for the Oval. One component of the facilities plan is the Millars Well Change Room project which will be carried out within the next five years. Officers require Council to provide direction about the location of the change rooms to be constructed, and the overall facilities plan.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153110
MOVED : Cr White-Hartig
SECONDED : Cr Saylor

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

1. **CONSIDER** the location for the construction of Millars Well Change Room within Lot 4611 Teesdale Place as outlined as option 1(a) in the attached Facilities Location Plan.
2. **ENDORSE** in principle, the Kevin Richards Memorial Oval Facilities Location Plan as presented as an attachment to this report.
3. **NOTE** that no Council funds will be committed at this stage, with the exception of previously committed budget to the Millars Well Change Room project.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

10.2 THE YOUTH SHED OUTDOOR REDEVELOPMENT TENDER EVALUATION

File No:	CM.205
Responsible Executive Officer:	Director Community Services
Reporting Author:	Leisure Planner
Date of Report:	19 March 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none"> 1. The Youth Shed Outdoor Redevelopment Design 2. CONFIDENTIAL Evaluation Report

PURPOSE

For Council to consider the appointment of the successful tenderer for the Construction of The Youth Shed Outdoor Redevelopment Stage 2 (RFT 20-14/15).

BACKGROUND

In February 2015, the Chief Executive Officer exercised Delegated Authority as per Section 5.42 of the *Local Government Act 1995* and Council Policy CE13 to approve the call for tenders for the Construction of The Youth Shed Outdoor Redevelopment Stage 2 project. The weighting criteria for the tender being:

Criteria	Weighting
Price	60%
Relevant Experience	10%
Tenderers Resources	10%
Demonstrated Understanding/Timeline	20%

The scope of works is for the construction of an extension to the skate park (Stage 2) at The Youth Shed, Karratha, and includes but is not limited to:

1. Preliminaries and earthworks;
2. Supply and install concrete for a 3-on-3 basketball court, basketball hoop, and line marking;
3. Construction of a central concrete terrace area that incorporates informal seating and skateable terraces;
4. Construction of a concrete platform and shade structure for a 'hang-out' space;
5. Minor electrical works and lighting upgrades;
6. Removal and reinstatement of irrigation and;
7. Landscaping works.

The design of The Youth Shed Outdoor Redevelopment project is attached for Council's perusal. Officers released the Request for Tender (RFT) without noting a budgetary limit, in the interest of receiving best value for money.

The RFT was released on Wednesday 4 March 2015 and closed Wednesday 25 March 2015 – remaining open for a period of three weeks. Four submissions were received by the closing date from:

1. Aerison Pty Ltd;
2. Leethall Constructions Pty Ltd;
3. Karratha Contracting Pty Ltd and; and
4. DME Contractors/Total Eden Pty Ltd.

The tender submissions were evaluated by a panel of four City of Karratha Officers comprising of:

1. Leisure Planner;
2. Youth Services Coordinator;
3. Parks and Gardens Coordinator; and
4. Technical Services Coordinator.

The tender submissions were first assessed for compliance with the tender documentation, followed by an assessment against the criteria weightings. A copy of the Evaluation Report is attached to this report as a confidential attachment.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Leisure Services are project managing the construction, and have consulted with the project team comprising of Youth Services (the Client), Technical Services and Parks and Gardens departments (technical advisors), for input and feedback into the design. The City's Executive Management Team have also been consulted.

COMMUNITY CONSULTATION

Community consultation occurred as part of the design process, with CONVIC undertaking an on-site workshop for young people to provide feedback and ideas. Youth Services have also consulted with users of the space via a public survey.

STATUTORY IMPLICATIONS

The Chief Executive Officer exercised Delegated Authority to approve the tender criteria weighting as per Section 5.42 of the *Local Government Act 1995*.

Tenders were called in accordance with Section 3.57 of the *Local Government Act 1995* – Tenders for providing goods or services.

POLICY IMPLICATIONS

Council Policy CE13 Tender Evaluation Criteria and Policy CF-5 Regional Price Preference Policy were applied to this process.

FINANCIAL IMPLICATIONS

A project budget of \$350,000 has been adopted through the 2014/2015 annual budget process. The quoted price provided by the recommended contractor falls within budget and allows for a 10% funds contingency for works within this financial year.

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 2014-2015 provided for this activity:

Our Program:	1.a.2.6	Operate Community Facilities.
Our Services:	1.a.2.6.6	Plan new facilities and upgrade new facilities.
Our Program:	1.a.3.1	Provide open spaces which cater for the community's need.
Our Services:	1.a.3.1.2	Improve open space as per community needs.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be low to the City in terms of financial and social implications.

IMPACT ON CAPACITY

There is no impact on capacity or resourcing to carry out the Officer's recommendation. Project Management of the Youth Shed Outdoor Redevelopment has been factored into Leisure Services Officers work plans.

RELEVANT PRECEDENTS

Council have previously constructed several public open spaces throughout the City. Recently Council has designed and commenced construction of the Bulgarra Public Open Space.

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 APPOINT _____ as the contractor for the Construction of The Youth Shed Outdoor Redevelopment project RFT 20-14/15.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT progress with the tender for the Construction of The Youth Shed Outdoor Redevelopment project RFT 20-14/15.

CONCLUSION

The Youth Shed Outdoor Redevelopment Stage 2 project involves the construction of an extension to the existing skate park, a 3-on-3 basketball court, informal terraced seating and a shaded platform hang out space. After advertising the tender for construction for a period of three weeks, the Evaluation Panel recommends the appointment of the Contractor as per the attached confidential Evaluation Report for the Construction of The Youth Shed Outdoor Redevelopment Stage 2 – RFT 20-14/15.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153111
MOVED : Cr Vandenberg
SECONDED : Cr Saylor

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to APPOINT Leethall Constructions as per the confidential Evaluation Report, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 20-14/15 – Construction of The Youth Shed Outdoor Redevelopment Stage 2.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

10.3 ROEBOURNE COMMUNITY HALL: REVISED MANAGEMENT MODEL

File No:	LS.10
Responsible Executive Officer:	Director Community Services
Reporting Author:	Manager Recreation Facilities
Date of Report:	24 March 2015
Applicant/Proponent:	WA Police and Citizens Youth Club
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

For Council to reconsider management of the Roebourne Community Hall by a formal lease agreement (rather than MOU) with the WA Police and Citizens Youth Club, Roebourne. (WA PCYC).

BACKGROUND

The WA PCYC Roebourne is a not for profit organisation that creates opportunities for young people in the community through the delivery of recreational and educational activities and programmes.

At its January meeting, Council resolved (153036 refers) to:

1. AGREE pursuant to Regulation 11(2)(f) of the *Local Government (Functions and General) Regulations 1996* to enter into a memorandum of understanding with the Police and Citizens Youth Club for the Management of the Roebourne Community Hall due to the unique nature of the services to be supplied that they are the sole supplier of the service.
2. DELEGATE AUTHORITY to the Chief Executive Officer to finalise operational details of the memorandum of understanding with the Police and Citizens Youth Club.

During the final stages of operational details of the above MOU, the WA PCYC requested that the management instrument be changed to a formal lease agreement, rather than the MOU as previously agreed.

WA PCYC has given the following reasons for the change to a lease agreement:

1. An MOU is only an understanding with limited opportunities for WA PCYC and other funders to invest in resources.
2. A lease agreement clearly demonstrates that WA PCYC (with key partner, the WA Police) and the City of Karratha are serious about doing something for the community of Roebourne.
3. Further, a lease agreement, rather than an MOU, is a stronger instrument and demonstrates a long term commitment that will assist WA PCYC with WA Police support, to pursue grants and other funding sources for much needed programs with strong governance, and

4. The MOU arrangement would also not allow WA PCYC to use some of the State Government's allocated budgeted monies for WA PCYC infrastructure upgrades. A 5 plus 5 (year) lease arrangement allows the WA PCYC to utilise their own funds to upgrade parts of the Roebourne Community Centre in partnership with the City of Karratha as a contributing party, as the lease conditions fall into the requirements of the State Government infrastructure upgrade agreement.

Given the new information supplied by the WA PCYC, and the potential for additional external funding as outlined in point 4 above, Officers consider that a formal lease agreement between parties may represent a better outcome for Council.

Terms and conditions that were to be contained in the MOU would continue to be applied in the lease agreement. These include:

1. Term of the lease is to be 5 years (with 5 year option on expiry).
2. Peppercorn rental of \$1- per annum for use of office space and Community Hall facilities subject to minimum levels of service.
3. A minimum 20 hours delivery of youth focus programs at agreed times subject to capacity.
4. The WA PCYC shall be responsible for all electricity charges associated with the use of the office space and community hall.
5. The WA PCYC shall pay a nominal \$500- per annum for water services and consumption at the premises.
6. The WA PCYC is responsible for the cleaning of the office space, community hall and toilet facilities. Inspections of the standard of the facility will be conducted on a quarterly basis and any rectifications required will be at the cost of the PCYC.
7. The WA PCYC shall be responsible for all telephone / internet connections and all costs associated with the ongoing management of them.
8. The City of Karratha shall retain responsibility for building maintenance, buildings insurance, capital works and garden maintenance.
9. The WA PCYC shall be responsible for the external hire of the facility to other users. This includes all bookings, confirmations, receipt of fees and bonds and handling of all booking requirements by others. All income received is retained by the PCYC. Statistical reporting showing attendance and income figures to be presented to the City of Karratha on a monthly basis as required.

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, cultural and wellbeing issues within the City.

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

Further consultation has occurred between PCYC Executive and Director Community Services, Andrew Ward. During these discussions terms were agreed in principle with aspects outlined in Officers recommendation pending agreement and endorsement by Council.

STATUTORY IMPLICATIONS

Section 3.58 of the *Local Government Act 1995* details the process to dispose of property.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Financial implication of reconsidering the tool of agreement is limited to the cost of executing and servicing the lease agreement. Financial arrangements within the MOU would remain the same and transfer to a Lease Agreement.

STRATEGIC IMPLICATIONS

This item is relevant with the City's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012 - 2016. In particular the Operational Plan 2014-2015 provides for this activity:

Our Program:	1.a.2.6	Operate Community Facilities
Our Services:	1.a.2.6.2	Provide and manage community recreational facilities.
Our Program:	1.d.2.2	Develop and implement strategic partnerships that assist in the provision community infrastructure and service delivery.
Our Services:	1.d.2.2.2	Source new partnership agreements.
Our Program:	1.f.4.2	Provide support to local community groups and local service providers for community engagement events, projects, programs and activities
Our Services:	1.f.4.2.5	Provide community funding and grants to encourage development and provision of programs and activities that benefit the wider community.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

There is no additional impact on capacity should the recommendation be agreed to.

RELEVANT PRECEDENTS

Council has entered into other management models of multi-purpose facilities such as the Pam Buchanan Family Centre in the past.

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 REAFFIRM its decision to enter into a Memorandum of Understanding with the WA Police and Citizens Youth Club, Roebourne for the Management of the Roebourne Community Hall, rather than a formal lease agreement with that organisation.

CONCLUSION

Council had previously resolved to enter into a Memorandum of Understanding with WA PCYC for the Management of the Roebourne Community Hall, which included program delivery. During final negotiations of this MOU, new information and a request for a formal Lease Agreement was received from the PCYC.

Given the potential for external funding that would not be available under a MOU, Officers recommend an alteration to the type of management tool of agreement as a more advantageous outcome for the City of Karratha.

OFFICER'S RECOMMENDATION

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

1. **ENTER into a lease agreement with the WA Police and Citizens Youth Club, Roebourne, for the Management of the Roebourne Community Hall noting that:**
 - a) **The lease term will be five (5) years plus a further five (5) year option, by mutual agreement.**
 - b) **The lease fee will be \$1- per annum.**
 - c) **The Lessee will be responsible for the electrical charges associated with the use of the office space and community hall.**
 - d) **The Lessee shall pay a nominal \$500- per annum for water services and consumption at the premises.**
 - e) **The Lessee shall be responsible for the cleaning of the facility, telephone/internet connections and all costs associated with the ongoing management of them.**
 - f) **The City of Karratha shall retain responsibility for building maintenance, building insurance, capital works and garden maintenance.**
 - g) **The Lessee shall be responsible for the external hire of the facility to other users.**
2. **AUTHORISE the Chief Executive Officer to finalise operational lease details with the WA PCYC Roebourne.**
3. **AUTHORISE The Mayor and the Chief Executive Officer to execute the lease agreement under Common Seal should no significant objections be noted during the statutory advertising period.**

COUNCIL AMENDMENT / RESOLUTION

Res No : 153112
MOVED : Cr White-Hartig
SECONDED : Cr Bailey

That Council by SIMPLE Majority RESOLVES to DEFER consideration of the Roebourne Community Hall: Revised Management Model to the May 2015 Ordinary Council Meeting.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

REASON : Councillors laid this item on the table as they felt that more information was needed, in particular details for the external hire of the facility, to make a decision on the proposal to enter into a lease agreement with the WA Police and Citizens Youth Club, Roebourne, for the Management of the Roebourne Community Hall.

10.4 DAMPIER COMMUNITY HUB CHILDCARE

File No:	CP.329
Responsible Executive Officer:	Director Community Services
Reporting Author:	Manager Leisure Services
Date of Report:	30 March 2015
Applicant/Proponent:	1. Children’s Services Support Unit 2. Pilbara Preparatory
Disclosure of Interest:	Nil
Attachment(s)	1. Children’s Services Support Unit Final Offer 2. Pilbara Preparatory Proposal

PURPOSE

For Council to appoint a childcare provider to operate the Dampier Community Hub Childcare facility.

BACKGROUND

The Dampier Community Hub is currently under construction and due for completion mid-2016. A key aspect of the facility is the delivery of a 70 place mixed use (i.e. long day care, occasional care, OHSC) childcare facility. During mid-2014 the management of the childcare space was advertised via a formal public tender. At the August 2014 Ordinary Council Meeting Council resolved to:

1. NOMINATE Children’s Support Services Unit (CSSU) Inc. as the preferred operator of the Dampier Child Care Facility under RFT 45-13/14.
2. DELEGATE to the Chief Executive Officer the ability to negotiate the financial implications of the contract and all other details required to finalise the lease agreement.

Officers have continued to negotiate with CSSU since August 2014. In January 2015 CSSU provided a revised proposal to Officers that indicated their suggested terms of agreement (see attached). Officers consider this offer not to be in the best interest of Council due to the financial implication to both Council and the wider community. As a result Officers re-negotiated with several other providers who are currently operating within the City of Karratha. The outcome of these discussions has concluded and Officers are now presenting all options to Council.

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 and financial issues.

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

Officers have worked closely with CSSU for several months attempting to reach an agreement on the lease terms for the management of the new Dampier childcare facility. Officers due to the financial implications outlined in this report. Officers advised CSSU that their offer was not financially attractive to the City and were invited to further review their submission. CSSU respectfully denied and stated the offer attached to this report was their best offer. Following this conversation Officers approached the following local childcare providers:

1. Embracing Children
2. Pilbara Preparatory
3. YMCA

Embracing Children advised Officers they would not be interested in reviewing the opportunity again. Officers met with both YMCA and Pilbara Preparatory during March and presented the current offer that was presented to CSSU. In summary this was:

1. Flat lease fee of 3% of Gross Income (invoiced quarterly)
2. Tenant to pay all outgoings and cleaning costs
3. Daily rates for care should be comparable to Karratha

The YMCA did not submit an offer after reviewing the conditions and meeting with Officers. Pilbara Preparatory did make an offer which is attached for Council's information. The financial impacts of the Pilbara Preparatory offer is outlined within the financial Implications of this report.

STATUTORY IMPLICATIONS

Section 3.58 of the *Local Government Act 1995* details the process to dispose of property (including leasing) which will include an advertising period.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The financial implications pertaining to this report are significant. CSSU have indicated that until 23 FTE enrolments are maintained for over a 12 month period a lease fee cannot be paid, rather the City would need to pay a service fee and provide further support. Pilbara Preparatory have proposed a unique model, by which they intend to apply pressure to the current market through pricing and under all circumstances will pay a lease fee of 3% per annum. The summary of the two models is presented below:

	Lease conditions	Daily rate	Additional Information
Children's Services Support Unit (CSSU)	<ul style="list-style-type: none"> • Sustainability funding of \$53,000 per annum • 1 x Subsidised House • No Lease fee • Will pay outgoings and cleaning 	\$127-\$130 per day long day care \$53 per day after school care \$127 per day Vocational care	Should over 23 FTE be maintained for over 12 months, all support will cease and CSSU will pay a lease fee of 3% per annum.

<p>Pilbara Preparatory</p>	<ul style="list-style-type: none"> • 3% per annum at all times • Will pay all outgoings • Will pay for all cleaning 	<p>\$90 per day long day care</p> <p>\$54 after school care</p> <p>\$75 per day before and after school packages</p>	<p>These proposed fees will be for trial period of 6 months. Should the reduced rate be successful (measured by increasing enrolments), these rates will continue. If not successful, long day care rate will return to normal rate of \$112 per day.</p>
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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 2014-2015 provided for this activity:

- Our Programs: 1.d.1.2 Provide a contemporary, innovative family facilities that provide a variety of family oriented services.
- Our Services: 1.d.1.2.1 Promote and support families and children services within the City.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to moderate to the City in terms of financial implications.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously built and leased the childcare facility within the Pam Buchanan Family Centre.

VOTING REQUIREMENTS

Absolute and Simple Majority

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

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

1. APPOINT Children’s Services Support Unit Inc. (ABN: 74914567313) as the tenant of the Dampier Community Hub Childcare Facility located at lot 373 High Street Dampier.

2. ENTER into a lease with Children’s Services Support Unit (CSSU) Inc. for the management of the Dampier Community Hub Childcare Facility under the following lease conditions:
 - a) Lease term is a 5 year plus 5 year option by mutual agreement.
 - b) The City is to pay sustainability funding to CSSU up to \$53,000 per annum.
 - c) Tenant is to pay all outgoings.
 - d) Tenant is responsible for all cleaning.
 - e) Tenant is not to pay any lease fee.
 - f) The City is to provide one (1) subsidised house for use by CSSU.
 - g) Items (b), (e) and (f) are absolved and replaced by a 3% lease fee of gross income, should CSSU maintain over 23 FTE enrolments for a period of 12 months.

3. INSTRUCT the Chief Executive Officer to finalise the lease with Children’s Services Support Unit Inc.

CONCLUSION

Officers have engaged the wider market on several occasions over the past nine months, seeking a suitable organisation to provide childcare services from the proposed Dampier Childcare facility. Following recent discussions with Children’s Service Support Unit Inc. (who were nominated as the preferred provider), Officers have considered all other options available to Council. These options are now presented for Councils consideration.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153113
 MOVED : Cr White-Hartig
 SECONDED : Cr Lally

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

1. **NOTE that negotiations with Council’s preferred operator of the Dampier Childcare Facility (RFT 45-13/14) have not been successful as the offer from the Operator (Children’s Support Services Unit Inc.) is not financially attractive to the City or the Dampier Community.**

2. **ENTER into a lease with Lewis Consulting Service Pty Ltd for the management of the Dampier Community Hub Childcare Facility under the following key lease conditions:**
 - a) **Lease term is a 5 year plus 5 year option by mutual agreement.**
 - b) **Lease fee is 3% of Gross Income, payable quarterly.**
 - c) **Tenant is to pay all outgoings.**
 - d) **Tenant is responsible for all cleaning.**
 - e) **Tenant is responsible for outdoor areas within the leased area.**

3. **AUTHORISE the Chief Executive Officer to finalise the lease with Lewis Consulting Services Pty Ltd subject to no significant objections being received following the statutory advertising period.**

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
 AGAINST : Nil

Cr White-Hartig declared an impartiality interest in Item 10.5 Community Funding Applications Received by the Roebourne Advisory Group (RAG) as Cr White-Hartig is a Member of the Roebourne Advisory Group.

Cr White-Hartig did not leave the room as this disclosure does not restrict Cr White-Hartig’s ability to vote on this matter.

10.5 COMMUNITY FUNDING APPLICATIONS RECEIVED BY THE ROEBOURNE ADVISORY GROUP (RAG)

File No:	CS.4
Responsible Executive Officer:	Director Community Services
Reporting Author:	Director Community Services
Date of Report:	30 March 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none"> 1. March 2015 Roebourne Advisory Group meeting minutes 2. ANZAC Day Centenary Celebrations Application 3. NAIDOC Celebration Application 4. Elders Yarn Application

PURPOSE

For Council to consider the three community funding requests received via Council’s Roebourne Advisory Group.

BACKGROUND

The Roebourne Advisory Group was established by the Shire of Roebourne (now the City of Karratha) on 14 December 2009. The overall aim of the Roebourne Advisory Group is to enable community members and Councillors to work collaboratively to represent the views of the community in setting and implementing a shared vision for the town of Roebourne. Roebourne Advisory Group (RAG) meetings are held on the first Monday of every month.

Roebourne Advisory Group are eligible for funding through the City of Karratha Annual Community Association Grant Scheme as guided by Council Policy CS.19 (ACADS and Ex Gratia Schemes). Through the 2013/14 ACADS application, the Roebourne Advisory Group allocated \$40,000 (ex GST) to support community events and programs being held in the Roebourne community.

To date the \$20,145 (ex GST) has been allocated, via an application process, to groups as outlined in the RAG March minutes (attachment 1, page 5). The Roebourne Advisory Group has the following amounts available for distribution:

2013/14 ACADS	\$19,855 (ex GST) available from the allocated \$40,000 (ex GST) Community Events & Project Funding
	\$20,000 (ex GST) Contingency funds
2014/15 ACADS	\$20,000 (ex GST) Contingency funds
Total amount available	\$59,855 (ex GST)

At the March 2015 Roebourne Advisory Group meeting, three applications were received from the Roebourne community requesting funds for their respective community events and projects which is attached for Council perusal. The Roebourne Advisory Group considered the applications received and assessed each application out of session (via email) due quorum requirements not being met. The information below provides an overview of the applications the Roebourne Advisory Group’s resolution, and the City Officer recommendation and justification in relation to each application (all amounts are presented ex GST):

Applicant	Project/Event Description	Amount of Funding requested	Funds committed to date	Roebourne Advisory Group Resolution	Officer’s Recommendation
<p>Roebourne ANZAC Day Committee (auspice via NYFL)</p>	<p><i>ANZAC Day Centenary Celebrations (13 April – 25 April 2015)</i> 1 week school holiday program – illustration workshops 5 day ANZAC Day program for schools Indigenous participation in war evening event Whim Creek memorial event ANZAC Day/NYFL Game – Wickham Wolves ANZAC Day Dawn Service and Gunfire Breakfast</p> <p><i>Total Project Cost: \$94,500</i></p>	<p>\$50,000</p>	<p>\$12,000 (RAG) \$7,500 (CofK)</p>	<p><i>RECOMMENDED TO SUPPORT to the value \$45,000 (ex GST)</i></p>	<p><i>NOT RECOMMENDED to support the application based on:</i></p> <ul style="list-style-type: none"> • The project commencement date is 13 April, a date prior to Council having the opportunity to ratify the RAG minutes endorsing support for the event. • Procedure indicates that all applications must be received eight weeks prior to the events being held. Application was not received within the eight week lead in time. • Officers suggest project costs (\$94,500) are excessive in comparison to the other City events. • Justification of wider community benefit (connection to the RAG strategy) provided within the application is insufficient to warrant support to the value of \$50,000. • RAG has committed \$12,000 to the Roebourne Anzac Day celebration through the 2014/15 ACADS funds. • Council has committed \$7,500 to the Roebourne Anzac Day celebration through the 2014/15 budget process.

<p>City of Karratha</p>	<p>NAIDOC Saturday 4 July 2015 2015 NAIDOC Celebration being held on Saturday, 4 July at the Old Reserve aims to bring the community together to celebrate the achievements of aboriginal people.</p> <p>Total Project Cost: \$475,000</p>	<p>\$5,000</p>	<p>Nil</p>	<p>NOT SUPPORTED</p>	<p>Recommend to DEFER application to the next RAG meeting schedule for Monday, 4 May.</p> <ul style="list-style-type: none"> • Application dates contained within the application need clarification in regards to actual opening event date. • The start date of the project meets the eight week lead-in time to assess the application. • RAG members raised questions regarding the application, deferring the assessment allows for further information to be provided. • The event meets the RAG strategy of providing events that benefit the wider Roebourne community.
<p>Ngarliyarndu Bindirri Aboriginal Corporation</p>	<p>Elders Yarns (x4) Elders Yarns are an open opportunity to engage directly with the elders of the community and to comprehend what they believe are key issues in the town of Roebourne.</p> <p>Total Project Cost: \$8,000</p>	<p>\$8,000</p>	<p>Nil</p>	<p>NOT SUPPORTED</p>	<p>Recommend to Defer application to the next meeting scheduled for Monday, 4 May.</p> <ul style="list-style-type: none"> • The start date of the project meets the eight week lead-in time to assess the application. • RAG members raised questions regarding the application, deferring the assessment allows for further information to be provided.
<p>TOTAL COST OF ALL PROJECTS: \$577,500</p>		<p>TOTAL AMOUNT REQUESTED FROM RAG: \$63,000</p>		<p>TOTAL AMOUNT SUPPORTED BY RAG: \$45,000 (ex GST)</p>	<p>TOTAL AMOUNT RECOMMENDED BY OFFICERS: \$0</p>

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 for Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

The Roebourne Advisory Group membership consists of three (3) Councillors including Cr Garry Bailey, Cr Michael Saylor and Cr Fiona White-Hartig and four (4) community members.

COMMUNITY CONSULTATION

Should Council support the Roebourne Advisory Group resolution to support the ANZAC Day celebrations, Officers would recommend the Roebourne ANZAC Day committee undertake consultation with the Roebourne community.

Alternatively should Council support the Officer's recommendation further community consultation is recommended to be undertaken to ensure that the events and projects that are supported benefit the Roebourne community.

STATUTORY IMPLICATIONS

Section 3.18 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

Policy number CS19 - Annual Community Association Grant Schemes is relevant to this matter. The Scheme makes provision for projects from Dampier, Roebourne, Wickham, Point Sampson and Karratha communities to receive funding on the basis that the project provides benefit to their direct community.

FINANCIAL IMPLICATIONS

Should Council endorse the Officer's recommendation the expenditure is in accordance with 2014/15 Budget for Annual Community Association Grant Schemes from Non-Statutory Donations.

Endorsing the Officer's recommendation leaves the \$40,000 contingency funds from the 2013/14 and 2014/15 financial years unallocated. The \$19,855 remains for RAG to administer as part of the approved Community Events Funding as per the 2013/14 ACADS resolution.

As per policy CS.19, Annual Community Association Grant Scheme, point 2.5 highlights unspent and/or unallocated funds as:

Contingency funds that remain unspent and/or unallocated to a reserve project at the conclusion of the relevant financial year, will be forfeited.

Officers are able to provide guidance and support to RAG in identifying projects that can be allocated to the contingency funds that have a greater benefit to the Roebourne community.

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.4.2

Provide support to local community group and local service providers for community engagement events, projects, programs and activities.

Our Services: 1.f.4.2.5 Continue to provide and support a range of celebratory community events and services.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be low to the City in terms of financial compliance in particular regards the \$40,000 (ex GST) contingency funds not be allocated to projects and being forfeited.

IMPACT ON CAPACITY

There is no additional impact on capacity or resourcing to carry out the Officer's recommendation. The Roebourne Advisory Group does however, impact on the Community Services team with assistance provided for various projects prioritised for implementation through the Annual Community Association Grant Schemes.

There is no additional impact on capacity or resourcing to carry out the Roebourne Advisory Groups recommendation.

RELEVANT PRECEDENTS

The Roebourne Advisory Group allocated funding has been previously endorsed by Council through the Annual Community Association Development Scheme as per resolution 152489 in May 2013 and 152840 in May 2014.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT ENDORSE funding for the following Roebourne Advisory Group Community Event Funding applications:

1. Roebourne ANZAC Day Committee for ANZAC Day Centenary Celebrations;
2. City of Karratha for Roebourne NAIDOC Celebrations; and
3. Ngarliyarndu Bindirri Aboriginal Corporation (NBAC) for Elders Yarn (x4).

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE funding for the following Roebourne Advisory Group Community Event Funding applications (amounts provided as ex GST):

1. Roebourne ANZAC Day Committee for ANZAC Day Centenary Celebrations to the value of \$ _____
2. City of Karratha for Roebourne NAIDOC Celebrations to the value of \$ _____
3. Ngarliyarndu Bindirri Aboriginal Corporation (NBAC) for Elders Yarn (x4) to the value of \$ _____

Option 4

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE funding as per the Roebourne Advisory Group resolution as follows:

1. SUPPORT Roebourne ANZAC Day Committee for ANZAC Day Centenary Celebrations to the amount of \$45,000 (ex GST);
2. NOT SUPPORT the City of Karratha for Roebourne NAIDOC Celebrations; and
3. NOT SUPPORT the Ngarliyarndu Bindirri Aboriginal Corporation (NBAC) for Elders Yarn (x4).

CONCLUSION

The Roebourne Advisory Group received three Community Event Funding applications for consideration at the March Roebourne Advisory Group meeting.

The Roebourne Advisory Group resolved to:

- Support the Roebourne ANZAC Day Committee application for the Centenary Celebrations from 13 April to 25 April 2015 to the value of \$45,000 (ex GST).
- Not support the City of Karratha NAIDOC Roebourne event.
- Not support the Ngarliyarndu Bindirri Aboriginal Corporation (NBAC) Elders Yarn application.

Roebourne Advisory Group has funding available through the Annual Community Association Grant Schemes with \$40,000 (ex GST) currently noted as unallocated contingency funds and \$19,855 unallocated for Community Events and Project Funding.

City of Karratha Officers are recommending an alternative recommendation to the Roebourne Advisory Group resolution in regards to the three applications.

OFFICER'S RECOMMENDATION

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

1. NOT ENDORSE funding for Roebourne ANZAC Day Committee.
2. DEFER the funding application received from Ngarliyarndu Bindirri Aboriginal Corporation (NBAC) to the value of \$4,000 (ex GST) to support the Elders Yarn (x4) to the May Roebourne Advisory Group meeting.
3. DEFER the funding application received from the City of Karratha for the 2015 NAIDOC opening event in Roebourne to the value of \$2,500 (ex GST) to the May Roebourne Advisory Group meeting.

COUNCIL AMENDMENT / RESOLUTION

Res No : 153114
MOVED : Cr Bailey
SECONDED : Cr White-Hartig

That Council by **SIMPLE** Majority pursuant to Section 3.18 of the *Local Government Act 1995* **RESOLVES** to **ENDORSE** funding as per the Roebourne Advisory Group resolution as follows:

1. **SUPPORT** Roebourne ANZAC Day Committee for ANZAC Day Centenary Celebrations to the amount of \$45,000 (ex GST);
2. **NOT SUPPORT** the City of Karratha for Roebourne NAIDOC Celebrations; and
3. **NOT SUPPORT** the Ngarliyarndu Bindirri Aboriginal Corporation (NBAC) for Elders Yarn (x4).

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

REASON : Councillors considered the ANZAC Day Centenary Celebration as a “one-off event” is warranted to improve the community understanding and awareness of Roebourne’s wartime history.

10.6 MAJOR EVENTS SPONSORSHIP SCHEME BUDGET ALLOCATION

File No:	RC.120
Responsible Executive Officer:	Director Community Services
Reporting Author:	Acting Events Coordinator
Date of Report:	24 March 2015
Applicant/Proponents:	Nickol Bay Sports Fishing Club, Blanche Bar, West Coast Waves, Dampier and Karratha Lions Club and Nor West Jockey Club
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none">1. CONFIDENTIAL Evaluation Report – Billfish Shootout 20152. CONFIDENTIAL Evaluation Report – Karratha Festival3. CONFIDENTIAL Evaluation Report – West Coast Waves4. CONFIDENTIAL Evaluation Report – FeNaCING Festival5. CONFIDENTIAL Evaluation Report - Roebourne Races

PURPOSE

For Council to consider the five applications that have been received under the Major Events Sponsorship Scheme.

BACKGROUND

The Major Event Sponsorship Scheme Policy CS-22 aims to actively develop and attract major events to the City. Benefits sought from these sponsorships include increased community capacity, economic impact, profile raising and tourism development opportunities.

Submissions received March 2015

Council has budgeted \$432,500 towards the scheme during the 2014/15 year. At the June, October and December 2014 Ordinary Council Meetings, Council has allocated \$346,675 towards event attraction. Officers have actively engaged commercial operators and community organisations to encourage further event applications that may be accommodated in the remaining 2014/15 budget allocation of \$85,825.00.

This report identifies the submissions received and provides Council with the evaluation and Officer recommendation for events to be funded via the Major Events Sponsorship Scheme.

The specific criteria to evaluate submissions are detailed within Council Policy CS22 and are summarised as:

- strategic fit
- value for money
- audience development/values of excellence & diversity
- genre
- venue suitability
- production capability
- timing

Since the previous commitment to a total of thirteen projects/events in December 2014, a further five completed applications have been received and assessed. Two of these applications have never previously received funding from Council and are new initiatives to the region. One application has never received funding but is looking to grow and improve their existing event. The submissions were received from:

1. Nickol Bay Sportsfishing Club- Billfish Shootout
2. Blanche Bar – Karratha Festival
3. West Coast Waves- Competition game
4. Dampier and Karratha Lions Club – FeNaCING Festival
5. Nor West Jockey Club – Roebourne Races

The Nickol Bay Sportsfishing Club have commenced some advertisements for the 2015 Billfish Shootout. In light of their application within this scheme and their appetite to raise the profile of this event, they have included the City of Karratha logo on the collateral produced to date. This does not highlight any predetermined assumption by Officers nor the applicant. The respondent has been notified that Council can reject all applications presented and are not obliged to accept the funding request. Officers have not notified the respondent of Officers recommendation.

The table below summarises the Officer’s recommendations on whether to support each event and if so, what financial contribution

Applicant	Project/Description	Proposed Date, Location and Estimated Attendance	Requested Sponsorship Value	Recommended Sponsorship Value	Requested Sponsorship Term	Recommended Sponsorship Term	Recommended
1) Nickol Bay Sportsfishing Club	A family focused tag and release fishing tournament where billfish e.g. marlin and sailfish are the target. This is held over 4 days which is a return to base competition.	29 May – 1 June 2015 200-300 per night	Year one: \$20,000	Year one: \$20,000	1 year	1 year	Yes
Basis for recommendation: The application demonstrated a strong potential media impact for the City of Karratha and the ability to showcase the region through tourism and fishing show opportunities. It is recommended that Officers work with the applicant to secure media opportunities through fishing shows, fishing magazine or travelling journalists. Participants in these types of competitions are likely to spend more than average visitors during their stay in the region contributing positively to the economic output of the event.							
2) Blanche Bar	An annual music event that engages all demographics of the community and region, by encouraging different groups to get involved in the creation, development and running of The Festival	Saturday 8 August 2015	Year one: \$50,000 plus \$4500 in-kind	Year one: \$30,000 cash \$4,500 in-kind	1 year	1 year	Yes
Basis for recommendation: The proposal highlighted a strong commitment to media and marketing spend as well as concepts to encourage attendance from throughout the Pilbara region including oval camping. The application demonstrated a commitment to community engagement opportunities including youth design, performance and collaboration opportunities. The evaluation panel also noted the goals of the festival and the desire to positively promote the liveability and prosperity of the region.							
3) West Coast Waves	An annual WNBL season game held in Karratha as well as associated basketball training camps	November	Year one: \$35,000 Year two: \$35,000 Year three: \$35,000	Not Recommended	3 year	1 year	No

<u>Basis for recommendation:</u>							
The basis for this decision is that the media impact and economic impact of this project remains unclear and unconfirmed. A large percentage of the project expenditure is set aside for player and staff costs which results in money leaving the region and event impact is likely to be only within the local basketball community.							
4) Karratha and Dampier Lions Club	The 43 rd annual FenaCING festival is a family friendly weekend carnival.	1 & 2 August 2015	\$60,000 plus \$26,780 in-kind (as per the current MOU)	\$60,000* Funded from draft 2015/16 budget	Not Applicable	Continuous	Yes
<u>Basis for recommendation:</u>							
The annual FenaCING festival is one of the City’s hallmark events and continues to offer a positive contribution economically to local businesses. Officers recognise the need to develop a stronger dataset about visitation numbers, stallholder’s revenue and local vs non-local stalls to better assess the economic impact of this event.							
5) Nor West Jockey Club (NWJC)	Community events held by NWJC offering four horse racing events in Roebourne per year.	Ladies Day 11 July 2015 Roebourne Cup 25 July 2015 Culture & Tourism Day TBA 2016 Family Day TBA 2016	\$18,000 plus \$7,500 in-kind	\$25,500.00* Funded from draft 2015/16 budget	Not Applicable	Continuous	Yes
<u>Basis for recommendation:</u>							
The City has been providing this funding to the club for a number of years. The Ladies Day and Roebourne Races events have strong attendance each year and attract some media attention via GWN7 and other outlets. Economic impact remains unclear and further research is needed to calculate the economic impact.							
RECOMMENDED SPONSORSHIP TOTAL FOR 2014/15 BUDGET:					\$54,500		
RECOMMENDED SPONSORSHIP TOTAL FOR DRAFT 2015/16 BUDGET:					\$85,500		

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.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place via the Evaluation Panel consisting of Manager Leisure Services, Acting Event Coordinator and Club Development Officer and subsequent liaison with the Acting Director Community Services. Council may consider the applications to be unsatisfactory and as such may reject the applications. Should this occur, Officers will continue to seek opportunities that align with the intention of scheme.

COMMUNITY CONSULTATION

Officers have worked directly with community groups and commercial operators to improve deliverables of existing events as well as applicants seeking sponsorship for new initiatives.

Officers have proactively sourced new proposals and event concepts from a targeted list of companies. A number of concepts explored were deemed unsuitable and subsequently no formal application was received.

STATUTORY IMPLICATIONS

Section 3.18 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

The allocation of Major Events Sponsorship Scheme budget is underpinned by Policy CS-22 as endorsed by Council at the 2014 April OCM, Resolution Number 152826.

FINANCIAL IMPLICATIONS

An allocation of \$432,500 is listed for the 2014/15 budget to support the Major Events Sponsorship Scheme. Should Officers recommendations be supported by Council a total of \$401,175 of the 2014/15 budget will be committed and a total of \$85,500 from the 2015/2016 draft budget may be committed pending adoption of 2015/16 budget. A further \$31,325 is proposed to be set aside from the remaining 2014/15 budget, pending a formal application from the AFL and/or Croc Media. Should this proposal not progress, Officers suggest the remaining funds of \$31,325 will return to budget surplus.

Approved Budget	Committed June OCM	Committed October OCM	Committed December OCM	Recommended April OCM	Remaining Budget allocation
\$432,500	\$141,845	\$164,830	\$40,000	\$54,500	\$31,325

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 2014-2015 provided for this activity:

- Our Program: 1.f.1.5 Identify potential sponsorship and grant funding opportunities.
- Our Services: 1.f.1.5.1 Provide responsive and effective Community Grant and Sponsorship Opportunities to assist with community engagement projects and strategies.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously committed funding at the June, October and December OCM under this scheme.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to MODIFY the amount and/or submissions received as per Council’s determination:

Applicant	Project	Cash Sponsorship Value	Requested Sponsorship Term
Nickol Bay Game Fishing Club	Billfish Shootout		1 year
Blanche Bar	‘Karratha Festival’		1 year
West Coast Waves	West Coast Waves Tour		3 years
Karratha and Dampier Lions Club	FeNaCING		Annual
Nor West Jockey Club	Roebourne Races		Annual
RECOMMENDED SPONSORSHIP TOTAL			

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to REJECT the applications for the 2014/15 Major Event Sponsorship Scheme as presented in this report.

CONCLUSION

Officers have thoroughly evaluated each of the applications received and recommended Council support two applications with the remaining 2014/15 budget and two applications with the endorsement of the 2015/16 budget. One application was deemed to not adequately meet the schemes criteria and as a result was not recommended. The applications recommended offer a diverse range of events to deliver economic impact and media profiling for the City of Karratha with a number of new initiative events introduced through the scheme.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153115
 MOVED : Cr Vandenberg
 SECONDED : Cr Saylor

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

1. ENDORSE financial support for organisations detailed below as part of Major Events Sponsorship Scheme in the 2014/15 budget from account number 314209:

Applicant	Project	2014/15 Allocation
Nickol Bay Sports Fishing Club	Billfish Shootout	\$20,000
Blanche Bar	Karratha Festival	\$34,500
RECOMMENDED SPONSORSHIP TOTAL		\$54,500

2. ENDORSE financial support for organisations detailed below as part of Major Events Sponsorship Scheme, subject to Council endorsement of 2015/16 budget:

Applicant	Project	2014/15 Allocation
Dampier and Karratha Lions Club	FeNaCING Festival	\$60,000
Nor West Jockey Club	Roebourne Races	\$25,500
RECOMMENDED SPONSORSHIP TOTAL		\$85,500

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
 AGAINST : Nil

11 DEVELOPMENT SERVICES

11.1 HOME OCCUPATIONS POLICY

File No:	ED.8
Responsible Executive Officer:	Director Development Services
Reporting Author:	Economic Development Advisor
Date of Report:	2 April 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. DP4. Home Occupations Policy 2. City of Karratha Home Occupations Q & A

PURPOSE

For Council to review DP4 Home Occupation Policy.

BACKGROUND

From time to time issues and concerns have been raised with City of Karratha officers in regard to alleged home occupations. Typically these issues have been raised by concerned neighbours because of noise issues or the coming and going of vehicles. More recently the issues have been raised by business owners who have either observed advertisements in social media or had staff resign to set up a competing business and they have predominantly been hair and beauty related businesses.

Where sufficient details have been supplied, either by the complainant or by research of the relevant social media sites, Council officers have followed up with the relevant occupants. Typically they are instructed to cease operations until they have received planning, building or environmental health approvals as required. They are provided with information of the approvals process and appropriate contact details for enquiries. Generally those businesses have subsequently become compliant and their business operations approved. Issues around traffic, parking and vehicles have been referred to Ranger Services for action.

More recently complaints have been received from business owners regarding the cost of doing business in Karratha and their perceptions of “fairness” in allowing businesses to operate from home. From the research presented in this report from other municipalities, it is clear that the permissibility of Home Occupation / business uses within the Planning Schemes of the City of Karratha is in line with common practice from other Councils. Whilst Council has a role to protect the amenity, character and safety of residential streets and neighbourhoods and apply this in practice via the Home Occupations Policy, it is not in the remit of Councils to intervene from a competitive market perspective by setting quotas or other such interventions.

If Council were to intervene from a competitive market perspective, the City would find itself in breach of the principles of the National Competition Policy. Due to the provisions of the National Competition Policy, the City cannot preclude or limit business solely due to other fixed businesses being in place. The City’s population, together with the fact that there are already many businesses selling similar products / services excludes the protection

provisions. If the population of Karratha or the individual towns in the District were significantly smaller, was serviced by only one shop, and were not in close proximity to a major centre, then a case could be mounted to permit the protection provisions. However in this case, if the City were to enact the protection provisions, it would knowingly be in breach of a federal statute and may be subject to court action.

Having said that, it is also incumbent on the City to protect the amenity, character and safety of residential streets and neighbourhoods. To this end, the City has a policy on home occupations (DP4 – see attached) which applies to the whole City and forms part of the City of Karratha Town Planning Scheme No. 8.

Under the policy, there are two categories, home occupation and home business. The main difference between the two is the scale of the proposal. Home occupations are a single person operation within that person's residence within a maximum area of 20m². Home Business must also be operated by the person resident in a dwelling and that person may also employ up to two other staff within a maximum area of 50m². Additionally a home occupation can have the presence, parking or garaging of a vehicle up to two tonnes tare weight with a home business allowing a vehicle up to 3.5 tonnes weight.

Home Occupation within the wider context

It is estimated that out of the 2,100,000 businesses in Australia (ABS, March, 2015), 1,000,000 are home based (business.gov.au). Within WA, some local government areas have up to 16 % of residential dwellings with a home based business (Department of Planning, Liveable Neighbourhoods). The WA Small Business Development Corporation (SBDC) estimates that over two thirds of small businesses operate at and/or from home. Further they claim the following benefits of home based businesses:

- It can stimulate the local economy
- Allows business operators to balance work-life commitments
- Encourages innovation and competition within local communities by allowing individuals to try out new business ideas without the huge start-up costs and commitment of taking on commercial leases and other overheads
- These business operators are likely to spend more money locally, employ local people and/or contract work to other local businesses
- It can help to avoid 'dormitory suburbs', thereby improving surveillance and safety of neighbourhoods
- A reduced need for public transport and less traffic congestion on the roads.
- These businesses are able to sell their wares at local markets improving the appeal of a locality for residents and tourists alike
- Having a local government supportive of home-based businesses can, ostensibly act as low-cost business incubators
- Positive and proactive partnerships, support, media and marketing from Local Government assists in preventing operators from "flying under the radar" thereby limiting adverse activities that may impact on the amenity of residential neighbourhoods.

(Source: SBDC, March, 2015)

The Federal government supports home based businesses via the provision of a home business web page on the www.business.gov.au web site.

The WA State Government actively supports the development of home based businesses in regional WA via the Small Business Development Corporation's (SBDC) WA Regional Small Business Awards – Home Based Business category and via the provision of a Home Business webpage as part of the SBDC website - www.smallbusiness.wa.gov.au.

Supporting Home Occupation

The City of Karratha actively seeks to provide for and encourage small business, services and professions that are able to operate within existing residential areas. Small to Medium enterprise development including micro, home based businesses & franchises have been identified within the City's Operational Economic Development Strategy 2014-2016.

Similar to the SBDC above, the City of Karratha supports home based businesses via sponsorship of the KDCCI Business Excellence Awards – Best Home Business category. Several Karratha businesses who have been awarded in this category at the local KDCCI Business Excellence Awards have gone on to become finalists and winners at the WA Regional Small Business Awards in the categories of Best Home Based Business and Regional Small Business Achiever Awards.

The City of Karratha also has a partnership with the Business Centre Pilbara to deliver the Home Based Business Network and quarterly workshop series which have proven to be well attended.

Understanding Home Occupation

Under the policy, there are two categories, home occupation and home business. The main difference between the two is the scale of the proposal. Home occupations are a single person operation within that person's residence within a maximum area of 20m². Home Business must also be operated by the person resident in a dwelling and that person may also employ up to two other staff within a maximum area of 50m². Additionally a home occupation can have the presence, parking or garaging of a vehicle up to two tonnes tare weight with a home business allowing a vehicle up to 3.5 tonnes weight.

In order to understand home business / occupations are dealt with in a sample of other municipalities, City of Karratha officers undertook research as to the permitted business uses within residential zones which are detailed in the following table:

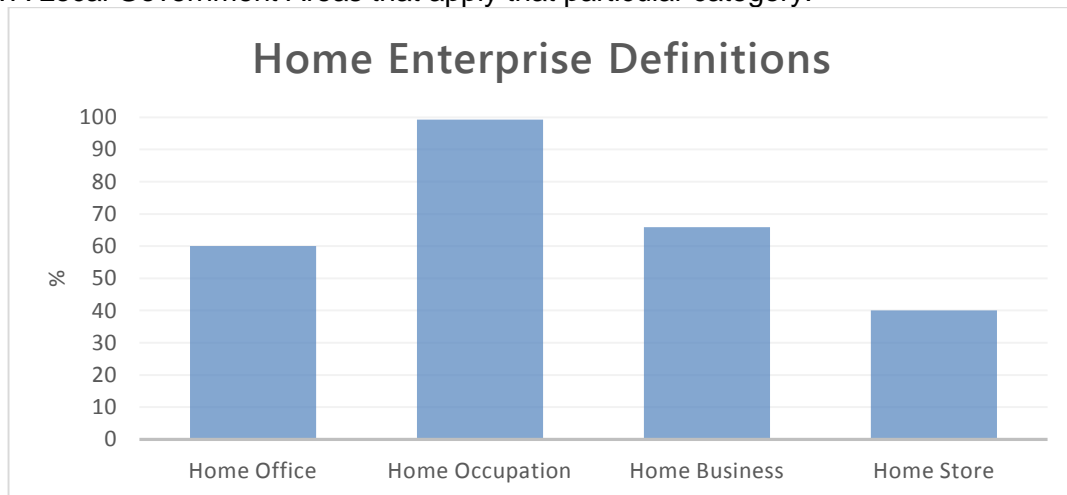
LGA	Scheme – Residential Zone	Renewal	Hair Dressing / Beauty Salon separate use
Shire of Broome	Home business - Permitted Home Occupation – Permitted	Yes	No
Shire of East Pilbara	Home business – Must Advertise Home Occupation - Permitted	Yes	No
Town of Port Hedland	Home business – Must Advertise Home Office – Must Advertise No Home Occupation	No	No
Shire of Ashburton	Home business – Must Advertise Home Occupation – Discretion to Advertise	No	No
Shire of Carnarvon	Home Occupation - Must Advertise	No	No
City of Mandurah	Home Occupation - Must Advertise	Yes	No
City of Cockburn	Home business – Must Advertise Home Occupation – Discretion to Advertise Home Office – Permitted No Planning Approval required	Yes	No

LGA	Scheme – Residential Zone	Renewal	Hair Dressing / Beauty Salon separate use
City of Swan	Home business – Discretion to Advertise Home Occupation – Permitted Home Office – Permitted Home Store – Must Advertise	Yes	No
City of Subiaco	Home business – Must Advertise Home Occupation – Permitted Home Office – Permitted	Yes	No
City of Kwinana	Home Occupation – Must Advertise	Yes	No
City of Karratha	Home business – Discretion to Advertise Home Occupation – Discretion to Advertise Home Office – Permitted	No	No

The permissibility of Home Occupation/business uses within the Planning Schemes of the Council’s surveyed show without exception that they are similar to the City of Karratha in that they require planning approval for these uses. In all instances hair dressers and beauticians were considered as Home Occupations/Businesses and were not a separately defined land use in residential areas at these Councils.

In respect to home-based businesses, Local Governments in WA take guidance from the WA Town Planning Regulations 1967 which provide model scheme text for Local Government to incorporate into land use plans. Across the State, 99% of Local Government Schemes provide the opportunity for home occupations to be conducted in residential areas.

The following chart identifies the four categories of home enterprises and the percentages of WA Local Government Areas that apply that particular category.



(Source: WALGA, March 2015)

The WA Local Planning Scheme regulations are currently under review by the State Government. WALGA advise that their understanding is the current definitions for home enterprises will be kept.

Annual renewals occur in some other Councils across the state being more prevalent in the city areas than regional Councils. An analysis of costs versus benefits follows:

Benefits	Cost
<ul style="list-style-type: none"> • Further fees to the City • More accurate record of the number and type of businesses operating legally from residential properties. • Knowledge of those Home Occupations/Businesses still operating could be used for educating and supporting the home business network. 	<ul style="list-style-type: none"> • More 'red tape' and costs for those operating these small scale businesses from home due to additional annual fees. • Should those with approvals not come forward and renew annually it opens up compliance issues. Officers would need to either chase up the people for renewal and/or undertake compliance to rectify the situation which ultimately could cost more time and money than the fees received annually. • Increased staff time and resources required (customer services, finance, planning) to accept and process renewals. • Potential to impact negatively on the Reputation of the City if it were to introduce any further red tape or actions putting a financial or regulatory burden on the small business sector, especially given the current economic environment.

Since 2011 there have been 54 home businesses / home occupations approved within the City of Karratha. The breakdown of business types is:

Activity	Number
Beauticians and/or Nails	20
Hairdressers	12
Massage/Physiotherapy/Naturopath	8
Food related	4
Day Care	3
Hire Businesses	3
Other	4
Total	54

It must also be noted that only certain types of businesses lend themselves to being able to operate as a home based business and include the likes of hairdressers, beauticians, tax consultants, masseuses and similar. It is not surprising then that the majority of home occupation applications in the City of Karratha in recent times have been for hairdressers and beauticians. For 2015 the main applications have been hair dressing (2), beauty (2), physiotherapy and baked goods. This activity profile reflects that in other municipalities in both metropolitan and remote areas. Due to the current and historical transitory nature of residency within the towns of the City of Karratha, it is reasonable to assume that a number of these businesses would no longer be operating from home.

Council records cannot produce information on the number of home occupations/businesses currently operating because, in a bid to reduce procedural 'red tape', the City has not required Home Occupations/Businesses to renew their approval annually.

The City's Environmental Health Service has commenced registering all hairdressing, beauty therapy and skin penetration premises, which includes those operated in a residential premises. This list is updated on a regular basis as new home businesses are identified via advertising in the local paper, social media (i.e. Facebook), and via word of mouth (generally similar home businesses).

Given the current economic climate with significant retrenchments from employers within the City of Karratha such as major resource companies, Government Departments and Small to Medium enterprises, Council’s reputation would be enhanced if it were to maintain initiatives to retain those affected residents by allowing them to operate home based enterprise and to maintain a policy environment that supports and enable home-based business as incubators for future business growth.

While Council officers are of the view that the current balanced approach of supporting small business activity in residential areas, protecting the amenity of neighbourhoods and creating an enabling policy framework for small business incubation (as is the case in 99% of WA LGAs) is the right approach.

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 has taken place between officers from within Development Services.

COMMUNITY CONSULTATION

No community consultation has taken place.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

No financial implications

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2014-2015 provided for this activity:

- Our Program:
 - 4.b.1.3 Investigate service requests raised by the community on all health, building, ranger and planning matters
 - 4.b.1.4 Conduct assessments of all building, health and ranger related applications and issue permits and approvals in accordance with legislative requirements
- Our Services:
 - 4.b.1.3.1-3 Respond to building, planning and health complaints and instigate remedial action where required
 - 4.b.1.4.1 Assess all types of building applications submitted to the City within the statutory timeframes

The item is also relevant to the City’s Operational Economic Development Strategy 2014 – 2016:

- Objective
 - 1.1.1 Strengthen microbusiness and SME outcomes via the facilitation of business support services, education programmes, networking and targeted business development.

RISK MANAGEMENT CONSIDERATIONS

There may be a risk to Council's reputation if it were to introduce any further red tape or actions putting a financial or regulatory burden on the small business sector, especially given the current economic environment.

Further if the City took any actions which would preclude or limit business solely due to other fixed businesses being in place it would breach provisions of the National Competition Policy.

IMPACT ON CAPACITY

There will be no impact on Council in respect to acceptance of the officer's recommendation. If Council were to implement annual fees for home business/occupations this would necessitate increased staff time and resources (customer services, finance, planning) to accept and process renewals or undertake compliance activities for those businesses failing to renew.

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:

1. RECEIVE the Home Occupations Report; and
2. INTRODUCE an annual renewal fee for home business/occupations commencing from July 1, 2015

Option 3

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

1. NOT RECEIVE the Home Occupations Report; and
2. _____

CONCLUSION

It is clear that home-based businesses are a significant contributor to local, state and the National economy and are fully supported by all levels of Government, Chambers of Commerce and Business Centres. Research indicates that it is impractical for the majority of businesses to operate from home and that home-based businesses tend to be limited to particular types of businesses.

Given the current economic climate with significant retrenchments from employers within the City of Karratha such as major resource companies, Government Departments and Small to Medium enterprises, Council's reputation would be enhanced if it were to maintain initiatives to both retain those affected residents by allowing them to operate home based enterprises

and to maintain a policy environment that supports and enable home-based business as incubators for future business growth.

Having said that, it is also incumbent on the City to protect the amenity, character and safety of residential streets and neighbourhoods. To this end, the City has a policy on home occupations (DP4 – see attached) which applies to the whole City and forms part of the City of Karratha Town Planning Scheme No. 8. However it is not in the remit of Councils to intervene from a competitive market perspective by setting quotas or other such interventions.

Council officers are of the view that the current balanced approach of supporting small business activity in residential areas, protecting the amenity of neighbourhoods and creating an enabling policy framework for small business incubation and growth (as is the case in 99% of WA LGAs) is the right approach. Although not recommended, changes to the statutory processes could result in better recording, monitoring and reporting on home occupation activities but with a resulting increase in 'red tape' and costs to both the applicant and the City.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153116
MOVED : Cr Vandenberg
SECONDED : Cr Harris

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

- 1. RECEIVE the Home Occupations Report; and**
- 2. SUPPORT the current practice of approvals of home occupations/businesses as per DP4 Home Occupations Policy.**

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

11.2 PRIORITY FIRST PACKAGE WORKS FOR POINT SAMSON FORESHORE

File No:	EM.12
Responsible Executive Officer:	Director Development Services
Reporting Author:	Senior Strategic Planner
Date of Report:	2 April 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. Point Samson Foreshore Works Staging Plan 2. Point Samson Foreshore Works Concept Landscape Plan 3. Point Samson Foreshore Works Decking Details 4. Point Samson Foreshore Works Dune Rehabilitation Plans 5. Point Samson Foreshore Works Summary Cost Estimates

Full Copies of all documentation will be available at the Councillor Briefing Session and Ordinary Council Meeting

PURPOSE

For Council to consider a recommendation to approve the priority first package works for Point Samson foreshore.

BACKGROUND

Point Samson has had a number of strategic plans prepared over the last five years to guide the future direction and vision of both the Point Samson Foreshore and the township itself.

These plans include:

- Point Samson Foreshore Enhancement Plan (Point Samson Community Association, 2013)
- Point Samson Foreshore Management Plan (City of Karratha, 2014)
- Draft Point Samson Structure Plan (also on this agenda).

Amongst other things, these plans aim to foster ongoing protection and enhancement in the foreshore dune area, provide increased recreational amenity and provide guidance on the future development of the townsite. They incorporate a variety of technical studies that consider issues such as coastal inundation, coastal erosion and sea level rise.

The draft Structure Plan identifies foreshore enhancement works at key locations along the Point Samson Foreshore to increase the amenity and enjoyment for the Point Samson community and visitors alike. The Point Samson Foreshore Works Plan has been prepared to provide further detail on specific works packages, including design, costing and works staging (Attachment 1).

The Foreshore Works Plan investigates the existing site conditions and previous strategic plans to determine the strengths, weaknesses, opportunities and constraints associated with various foreshore works packages. The Plan incorporates coastal engineering advice, information gathered from site inspections, input from community workshops, previous foreshore management plans and detailed comments from a number of senior City Officers.

The Foreshore Works Plan has focused on the section of the Point Samson foreshore between Mears Drive and The Point (Attachment 2).

Works packages, with cost estimates, have been prepared for the following precincts:

- Millars Close Area
 - Public Amenity Structure \$565,157 (Attachment 3)
 - Dune Fencing and Rehabilitation \$277,499 (Attachment 4)
 - Carpark Rationalisation, Drainage and Verge Planting \$668,244
- Community Hall Area
 - Dune Fencing and Rehabilitation \$273,959
 - Carpark Rationalisation, Drainage and Footpath Works \$367,600
 - Emergency/Maintenance Vehicle Access \$119,579
- Mears Drive
 - Dune Fencing and Rehabilitation \$361,896
 - Public Amenity Structure \$514,358
 - Carpark Formalisation and Linemarking \$55,029

Officer workshops were held on 16th and 23rd March 2015 to determine a recommended first stage package of works. Works were prioritised using the following criteria:

- Available budget (City funds and Rio Tinto partnership contribution)
- Community feedback on priority works
- City capacity to implement, complete and maintain proposed foreshore works

The workshops resulted in the following works being prioritised as the first stage works package:

- Millars Close Area
 - Commence Dune Fencing and Rehabilitation
 - Public Amenity Structure
- Detailed Design
 - Millars Close Carpark Rationalisation and Drainage
 - Community Hall Carpark Rationalisation and Drainage
 - Mears Drive Carpark Formalisation and Linemarking

These items were prioritised according to community and environmental considerations. Firstly, community preference is for finished works that are tangible and provide benefit and improvement of foreshore facilities. In this respect, Rio Tinto Partnership Funds can be used for the development of beautification and associated works. Secondly, coastal processes including beach erosion and sand drift impact significantly on existing foreshore facilities and infrastructure. Dune stabilisation and rehabilitation is therefore a priority to ensure that foreshore facilities are preserved and protected from further coastal processes hazards.

It is noted that some works package items, such as car park, footpath and streetscape works, require detailed design to be undertaken first. Tenders have been called to secure a suitably qualified and experienced organisation to assist with this and other coastal projects in Karratha and Dampier. The recommended first stage works package includes undertaking detailed design for all such works across the study area so those works can be scheduled in subsequent years. Quotes for detailed design and consideration of the quotes will inform any budget request.

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 enhancing the amenity and attraction of the Point Samson Foreshore area while implementing appropriate management strategies to limit adverse impacts of coastal hazards such as erosion and sedimentation in a coordinated, cost effective and timely manner.

COUNCILLOR/OFFICER CONSULTATION

A number of senior City Officers have had input into the Point Samson Foreshore Works Plan and the process for prioritising priority works for the foreshore areas. The process created through the Dampier Town site and Foreshore Enhancement Plan was followed to ensure appropriate internal consultation and review of the foreshore plan as part of recommending priority works packages.

Phase	Action	Explanation	Point Samson Progress
1	Plan	Foreshore Management Plans and subsequent Foreshore Works and Implementation Plans are completed as scheduled	✓
2	Prioritise	An Officer Prioritisation Workshop is held to prioritise proposed foreshore works developed through Foreshore Works and Implementation Plans	✓
3	Authorise	Proposed first package works are authorised by funding partners (e.g. Rio Tinto Partnerships) where relevant	✓
4	Adopt	Council considers recommended first package works for adoption	Current
5	Inform	The relevant community is informed of prioritised works	
6	Do	Infrastructure Services issues design and construct instructions to appointed contractor to complete prioritised works	Out to tender

COMMUNITY CONSULTATION

A number of community consultation workshops have been held over the past two years as part of developing the draft Point Samson Structure Plan, Foreshore Enhancement Plan and Foreshore Management Plan. The outcomes of this consultation were incorporated into the documents, which were used as the basis for the development of the Point Samson Foreshore Works Plan.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Detailed design of the carpark rationalisation, drainage and line marking for Millars Close carpark, Community Hall Carpark and Mears Drive carpark is required and subject to budget allocation, is recommended to be undertaken in 2015/16. The Rio Tinto Partnership has a \$1,000,000 budget allocated for use by November 2017 for Point Samson foreshore works implementation. It is recommended that priority beautification and associated works (i.e. Millars Close public amenity structure in first stage) be funded through this Agreement funding. The City will consider and prioritise other works packages and funding as part of the Long Term Financial Plan, as grant funding becomes available and as part of future budgeting processes.

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 2014-2015 provided for this activity:

- Our Programs: 1.a.2.4 Maintain City infrastructure necessary to meet the community needs
- 1.a.2.7 Deliver projects of strategic importance to the City
- 1.a.3.1 Provide open spaces which cater for the communities needs
- 1.b.4.1 Manage and improve the landscaping and streetscape
- 1.d.2.2 Develop and implement strategic partnerships that assist in the provision of community infrastructure and service delivery.
- 1.f.2.3 Make the most of our Natural and Public Environment.
- 4.b.2.1 Provide and maintain high quality playgrounds, skate parks and public open spaces.
- 4.c.2.7 Pursue best practice delivery of Planning Services.
- Our Services: 1.a.2.4.3 Plan and implement Capital Works Program related to roads, footpaths and drainage.
- 1.a.2.4.5 Maintain and renew road and footpath/cycleways infrastructure.
- 1.a.2.4.6 Maintain and renew other community infrastructure (beaches, boat ramps, jetties).
- 1.a.3.1.4 Maintain and renew City’s parks, gardens, streetscapes and facilities, bushland and reserves.
- 1.d.2.2.1 Implement evaluate and report on Rio Tinto Partnership agreements.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be Moderate to the City in terms of Environment and Reputation with the Point Samson community for delivering a high standard of community infrastructure that is protected from coastal hazards.

IMPACT ON CAPACITY

The City will need to oversee and administer implementation of priority works. This will be undertaken within existing staff resources.

RELEVANT PRECEDENTS

The Dampier Townsite and Foreshore Enhancement Plan was considered by Council in March 2015. Council carried the Officer’s recommendation.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to: NOT ENDORSE the proposed priority first package works for Point Samson Foreshore.

CONCLUSION

It is recommended that Council endorse the recommended first stage package of works for the Point Samson Foreshore, noting budget implications, and advise the Point Samson Community Association of priority works and expected timeframes.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153117
 MOVED : Cr Saylor
 SECONDED : Cr Lally

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

1. **ENDORSE** the proposed priority first package of works for the Point Samson Foreshore as follows:
 - a) **Build** the public amenity structure and commence dune fencing and rehabilitation in the Millars Close Area;
 - b) **Subject** to 2015/16 budget allocation, undertake detailed design for Millars Close carpark rationalisation and drainage, Community Hall carpark rationalisation and drainage and Mears Drive carpark formalisation and linemarking.
2. **NOTE** that Rio Tinto has committed \$1,000,000 towards implementation of beautification and associated works in Point Samson.
3. **CONSIDER** a City of Karratha financial allocation to implement this first stage works package as part of setting the 2015/16 Budget.
4. **CONSIDER** the total costs of all packages of work as described in the Point Samson Foreshore Works Plan in the context of the City’s Long Term Financial Plan.
5. **ADVISE** the Point Samson Community Association of priority works to be undertaken and the expected timeframes for those works.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
 AGAINST : Nil

11.3 POINT SAMSON STRUCTURE PLAN: REQUEST TO ADOPT FOR PUBLIC ADVERTISING

File No:	LP.151
Responsible Executive Officer:	Director Development, Services
Reporting Author:	Senior Strategic Planner
Date of Report:	2 April 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment	1. Draft Point Samson District Structure Plan 2. Precinct Plan 3. ‘Zoom-in’ of Town Centre, Tourism and Harbour zones depicted within the Structure Plan 4. Harbour zone Indicative Concept

Full copies of the draft Structure Plan document will be available at the Councillor Briefing Session and Ordinary Council Meeting.

PURPOSE

For Council to consider a recommendation to adopt the draft Point Samson District Structure Plan for Public Advertising.

BACKGROUND

Point Samson is acknowledged as having a well-defined and unique strategic role within the Pilbara. Point Samson is recognised for the positive synergy between its recreational and lifestyle opportunities, tourism and commercial fishing industries. Point Samson is currently one of the smaller towns within the Pilbara but with revitalisation plans being developed and the growth of coastal tourism, it has significant potential.

The purpose of preparing the draft Point Samson District Structure Plan (“the draft Structure Plan”) is to guide future growth of Point Samson to accommodate a population of approximately 500 people, with the potential of accommodating up to 1,000 people, in a logical and staged manner that can meet demand as and when it arises.

The draft Structure Plan describes the spatial, environmental, infrastructure and land use context of the town, highlighting key environmental, social and economic aspects. Land use and infrastructure issues are considered at a strategic level and the draft structure plan establishes specific objectives and a well-considered design layout to guide future development over the short, medium and longer term.

The vision for Point Samson under the draft Structure Plan is for a small coastal settlement capable of accommodating an ultimate population of up to 1,000 people, whilst retaining a coastal village character. The aim of the draft Structure Plan is to facilitate appropriate development of Point Samson which builds upon the lifestyle, tourism and recreation focus of the town. The tourism and recreational assets of Point Samson serve the people of the

Pilbara and attract visitors from an even wider catchment and add positively to their experiences.

The draft Structure Plan defines specific objectives for Point Samson which are to:

- Develop an identifiable Town Centre with a coastal aspect;
- Facilitate the development of Point Samson as a sustainable tourist node compatible with the social and environmental setting;
- Retain the 'fishing village' atmosphere of Point Samson; and
- Accommodate additional residential land release.

The draft Structure Plan is a non-statutory plan that outlines the proposed zones and other key elements of the town (i.e. the proposed movement network). As the draft Structure Plan is non-statutory, it will provide a guiding framework to ensure co-ordination of subsequent layers of more detailed planning and development. This specifically includes the preparation of Development Plans for identified 'Urban Development Areas' and 'Special Control Areas'.

The Structure Plan consists of two parts, consistent with the Western Australian Planning Commission *Structure Plan Guidelines* (2012):

- Part A
Provides a rationale for the Structure Plan based upon the context and evidential analysis detailed in Part B and defines key recommendations of the Structure Plan.
- Part B
Includes the information from technical studies that provides the relevant background and context to the Structure Plan. This includes analysis of the evidential base informing the rationale for the Structure Plan outlined in Part A.

A summary of the anticipated key statistics and planning outcomes of the Structure Plan are detailed in the following table:

Table 1 – Structure Plan Summary

Item	Data
Total Area covered by Structure Plan	376.69 ha
Area of each land use proposed:	
Residential	11.25 ha
Tourism	5.95 ha
Town Centre	2.65 ha
Harbour	22.69 ha
Urban Development	36.62 ha
Parks and Recreation Reserve (existing parks)	13.14 ha
Public Open Space (10% of future Urban Development)	3.66 ha
Conservation Reserve	261.97 ha
Estimated additional lot yield	277
Estimated number of new dwellings	277
Population:	
at 2011 Census	298
estimated additional capacity	482
estimated ultimate total	780 – 1,000
Major opportunity sites	<ul style="list-style-type: none"> • Southern part of Vitenbergs Drive road reserve, especially combined with Lot 268. • Land between Miller Close and Bartley Court, currently in single ownership. • Land within John's Creek Boat Harbour.

The Structure Plan proposes five precincts over both existing built up areas and areas identified as suitable for future urban development.

The proposed precincts are:

1. Town Centre and Tourism;
2. Harbour;
3. Residential South;
4. Central Residential; and
5. Residential North.

A plan that shows the five precincts is included as Attachment 2.

The draft Structure Plan document includes for each precinct a statement of intent, opportunities and constraints, broad level objectives and a desired built form. A precinct plan is also included for each precinct in the draft Structure Plan document. It is considered that the level of information contained in the draft Structure Plan provides the right amount of guidance for the intended planning direction for each precinct without being long-winded or overly prescriptive.

The areas identified as suitable for future urban development are shown as 'Urban Development' which means that once such a zone is introduced into the Scheme, those areas will only be able to be subdivided and developed once more detailed planning, via preparation of a Development Plan, has been undertaken, including the requirement for public consultation.

The draft Structure Plan identifies power and water infrastructure limitations to future development that are likely to apply at some point in the future. Technical investigations, including feasibility studies, will need to be undertaken in the future to consider in more detail infrastructure upgrade requirements. All new lots are proposed to be serviced with on-site effluent disposal, as is the case with all existing development in Point Samson.

Strategic Industry Buffer

The Rio Tinto operated Cape Lambert port is approximately four kilometres from Point Samson. Ministerial Reserve 35813 is approximately 409.2 hectares in size and is vested in the Minister for State Development for 'Industrial Purposes. The reserve corresponds with the 'Strategic Industry' zone in Town Planning Scheme No.8. The majority of the reserve extends beyond the Structure Plan area.

The City has previously opposed any industrial development within the reserve that would have a negative impact on the Point Samson community. The City has lobbied for an area between the Cape Lambert port and Point Samson to be designated as an 'Industrial Buffer and Landscape Protection Area'. The matter of the Strategic Industry Buffer is of considerable concern to the Point Samson community. The draft Structure Plan proposes to extend the Conservation, Recreation and Natural Landscapes Reserve west to reduce the potential for industrial encroachment.

Special Control Areas

The following three areas are recommended to be included in Development Special Control Areas (SCAs):

- Town Centre zone;
- Tourism zone; and
- Harbour zone.

The abovementioned 'Special Control Areas' are depicted on Attachment 3. Under TPS8, land included in a Development SCA on the Scheme Map requires preparation of a Development Plan prior to any subdivision and/or development, unless Council is satisfied it will not prejudice the overall plan. This allows issues such as the appropriate composition and layout of future land uses and the preferred access arrangements across these areas to be considered in a strategic way rather than just dealing with incidental proposals as they arise.

Demand for Industrial Land and Land Tenure Arrangements

Three community workshops have been held in Point Samson as part of preparing the draft Structure Plan. Concern was expressed at the third community workshop that there is limited industrial land in Point Samson and that it is only in leasehold and not freehold title.

The Syme Marmion report *Industrial Land in the Eastern Corridor of the Shire of Roebourne* (2013) was commissioned to review the need for more industrial land within the Eastern Corridor. The report indicates that land zoned Industrial and Mixed Business west of Wickham (6 Km from Point Samson) is ideally positioned to accommodate future demand for additional industrial land in the Wickham/Point Samson area.

The Department of Transport currently leases industrial lots at John's Creek Harbour and is unlikely to support a transfer of those lots from leasehold to freehold. The leasehold tenure arrangement may assist in transitioning this area to a commercial/tourist precinct over time, a concept supported by the Imani Development report *Commercial and Retail Property Analysis of Point Samson* (2013). It is noted here that interest was also expressed at the community workshops about the concept of developing the harbour as a high amenity tourist, recreation and lifestyle marina precinct.

Harbour Zone

The draft Structure Plan recommends a new 'Harbour' zone be introduced for Precinct 2 (John's Creek Boat Harbour + expansion area). The 'Harbour' zone will accommodate existing land uses whilst recognising the opportunity for, and facilitating the transition of, the harbour and surrounding area to create additional attraction for Point Samson as a recreational and tourist destination.

Two sub-precincts and the potential expansion of the harbour northwards are identified within the proposed 'Harbour' zone. The two sub-precincts within the 'Harbour' zone are the 'Marina' sub-precinct and the 'Light Industry' sub-precinct.

The 'Marina' sub-precinct will accommodate a range of land uses including: Tourism; Commercial; Private Recreation; Public Open Space; and Car & Trailer parking. Attachment No.4 depicts an Indicative Concept which shows one potential layout that the 'Marina' sub-precinct may develop to. The final layout and interaction of the land uses within the 'Marina' sub-precinct will be determined through the preparation, public consideration and approval of a Development Plan.

The 'Light Industry' sub-precinct is intended to cover the existing area zoned 'Industry' where a range of industrial activities currently occur. Light Industry is not currently recognised within TPS8 however it is intended to move towards a statutory planning framework that distinguishes between 'General Industry' and 'Light Industry'. Light Industry may be generally defined as industry where impacts are contained onsite.

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, cultural and environmental issues and values as it assists in setting a vision for Point Samson and establishing a plan for realising that vision, primarily through future decisions on land use planning and development.

COUNCILLOR/OFFICER CONSULTATION

The draft Structure Plan was circulated for discussion and feedback to relevant departments of the City. A number of senior City officers have had input into the draft Structure. There has been Councillor and officer attendance at the community workshops.

Further consultation will occur during the Public Advertising period.

COMMUNITY CONSULTATION

The Structure Plan has been developed through a comprehensive process of community consultation. In accordance with the City’s policy *CE-9 Consultation*, the City has engaged the community throughout the process of developing this draft Structure Plan via three community workshops in Point Samson.

It is recommended that the draft Structure Plan be adopted for public advertising to give people the opportunity to view and comment on the draft document. Any submissions made on the draft Structure Plan during the public advertising period will be considered by the Council and the WAPC prior to the Structure Plan being endorsed.

STATUTORY IMPLICATIONS

The Point Samson Structure Plan will be a non-statutory, district-level Structure Plan. The Structure Plan will inform the statutory planning direction set out in the Local Planning Strategy and zoning and development controls introduced via a new Local Planning Scheme. The Structure Plan will also help inform decisions regarding infrastructure investment, asset management and community services as part of reviewing Business Plans and Operational Plans.

POLICY IMPLICATIONS

While non-statutory, the Structure Plan will still be able to be used as a guide to planning decision making in Point Samson.

FINANCIAL IMPLICATIONS

A large proportion of the funding for this project has come from the Department of Planning’s Northern Planning Program (NPP); a Royalties for Regions initiative. Council adoption of the Structure Plan for Public Advertising is the final milestone in the NPP funding agreement for the project. This funding needs to be claimed prior to the end of the 2014/15 financial year.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2012-2022, Corporate Business Plan 2012-2016 and the Operational Plan 2014-2015, as detailed below:

Our Programs	1.e.1.1	Prepare Development Plans for all urban areas in the City.
	1.c.1.1	Identify areas for development and promotion of a diversity of housing forms.
Our Services	1.e.1.1.1	Prepare review and implement Development Plans for new development areas.
	1.b.2.3.1	Undertake strategic planning to guide future growth and decision making.
	1.c.1.1.1	Identify areas suitable for new housing and/or redevelopment in Local Planning Strategy and Development Plans.

RISK MANAGEMENT CONSIDERATIONS

There has been strong community engagement in the preparation of the draft Point Samson Structure Plan. Other stakeholders will be consulted during the public advertising period. The final review of the Structure Plan following Public Advertisement will ensure the Structure Plan reflects community values and contributes to implementing the vision for Point Samson.

IMPACT ON CAPACITY

There is no impact on capacity or resourcing to carry out the Officer’s recommendation. It is expected that public advertising will be undertaken using staff resources and the allocated advertising budget.

RELEVANT PRECEDENTS

The Council has adopted Structure Plans for Roebourne and Wickham. A structure plan is also currently being prepared for Dampier. Karratha City of the North (KCN) is a similar non-statutory planning document that has been endorsed by the Western Australian Planning Commission.

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 Point Samson Structure Plan for the following reasons:

1. _____; and
2. _____.

CONCLUSION

The need to revitalise the town of Point Samson has been recognised in a number of the City’s strategic documents. The draft Structure Plan is based on detailed technical investigations and current environmental, cultural, social and economic information relevant to the future revitalisation of the town.

The draft Structure Plan has been prepared in collaboration with the community. It represents a vision for the town that has been developed in consultation with the community.

The draft Structure Plan supports implementation of the Local Planning Strategy by providing a greater level of detail to guide investment and planning for the town site. The draft Structure Plan will also provide important input for the Scheme review.

It is recommended that the draft Point Samson Structure Plan be adopted for public advertising for a period of 60 days.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153118
MOVED : Cr Lally
SECONDED : Cr White-Hartig

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADOPT the draft Point Samson Structure Plan for public advertising for a period of 60 days.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

12 STRATEGIC PROJECTS & INFRASTRUCTURE

12.1 CELL DEVELOPMENT AND CLOSURE PLAN – SEVEN MILE WASTE FACILITY

File No:	WM.2
Responsible Executive Officer:	Director Strategic Projects and Infrastructure
Reporting Author:	Manager Waste Services
Date of Report:	12 March 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. Cell Development and Closure Plan – 7 Mile Waste Facility 2. Long Term Financial Model

PURPOSE

For Council to consider the Landfill Cell Development and Closure Plan for the Seven Mile Waste Facility.

BACKGROUND

The Cell Development and Closure Plan provides the strategy for the City to develop new landfill cells in compliance with Environmental Protection Authority (EPA) regulatory requirements for future cell development and landfill remediation. The plan details the future cell capacity required to meet projected landfill disposal needs for the region and the design requirements for these cells. The plan also considers the requirements for final site closure, including final capping of the landfill and ongoing post closure monitoring and maintenance.

The plan has been developed in accordance with the EPA Best Practice Environmental Management Guidelines for Siting, Design, Operation and Rehabilitation of Landfills 2010.

At its meeting in December 2012, the Council received the proposed Land Use Strategic Filling Plan for the continued development, rehabilitation and final closure of the landfill operations undertaken at the 7 Mile Landfill Facility. Since that time, there have been two major developments that have significantly impacted the assumptions of this plan.

The first has been a significant reduction in the volume of commercial waste received at the landfill. The previous plan assumed a 7% per annum growth in waste tonnages based on trend data from 2010/11 and 2011/12. The 2014/15 year to date data shows a 30% decrease in commercial waste tonnes compared to the corresponding period in 2012/13.

The second major development is the City's agreement with the New Energy Corporation for the diversion of waste from landfill to their proposed Waste to Energy (WtE) facility in Boodarie. It is estimated that between 40 and 60 thousand tonnes of waste will be diverted from the landfill to the NEC WtE facility each year.

As a result of these two factors, the cell requirements detailed in the original plan have been significantly reduced and this has been reviewed and updated to reflect the current situation. The new plan proposes a landfill footprint of 17.8 hectares, encompassing the existing unlined cell where waste is currently landfilled and a series of future lined cells. These cells need to be constructed to a class III landfill standard in accordance with the EPA Best Practice Environmental Management Guidelines for Siting, Design, Operation and Rehabilitation of Landfills 2010. This requires the lining of new cells with a geomembrane and geotextile fabric as well as the installation of a leachate pond.

It is estimated that developing the proposed cells will provide sufficient space to meet the landfill disposal requirements of the region up to 2039/40. There is an additional 23 hectares of land available on the site to develop landfill cells beyond 2040.

Table 1 shows the area of the current cell and proposed cells.

Table 1 Area for Each Stage of Landfill Development

LANDFILL	STAGE	SURFACE AREA (M²)
Existing Unlined Landfill		11 ha (109,650)
Future Lined Landfill	1	13,000
	2	11,900
	3	10,200
	4	13,000
	5	11,700
	6	9,000
Total Surface (Future Lined Landfill)		6.88 ha (68,800)
Landfill Footprint		17.88 ha (178,450)

The plan provides predictions for the consumption of airspace in the landfill based on current waste disposal trends and proposes a model for the staged development of landfill cells over the next 25 years. The modelling shows that airspace in the existing unlined landfill will be depleted in two to three years and that the first cell of Stage 1 of the future lined landfill will be required to be ready to accept waste in 2016-17. This modelling is detailed in table 2.

Table 2 Estimate of Remaining Airspace in Current Landfill Area

YEAR	YEAR	TONNES LANDFILLED PER ANNUM (TONNES PER YEAR)	NEW AIRSPACE CREATED (APPROX) (m ³)	AIRSPACE CONSUMED PER ANNUM (m ³ PER YEAR)	AVAILABLE AIRSPACE (m ³)
1	2014/15	83,246		125,461	309,539
2	2015/16	85,468		128,809	180,729
3	2016/17	89,711	156,000	135,204	45,525
4	2017/18	25,385		38,259	163,267
5	2018/19	25,751		38,810	124,457
6	2019/20	26,122	275,000	39,369	85,087
7	2020/21	26,499		39,937	320,150
8	2021/22	26,882		40,514	279,636
9	2022/23	27,270		41,099	238,537
10	2023/24	27,664		41,693	196,844
11	2024/25	28,064		42,296	154,549
12	2025/26	28,470		42,907	111,641
13	2026/27	28,882	140,000	43,528	68,113
14	2027/28	29,300		44,159	163,954
15	2028/29	29,725		44,799	119,156
16	2029/30	30,156	125,000	45,448	73,708
17	2030/31	30,593		46,107	152,601
18	2031/32	31,037		46,776	105,825
19	2032/33	31,487	180,000	47,455	58,370
20	2033/34	31,737		47,831	190,539
21	2034/35	32,048		48,300	142,239
22	2035/36	32,364	114,000	48,776	93,463
23	2036/37	32,684		49,259	158,205
24	2037/38	33,009		49,749	108,456
25	2038/39	33,340		50,246	58,209
26	2039/40	33,675		50,751	7,458
Totals		940,569	990,000	1,417,542	

The modelling suggests that over the next 25 years, approximately 940,000 tonnes of waste will be required to be landfilled at 7 Mile Waste Disposal Facility. These calculations will vary subject to actual tonnages received, waste diverted from landfill via resources recovery systems and changes in licence conditions and approvals. It is anticipated that this modelling will be reviewed from time to time by the City.

The estimated capital cost of the new lined cell developments over the next 20 years is \$8,944,000. The staging of these costs is shown in table 3 below.

Table 3 Staging Cost of New Cell Development

YEAR	CELL TO BE DEVELOPED	APPROX AREA OF CELL (m ²)	ESTIMATED CELL DEVELOPMENT COST AT 2015 PRICES
2016/17	1	13,000	\$1,690,000
2019/20	2	11,900	\$1,547,000
2026/27	3	10,200	\$1,326,000
2029/30	4	13,000	\$1,690,000
2032/33	5	11,700	\$1,521,000
2035/36	6	9,000	\$1,170,000
			\$8,944,000

The plan also considers the requirements for final site closure, including final capping of the landfill and ongoing post closure monitoring and maintenance requirements. Site closure occurs when no more waste is to be accepted at the site; it does not refer to the continual completion and capping of cells throughout the life of the landfill. Due to the nature of the landfill design and construction operating on a cellular basis, progressive capping is able to occur. While waste placement and compaction occurs in a new area, the old area can be rehabilitated. Table 4 shows the proposed staging and costs for the capping of the landfill cells when their capacity is exhausted.

Table 4 Staged Capping Costs

LANDFILL	YEAR CAPPED	SURFACE AREA (M ²)	APPROXIMATE COST OF CAPPING BASED ON 2015 PRICES
Existing Unlined Landfill	2019/20	109,650	\$3,289,500
Future Lined Cells 1	2024/25	13,000	\$390,000
Future Lined Cells 2	2029/30	11,900	\$357,000
Future Lined Cells 3	2032/33	10,200	\$306,000
Future Lined Cells 4	2035/36	13,000	\$390,000
Future Lined Cells 5	2038/39	11,700	\$351,000
Total			\$5,083,500

Many of the chronic impacts of landfilling occur long after the landfill has closed, and while these can be mitigated against by good design and operation of the landfill, best practice rehabilitation and long-term aftercare of the site will further minimise the potential of any detrimental impacts from the landfill. Best practice for rehabilitation and aftercare should be considered very early in the design and operation phase of the landfill. Costs of post closure monitoring and maintenance of the landfill site are not considered in this report.

LEVEL OF SIGNIFICANCE

It is not considered that the proposed recommendation triggers the threshold or criteria which would define this as a significant matter in accordance with Council Policy CE8 – Significant Decision making Policy.

COUNCILLOR/OFFICER CONSULTATION

The matter has been discussed at the Waste Services Advisory Group meeting comprising representation from Council, Executive Management and the Manager of Waste Services.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

The Cell Development and Closure Plan is consistent with the Waste Authority Western Australia Waste Strategy 2012, and the EPA Best Practice Guidelines for Siting, Design, Operation and Rehabilitation of Landfills 2010.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The cost of developing lined landfill cells for waste disposal and the ultimate capping of the landfill cells over the next 20 years will be in the order of 14 million dollars.

The costs of future cell development and capping have been noted in the City of Karratha 10 year Long Term Financial Plan. An allocation of \$100,000 has been included in the proposed 2015/16 operational budget for the detailed design for stage one cell construction and preparation of the Works Approval for the Department of Environment Regulation. Council will need to consider future budget allocations should it proceed with the actions detailed in this plan.

The long-term impacts of the required budget allocations on the Waste Reserve are detailed in the calculations spreadsheet attached to this report.

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 2014-2015 provided for this activity:

Our Program	3.a.1.4	Promote and implement responsible use of resources for environmental sustainability
	3.b.1.1.9	Operate waste facilities to ensure compliance with Department of Environment Regulation licence conditions.
	3.b.1.1.3	Provide waste disposal service to residents and commercial customers through the 7 Mile waste facility.

RISK MANAGEMENT CONSIDERATIONS

The current landfill cell is estimated to reach capacity in the next 2-3 years based on current waste projections. Implementation of the Cell Development and Closure Plan will ensure the continued capacity at the 7 Mile Landfill facility to landfill waste at the site beyond 2017.

IMPACT ON CAPACITY

There is no impact on capacity to implement the Officer's recommendation.

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

DELEGATED AUTHORITY

There are no delegated authorities relevant to this matter.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council pursuant to Section 3.18 of the *Local Government Act 1995* resolves NOT TO ENDORSE the 7 Mile Cell Development and Closure Plan at this point in time.

CONCLUSION

The 7 Mile Cell Development and Closure Plan provides a strategy to develop the landfill over the next 20 years. The capacity in the current unlined area of the landfill may be exhausted in 2 to 3 years and the construction of new lined landfill cells will be required to accept waste beyond this time.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153119
 MOVED : Cr Harris
 SECONDED : Cr Vandenberg

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

1. ENDORSE the Cell Development and Closure Plan for the 7 Mile Waste Facility; and
2. MODIFY the draft Long Term Financial Plan (LFTP) to reflect the financial implications of the Cell Development and Closure Plan for the 7 Mile Waste Facility over the next 20 years.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
 AGAINST : Nil

12.2 DISPOSAL OF PROPERTY - PLANT

File No:	PL.19
Responsible Executive Officer:	Director Strategic Projects and Infrastructure
Reporting Author:	Fleet & Plant Coordinator
Date of Report:	17 March 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To seek Council's approval for the disposal of three (3) items of plant in accordance with the Ten Year Plant Replacement Program.

BACKGROUND

As per the adopted 2014/2015 budget, the following three (3) items of plant are due for disposal:

1. P8000 Volvo L70 Loader:
This plant was originally purchased in 2010 and has now been replaced based on utilisation (or hours used). Anticipated income from the disposal of this plant has been identified in the 2014/15 November Budget review at \$100,000.00. It is recommended that this item be disposed of by way of Public Auction.
2. P8811 Caterpillar Articulated Dump Truck:
This plant was originally purchased in 2011 and is due for replacement based on utilisation/hours. Anticipated income from the disposal of this plant has been identified in the 2014/15 November Budget review at \$175,000. It is recommended that this item be disposed of by way of Public Auction.
3. P8802 Iveco Acco Side Load Rubbish Truck:
This plant was originally purchased in 2010 and is due for replacement based on utilisation/hours. However due to supply delays this will not occur in the 2014/15 financial year. Anticipated income from the disposal of this plant has been identified in the 2014/15 November Budget review at \$45,000. It is recommended that this item be disposed of via tender or if no acceptable tenders, then by trade in on replacement truck.

The option of disposal of P8802 through Public Auction has been explored however research has shown that outright disposal through Public Auction of used dual control rubbish trucks would attract minimal to nil interest and therefore would not result in the best outcome for the City. It is recommended by the Officer that the most advantageous method of disposal would be as part of a trade in on the replacement rubbish truck. *(Note: Budget for this acquisition and disposal carried forward to 2015/16 Financial Year due to delay in supply).*

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Disposals are authorised under Section 3.58 of the *Local Government Act 1995*. Council approval is required for disposals above \$50,000 in accordance with Delegation 15 of the City's Delegations and Authorisations Register.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

All disposals and replacement of plant identified in this report will occur in accordance with the Ten Year Plant Replacement Plan. However replacement of Plant No. 8802 has been carried forward to the 2015/16 FY because of supply delays. The appropriate notations have been made in the 2015/16 budget income considerations.

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 2014 & 2015 provided for this activity:

Our Program:	1.a.3.2	Provide Depot Support Services.
Our Services:	1.a.3.2.45	Manage sale of assets as per legislative requirements.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council Resolution 152796 17 March 2014 for the disposal of plant.

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:

1. APPROVE the disposal of P8000 Volvo L70 Loader by way of Public Tender. If no TENDERS are acceptable, then dispose as per Officer’s recommendation;
2. APPROVE the disposal of P8811 Caterpillar Articulated Dump Truck by way of Public Tender. If no TENDERS are acceptable, then dispose as per Officer’s recommendation; and
3. APPROVE the disposal of P8802 Iveco Acco Side Load Rubbish Truck by way of Public Auction.

CONCLUSION

It is recommended that Council proceed with disposal of Plant Numbers 8811, 8000 and 8802 via the methods identified earlier in this report. Where public auction is the preferred method the reserve price will be set at current market value.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153120
 MOVED : Cr Lally
 SECONDED : Cr Harris

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

1. APPROVE the disposal of P8000 Volvo L70 Loader by way of Public Auction;
2. APPROVE the disposal of P8811 Caterpillar Articulated Dump Truck by way of Public Auction;
3. APPROVE the disposal of P8802 Iveco Acco Side Load Rubbish Truck by way of Tender, or if no Tenders are accepted, by way of TRADE-IN where the CEO be DELEGATED to accept or decline offers for P8802 up to the value of \$100,000 ex-GST.
4. That Council NOTES that the CEO will accept or reject Tenders or Auction outcomes under existing Delegated Authority provisions.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
 AGAINST : Nil

12.3 KARRATHA EFFLUENT REUSE SCHEME PROJECT – WORKS WITHIN BAYVIEW ROAD

File No: CP.483
Responsible Executive Officer: Director Strategic Projects & Infrastructure
Reporting Author: Manager Infrastructure
Date of Report: 31 March 2015
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment(s) ERS Alignment Plan - Section in Bayview Road

PURPOSE

To seek Councils consideration to the engagement of LandCorp to deliver a section of the Karratha Effluent Reuse Scheme (ERS) main distribution pipeline within LandCorps new Bayview Road alignment.

BACKGROUND

As reported at the February 2015 Council meeting, the Karratha Effluent Reuse Scheme Project aims to provide an improved and sustainable water supply system to reticulate all existing and future planned green open space (GOS) public parks and recreation reserves throughout Karratha. The project includes the replacement of a main distribution pipeline for transferring the treated effluent water from the Water Corporation’s Sewage Treatment Plant near Bulgarra to strategically located tank storage locations with secondary pumping systems for distribution of the treated effluent water to the nearby GOS areas. The upgraded effluent reuse system (ERS) will have an improved capacity and functionality control to supply treated effluent on a prioritised functional needs basis to each of the GOS.

On the 16th February 2015 (Res 152749) Council resolved to:

1. ENDORSE the calling of Tenders for the upgrade of the Karratha Effluent Reuse Scheme Scope of Works as detailed in this report
2. ENDORSE the Tender selection Evaluation Criteria as follows:

Criteria	Weighting
Relevant Experience	20%
Capacity to Deliver	10%
Demonstrated Understanding	10%
Price	60%

3. NOTE the outcomes of the tender evaluation will be presented to Council for consideration at which time Council will need to consider budget project funding contribution implications.

The Design Consultants aim to complete the tender design plans and specifications for calling tenders in April followed by the consideration of tender submissions in May/June by Council with works then commencing in July 2015.

As part of the overall ERS main supply line there is approximately 1600m of the pipeline and a new pump station and storage tank site to service the CBD landscaped areas that is required to be installed within the new Bayview Road construction on the northern side of the City precinct redevelopment area.

LandCorp recently contacted the City advising of its planned construction work program of the new Bayview road which provides access from Balmoral Road to Searipple Road on the north of the newly expanded CBD precinct with access to the new hospital site. LandCorp advised that following the recent placement of the fill material for the hospital site and new road, they have recently called Tenders for the civil construction of the road infrastructure features. The civil works on Bayview Road are planned to commence late in May 2015, which is before the planned commencement of the ERS project planned for July 2015.

To avoid extra costs associated with rework of repairs to sections of the new road infrastructure it is being suggested by LandCorp that they manage the installation of the 1600m of main pipeline and services connections to the pump station site within their Bayview Road civil road works contract.

Accordingly the ERS design consultants have now been advised to undertake design of the main supply line through this section of Bayview Road in accordance with LandCorps design team Wood and Grieve Engineers (WGE) guidelines and then provide construction plans and specifications that can be used by WGE as a separable portion of works within the Bayview Road civil contract.

The City can overview the approval of the separable portion ERS works to ensure the costs supplied to LandCorp are within the project budget allocations.

Funding

As detailed within the February Council report related to the ERS, funding has been sourced from the project partners with the balance being supplied by the City of Karratha through the 2015-16 budget process.

LandCorp have provided Council with a written undertaking to contribute \$2.5 million towards the spine main extension to service Baynton West GOS areas and distribution lines to future GOS in the Madigan locality. Landcorp are preparing an agreement for Council's consideration.

It is proposed that subject to City agreement on the value of works that the cost of the works through the ERS works through the Bayview Road area be deducted from this LandCorp allocation. This arrangement can be included within the funding agreement.

LandCorp's consulting engineers have estimated the cost of the main pipeline installation to be approximately \$500,000 based on:

Activity	Quantity	Estimated rate	Estimated Total
Preliminaries	20% of Civil Works	\$72,000	\$ 72,000
Pipe supply	1640m	\$100/m	\$164,000
Pipe installation	1640m	\$70/m	\$115,000
Air and scour valves	8 No.	\$15,000 each	\$120,000
Contingency	10%	\$44,000	\$ 44,000
		TOTAL	\$515,000

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, economic, environmental, and cultural & wellbeing issues for the residents of the City of Karratha as it relates to the construction of significant infrastructure.

COUNCILLOR/OFFICER CONSULTATION

Council has been advised of the project through previous reports:

- Council Resolution 152749 28 January 2014
- Council Resolution 152932 18 August 2014
- Council Resolution 152749 16 February 2015

An internal Project Reference Group has been established. The group includes the Director Strategic Projects and Infrastructure with nominated officers from Infrastructure Services and Strategic Projects. This is in addition to the design consultants and other supporting technical consultants to assist with the completion of final technical design and specifications and evaluation of tenders when called.

Consultation has occurred between officers of the City and LandCorp.

COMMUNITY CONSULTATION

No community consultation has occurred at this design stage, but will be required through public notification of forward planned works near residential and business properties and where access to roads and pedestrian/cycle ways will be disrupted to retain realistic access and ensure public safety.

STATUTORY IMPLICATIONS

The upgraded Effluent Reuse Scheme will deliver a higher class of water which will ensure compliance with Department of Health requirements under the *Health Act 1911* and *Guidelines for the Non-potable Uses of Recycled Water in Western Australia (2011)*.

Tenders for City portion of the ERS project are proposed to be called in accordance with Section 3.57 of the *Local Government Act 1995*.

The contract related to the City's tender specification will be in accordance with AS 4000-1997 General Conditions of Contract.

If Council agree to appoint LandCorp to project manage and deliver the works associated with the section of ERS pipeline within Bayview Road it can do so in accordance with section 11.(2)(e) of the *Local Government (Functions and General) Regulations 1996*.

POLICY IMPLICATIONS

There are no policy implications

FINANCIAL IMPLICATIONS

As reported at the August 2014 Council Meeting the estimated project to deliver the Karratha Effluent Reuse Scheme Priority 1 works was \$14.3 million.

The revised costs for the upgrade of the Effluent Reuse Scheme has been estimated at \$13,913,826. This total project amount was initially estimated by the contracted design consultant and further refined by an independent Quantity Surveyor who is experienced in similar works having been involved with the recent Water Corporations main sewer pressure main installation from Gap Ridge to Bulgarra.

The known and proposed income sources for the ERS project scope is as follows:

INCOME SOURCE	AMOUNT	DETAILS
Water Corporation	\$7,077,000	Confirmed through Royalties for Regions program
Landcorp	\$2,500,000	Contribution for GOS developments in Baynton precinct
Pindan P/L	\$ 500,000	Contribution for GOS developments in Jingarri Estate
City Of Karratha	\$3,836,826	To be considered by Council at the time of award of tender.
TOTAL	\$13,913,826	

As previously advised in February 2015 to Council, if the NSRF funding is successful for the combined ERS and Karratha Golf Course Irrigation project the contribution from the City would be reduced by \$1,228,364 to achieve the same scope of works.

It is proposed that when separable portion costs for the ERS works within Bayview Road are obtained by LandCorp that they are reviewed by City staff and appointed City ERS project Quantity Surveyors for approval to ensure costs are within the overall estimated cost for this portion of the ERS project.

The cost associated with the installation of the section of ERS pipeline within Bayview Road would be deducted from the LandCorp contribution to the overall ERS project (\$2.5M).

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 2014-2015 provided for this activity:

- Our Program: 1.a.3.1 Provide open spaces which cater for the community’s needs.
- Our Services: 1.a.3.1.1 Provide well maintained active reserves (i.e. ovals, playing fields, and golf course).
- Our Program: 1.a.2.7 Delivery of strategic projects
- Our Services: 1.a.2.7.2 Provide project management resources

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be moderate to the City in terms of Health, Financial and Environment areas.

A detailed project risk management plan has been developed and submitted as part of the NSRF application to detail how the City would manage risks associated with the project. The main risk associated with the project is ground conditions. To mitigate this potential risk, as part of the design process, a detailed assessment of existing site conditions has been provided, this will be supplied to prospective tenderers in the tender package. Additionally the extent of the detailed design provides minimal ability for variation within the contract.

Council has previously included a sum of \$14,306,995 in the Ten Year Capital Works Program and LTFP.

IMPACT ON CAPACITY

Should Council endorse the Officers recommendation, Officers will be required to manage the process in association with LandCorp. This has been factored into the work plans of relevant officers.

RELEVANT PRECEDENTS

The relevant previous Council Decisions that relate to this report include:

Council Resolution 152932 18 August 2014, where Council delegated authority to the Chief Executive Officer to negotiate and execute agreement with LandCorp to contribute to construction of spine main to Baynton West and distribution of ERS to Baynton West public open spaces 2 and 3

Council Resolution 152749 16 February 2015 where Council resolved to call tenders for the ERS Project in accordance with agreed scope and tender evaluation criteria.

Council Resolution 152953 15 September 2014 , where in relation to the re-construction of the intersection of Dewitt, Millstream and Dampier Roads to become a signalised intersection it was resolved to enter in to a funding agreement with LandCorp to project manage and deliver the works associated intersection of Dewitt, Millstream and Dampier Roads.

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:

1. NOT PROCEED with the offer by LandCorp to manage the installation of the infrastructure components associated with the Effluent Reuse Scheme Project within Bayview Road.
2. INCLUDE the complete scope of all ERS required works within a separate tender process to enable construction as resolved by Council in resolution 152749 in February 2015.

CONCLUSION

The proposed upgrade of the Effluent Reuse Scheme will provide Council with the opportunity to improve and extend the existing effluent reuse scheme capability for servicing the reticulation of existing and future planned open green space areas within Karratha

An opportunity has emerged to combine the efforts of LandCorp to install a section of the ERS project as part of their planned construction of Bayview Road civil infrastructure. There is no anticipated additional funding impact to the City beyond what has already been endorsed by Council for the overall ERS project.

It is recommended that an agreement be developed with Landcorp for this section of the ERS within Bayview Road, with delegated authority from Council to manage the above process.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153121
MOVED : Cr White-Hartig
SECONDED : Cr Lally

That Council by **SIMPLE** Majority, and pursuant to Regulation 11.2e of the *Local Government (Functions and General) Regulations 1996* **RESOLVES** to:

1. **AGREE** to enter into a funding agreement with LandCorp to project manage and deliver the works associated with the installation of the Effluent Reuse Scheme main supply line and service connections to the City Centre Reticulation pump and storage site located within the civil construction of Bayview Road.
2. **NOTE** the outcomes of the Landcorp costs associated with the ERS Bayview Road works will be reported to Council when it is considering the main ERS Project tender for consideration of a contract award.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

12.4 EARLY ACQUISITION OF TRACTOR FOR KARRATHA AIRPORT

File No:	PL.14
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Fleet & Plant Coordinator
Date of Report:	2 April 2015
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 tractor for the Karratha Airport. The plant number of this tractor is P870 and the asset number is 40000291. The existing tractor will be sold via Public Auction upon receipt of the replacement unit.

BACKGROUND

As per the 10 Year Replacement Program recommended by the City's Fleet Management Bureau Service UNIQCO, the tractor utilised at Karratha Airport for airstrip maintenance has been recognised for replacement based on age (6 years). Using this methodology, this would make the optimum date of replacement February 2016. An allocation of \$100,000 has been included in the 15/16 Draft Budget. Due to repeated damage to the slasher attachment and recent mechanical failure of the tractor itself, it has been deemed by the City's mechanical staff that the current tractor is unsuitable for continued use in current conditions and thus the request to bring the replacement forward, from February 2016 to July 2015.

It should be noted that the early replacement of this unit is supported by UNIQCO, who have worked closely with Council staff to prepare the City's Fleet Management Program. It has been advised by several suppliers that the average lead time for this item is 8 – 12 weeks.

This plant is identified as critical to the Karratha Airport operations as any considerable interruption to the ongoing maintenance of the grass adjoining the flight strip can result in safety issues regarding wildlife as per Karratha Airport Bird & Wildlife Management Plan.

Subject to Council approval for the funding it is proposed to source the replacement tractor via the WALGA preferred supplier panel of providers. No budget amendment is required as the new tractor would not arrive until the 2015/16 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 taken place between Fleet Department and Workshop Supervision, as well as Karratha Airport Operations regarding the impact of not replacing the unit ahead of the originally scheduled date.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Section 3.57 of the *Local Government Act 1995* requires the local government to invite tenders for the supply of goods and services; and Section 6.8 of the *Local Government Act 1995* provides that a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is incurred in a financial year for the adoption of the annual budget.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The recommendation is designed to decrease the potential added costs caused by excessive downtime that may occur due to mechanical failures caused by the existing tractor not being appropriate for the task and conditions.

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 2014-2015 provided for this activity:

Our Program:	1.a.3.2	Provide Depot Support Services.
Our Services:	1.a.3.2.45	Manage sale of assets as per legislative Requirements.
Our Program:	1.a.2.1	Operate Karratha Airport to achieve Compliance
Our Services:	1.a.2.1.1	Operate Karratha Airport facilities to ensure Civil Aviation Safety Authority (CASA) compliance with Manual of Standards 139 (MOS 139) requirements.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be moderate to the City 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

Resolution number 152796.

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 NOT support the Officers recommendation and PROPOSES to wait until the 2015/2016 budget is released to consider replacement of the Kubota tractor.

CONCLUSION

The early order placement of the tractor will provide Karratha Airport operations with the appropriate resources to continue services in the safest and most cost effective manner.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153122
MOVED : Cr Harris
SECONDED : Cr Vandenberg

That Council by ABSOLUTE Majority pursuant to Sections 3.57 and 6.8 of the *Local Government Act 1995* RESOLVES to:

1. **APPROVE** the purchase of the new tractor ahead of the original optimum replacement date of February 2016, bringing forward to July 2015.
2. **APPROVE** the allocation of funds to the 2015/16 Budget for the estimated cost of \$100,000 funded from the Airport Reserve as identified in the 10 Year Plant Replacement Program.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

12.5 TENDER AWARD – RFT 18-14/15 – SKATEPARK SHADE CONSTRUCTION

File No:	CP.613
Responsible Executive Officer:	Director Infrastructure and Strategic Projects
Reporting Author:	Project Officer (Infrastructure)
Date of Report:	30/03/2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. Confidential - RFT 18-14/15 – Skatepark Shades Evaluation Report 2. Confidential - Evaluation Workbook

PURPOSE

To seek Council's endorsement of the successful tenderer for the Skatepark Shade Construction Tender, Number 18-14/15.

BACKGROUND

The City of Karratha previously engaged Landmark Products Pty Ltd for the design and structural certification of a cantilever styled, skatepark shades.

Following the completion of the design works, the City released a tender seeking contractors for the fabrication and installation of six shelters, including solar lighting, at three sites throughout Karratha and Roebourne:

- Karratha Skatespace
- Nickol West Skate Park
- Roebourne Skatescape

Tenders were advertised on 11 February 2014 and closed 11 March 2015.

Eleven tenders, many of which were of exceptional quality, were received by the closing date. As detailed in the attached report, the submissions were very competitive with several providing prices within the allocated budget.

The tenderers were as follows:

- TIMIK Developments
- PMC Roofing Pty Ltd
- NYFL Maintenance Pty Ltd
- Leethall Constructions Pty Ltd
- Landmark Products Ltd
- Karratha Contracting Pty Ltd
- JJ Thom Excavation and Plumbing
- Geraldton Building Services and Cabinets
- GE Group
- Delta FM
- Ahrens Group

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

- Tepina Smith, Project Officer
- Gunasiri DeSilva, Technical Services Coordinator
- Ellena Marshall. Project Officer

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

The criteria and associated weightings were:

Criteria	Weighting
Key Personnel Skills and Experience	10%
Tenderer's Resources	10%
Demonstrated Understanding	20%
Price	60%

The Regional Price Preference Policy was applied to five local tenderers.

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

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be Significant due to the positive impact on the community when permanent shade structures are built in City's youth spaces. Additionally, this matter will not affect Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

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

Consultation has taken place with the Leisure Service's department to ensure the design meets original KPI's.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Tenders were 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*.

POLICY IMPLICATIONS

Policy CE-13 Tender Evaluation Criteria is applicable.

FINANCIAL IMPLICATIONS

Clarification has been sought from tenderers with regards to an expected practical completion date. Due to the lead time required to manufacture the shade structures, some funds allocated to the 14/15 financial year will be carried over to the 15/16 financial year.

These costs will cover some fabrication/delivery expenses and installation expenses. Funds are expected to be expended by August 2015.

Below is an estimate of the funds to be reallocated. These figures will be clarified with the contractor, upon award of tender.

Table - Project Financial Estimates Summary*

Item	Financial Year 2014/15	Financial Year 2015/16
Contract Value	\$85,280.00**	\$387,926.00***
Contingency & Project Fees/Costs	\$27,272.00	\$109,087.90
Project Budget – Financial Year	\$112,552.00	\$497,013.90
Total Project Budget	\$594,050.87	

***Figures to be finalised once contractor is appointed.**

**Building permits, 50% of fabrication costs

***50% of fabrication costs, delivery, install.

The acquisition of grant funding for the Roebourne site is pending formal announcement by the Pilbara Development Commission. If successful, the funding (approximately \$150,000.00) will be used to reimburse the Council and the funds will be received in the 2015/16 financial year.

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 2014-2015 provided for this activity:

Our Program: 1.a.2.6 Operate Community Facilities

Our Services: 1.a.2.4.1 Implement Sports, Recreation and Leisure Strategic Plan

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS

Option 1

As per Officer’s recommendation.

Option 2

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

Option 3

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

CONCLUSION

The Evaluation Panel believes that the recommended tenderer provides the most advantageous outcome for the City of Karratha. The basis for this decision is that this contractor has the ability to complete the manufacture in house (minimising the risk for delays during fabrication), offers the most competitive price, has extensive experience with similar works and exceeded all tender criteria.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153123
MOVED : Cr Harris
SECONDED : Cr Vandenberg

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to APPOINT Landmark Products Pty Ltd ABN 99 112 000 843 as per the confidential Evaluation Report, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 18-14/15 – Skatepark Shade Construction.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

12.6 KARRATHA AIRPORT REQUEST TO ENDORSE LICENCE AGREEMENT FOR THE PROVISION OF SPACE FOR AUTOMATIC VENDING MACHINES

File No:	TT.137
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Airport Commercial Coordinator
Date of Report:	9 April 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. Confidential - Pricing Structure 2. Licence Area Plan

PURPOSE

To seek Council's endorsement to enter into a Licence Agreement with an Automatic Vending Machine Service Provider at Karratha Airport for the provision of a minimum of two (2) new Food and Beverage Automatic Vending Machines.

BACKGROUND

The Karratha Terminal Airport Redevelopment Scheduled for completion in 2015 includes the provision for two food and beverage Automatic Vending Machines in addition to the retails concessions.

The Karratha Airport currently has an agreement with Coca-Cola Amatil (Aust) Pty Ltd for two (2) Automatic Vending Machines within the Airport Terminal. The vending machine agreement has rental revenue that represents a percentage of sales made exclusive of the price of products sold through the vending machines. In addition to the Coca-Cola Amatil Vending Machines, there is also a snack vending machine which is not under an agreement. The Council do not receive revenue or licence fees for this machine.

Council's consideration is sought on a proposal to negotiate rental revenue as a percentage of sales paid at a competitive commercial rate with a Vending Machine Service Provider.

The following three service providers are able to offer Automatic Vending Machines with the commercial terms (refer Confidential Attachment 1 - Pricing Structure):

- Redvent
- Coca-Cola Amatil (Aust) Pty Ltd
- Benleigh Vending Systems

The proposed terms would be negotiated with Coca-Cola Amatil (Aust) Pty Ltd for the provision of a minimum of two (2) Automatic Vending Machines:

- Term: 5 year licence (3 year + 2 year extension period)
- Licence Fee: As outlined in Confidential Attachment 1 - Pricing Structure
- Number of Vending Machines: Two (2) vending machines can be installed in the spaces allocated in the redevelopment design.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of economic issues in relation to Council's ability to perform its role but of high significance in terms of functional ability for Karratha Airport to supply both food and beverage by way of self service options to passengers.

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

Nil

STATUTORY IMPLICATIONS

The proposed disposal of property (licence) will be required to comply with Section 3.58 of the *Local Government Act 1995*.

In addition, it is a requirement under the management order for the Airport Reserve that all licences are endorsed by the Minister for Lands.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Subject to negotiations, the City proposes that terms offered (rental rate and length of tenancy) are as shown in Confidential Attachment 1 – Pricing Structure.

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 2014-2015 provided for this activity:

Our Program:	1.a.2.2	Operate Karratha Airport to achieve a Commercial outcome.
Our Services:	1.a.2.5	Manage Lease of Land, Office Accommodation and Commercial Space.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously set precedence by entering into a Commercial Agreement with Coca-Cola Amatil (Aust) Pty Ltd for the provision of Food and Beverage Vending Machines within the Karratha Airport Terminal.

VOTING REQUIREMENTS

Simple Majority.

CONCLUSION

Formally establishing licence arrangements with the preferred Self Service Vending Machine Service Provider Coca-Cola Amatil (Aust) Pty Ltd to ensure continuity of service for the travelling public. The Officer recommends Council endorse to negotiate and enter into a Licence Agreement at the Karratha Airport.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

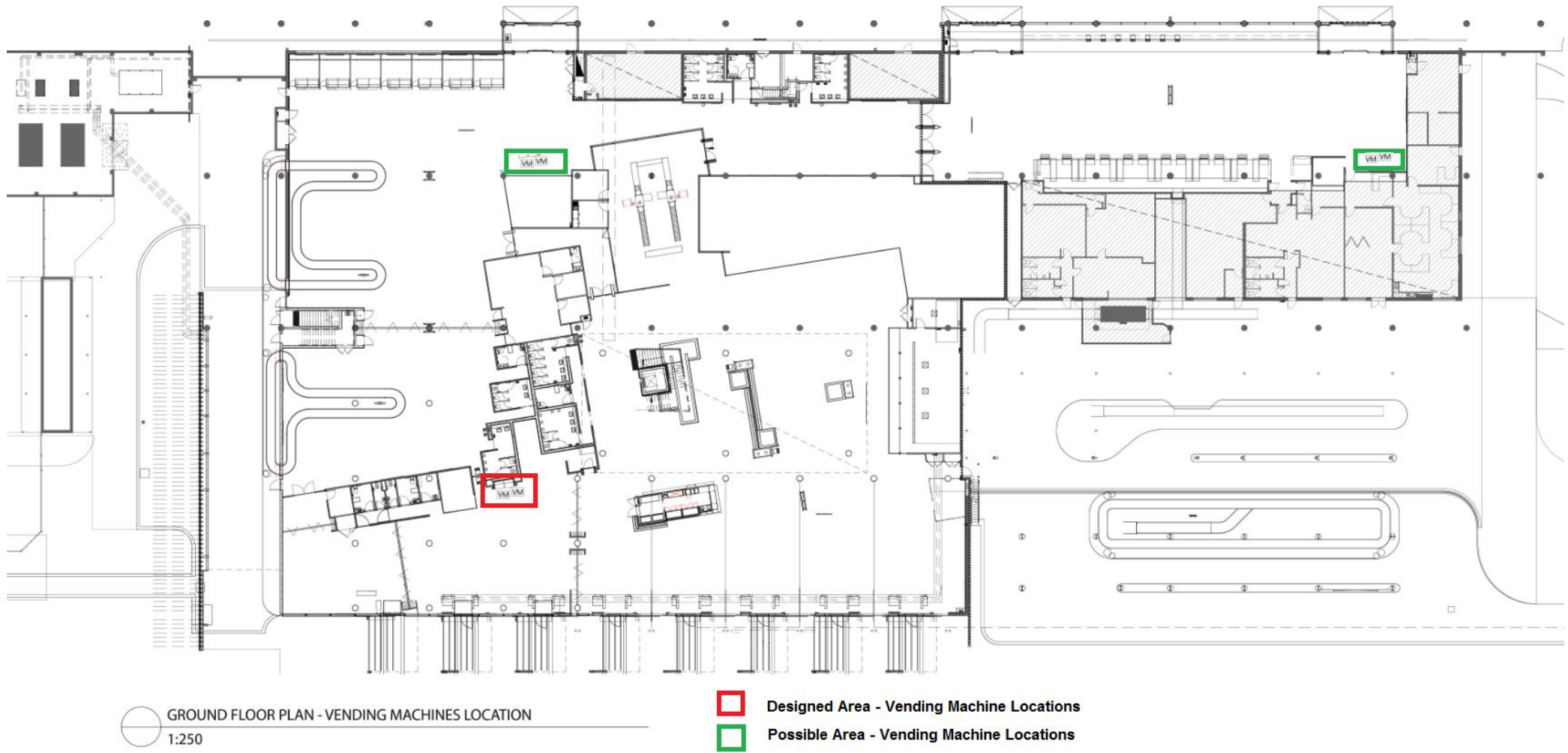
Res No : 153124
MOVED : Cr Vandenberg
SECONDED : Cr Saylor

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

1. **APPROVE** to finalise Licence Agreement negotiations with preferred Automatic Vending Machine Service Provider Coca-Cola Amatil (Aust) Pty Ltd for the provision of a minimum of two (2) new Food and Beverage Automatic Vending Machines at the Karratha Airport Terminal (proposed locations for the Vending Machines are shown in Attachment 2 – Licence Area Plan).
2. **APPROVE** the Licence Agreement to **INCLUDE** the following items:
 - a) Term of a 5 Year Licence (3 Year + 2 Year extension period); and
 - b) Licence Fee as per Confidential Attachment 1 – Pricing Structure
 - c) Vending Machines: Two (2) Vending Machines can be installed in the spaces allocated in the redevelopment design
3. **ADVERTISE** in accordance with Section 3.58 of the *Local Government Act 1995* the proposed Licence Agreement with the preferred Automatic Vending Machine Provider.
4. **AUTHORISE** the Mayor and the CEO to execute the Licence Agreement under common seal, subject to no material objections being received during the statutory advertising period.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil



12.7 KARRATHA AIRPORT AIR DEVELOPMENT PLAN UPDATE

File No:	TT.430
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Airport General Manager
Date of Report:	23 March 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment	The Confidential PwC Air Development Plan Update Report will be tabled at the Agenda Briefing session

PURPOSE

To provide an update briefing to Council on the Air Development Plan for Karratha Airport (KTA) and recommend the next steps in the process of developing additional air domestic and international routes to and from Karratha.

BACKGROUND

At the Ordinary Council meeting on 10 January 2014 it was resolved in part to:

1. Develop “concept papers” to present to airlines the opportunity of establishing a fixed base operation (FBO) at Karratha Airport and servicing a network of markets to/from Karratha.
2. Develop “business cases” to present to airlines the specific opportunities associated with introducing additional or new scheduled services; and
3. Authorise the CEO and Mayor to negotiate with airlines in relation to commencing additional air domestic services, establishing a FBO and develop international air services to and from Karratha Airport.

These packages of documents are the next steps and form part of the Karratha Airport’s Air Development Plan completed by Price Waterhouse Coopers (PwC) in 2013.

Presentation have been made of these concepts and business cases to airlines in relation to developing intra-Pilbara and Gascoyne feeder markets (such as Paraburdoo, Newman, Geraldton and Learmonth/Carnarvon) as well as connections between Australian major city airports (such as Adelaide, Darwin Brisbane and Sydney).

Two Council staff and two PwC staff attended Air Routes Asia 2015 in Kunming, Yunnan China. At this conference routes to and from Karratha Airport were presented to 24 International airlines, airports and tourism agencies. PwC airline concept and business cases were presented to airlines and airports servicing international hub destinations such as Singapore, Manilla and Kuala Lumpur and holiday locations such as Bali and Cebu. The following is a list of the meetings Karratha representatives held at the conference:

- Garuda Indonesia
- LionAir
- Indonesia AirAsia
- Indonesia AirAsia X
- Small Planet Airlines
- Hong Kong Airlines
- Bangkok Airways
- Scoot (Singapore)
- AirAsia Group

- NokScoot
- Jetstar Airways
- Malaysia Airport Holdings
- Cairns Airport
- Tigerair
- Cebu Pacific Air
- Air New Zealand
- Mactan Cebu International Airport
- Tourism Victoria
- Tourism WA
- Thai AirAsia
- Angkasa Pura I Airports
- Clark International Airport
- Changi Airport Group
- Tourism Tasmania

Karratha was also promoted keenly at Air Routes Asia 2015 through our strategic partnership with Tourism Australia (TA) by having Karratha tourism images visually displayed at their stand and our contingent also attended a TA hosted dinner on the opening night of the conference. Support from WA Tourism was also provided.

Feedback from airlines indicated that they felt that flights from Karratha to Asian destinations will rely on outward tourism. Airlines provided feedback that they also wanted to know about the tourism products that are on offer in the Karratha Airport catchment. One of the keys to the success will be to have depth and quality in tourism product and a range of accommodation to suit the range of different traveller's budgets. Council need to be conscious of the inbound tourism market; support and engage with operators to ensure tourists are engaged with the area and report back to their friends and relatives that Karratha is a good place to visit.

The next steps in promoting Karratha Airport as an international destination and domestic hub airport is to:

- Follow up all Air Routes Asia 2015 contacts and provide any additional information or data required.
- Engage with Government agencies e.g. Customs and DAFF Biosecurity (formerly AQIS)
- Review the programme and activities in the May/June 2015 at the end of PwC engagement.

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 future social, economic, environmental and cultural well-being of the City by virtue of providing an improved level of amenity for residents of the Pilbara, improved economic outcomes for the city and community, better air connectivity with the world, and improved cultural significance – Karratha known to the wider world community.

COUNCILLOR/OFFICER CONSULTATION

Council has regularly been updated on this process via briefings to the Airport Advisory Group.

COMMUNITY CONSULTATION

Two community surveys have been conducted to date in association with the Air Development Plan for Karratha Airport.

When additional services are introduced as a result of promoting Karratha Airport as the Pilbara airport hub with international connections it will be critical to promote the flights so the community sustainably makes bookings and travels from Karratha. Only with sustained bookings will airlines maintain operations and frequencies from Karratha.

STATUTORY IMPLICATIONS

No statutory implications apply.

POLICY IMPLICATIONS

With reference to the higher level policy of the City, the overarching policy implications are that the continued effective operation of the airport underpins the continued economic stability and growth in the region. Noting that economic growth is in part dependent on the successful operation of the Karratha Airport which is also a vital air link for the community.

FINANCIAL IMPLICATIONS

Council has adequate budgets for the balance of activities required in the Airport 2014/15. Further allocations have been budgeted for 2015/16, subject to adoption by Council.

In relation to the potential to provide additional air services to the current schedule there will be direct modest revenue improvements. However, as with previous requests from airlines to introduce new services e.g. Airnorth Karratha-Darwin via Broome service, support in terms of foregone revenue fees and charges are anticipated.

In addition, the benefits for the region in the continuation of these services are significant with the establishment of an additional regular jet services, and the positive effects this has for local business and tourism in particular.

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 2014-2015 provided for this activity:

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

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be Low to the City in terms of Financial Risk, Service Interruption and Compliance.

The level of risk is considered to be Low to the City and community in terms of Stakeholder relationship management.

IMPACT ON CAPACITY

The level of impact is considered to be Low to the City in terms of Service Interruption and Compliance noting the proposed terminal upgrade includes increased capacity to cater for larger passenger numbers.

RELEVANT PRECEDENTS

Previously, Council approved a dispensation on only landing fee charges for Christmas Island Aviation in 2002. Specifically for Airnorth, Council approved and provided dispensation in April 2010 and an extension to that same dispensation in September 2010. The dispensation in those cases was for 100% exemption on landing fee charges and 50% dispensation on passenger service charges. As mentioned above, Council approved a dispensation on only landing fee charges for Airnorth Karratha-Darwin via Broome service.

Council also voted in July 2012 to provide dispensation to QantasLink for a Learmonth/Karratha service however this service did not proceed. The proposed dispensation was 100% exemption on landing fee charges and 0% dispensation on passenger service charges.

VOTING REQUIREMENTS

Simple Majority

OPTIONS

Option 1

As per Officer’s recommendation.

Option 2

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

1. NOTE the Price Waterhouse Coopers (PwC) Air Development Plan Update Report; and
2. DISCONTINUE to negotiate with airlines in relation to commencing additional air domestic services, establishing fixed base operations and develop international air services to and from Karratha Airport.

CONCLUSION

Developing new air services is an on-going activity between the airport and the airline with support from tourism agencies and operators. It can take anything from six months to several years before new air services are commenced. The role of the airport in this on-going dialogue is to provide the airline with as much data and content with respect to the individual market opportunities as possible. This typically takes the form of initial formal presentations of analysis (example: concept papers and business cases) which we have had prepared.

Attendance at Air Routes Asia 2015 afforded the City with a stepping off point in providing the initial information, analysis and data. Further on-going informal communications around regular market updates and activity is required.

In accordance with the recommendations and next steps identified in the PwC report prepared in March 2015, following attendance at Air Routes Asia 2015, it is recommended the Executive and Management engage with airlines and other relevant parties to prosecute our case for developing air routes between Karratha and nominated domestic and international destination.

This recommended solution recognises the importance of Karratha Airport as an economic gateway for Karratha and the City of Karratha.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : **153125**
MOVED : **Cr Vandenberg**
SECONDED : **Cr Harris**

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

1. **RECEIVE** the Price Waterhouse Coopers (PwC) Air Development Plan Update Report.
2. **CONTINUE** to negotiate with airlines in relation to commencing additional air domestic services, establishing a Fixed Base Operation (FBO) and develop international air services to and from Karratha Airport.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

12.8 WICKHAM INFORMATION BAY ENHANCEMENT WORKS

File No:	A11706
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Director Strategic Projects & Infrastructure
Date of Report:	8 April 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Concept Plan

PURPOSE

For Council to consider the scope of works for proposed enhancement to the Wickham Information Bay.

BACKGROUND

The existing Wickham Information Bay is located within the Council controlled Road Reserve off Wickham Drive near the corner of Point Samson/Roebourne Rd. The existing Information Bay includes a gravel hard stand area for parking, tree plantings, information signage and shelter, a Dump truck and a Locomotive for display to symbolise nearby Cape Lambert mining and rail operations.

The existing Information Bay is not to the same infrastructure standard and appearance as other comparable Information Bays at Point Samson and Dampier which have asphalt sealed access and parking bays, footpaths, lighting and landscaping.

Rio Tinto have recently commissioned a public art project adjacent to the Information Bay and propose to install a new shelter, seating and benches, signage, artwork and viewing pad to enhance the area. These works are scheduled for installation in April and are designed to contribute to an enhancement of the entry to the town.

To complement these works and formalise the area, City Officers have prepared a concept plan and estimate for Council's consideration. The proposed works include earthworks and asphalt to seal the car park, demolition of existing kerbing and replacement with new footpaths to the back of the kerb to connect areas via paths to other items of interest including public art, and landscaping with planting and reticulation. No lighting is proposed at this stage.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

Significant community consultation has been undertaken in respect to the public art. No community consultation has occurred in relation to the proposed upgrade to the Information Bay. If Council supports the concept plan, City officers will engage with the local community in preparation of the final design.

STATUTORY IMPLICATIONS

There are no statutory implications as the development is contained within Council’s controlled road reserve.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The estimate for the construction works is \$220,000. If supported the proposal would be scheduled in the 2015/16 works program for completion.

Funding is proposed as follows:

City of Karratha	\$105,000	Earthworks Kerbs and Footpaths
Rio Tinto / City of Karratha Partnership Wickham Beautification	\$115,000	Landscaping

Part funding for the project has been secured as part of the City of Karratha and Rio Tinto \$1m Partnership Fund for Wickham town beautification.

Once constructed it is anticipated that Council will need to make an annual budget provision for maintaining the landscape and road surface. A further partnership agreement to address proposed beautification works in Wickham is currently being negotiated that includes maintenance contributions for a period of 5 years.

STRATEGIC IMPLICATIONS

This item is relevant with the City’s approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012 - 2016. In particular the Operational Plan 2014-2015 provides for this activity:

- Our Program: 1.a.2.4 Maintain City infrastructure necessary to meet the community needs.
- Our Services: 1.a.2.4.5 Maintain and renew road and footpath/cycleway infrastructure.

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. The City’s Infrastructure will procure contractors and supervise the works as part of the 2015/16 Infrastructure program.

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 modify the design for the Wickham Information Bay and consider an allocation of funds as part of the 2015/16 Budget deliberations.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT PROCEED with the Wickham Information Bay Project.

CONCLUSION

The Wickham Information bay is a point of interest for visitors and residents. The implementation of the public art project by Rio Tinto combined with the enhancement works provided by the City would add a significant appeal to the entrance of the town site. The works are largely focused on improving the appearance of the area within the confines of the existing footprint of the facility. Should the scope and funding be agreed, the works would be scheduled for early in the 2015/16 financial year.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153126
 MOVED : Cr Lally
 SECONDED : Cr Saylor

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

1. **ENDORSE** the scope of works for the Wickham Information Bay project including earthworks and asphaltting the road surface, kerbing and landscaping;
2. **NOTE** that Rio Tinto has provided \$115,000.
3. **PRECOMMIT** an amount of \$220,000 in its 2015/16 Budget deliberations.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
 AGAINST : Nil

12.9 KARRATHA AIRPORT REQUEST TO ENDORSE LEASE TERMS WITH HELICOPTERS (AUSTRALIA) PTY LTD

File No:	TT.137
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Airport Commercial Coordinator
Date of Report:	24 March 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Lease Area - LA 31 comprising approximately 2500 square metres of land as hatched in blue on the attached plan.

PURPOSE

To seek Council's endorsement to enter into a new Lease Agreement with Helicopters (Australia) PTY LTD at Karratha Airport.

BACKGROUND

Helicopters (Australia) PTY LTD currently occupies the leased area at Karratha Airport known as Lot 28 (Ground Lease/Apron) as shown in the attachments to this report. Helicopters (Australia) PTY LTD are a major stakeholder at Karratha Airport and provide a diverse range of helicopter services, working alongside many of the world's largest resource sector companies, national governments and federal government agencies.

Helicopters (Australia) PTY LTD is a tenancy situated on Lot 28 primarily designated for helicopter and hanger use and accommodates their Karratha based operations control office.

Helicopters (Australia) PTY LTD first established a relationship with the City in July 2004 with leases approved by Council.

Helicopters (Australia) PTY LTD have approached The City of Karratha to request a short term non-exclusive lease for the adjacent Lot being, LA31 for a period of 12 months. The request is to establish a hold on the lot adjacent to their existing operations while they consider future development options for their base at Karratha. Their offer is to commence a lease of the land at a reduced rate as a holding fee. The proposed holding lease term of 12 months would have a rental payment equal to 10% of the standard commercial rate as a holding fee to secure the land for an interim period only.

Additionally, Helicopters (Australia) PTY LTD propose an initial rent free period equal to the remitted rental fee should a subsequent Lease Agreement commence at the expiry of the initial term. Any subsequent Lease Agreements will be subject to both the Lessee and the Lessor approving the commercial terms of the Agreement, approval by the City of Karratha, Minister for Lands and is subject to *Local Government Act 1995* Section 3.58 – Disposal of Property.

The interim lease would not allow for the Lessee to permit, keep or store anything of any quantity on the Leased Land nor build or modify the leased land in any way or form.

There are no other plans or proposals for the use and/or development of LA31 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 low significance in terms of economic issues in relation to Council’s ability to perform its role but of high significance for future development opportunities within the Airport proving significant rental return and capital improvements should a long term lease be negotiated.

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

Advertising is not required under Regulation 30(2)(e) of the *Local Government (Functions and General) Regulations 1996* if a disposition of land is an exempt disposition if it is the leasing of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land.

STATUTORY IMPLICATIONS

The proposed disposal of property (lease) will be required to comply with Section 3.58 of the *Local Government Act 1995 for subsequent leases*.

In addition, it is a requirement under the management order for the Airport Reserve that all leases are endorsed by the Minister for Lands.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Subject to negotiations, the City proposes that terms offered (rental rate and length of tenancy) be the equivalent no less than 10% of the rent approved by Council in the Karratha Airport Redevelopment Business Case.

Helicopters (Australia) PTY LTD have no outstanding or overdue debts with Council past the normal trading terms.

Proposed Commercial Terms are as follows:

Lot Size	Full Annual Rent (ex GST)	Annual Holding Fee Rent (ex GST) Based on 10% of base rent
2500m2	\$50,000	\$5,000

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 2014-2015 provided for this activity:

Our Program:	1.a.2.2	Operate Karratha Airport to achieve a Commercial outcome.
Our Services:	1.a.2.2.5	Manage lease of land, office accommodation and commercial space.
Our Program:	1.a.2.3	Provide strategic planning for the Airport
Our Services:	1.a.2.3.1	Manage strategic planning for the Airport

RISK MANAGEMENT CONSIDERATIONS

The establishment of a lease arrangement with the tenant as a holding fee to allow the tenant to complete feasibility studies on developing their Karratha infrastructure and operations control office at the Karratha Airport.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously set precedence by delegating authority to the Chief Executive Officer to negotiate leases with existing tenants who operate at Karratha Airport.

VOTING REQUIREMENTS

Simple 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 APPROVE the letting of LA31 to Helicopters (Australia) PTY LTD.

CONCLUSION

Formally establishing lease arrangements with Helicopters (Australia) PTY LTD will ensure an initial revenue source for the short term lease period and significant rental return and capital improvements should a long term lease be negotiated thereafter. The Officer recommends Council agree to the rates suggested in this report to enter into a lease with Helicopters (Australia) PTY LTD for LA31 at Karratha Airport as a holding fee for a duration of 12 months.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153127
 MOVED : Cr Harris
 SECONDED : Cr Vandenberg

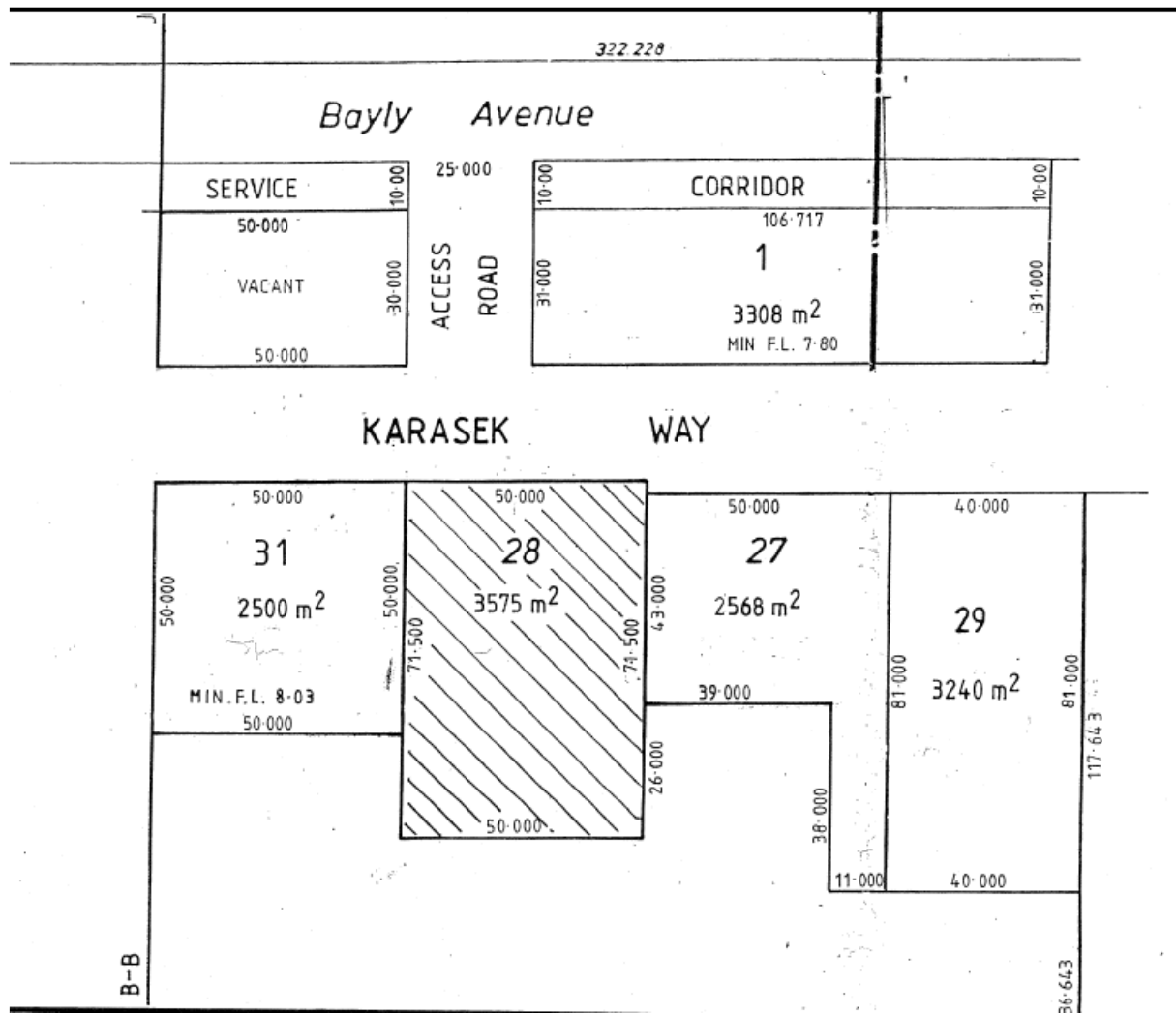
That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to:

1. **APPROVE** the Lease of the tenancy known as LA31 at Karratha Airport to Helicopters (Australia) PTY LTD.
2. **APPROVE** the Lease Agreement to **INCLUDE** the following items:
 - a) At a rate equivalent to a minimum of 10% of the rent approved by Council in the Karratha Airport Redevelopment Business Case; and
 - b) Term to be for a period of one (1) year.
3. **AUTHORISE** the Mayor and the CEO to execute the Lease Agreement under common seal.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
 AGAINST : Nil

Current Lot



12.10 KARRATHA AIRPORT AUTOMATED TELLER MACHINES (ATM)

File No:	TT.137
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Airport Commercial Coordinator
Date of Report:	9 April 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. Confidential - Pricing Structure 2. Licence Area Plan

PURPOSE

To seek Council's endorsement to enter into a new Licence Agreement with an Automated Teller Machine (ATM) Service Provider for the provision of a up to four (4) Automated Teller Machines within the Karratha Airport Terminal.

BACKGROUND

The Karratha Airport currently has an agreement with Cashcard for one (1) ATM within the Airport Terminal. The agreement commenced on 20 August 2010 for a duration of 60 months expiring on 20 August 2015.

The Karratha Terminal Airport Redevelopment scheduled for completion in 2015 includes the provision of up to four (4) Automated Teller Machines. The service provider is required to supply, install, connect, cash and maintain the Automated Teller Machines.

Given the strict cash handling requirements associated with Automated Teller Machines and Karratha's unique remote location there are few service providers that offer such a facility.

All of the major banking corporations have been approached and have declined to provide a fee proposal for the provision of Automated Teller Machines within the Karratha Airport Terminal.

The following three service providers are able to offer Automated Teller Machines with the commercial terms (refer Confidential Attachment 1 - Pricing Structure):

- RediATM
- Cashcard
- Next

It is proposed that the City of Karratha enter into a Commercial Licence Agreement with Cashcard for the provision of up to Four (4) Automated Teller Machines based on the following Commercial Terms:

- Term: 5 Year Licence Agreement (3 year + 2 year Extension period)
- Licence Fee: As outlined in Confidential Attachment 1 - Pricing Structure
- Number of ATMs: Up to four (4) ATMs can be installed in the spaces allocated in the redevelopment design.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of economic issues in relation to Council's ability to perform its role but of high significance in terms of functional ability for Karratha Airport to supply ATM services to passengers.

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

Community consultation would occur following the adoption of the proposed Officer's recommendation to advertise the Council's intention to enter in to a Licence Agreement with the preferred Automated Teller Machine service provider, Cashcard.

STATUTORY IMPLICATIONS

The proposed disposal of property (licence) will be required to comply with Section 3.58 of the *Local Government Act 1995*.

In addition, it is a requirement under the management order for the Airport Reserve that all licences are endorsed by the Minister for Lands.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Subject to negotiations, the City proposes that terms offered (rental rate and length of tenancy) are as shown in Confidential Attachment 1 – Pricing Structure.

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 2014-2015 provided for this activity:

Our Program:	1.a.2.2	Operate Karratha Airport to achieve a Commercial outcome.
Our Services:	1.a.2.2.5	Manage Lease of Land, Office Accommodation and Commercial Space.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously set precedence by entering into a Commercial Agreement with Cashcard for the provision of an Automated Teller Machines within the Karratha Airport Terminal.

VOTING REQUIREMENTS

Simple 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 APPROVE the Licencing Agreement.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to enter into a Licencing Agreement with an alternate Automated Teller Machine service provider.

CONCLUSION

Formally establishing a Licence Arrangement with the Automated Teller Machine Service Provider Cashcard, to ensure continuity of service for airport visitors and the travelling public. The Officer recommends Council endorse to negotiate and enter into a Licence Agreement at the Karratha Airport.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153128
 MOVED : Cr Vandenberg
 SECONDED : Cr Harris

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

1. **APPROVE** to finalise Licence Agreement negotiations with preferred Automated Teller Machine Service Provider, Cashcard for the provision of up to four (4) Automated Teller Machines (ATMs) installed at the Karratha Airport Terminal (proposed locations of ATMs are shown in Attachment 2 - Licence Area Plan).
2. **APPROVE** Licence Agreement to **INCLUDE** the following items:
 - a) Term of a 5 Year Licence Agreement (3 Year + 2 Year Extension period);
 - b) Licence Fee as per Confidential Attachment 1 – Pricing Structure;
 - c) Up to four (4) ATMs can be installed in the spaces allocated in the redevelopment design at the Karratha Airport.
3. **ADVERTISE** in accordance with Section 3.58 of the *Local Government Act 1995* the proposed Licence Agreement with Cashcard.
4. **AUTHORISE** the Mayor and the CEO to execute the Licence Agreement under common seal, subject to no material objections being received during the statutory advertising period.

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, 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 April 2015.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153129
MOVED : Cr Lally
SECONDED : Cr Vandenberg

That Council note the following information items:

- 13.1 Register of Documents Stamped with the City's Common Seal
- 13.2 Non-Statutory Donations
- 13.3 Concessions on Fees
- 13.4 Quarterly Grant Scheme
- 13.5 Record of Tenders Awarded by the CEO under Delegation 13
- 13.6 Building Statistics
- 13.7 Planning Decisions Issued
- 13.8 Environmental Health Statistics
- 13.9 Ranger Statistics
- 13.10 Economic Development update
- 13.11 Waste Services Data
- 13.12 Community Services update
- 13.13 Library and Information Week 2015
- 13.14 NAIDOC Opening - 27 June 2015
- 13.15 National Trust Heritage Festival

CARRIED

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg, Cr White-Hartig
AGAINST : Nil

13.1 REGISTER OF DOCUMENTS STAMPED WITH THE CITY OF KARRATHA COMMON SEAL

Responsible Officer: Chief Executive Officer

Reporting Author: EA to CEO & Mayor

Disclosure of Interest: Nil

PURPOSE

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

DATE	DOCUMENT
09/03/2015	Jetty Licence Agreement – Wickham Beach Boat Ramp between the Property Services Manager of the Department of Transport (Licensor) and the City of Karratha (Licensee) Jetty No: 4448

13.2 NON STATUTORY DONATIONS FOR PERIOD ENDING 31 MARCH 2015

File No: FEB15
Responsible Officer: Director Corporate Services
Author Name: Assistant Management Accountant
Date of Report: 24 March 2015
Disclosure of Interest: Nil

PURPOSE

To provide Council with a summary of Non Statutory Donations made during the specified period. The original budget amounts for 2014/15 were adopted in Council Res No. 152891 Municipal Fund Budget 2014/15. These allocations were amended in the first quarter budget review adopted in November via Council Res No. 152998.

City of Karratha	Original Budget	Current Budget	Actual YTD	Remaining
Non Statutory Donations	\$	\$	\$	\$
For the Period Ending 31 March 2015				
Contribution - Dampier Community Assoc	\$ 200,000	\$ 100,000	\$ 7,620	\$ 92,380
2013/14 BFWD	\$ -	\$ 94,091	\$ 73,542	\$ 20,549
2012/13 BFWD	\$ -	\$ 28,733	\$ 11,000	\$ 17,733
Contribution - Pt Samson Community Assoc	\$ 100,000	\$ 100,000	\$ 23,685	\$ 76,315
2013/14 BFWD	\$ -	\$ 100,000	\$ -	\$ 100,000
2012/13 BFWD	\$ -	\$ 44,772	\$ 40,086	\$ 4,686
Contribution - Roebourne Advisory Group	\$ 100,000	\$ 100,000	\$ 31,107	\$ 68,893
2013/14 BFWD	\$ -	\$ 100,000	\$ 40,000	\$ 60,000
2012/13 BFWD	\$ -	\$ 83,302	\$ 71,000	\$ 12,302
2011/12 BFWD	\$ -	\$ 15,299	\$ 10,475	\$ 4,824
Contribution - Wickham Community Assoc	\$ 100,000	\$ 100,000	\$ 50,000	\$ 50,000
2013/14 BFWD	\$ -	\$ 79,545	\$ 58,785	\$ 20,760
Contribution - Karratha Community Assoc	\$ 100,000	\$ 80,000	\$ 32,694	\$ 47,306
2012/13 BFWD	\$ -	\$ 66,043	\$ 3,960	\$ 62,083
Ex Gratia Contribution - Dampier Community Assoc	\$ -	\$ 100,000	\$ 11,553	\$ 88,447
2013/14 BFWD	\$ -	\$ 100,000	\$ -	\$ 100,000
2012/13 BFWD	\$ -	\$ 83,557	\$ 7,642	\$ 75,915
Ex Gratia Contribution - Wickham Community Assoc	\$ 250,000	\$ 203,000	\$ 91,966	\$ 111,034
2013/14 BFWD	\$ -	\$ 28,064	\$ -	\$ 28,064
Ex Gratia Contribution - Roebourne Advisory Group	\$ 125,000	\$ 101,500	\$ 20,000	\$ 81,500
2013/14 BFWD	\$ -	\$ 125,000	\$ 125,000	\$ -
2012/13 BFWD	\$ -	\$ 125,000	\$ 74,000	\$ 51,000
2011/12 BFWD	\$ -	\$ 29,000	\$ 16,000	\$ 13,000
Ex Gratia Contribution - Pt Samson Community Assoc	\$ 125,000	\$ 101,500	\$ -	\$ 101,500
2013/14 BFWD	\$ -	\$ 125,000	\$ -	\$ 125,000
2012/13 BFWD	\$ -	\$ 125,000	\$ -	\$ 125,000

City of Karratha	<u>Original Budget</u>	<u>Current Budget</u>	<u>Actual YTD</u>	<u>Remaining</u>
Non Statutory Donations	\$	\$	\$	\$
For the Period Ending 31 March 2015				
School Awards	\$ 1,350	\$ 1,350	\$ 1,350	\$ -
Christmas Lights Competition	\$ 5,000	\$ 5,000	\$ -	\$ 5,000
Walkington Awards	\$ 5,500	\$ 5,500	\$ 5,327	\$ 173
Karratha Golf Club	\$ -	\$ 5,000	\$ 5,000	\$ -
State Emergency Services	\$ 8,100	\$ -	\$ -	\$ -
Sundry Donations To Community Groups	\$ 250,000	\$ 90,170	\$ 121,453	-\$ 31,283
Fee Waiver	\$ 20,000	\$ 20,000	\$ 9,854	\$ 10,146
	\$ 1,389,950	\$ 2,465,426	\$ 943,100	\$ 1,522,326

13.3 CONCESSIONS ON FEES FOR COUNCIL FACILITIES 14/15 FINANCIAL YEAR

File No: CR.38
Responsible Executive Officer: Director Community Services
Reporting Author: Director Community Services
Date of Report: 31 March 2015
Disclosure of Interest: Nil

PURPOSE

To provide Council with a summary of all concessions on fees for Council’s facilities and services under Section 11 of the Delegations and Authorisations Register for the 14/15 Financial Year.

Name	Reason	Amount (exc GST)	Balance (exc GST)
	As of March OCM 2015		\$10,556.04
Leukaemia Foundation	Waiver of hire fees for Pegs Creek Pavilion for Yari Chinchilla to hold Salsa Classes and donate all fees to the “Worlds Greatest Shave. \$150	\$136.36	\$10,692.06
Metatastic Melanoma	Donation to Jessica Ringrose who is holding an online auction to raise funds for Metatastic Melanoma. 2 x 1 month memberships KLP - \$316.00	\$287.28	\$10,979.34
Telethon & Breast Cancer Care WA	Waiver of hire fees through Nick Hall for KLP Oval for a Telethon and Breast Cancer Care fundraising market. \$164.00	\$149.09	\$11,128.43
OTambrey Primary School	Donation to Tambrey Primary School P & C Quiz Night – 1 x 3 month full membership KLP \$409.00	\$371.82	\$11,500.25
EPIC	Waiver of hire fees for the Frank Butler Kitchen to hold a stall at the youth shed to raise money for 4 accessible sailing dinghies. \$185.00	\$168.19	\$11,668.44
Kuruma Marthudunera	Waiver of hire fees at the Millars Well Pavilion and Oval for the funeral of the late Graham Jacobs. \$160.00	\$145.46	\$11,813.90

13.4 QUARTERLY GRANT SCHEME APPROVALS – FEBRUARY 2015

File No: CR.38
Responsible Executive Officer: Director Community Services
Reporting Author: Director Community Services
Date of Report: 1 April 2015
Disclosure of Interest: Nil

PURPOSE

To provide Council with a summary of approvals under Quarterly Grant Schemes under Policy CS6.

COMMUNITY GRANTS Summary of approvals under Quarterly Grant Schemes under Policy CS6

Organisation	Project Summary	Total Requested	Recommended	Notes
Pilbara Joblink	Funding requested to assist with the coordination and delivery of the Karratha Holiday Program (formerly Inclusion School Holiday Program) developed for people with disability and ability of all ages to play together. This fills an identified gap in the community for older people with disability who cannot attend Youth Shed events.	\$4,500	\$4,500	Fills a large gap in the community for people with disability who are not youth. Promotes togetherness and a welcoming community in line with our DAIP. Supported by Youth Services with additional feedback provided.
Wickham Tidy Towns	In support of Point Samson Chilli Festival WTT are trying to raise funds for entrants to get greater participation by contributing towards the ingredients required (applicants must be able to serve 50 people). This has been a deterrent for entry with participation decreasing while crowds increase	\$4,400	\$2,000	The cost of participating in the cooking component of the festival has seen numbers reducing. This fund is intended to offset the cost of participating with food cost assistance. The fee waiver for entry is not approved.
Dampier Community Association	To refurbish the walls in the new community space to allow the DCA to offer the space to local community groups who are unable to currently use the Community Hall due to the Hub development. Would require new locks and paint for the walls. Rio approved. The new locks are so the hirer can have access to the kitchen but not confidential documentation.	\$1,080	\$1,080	Renovation would allow the DCA to draw an income while the hall is unavailable. Minimum output for a positive result for Dampier community.
Soroptimists International Karratha District	Host a screening of "Honour Diaries" a film of educational value to women and girl of all ages on issue in Islamic society pertinent to women and young girls. Gold coin donation entry. 8 March 2015.	\$1,205	\$1,205	Slightly controversial film, being screened internationally as part of International Women's Day.
Kimberly Pilbara Medical Care	Accommodation costs for 6 GP registrars selected to participate in the Annual Remote Pilbara Rural and Remote Weekend. Trip aimed to expose trainee doctors considering moving to the area to undertake GP training.	\$3,594	\$2948	This trip has been previously funded. This is an annual doctor's experience however with the new hospital and medical facilities coming on board we need to encourage Drs to come this way.

Organisation	Project Summary	Total Requested	Recommended	Notes
Volunteer Sea Search and Rescue Group Inc	To purchase safety clothing for training and rescue purposes. Would have City of Karratha logo embroidery on right sleeve. The polo shirts are to make the rescuers easily identifiable and able to manoeuvre safely during rescues.	\$3,460	\$3460	Important service for the community. Should be easily identifiable. Have spoken to people who have been rescued before who said it was some blokes in regular clothing turned up to help them - not easily identified. Note these are also volunteers avail 24/7
Federation of WA Police and Community Youth Centres – Roebourne PCYC	To deliver a Protective Behaviours two day workshop in Roebourne via Roebourne PCYC	\$4,500	\$4,500	Recommend in discussion with Vanessa Subramoney, Brittany Cover and Kim Sykes regarding increasing community collaboration. Funding to be utilised for service gap delivery (programming).
Terre Rouge Ballet Inc	Funding assistance to run technique workshops with the director of the Graduate College of Dance from Perth. Dates to be confirmed.	\$4,500	\$1,000	Development opportunity to benefit of the dancers and community engaging with dance as entertainment
Yaandina Family Centre	Funding support to increase access and participation of IT computer usage within the holiday and after school groups. To widen the scope and choices of recreational activity with the Yaandina Youth Centre. Requesting 3 x laptops, 1 Xbox, 1 table tennis table.	\$1,849	\$100	Redirect to Computers for Communities Program for desktop computers. Xbox not funded. Table Tennis promotes fitness.
Dampier Playgroup	To purchase shade sails for the Dampier Playgroup in their new temporary location while the hub is being built.	\$4,500	\$0.00	Not recommended however Leigh Cover has agreed to supply pop-up shade which would be set up and taken down twice a week. He has also offered to waive build permits
Population Health	Assistance to purchase equipment for the delivery of a "Have You Wheelie Bin for a Check-Up" program in Roebourne - where City of Karratha bins are painted with health check messages and Roebourne residents are able to have a free health check while their bin is cleaned and painted.	\$5,000	\$0.00	Health checks and medicine is free via Marwarnkarra. No additional community benefit by providing this service. Additional expense to City of Karratha Waste Services. Remaining funding approved to go towards Family Day Opening.
Marwarnkarra Health Services	Resubmitted application: Support for Youth Week Celebrations in Roebourne entertainment, festival type amusement.	\$3,500	\$0.00	Outstanding acquittals and 1 returned acquittal with misuse of Council funding. Not recommended until discrepancies cleared.

Organisation	Project Summary	Total Requested	Recommended	Notes
Tequiras Netball Club	Funding requested to assist with an End of Summer party for the community of Karratha. Cover venue hire, band hire, catering, advertising and promotion to enhance a sense of community	\$4,500	\$0.00	Limited funding available. Greater community benefit elsewhere. Maybe future redirection to Sponsorship Scheme and promote community partnerships in the application.
Wickham Tidy Towns	Merchandise for advertising, purchasing of shirts, portable shade and bin mascot costume to attract new members / promote clean up events/BBQs/community events, and increase town pride.	\$3,200	\$0.00	Community group is in need of positive participation and a mascot and merchandise for sale is a good way to bring the group together and associate positivity with the brand. Application given additional internal written support by Steph Sparks Cleansweep Task Force. Move to next round due to limited funding and multiple applications.
Pilbara Joblink	To hold a Karratha Science Engagement Network SciSpy Family Quiz Night - Science based quiz to promote fun with science. Current shortage of science based occupations in the region.	\$4,500	\$0.00	Great family event well thought out and planned. City of Karratha loves a quiz night. This is educational and has great collaboration. However, limited funds available. Multiple Applications. Move to future round.
		\$54,287.65	\$20,792.54	

SPORTING GRANTS

Organisation	Project Summary	Total Requested	Recommended	NOTES
Karratha Squash Club Inc	To assist with hosting of the PRJSC in Karratha (Junior Squash Champs). The Championships will be hosted at the Leisureplex and will bring the regional development squash coach to Karratha to develop local skills further, and to run the tournament.	\$1,387.01	\$1,387.01	Quick win, developing local skills, utilising Leisureplex as a ground for Championships.
Karratha Softball Association	To host annual Championships May 29-31. Also funding for 40 year anniversary would like new uniforms, and equipment. Also requesting sports development for umpiring clinics.	\$9,000	\$1,500	\$1500 flights only towards sports development as a priority area
North Pilbara Football League (NPFL)	Requesting assistance for umpire development and training. Included two visits by a WAFL Umpire Coach in March 2015 and July 2015 to run clinics including classroom accreditation and on field competency assessments in both Karratha and Port Hedland.	\$4,356	\$2,178	Half funded / Port Hedland should be providing funding for their groups.
Tequiras Netball Club	To purchase good quality netballs for the 13 teams and a pump for each teams equipment bag	\$1,975	\$1,975	Half covered
Peak 1 Boxing Club	Funding to assist with delivery of training in Wickham - focus pads, boxing gloves, train hard pro, mesh kit bag and freight	\$1,561	\$1,561	First time applicant developing club. Seeking development assistance by City of Karratha. Very strong club with great exposure potential
Nickol Bay Hockey Championships	Funding support for the North West Hockey Championships - 1 day carnival between Pilbara teams from surround region. Funding for equipment, balls whistles bibs, umpire shirts and markers for grounds. Event on 9 May.	\$856.45	\$856.45	Equipment for the delivery of the Championships but ongoing benefit to club beyond Championships.
West Pilbara Softball Association (Auspice G Bushby)	To support Georgina Bushby for travel to Jakarta where she will play in the South East Asia Youth Baseball Softball Tournament. Georgina was selected as part of the Perth Allstar Squad.	\$500	\$500	Quick win - representing City of Karratha and North West Shelf Project

Organisation	Project Summary	Total Requested	Recommended	NOTES
West Pilbara Softball Association (Auspice C Bushby)	To support Courtney Bushby for travel to Jakarta where she will play in the South East Asia Youth Baseball Softball Tournament. Courtney was selected as part of the Perth Allstar Squad.	\$500	\$500	Quick win - representing City of Karratha and North West Shelf Project
Karratha Tennis Club (Auspice Hunter Moore)	To support Hunter Moore to compete at Hensen Park and WA Country Championships (junior tennis)	\$500	\$500	Quick win - representing City of Karratha and North West Shelf Project
Karratha Tennis Club (Auspice Charli Moore)	To support Charli Moore to compete at Hensen Park and WA Country Championships (junior tennis)	\$500	\$500	Quick win - representing City of Karratha and North West Shelf Project
Karratha Tennis Club (Auspice Meeza Humphries)	Funding request support Meeza Humphries to compete at Hensen Park and WA Country Championships (junior tennis)	\$500	\$500	Quick win - representing City of Karratha and North West Shelf Project
Karratha Tennis Club (Auspice Lawson Humphries)	To support Lawson Humphries to compete at Hensen Park and WA Country Championships (junior tennis)	\$500	\$500	Quick win - representing City of Karratha and North West Shelf Project
Peak 1 Boxing Club	Funding to assist with travel for two to participate in the State Championships in Perth 27 March 2015	\$1,676	\$500	Only support participant not coach. \$500 maximum. Have delivered state champions in 2013 and 2014.
Karratha Community Association (Auspice T Briggs)	Support for Tahlia Briggs to travel to Canberra to compete for National selections to participate in the 2015 World Taekwondo Championships in Russia in May 2015 with the Australian Team.	\$750	\$750	Quick win - representing City of Karratha and North West Shelf Project
West Pilbara Softball Organisation Inc.	Funding support for the North West Softball Championship September 26-27. Opening ceremony, exhibit of photos, celebratory dinner presentation and grand final.	\$4,500	\$0.00	Move to next round - time frame not suitable
		\$34,823.86	\$13,707.46	

13.5 RECORD OF TENDERS AWARDED BY THE CHIEF EXECUTIVE OFFICER UNDER DELEGATION 13

File No: CM.112
Responsible Officer: Director Corporate Services
Reporting Author: DAO Corporate Services
Date of Report: 2 April 2015
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

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

BACKGROUND

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

Tender No:	17-14/15	Project Budget:	\$180,000.00
Tender Title:	Roebourne Depot Demolition		
State-wide Advertising Commenced:	24/01/2015	Tender Closing Date/ Time:	2:00pm AWST 19 February 2015
Scope of Works:	Complete the demolition of the workshop, office block, toilet block and hydrocarbon tank(s) at Lot 61, 25-31 Withnell Street, Roebourne		
Selection Criteria:	Relevant Experience	15 %	
	Demonstrated Understanding and Methodology	25 %	
	Price	50 %	
	Capacity to Deliver – Tenderers Resources	10 %	
Submissions Received:	Seven (7) submissions received – Prompt Contracting and Fencing (withdraw), National Building Network, McMahon Services Australia, Kalgoorlie Salvage and Demolition (KSD), Delta Pty Ltd, Brajkovich Demolition and Salvage Pty Ltd, Ahrens Group.		
Tender Awarded to:	Delta Pty Ltd		
Contract Value:	\$158,490.00 (ex GST)	Date of Award:	20/03/2014
Contract Term:	Six months	Contract Options:	Nil

Tender No:	19-14/15	Project Budget:	\$200,000.00
Tender Title:	Wickham Bus Shelters – Design, Fabrication and Installation		
State-wide Advertising Commenced:	14/02/2015	Tender Closing Date/ Time:	2:00pm AWST 4 February 2015
Scope of Works:	Provide shop drawings and obtaining all necessary approvals to fabricate and construct six (6) bus shelters and install associated bench seating, concrete hardstand, concrete footings, handrails and tactile ground surface indicators to the requirements identified at each selected site locations and to the requirements and standards set by the Public Transport Authority (PTA).		
Selection Criteria:	Key Personnel Skills and Experience	15 %	
	Tenderer’s Resources	15 %	
	Demonstrated Understanding	30 %	
	Price	40%	
Submissions Received:	Fifteen (15) submissions received: TMIK Developments, The Trustee for Greentree Trading Trust, SMC Building Pty Ltd, Rare Earth Construction, NYFL Maintenance, National Building Network Pty Ltd, Leethall Constructions Pty Ltd, KW Civil Pty Ltd, Karratha Contracting Pty Ltd, Jason Sign Makers, Geraldton Building Services & Cabinets Pty Ltd, Environmental Industries Pty Ltd, Delta FM Australia Pty Ltd, BCL Group Pty Ltd and Aerison Pty Ltd		
Tender Awarded to:	SMC Building Pty Ltd		
Contract Value:	\$115,117.00 (ex GST)	Date of Award:	20/03/2015
Contract Term:	Six (6) months plus twelve (12) month defects liability period	Contract Options:	Nil

13.6 MONTHLY BUILDING STATISTICS

File No: GR.27
Responsible Executive Officer: Director Development Services
Reporting Author: Manager Regulatory Services
Date of Report: 1 April 2015
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

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

Building Statistics 2015													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Building Permits													
Dwellings	0	0	4										4
Alterations and Additions	1	1	1										3
Swimming Pools and Spas	3	5	8										16
Outbuildings (inc signs and shade)	19	17	26										62
Group Development	0	0	0										0
Number sole occpcy units/grp development	0	0	0										0
Commercial	4	7	8										19
Monthly total	27	30	47	0	0	0	0	0	0	0	0	0	104
Building Approval Certificates & Demolition Certificates													
Demolition Permits	0	6	4										10
Dwellings	0	0	0										0
Alterations and Additions	0	0	0										0
Swimming Pools and Spas	0	1	0										1
Outbuildings	0	0	3										3
Group Development	0	0	0										0
Number sole occpcy units/grp development	0	0	0										0
Commercial	0	0	0										0
Occupancy Permit	5	8	3										16
Monthly total	5	15	10	0	0	0	0	0	0	0	0	0	30
Total \$'000 Construction Value	40,909	32,572	7,151										80,632
Building Statistics 2014													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Building Permits													
Dwellings	24	4	17	2	4	0	3	2	2	0	1	1	60
Alterations and Additions	0	3	3	1	1	2	1	0	3	1	2	2	19
Swimming Pools and Spas	7	5	3	4	4	2	4	2	3	7	7	7	55
Outbuildings (inc signs and shade)	18	21	31	34	26	25	24	21	28	12	17	30	287
Group Development	0	0	5	0	0	0	0	1	1	1	1	0	9
Number sole occpcy units/grp development	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial	2	4	2	2	0	6	2	8	4	3	6	6	45
Monthly total	51	37	61	43	35	35	34	34	41	24	34	46	475
Building Approval Certificates & Demolition Certificates													
Demolition Permits	5	4	1	0	2	0	1	1	2	0	1	1	18
Dwellings	0	0	0	0	0	0	0	0	1	0	1	0	2
Alterations and Additions	0	0	0	0	0	0	1	0	0	0	0	0	1
Swimming Pools and Spas	0	0	1	0	0	0	0	0	0	0	0	1	2
Outbuildings	8	2	2	2	2	6	0	3	4	3	0	1	33
Group Development	0	0	0	0	0	0	0	0	0	0	1	0	1
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	0	0	0	0	0	0
Occupancy Permit				4	2	4	5	2	8	5	1	1	32
Monthly total	13	6	4	6	6	10	8	6	15	8	4	4	90
Total \$'000 Construction Value	16,691	14,909	25,481	2,706	4,989	35,351	56,436	25,345	16,301	1,906	8,770	1,431	210,316

13.7 PLANNING DECISIONS ISSUED 26 FEBRUARY TO 01 APRIL 2015

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.

STATUS OF CURRENT PLANNING DECISIONS ISSUED

APP	DECISION	OWNER	APPLICANT	ADDRESS	APP TYPE	DEVELOPMENT
DA14091	APPROVED DELEGATE	P J NICHOLSON AND ANTA CARPENTRY PTY	G A DESIGN AND DRAFTING	LOT 901 LAMBDEN ROAD, KARRATHA	DEV	WAREHOUSE AND OFFICE
DA14120	APPROVED DELEGATE	F N AND J A BILATO	NORDIC HOMES PTY LTD	LOT 2565 SEABROOK CRESCENT, KIE	DEV	STAFF OFFICE
DA14140	APPROVED DELEGATE	CORCOM INVESTMENTS LTD	CORCOM INVESTMENTS LTD	28 BALMORAL ROAD, KARRATHA	DEV	CARWASH AND DRIVETHROUGH COFFEE SHOP
DA15003	APPROVED DELEGATE	ALEXANDER WRIGHT	ALEXANDER WRIGHT	19 BURKE CRESCENT, DAMPIER	DEV	SEA CONTAINER
DA15014	APPROVED DELEGATE	CITY OF KARRATHA	CITY OF KARRATHA	ROE STREET, ROEBOURNE	DEV	WAR MEMORIAL
DA15016	APPROVED DELEGATE	PILBARA IRON CO SERVICES	IAN KINCAID	3-7 SALTBUUSH COURT, WICKHAM	DEV	SEA CONTAINER
DA15020	APPROVED DELEGATE	C A AND WA J PURCELL	WADE INGLETON	12 MEDA CRESCENT, DAMPIER	DEV	SEA CONTAINER
DA15032	APPROVED DELEGATE	WA LAND AUTHORITY	MIRVAC	LOT 7078 SHARPE AVENUE KARRATHA	DEV	SIGNAGE FOR THE QUARTER
DA15033	APPROVED DELEGATE	TOXFREE SOLUTIONS LTD	WHELANS	LOT 126 KARRATHA/TOM PRICE ROAD	DEV	PORTABLE DIESEL FUEL TANK
DA15034	APPROVED DELEGATE	PAUL TAVEIRA	AIDEN PATIOS	SL1 VEALL CLOSE, MILLARS WELL	DEV	PATIO
DA15039	APPROVED DELEGATE	HAMERSLEY IRON PTY LTD	RONALD ASHCROFT	LOT 246 HARTOG CRESCENT, DAMPIER	DEV	SEA CONTAINER
DA15041	APPROVED DELEGATE	PHYLLIS MARSHALL	PHYLLIS MARSHALL	LOT 6 MURRAY STREET, POINT SAMSON	DEV	SEA CONTAINER
DA15042	APPROVED DELEGATE	HAMERSLEY IRON PTY LTD	SHANNON DREMEL	LOT 137 PRINSEP CRESCENT, DAMPIER	DEV	SEA CONTAINER
DA15043	APPROVED DELEGATE	A M AND K A HUGHES	R K WILSON	LOT 3444 BUTLER COURT, NICKOL	DEV	HOME OCCUPATION – BEAUTY THERAPY
DA15045	APPROVED DELEGATE	GOVT EMPLOYEES HOUSING AUTHORITY	SHANE FARROW	LOT 203 GREGORY CRESCENT, DAMPIER	DEV	SEA CONTAINER
DA15048	APPROVED DELEGATE	M S HENRY AND S L YOUNG	M S HENRY AND S L YOUNG	LOT 3826 ALLEN COURT, MILLARS WELL	DEV	HOME OCCUPATION – HAIRDRESSING

DA15050	APPROVED DELEGATE	ROBE RIVER MINING PTY LTD	MATT HUTTON	LOT 449 POINCIANA PLACE, WICKHAM	DEV	SEA CONTAINER
DA15051	APPROVED DELEGATE	K E CLARK AND M SMITH	K E SMITH	22 DOLPHIN WAY, BULGARRA	DEV	HOME OCCUPATION – BAKED GOODS
DA15054	APPROVED DELEGATE	S R AND S J BYERS	J BUSWELL	14 JENNIFER COURT, PEGS CREEK, KARRATHA	DEV	HOME OCCUPATION – BEAUTY SALON
DA15055	APPROVED DELEGATE	W A LAND AUTHORITY	IMAGESOURCE	LOT 522 MADIGAN ROAD, GAP RIDGE	DEV	TWO SALE SIGNS
DA15056	APPROVED DELEGATE	ROBE RIVER MINING PTY LTD	TROY RIDLEY	11 ROSEWOOD PLACE, WICKHAM	DEV	SEA CONTAINER
DA15060	APPROVED DELEGATE	BOC GASES AUSTRALIA LTD	TJR BUILDING	LOT 987 CROYDON ROAD, KIE	DEV	ROOF COVER OVER BOTTLE FILLING FACILITY
DA15061	APPROVED DELEGATE	OTC KARRATHA PTY LTD	DAMIEN OATWAY	LOT 9 RESOURCE ROAD, GAP RIDGE	DEV	STORAGE BUILDING FOR ICE
DA15063	APPROVED DELEGATE	WOODSIDE ENERGY LTD	ELLEN COWCILL	15 KNIGHT PLACE, NICKOL	DEV	HOME OCCUPATION – PHYSIOTHERAPIST
DA15066	APPROVED DELEGATE	ROBE RIVER MINING PTY LTD	AUDREY CIGROVSKI	12 SALT BUSH COURT, WICKHAM	DEV	SEA CONTAINER
P3310	APPROVED AMENDMENT	STATE OF WA	IA GROUP PTY LTD	LOT 109 BEDROCK TURN	DEV	WAREHOUSE AND OFFICE AMENDMENT

STATUS OF CURRENT JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATIONS

APPL. #	LODGEMENT DATE	OWNER	APPLICANT	ADDRESS	DESCRIPTION	JDAP MEETING DATE
JDAP14005	16 DEC 2014	SULCON PTY LTD	RFF PTY LTD	LOT 10 NORTHWEST COASTAL HIGHWAY, STOVE HILL	SERVICE STATION AND TAKEWAY FOOD OUTLET	APPROVED DAP 18/03/15
P3165	18 MARCH 2015	ERADU PTY LTD	RFF PTY LTD	LOT 500 MADIGAN ROAD, GAP RIDGE	EXTENSION OF TIME FOR PLANNING APPROVAL	TBA
P3166	24 FEBRUARY 2015	LOXTON PROPERTIES PTY LTD	LOXTON PROPERTIES PTY LTD	LOT 2638 BALMORAL ROAD, KARRATHA	EXTENSION OF TIME FOR PLANNING APPROVAL	22 APRIL 2015

13.8 MONTHLY ENVIRONMENTAL HEALTH STATISTICS

File No:	LE.288
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Regulatory Services
Date of Report:	1 April 2015
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To provide Annual Environmental Health Statistics for the Council's information.

In the past month there has been a significant spike in Cryptosporidium cases (infectious disease). The City's Environmental Health Service has been in regular contact with the Department of Health to investigate the possible source of the infection. While not being identified as a confirmed source of infection, the Karratha Leisureplex has taken preventative action to ensure that the pools do not contain the Cryptosporidium microorganism.

Food premises assessments and response to service requests/complaints was again the main focus of the months' work by environmental health officers.

Environmental Health Statistics													2015														
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD														
Inspections/reinspections/audits																											
Food premises inspection/reinspection	20	17	18											55													
Lodging house inspection	0	0	1											1													
Camping/caravan park inspection	0	0	0											0													
Public building inspection	0	2	4											6													
Swimming pool inspection	2	0	0											2													
Hairdressers inspection	0	2	2											4													
Beauty therapy/skin penetration inspection	0	1	2											3													
Septic tank inspections	0	0	0											0													
Closed premises	3	5	2											10													
Monthly total	25	27	29	0	0	0	0	0	0	0	0	0	0	81													
Health nuisances/complaints investigated																											
Air Pollution	0	1	0						0					1													
Building & Accommodation	2	4	0											6													
Effluent & Water Pollution	0	1	0											1													
Food Safety	0	1	0											1													
Noise Pollution	0	1	1											2													
Nuisance	0	10	2											12													
Pest Control	0	3	0											3													
Refuse & Litter	0	0	1											1													
Skin Penetration	0	3	0											3													
Stallholders & Traders	0	1	0											1													
Other	0	0	0											0													
Monthly total	2	25	4	0	0	0	0	0	0	0	0	0	0	31													
Notifiable infectious diseases																											
Ross River Virus (RRV)	6	5	1											12													
Barmah Forest Virus (BHV)	1	0	0											1													
Salmonellosis	3	3	1											7													
Campylobacteriosis	5	4	4											13													
Cryptosporidiosis	2	4	19											25													
Other	1	1	1											3													
Monthly total	18	17	26	0	0	0	0	0	0	0	0	0	0	61													
Other health																											
Assess development applications	0	0	0											0													
Assess building applications	0	0	0											0													
Respond to swimming pool positive detections	6	14	17											37													
Healthy dog day	0	1	0											1													
Chicken bleeding	2	2	2											6													
Monthly total	8	17	19	0	0	0	0	0	0	0	0	0	0	44													

Environmental Health Statistics													2014													
2013 - YTD	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC														
Inspections/reinspections/audits																										
136	11	11	37	14	4	28	17	4	19	14	36	23														
41	0	0	1	17	2	8	3	0	3	5	1	0														
7	0	0	0	3	1	0	4	0	0	0	0	0														
0	0	0	3	27	1	36	6	0	9	1	1	1														
28	1	0	0	0	0	0	0	0	0	0	2	18														
3	5	0	2	1	0	1	1	0	0	5	1	0														
9	3	1	8	0	0	2	0	0	0	3	3	1														
0	0	0	1	0	0	0	0	0	0	0	0	0														
23	8	1	5	2	0	7	5	1	3	4	5	1														
247	28	13	57	64	8	82	36	5	34	32	49	44														
Health nuisances/complaints investigated																										
11	0	0	1	0	1	0	0	3	0	0	0	0														
26	1	1	5	0	2	1	3	0	0	1	3	1														
0	2	3	1	0	0	1	1	0	0	0	1	1														
44	0	2	0	0	0	2	2	1	2	6	0	0														
37	1	3	0	1	0	5	5	3	0	0	0	0														
28	3	7	0	3	0	2	0	1	0	0	1	1														
34	2	4	0	0	0	1	0	0	1	2	0	0														
10	1	1	0	0	0	1	0	0	0	2	0	0														
2	1	1	0	0	0	1	1	0	0	0	0	0														
6	0	2	0	0	0	0	0	0	1	0	1	0														
66	0	0	0	0	0	0	0	0	0	1	0	0														
264	11	24	7	4	3	14	12	8	4	12	6	3														
Notifiable infectious diseases																										
4	0	2	13	2	3	4	4	1	4	2	4	1														
12	0	0	0	0	0	0	1	0	0	0	0	1														
4	2	0	2	3	1	1	4	0	2	0	1	0														
1	3	1	3	0	1	0	1	0	1	2	0	1														
3	0	0	1	0	0	0	0	0	0	0	0	1														
0	0	0	0	0	0	0	0	0	0	0	0	0														
24	5	3	19	5	5	5	10	1	7	4	5	5														
Other health																										
61	3	9	2	3	1	1	2	3	3	12	7	0														
3	0	0	0	0	0	0	0	0	0	8	0	0														
9	3	3	8	1	1	0	4	0	5	4	1	2														
4	0	1	0	0	1	0	0	1	0	0	1	0														
24	2	2	2	3	2	2	2	2	2	2	2	2														
101	8	15	12	7	5	3	8	6	10	26	11	4														

13.9 MONTHLY RANGER STATISTICS

File No: LE.245
Responsible Executive Officer: Director Development Services
Reporting Author: Manager Regulatory Services
Date of Report: 1 April 2015
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

To provide Annual Ranger Services Statistics for the Council's information.

This month Rangers focused on parking issues throughout the City, as part of a rolling campaign. During this time, 231 action requests in relation to parking were investigated (both raised by the public, and as a result of proactive patrols), resulting in 86 infringements being issued.

These infringements also include the offence of “driving or parking on a reserve”. Rangers have placed covert cameras adjacent to the Searipple Road dunes, to capture drivers illegally driving onto the dunes and foreshore area. Over 30 of the 86 infringements for parking were due to the actions of Rangers with the covert camera installation.

	Central Zone (B/PC/MW/KIE)	West Zone (N/NW/B/BW/GRIE/D)	East Zone (R/W/PS/C)	Total
Activities on City Properties	1	0	2	3
Abandoned vehicles	5	1	14	20
Animal (dogs/other)	61	44	42	147
Cats	17	11	7	35
Camping	18	23	3	44
Cyclone	1	1	1	3
Fire	0	3	0	3
Litter	49	14	72	135
Parking	157	32	42	231
Off Road Vehicles	28	7	5	40
Total Action requests	337	136	188	661

Applicant	Address	Number of dogs	Ranger recommendation
Jessica Sowden	31 Middleton Way, Nickol	2 x Kelpie cross Dingo & 1 x Dingo	Recommending Approval

Should Councillors disagree with the Ranger’s Recommendation, this will be removed and a report be included in next month’s Agenda.

For this month there were 56 calls forwarded from our after hours call centre. 33 of those calls required an immediate after hours’ response.

Rangers Statistics 2015														Ranger Statistics 2014													
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 City Properties	4	0	3										7	34	0	0	0	0	2	1	0	0	0	1	7	23	
Abandoned vehicles	13	46	20										79	344	25	56	14	26	15	22	35	20	35	57	19	20	
Animal (dogs/etc)	97	101	147										345	950	62	53	50	53	48	73	71	94	110	124	130	82	
Cats	13	16	35										64	263	30	22	22	20	19	23	21	19	24	30	18	15	
Camping	28	16	44										88	81	0	1	7	4	2	1	3	4	15	13	11	20	
Cyclone	2	6	3										11	258	3	0	0	1	0	0	0	0	57	166	13	18	
Fire	5	6	3										14	146	1	0	0	0	1	3	2	1	61	70	2	5	
Litter	27	47	135										209	220	10	15	31	13	8	11	13	8	34	30	28	19	
Parking	79	72	231										382	436	21	16	9	18	22	38	16	3	47	74	105	67	
Off Road Vehicles	30	30	40										100	59	0	2	2	1	1	1	3	3	8	15	12	11	
Monthly total	298	340	661	0	0	0	0	0	0	0	0	0	1299	2791	152	165	135	136	118	173	164	152	391	580	345	280	
Infringements Issued														Infringements Issued													
Bushfire	0	0	4										4	8	3	1	0	0	0	1	0	0	1	1	1	0	
Activities on Shire Properties	0	0	0										0	1	0	0	0	0	0	1	0	0	0	0	0	0	
Animal Environment & Nuisance	0	1	24										25	0													
Animal (dogs/cats/etc)	6	13	15										34	115	3	0	3	6	1	18	7	4	12	22	16	23	
Camping	0	0	1										1	14	0	1	1	2	0	4	0	2	4	0	0	0	
Litter	2	3	4										9	27	3	0	2	8	4	1	2	1	4	1	1	0	
Parking	9	14	86										109	180	18	30	7	12	48	12	3	2	8	10	14	16	
Monthly total	17	31	134	0	0	0	0	0	0	0	0	0	182	345	27	32	13	28	53	37	12	9	29	34	32	39	
Impounded Dogs														Impounded Dogs													
Central	5	9	6										20	188	16	13	9	12	15	19	15	15	23	18	16	17	
East	0	14	7										21	103	10	4	7	6	4	28	7	8	7	11	10	1	
West	15	8	2										25	146	12	11	9	13	10	17	10	17	14	5	16	12	
Monthly total	20	31	15	0	0	0	0	0	0	0	0	0	66	437	38	28	25	31	29	64	32	40	44	34	42	30	
Released to Owner	10	14	5										29	196	13	14	12	16	10	27	21	14	15	19	16	19	
Rehomed to SAFE	1	6	2										9	118	14	10	7	7	4	13	9	10	14	12	15	3	
Euthanised by Ranger	5	8	0										13	83	10	2	5	6	7	24	1	3	13	0	6	6	
Euthanised by Vet	3	1	0										4	8	1	2	1	0	2	0	1	0	1	0	0	0	
Monthly total	19	29	7	0	0	0	0	0	0	0	0	0	55	405	38	28	25	29	23	64	32	27	43	31	37	28	
Impounded Cats														Impounded Cats													
Central	10	2	2										14	98	2	17	7	9	10	8	7	12	3	15	5	3	
East	2	0	1										3	138	16	3	19	5	18	26	6	4	2	20	7	12	
West	2	0	3										5	45	5	5	0	7	1	8	3	1	3	4	2	6	
Monthly total	14	2	6	0	0	0	0	0	0	0	0	0	22	281	23	25	26	21	29	42	16	17	8	39	14	21	
Released to Owner	1	0	0										1	9	0	3	0	1	0	0	1	0	1	1	2	0	
Rehomed to SAFE	7	2	2										11	75	4	3	11	10	9	4	10	5	5	6	0	8	
Euthanised by Vet	6	0	2										8	113	6	16	13	10	10	6	5	8	2	13	12	12	
Euthanised by Ranger	0	0	0										0	72	13	3	2	0	0	32	0	3	0	19	0	0	
Monthly total	14	2	4	0	0	0	0	0	0	0	0	0	20	269	23	25	26	21	19	42	16	16	8	39	14	20	

13.10 ECONOMIC DEVELOPMENT UPDATE

File No: ED.1
Responsible Executive Officer: Director Development Services
Reporting Author: Economic Development Advisor
Date of Report: 2 April 2015
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

To inform Council of economic development activities for the month of March 2015.

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 City’s Economic Development Strategy is the provision of project briefings, VIP/investor tours, economic data provision and collaboration with key stakeholders: For the month of March, the Economic Development Advisor has attended:

- KDCCI Board Meeting
- Business Centre Pilbara Board Meeting
- City of Karratha Tourism Advisory Group Meeting
- Home Based Business Workshop
- Meeting with Blue Dog Movie proponents
- Launch of the Quarter Development
- Meeting with Project Manager, PRC Black Waste Dump Point Project

2. Coming Business Events and Workshops

Date	Time	Event	Location	Contact
22 April	5:30-7:30pm	KDCCI Business After Hours RSM Bird Cameron & EBM Insurance	TBA	admin@kdcci.asn.au 9144 1999
30 April	6:00-8:00pm	Spreading the Word – Marketing your Business	KDCCI Meeting Room, KLP	Business Centre Pilbara 91444668
12 May	Lunchtime	Pilbara Women’s Network Luncheon	Ibis Styles	Business Centre Pilbara 91444668
13 May	Breakfast TBA	Beyond the Playing Field - the Power of Sport and Recreation	KLP	admin@kdcci.asn.au 9144 1999
20 May	5:30-7:30pm	KDCCI Business After Hours Watercorp and First National Real Estate	TBA	admin@kdcci.asn.au 9144 1999

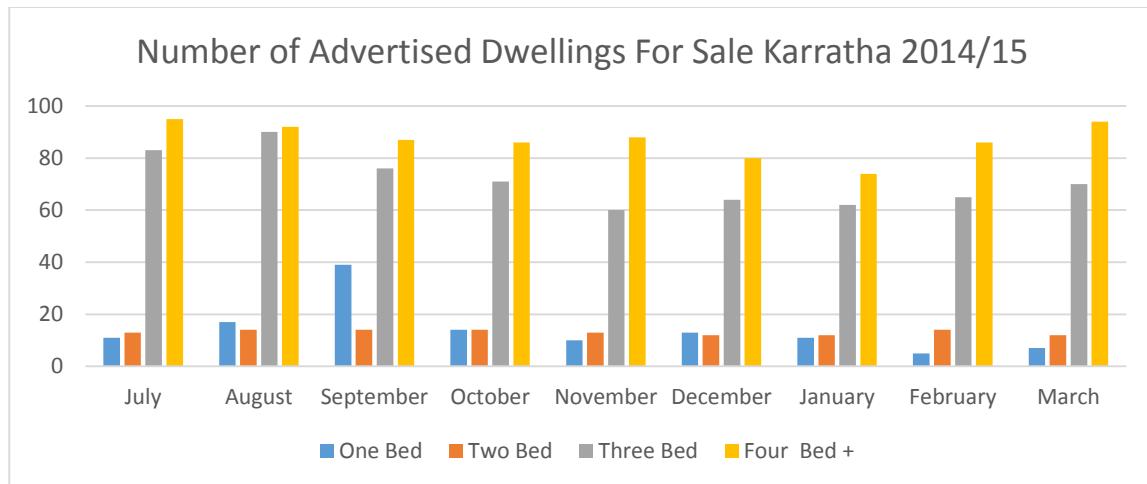
Date	Time	Event	Location	Contact
27 May	10:00-11:30am	Home Based Business Workshop: Understanding Financials	KDCCI Meeting Room, KLP	Business Centre Pilbara 91444668
25-30 May	Various	CCIWA NW Resources Tour 2015	Various	CCIWA
11 June	6:00-8:00pm	Business Financials	TBA	Business Centre Pilbara 91444668
17 June	TBA	KDCCI Directory 2015/16 Launch	TBA	admin@kdcci.asn.au 9144 1999
July TBA	TBA	Local Business Boot Camp and Career Central	TBA	admin@kdcci.asn.au 9144 1999
22 July	6:00-8:00pm	Business Marketing	TBA	Business Centre Pilbara 91444668

3. Karratha and Districts - Housing and Land Development December Update

3.1 Residential Homes and Apartments Advertised For Sale

Location	February				March			
	No.	Min \$	Max \$	Avg \$	No.	Min \$	Max \$	Avg \$
Karratha								
One Bed	5	\$150,000	\$545,000	\$347,500	7	\$150,000	\$545,000	\$347,500
Two Bed	14	\$250,000	\$549,000	\$399,500	12	\$250,000	\$549,000	\$399,500
Three Bed	65	\$299,000	\$840,000	\$569,500	70	\$290,000	\$840,000	\$540,000
Four Bed +	86	\$480,000	\$999,500	\$739,750	94	\$350,000	\$999,500	\$675,000
Total	170				183			
Dampier								
Two Bed	-	-	-	-	2	\$385,000	TBA	\$385,000
Three Bed	9	\$450,000	\$790,000	\$620,000	10	\$450,000	\$790,000	\$620,000
Four Bed +	2	\$749,000	\$790,000	\$770,000	2	\$749,000	\$790,000	\$770,000
Total	11				12			
Wickham								
Three Bed	4	\$370,000	\$430,000	\$400,000	3	\$370,000	\$430,000	\$400,000
Four Bed	2	\$475,000	\$550,000	\$512,500	2	\$475,000	\$550,000	\$512,500
Total	6				5			
Pt Samson								
Four Bed +	2	\$1,075,000	\$1,075,000	\$1,075,000	1	\$725,000	\$725,000	\$725,000
Total	2				2			
Roebourne								
Three Bed	1	\$530,000	\$530,000	\$530,000	1	\$500,000	\$500,000	\$500,000
Total	1				1			
City Total	190				203			

(Courtesy of Realestate.com.au)



3.1.1 Dwelling Asking Sale Price Index for 6714 Postcode for week ending 31 March 2015

Housing type	Asking price	Change on previous week	Rolling month change %	Rolling quarter change %	12 month % change	3 year % change
All houses	\$578,300	-8.3%	-3.3%	-4.7%	-14.3%	-32.4%
3 br houses	\$450,000	-1.0%	-1.8%	-13.1%	-27.6%	-41.1%
All units	\$390,400	-0.4%	-1.5%	-12.6%	-28.3%	-33.7%
2 br units	\$408,700	-9.7%	1.8%	-2.9%	-9.1%	-37.9%

(Courtesy of SQM research.com.au)

3.1.2 Recent House Sales (As at March 30, 2015)

Baynton	Nickol	Millars Well	Pegs Creek	Bulgarr	Dampier
January 2015 (16 total)					
22 Perentie Road	18 Harriet Way	12B Shadwick Drive	41 Galbraith Road	26 Emma Street	Nil
	32 Brolga Meander	7 Wedge Place	22 Peirl Way	40 Richardson Way	
159 Marniyarra Road	29 Matebore Street	8 Atkinson Way	23 Mirfin Way		
11 Armstrong Drive	74 Falcon Parade	37 Atkinson Way			
February 2015 (12 total)					
Nil	32 Treetop Crescent	Unit 4/5 Corbett Place	17 Snook Way	18 Hunt Way	9 Flynn Crescent
	3 Ausburn Place	1 Kallama Parade	1B Thomson Place	49 Andover Way	
	3B Mayo Court			3 Melak St	
	34 Bowerbird Drive				

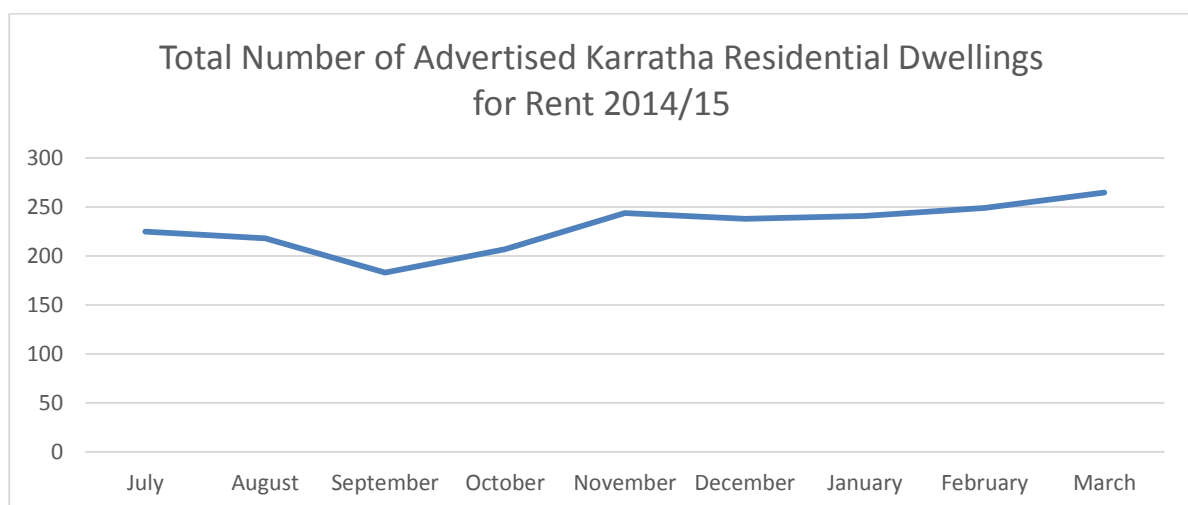
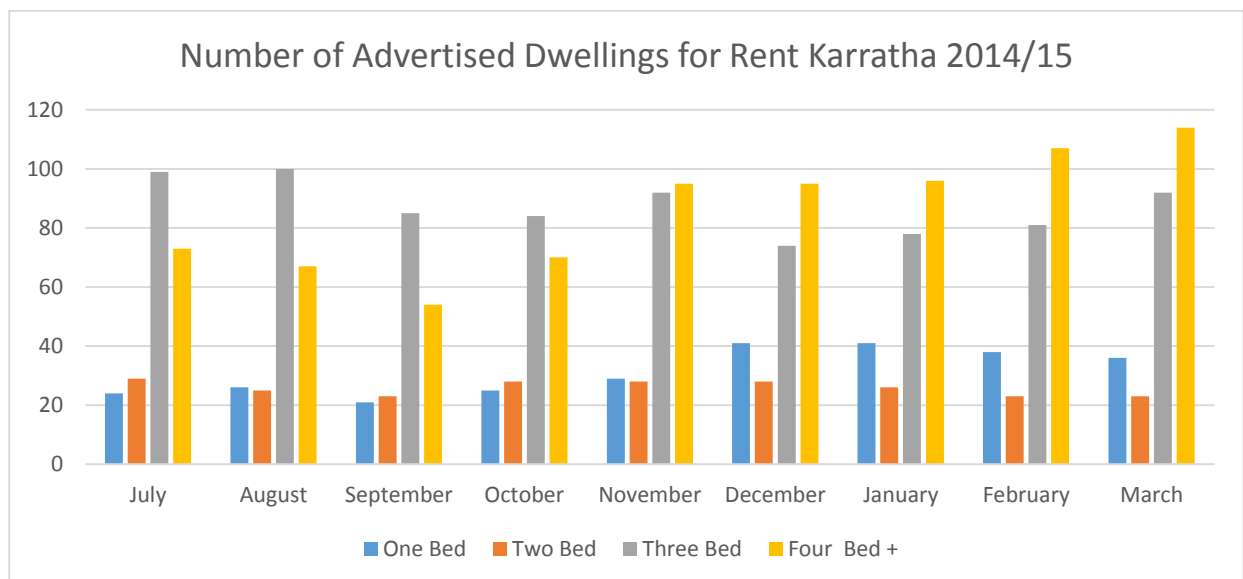
(Source: REIWA)

3.1.3 Dwellings for Sale Commentary

13 additional properties on the market in Karratha. Average asking prices have continued to decline over the last month or so. Top end of the market has stabilised. There are no dwellings for sale in Karratha over the \$1,000,000 mark so this seems to be the market ceiling at the moment. Three bedroom houses and units seem to be most impacted with negative price corrections over the last 12 months.

3.2 Residential For Rent (Karratha) – Asking Rents

Karratha	January 2015				February 2015			
	No	Min \$	Max \$	Avg \$	No	Min \$	Max \$	Avg \$
One Bed	38	\$250	\$1000	\$625	36	\$200	\$1000	\$600
Two Bed	23	\$250	\$1200	\$725	23	\$320	\$1200	\$760
Three Bed	81	\$350	\$1800	\$1075	92	\$400	\$1800	\$1100
Four Bed +	107	\$500	\$2100	\$1300	114	\$450	\$1900	\$1150
Karratha Total	249				265			



3.2.1 Dwelling Weekly Asking Rent Index for 6714 Postcode for week ending 31 March 2015

Housing type	Weekly Rents	Change on previous week	Rolling month change %	Rolling quarter change %	12 month % change	3 year % change
All houses	\$892	0%	0%	0%	-0.9%	-47.6%
3 br houses	\$788	0%	0%	0%	-1.6%	-47.9%
All units	\$600	0%	0%	0%	-8.0%	-52.4%
2 br units	\$675	n/a	0.6%	12.0%	4.7%	-33.6%

(Courtesy of SQM research.com.au)

3.2.2 Rental Property Commentary

The Karratha market has 16 additional properties for rent as compared to February with the highest availability now this financial year. Availability of four bedroom properties has more than doubled since September 2014.

3.3 Overall Market Analysis

Both the number of rental properties and number of residential dwellings for sale are on the increase in March 2015 from the lows of late 2014. Properties are continuing to sell with 16 properties sold in January and 12 sold in February.

4. Latest Economic and Business News

4.1 Karratha – the “New Normal”

Recently reported in WA Business News was a well-balanced article about the City of Karratha in which the phrase “Karratha – the new normal” was coined. Featuring commentary by John Lally, CEO KDCCI; Nick Wolff, COO Landcorp; Mayor Peter Long and Terry Hill, A/CEO PDC, the general sentiment was that whilst Karratha has come off the highs of the resource construction boom there was a renewed push to attract and develop other industries with growth opportunities for small business as prices normalise. Full article available at: <http://www.businessnews.com.au/article/Karratha-adjusts-to-its-new-normal>

(Source: WA Business News 17 March 2015)

4.2 Rutila Resources have received EPA approval for the construction of a 200 km railway and conveyor lines linking Flinder’s Mines iron ore deposit with the proposed Balla Balla export terminal. A final investment decision on this Central Pilbara Iron Ore Project is not expected until the end of 2015.

(Source: West Australian 17 March 2015)

4.3 Labour force data released this month shows that the mining sector has declined a significant 22.3% on the year with 90,000 employees dropping to it to eight largest employing industry. This highlights the challenges the WA and Pilbara Economy faces through the transition from mining investment to production.

(Source: CCIWA Trendline March, 2015)

4.4 CCIWA has released another document in its’ “State of the Future – A Vision for WA” series entitled “The Future of Infrastructure – A Vision for WA”. The key recommendations of the report include:

4.4.1 improving infrastructure planning and prioritisation by establishing an independent infrastructure advisory body made up of public and private sector representatives, responsible for delivering a comprehensive infrastructure strategy;

- 4.4.2 ensuring that all projects are subject to a thorough and transparent cost benefit analysis;
- 4.4.3 more Public Private Partnerships (PPPs) to deliver public infrastructure projects more efficiently;
- 4.4.4 considering new sources of project funding such as superannuation funds and foreign investment;
- 4.4.5 further privatisation of assets to improve economic efficiency,
- 4.4.6 pay down debt and fund new infrastructure; and,
- 4.4.7 greater use of direct user charging, particularly for transport infrastructure.

The full report is available from: <http://cciwa.com/wavision>

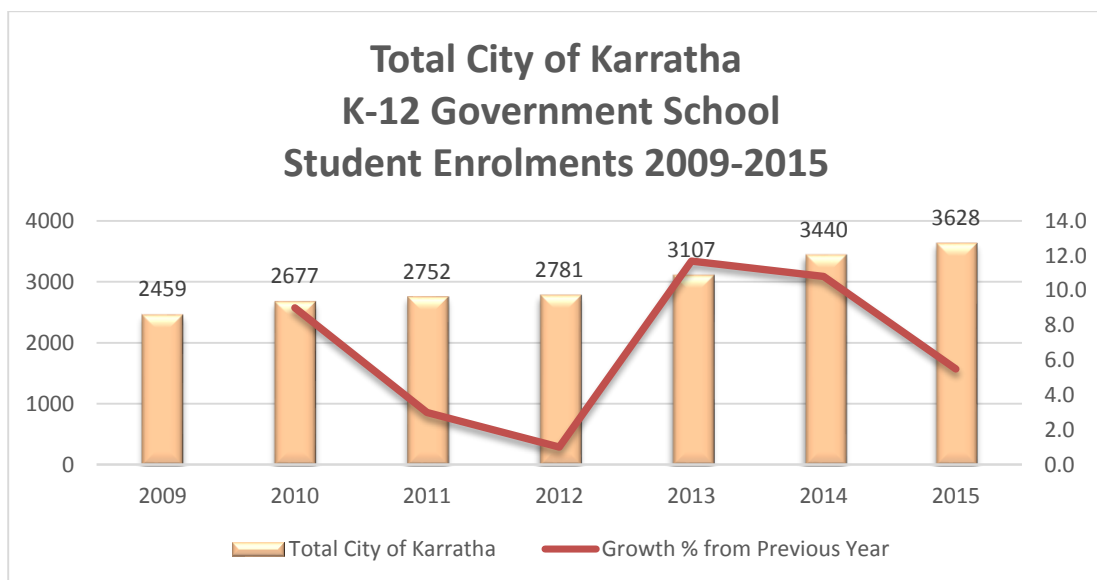
4.5 WA continues to be Australia’s leading mining investment state with over 50% Of the nation’s resource industry expenditure. The value of minerals and petroleum reached \$114 billion in 2014. Other key facts:

- 4.5.1 Iron ore accounted for \$65b (75%) of mineral sector sales and record production of 696 million tonnes (up from 556 million tonnes in 2013)
- 4.5.2 In March 2015, WA had an estimated \$179 b in mining and petroleum projects under construction or committed with a further \$118b planned.

(Source: www.mediastatements.wa.gov.au)

4.6 School Enrolments 2015

School enrolments continue to grow in the City of Karratha with Government schools recording an additional 218 students above the enrolment data from 2014. For the last six years the average annual growth rate has approximated 7%. The most significant difference this year has been the transition of Year 7 students into high school. Despite the loss of Year 7’s both Baynton West and Roebourne schools have seen increased numbers for 2015.



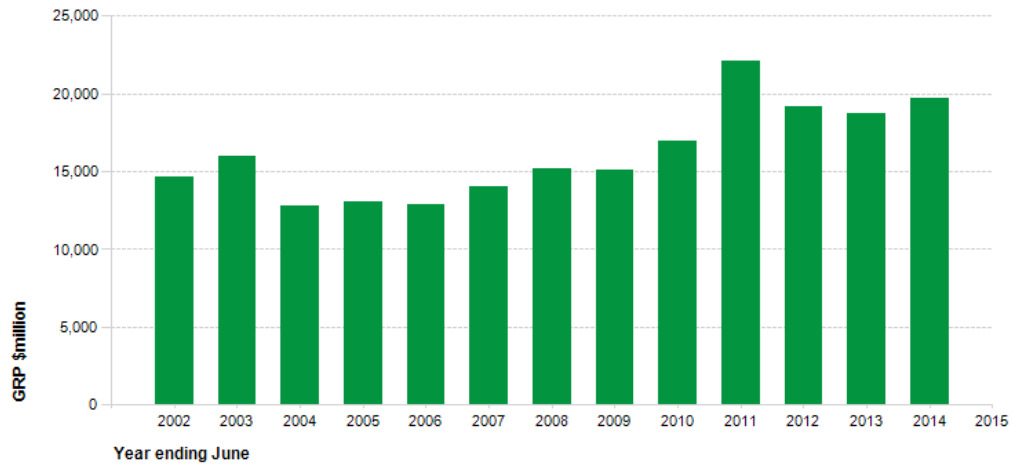
(Source: Department of Education)

4.7 City of Karratha Economy

Latest economic data shows the City of Karratha Economy has continued to grow with a Gross Regional Product of \$19.69 billion in 2014 (up 5% or \$944 million from 2013). The City of Karratha has the second highest LGA GRP in WA after the City of Perth.

Gross Regional Product

City of Karratha



Source: National Institute of Economic and Industry Research (NIEIR) ©2014
Compiled and presented in economy.id by .id the population experts



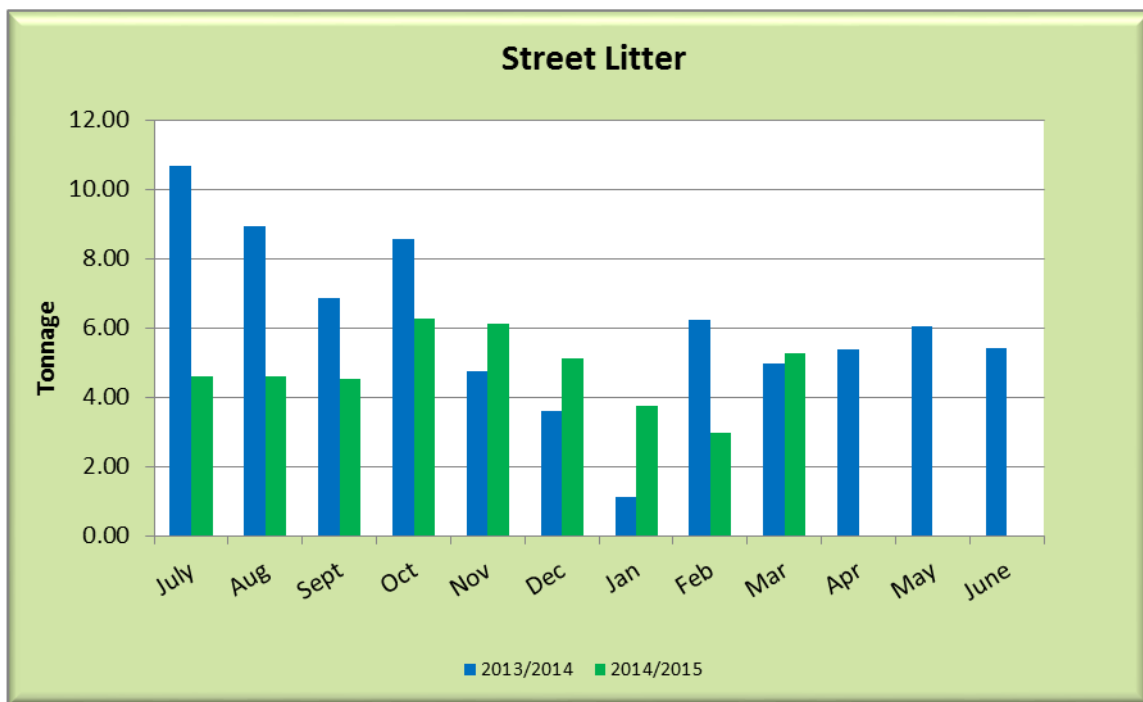
(Source: www.id.com.au/Karratha)

13.11 WASTE SERVICES DATA

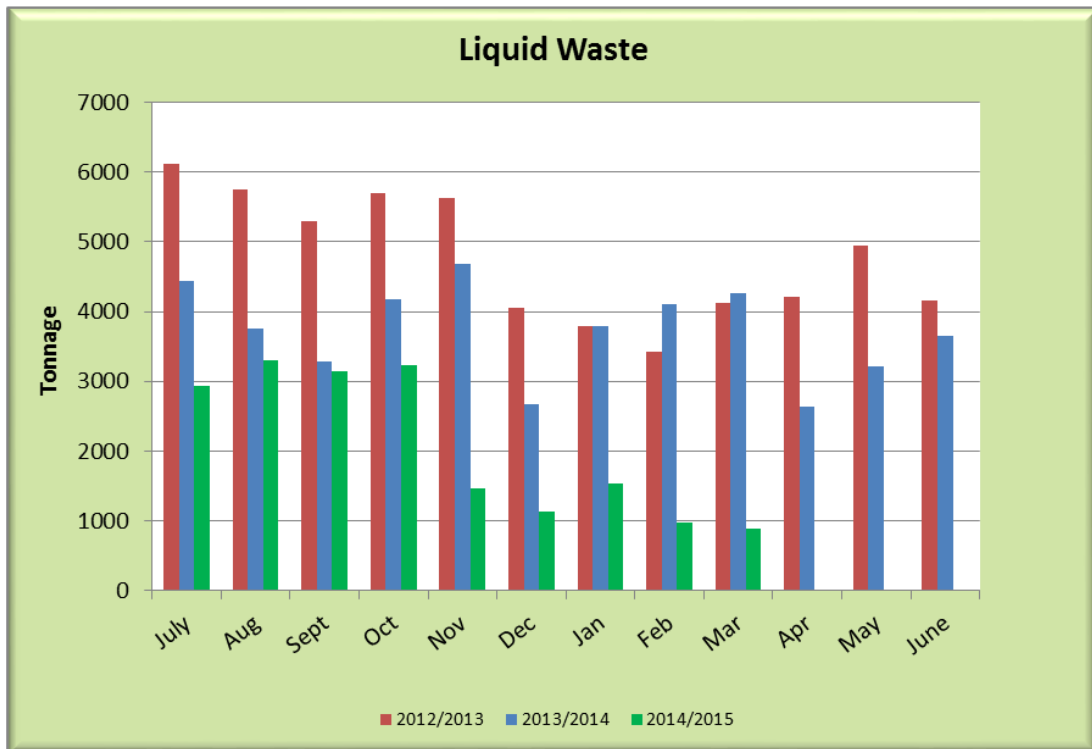
File No: WM.2
Responsible Executive Officer: Director Strategic Projects & Infrastructure
Reporting Author: Waste Services Office Supervisor
Date of Report: 30 March 2015
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

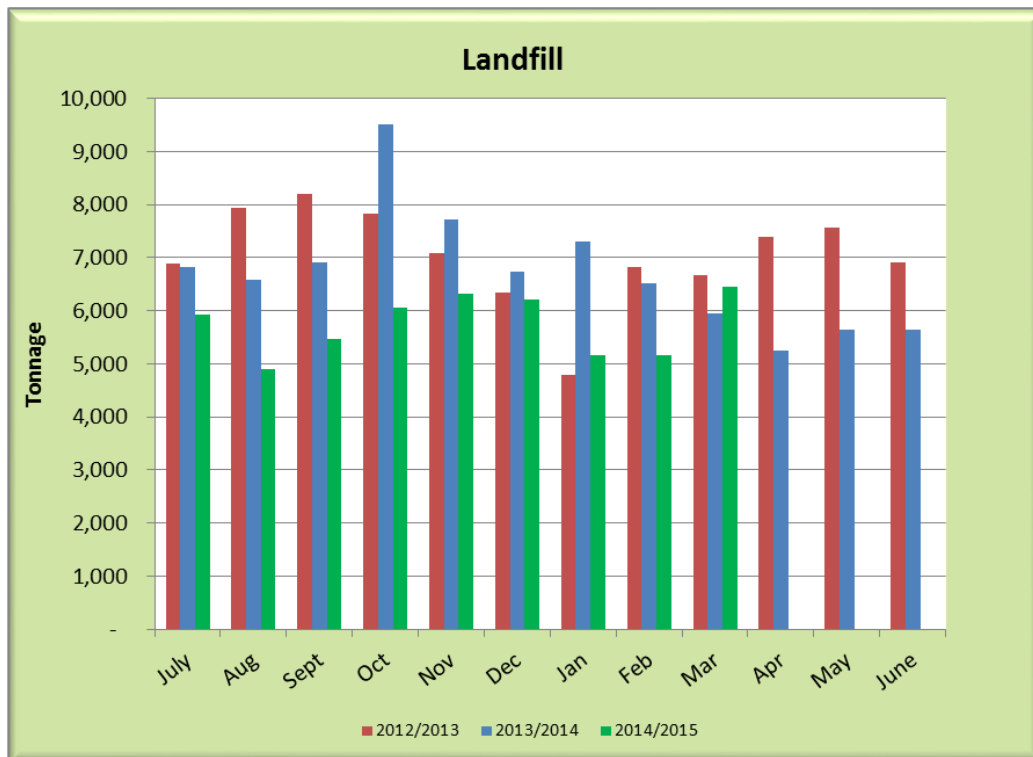
To provide an illustration of Waste Services data collected for the 2014/15 year with comparisons against previous year.



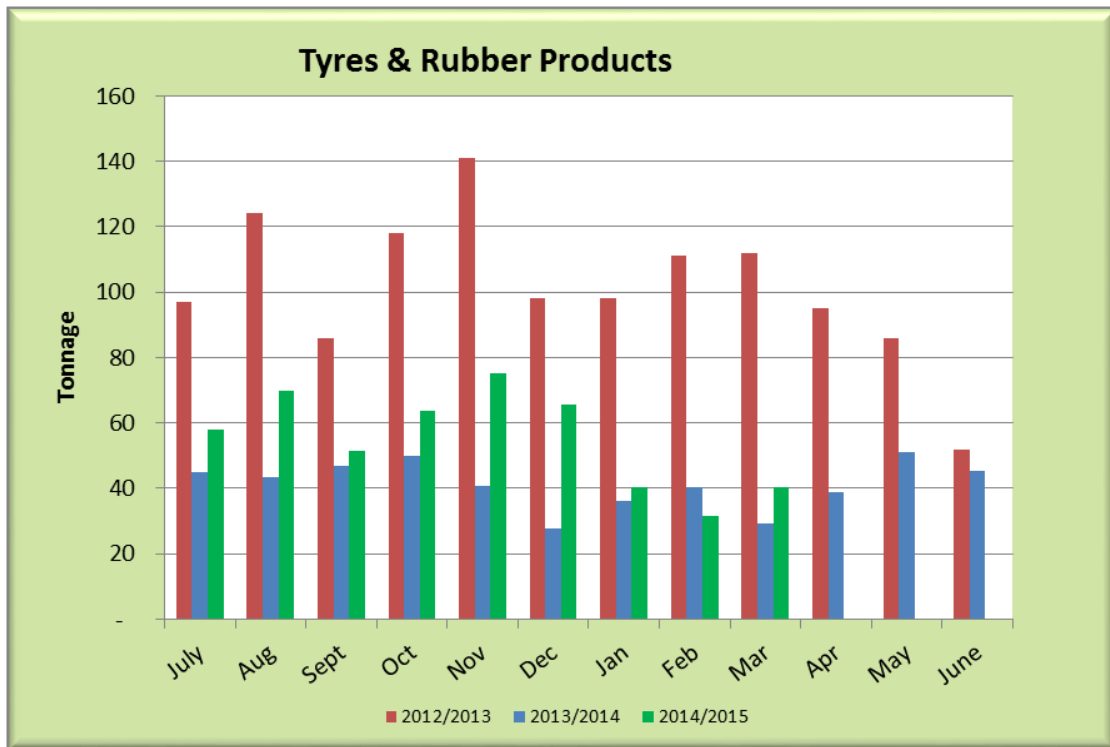
Street Litter collected from Karratha, Dampier, Roebourne, Wickham, Cossack and Point Samson and delivered to the 7 Mile Waste Facility.



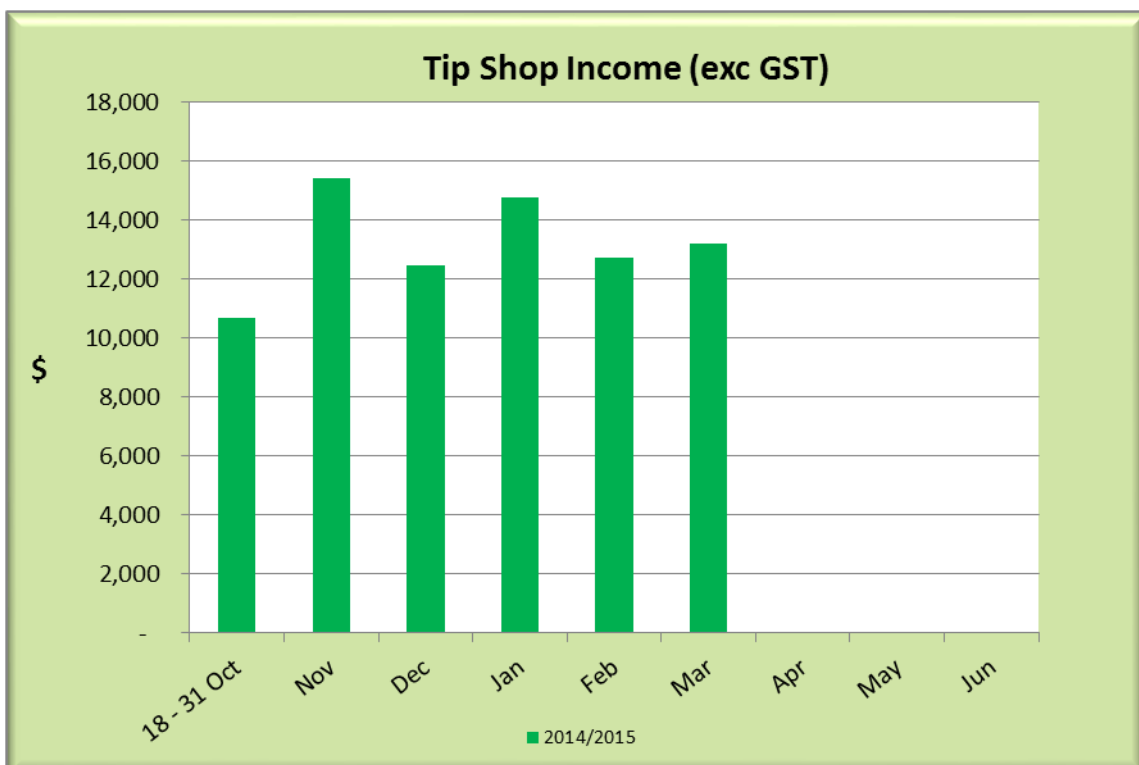
Liquid Waste delivered to the 7 Mile Waste Facility. Continued trend of reduction in tonnages from previous years due to downturn in camp populations. Further reductions to tonnages due to Karratha Environmental Crushing commencing operation of liquid waste ponds in competition with the 7 Mile Waste Facility at a reduced tonnage rate.



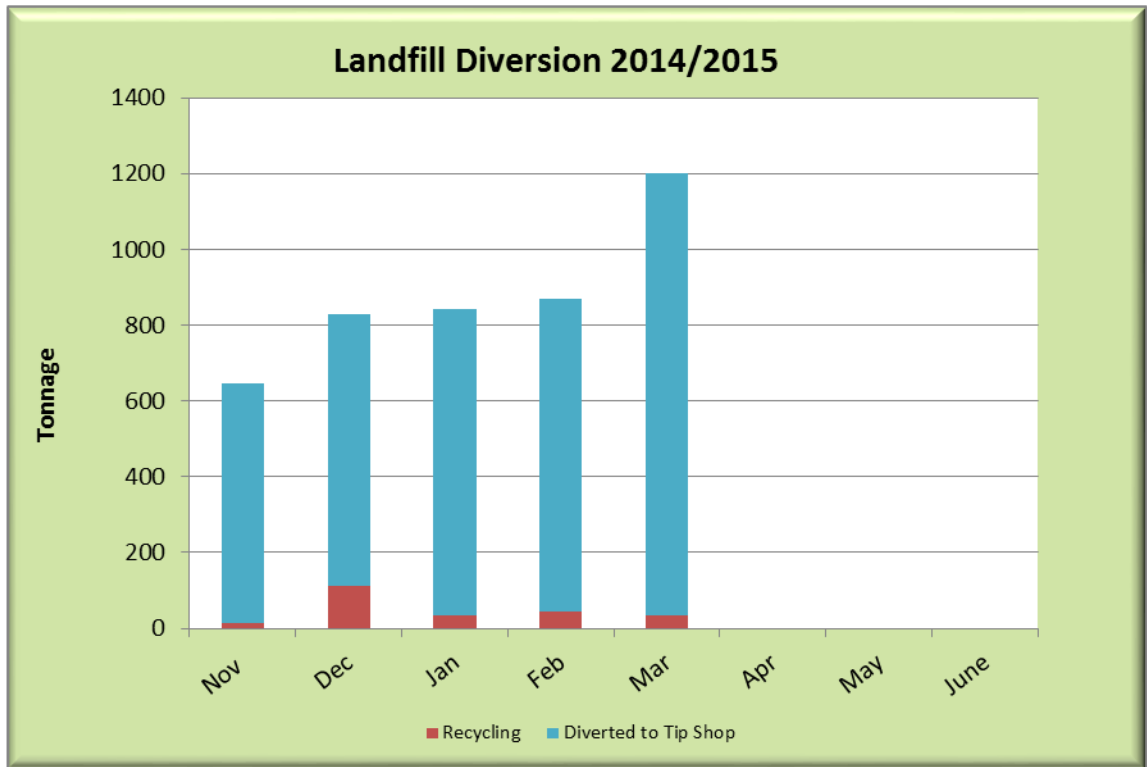
Total waste, excluding liquid waste and clean fill, delivered to the 7 Mile Waste Facility. Continued trend of reduction in commercial waste tonnages on previous years due to downturn in major project construction activity.



Tyres and Rubber products delivered to the 7 Mile Waste Facility.



The 7 Mile Waste Facility Tip Shop opened 18 October 2014.



Waste/goods diverted to recycling and the 7 Mile Tip Shop from the Transfer Station

13.12 COMMUNITY SERVICES UPDATE

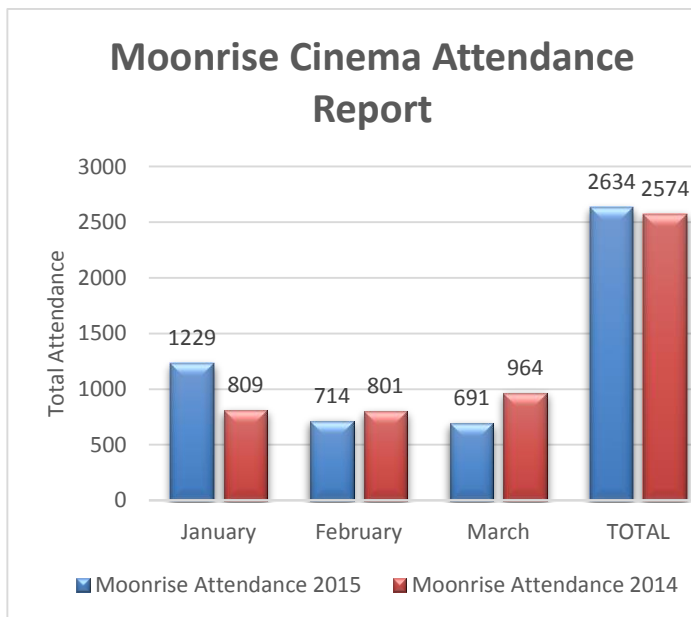
File No: March 2015
Responsible Executive Officer: Director Community Services
Reporting Author: Director Community Services
Date of Report: 1 April 2015
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

To provide Council an update on activity for Community Services.

1. LEISURE SERVICES

1.1 Moonrise Cinema



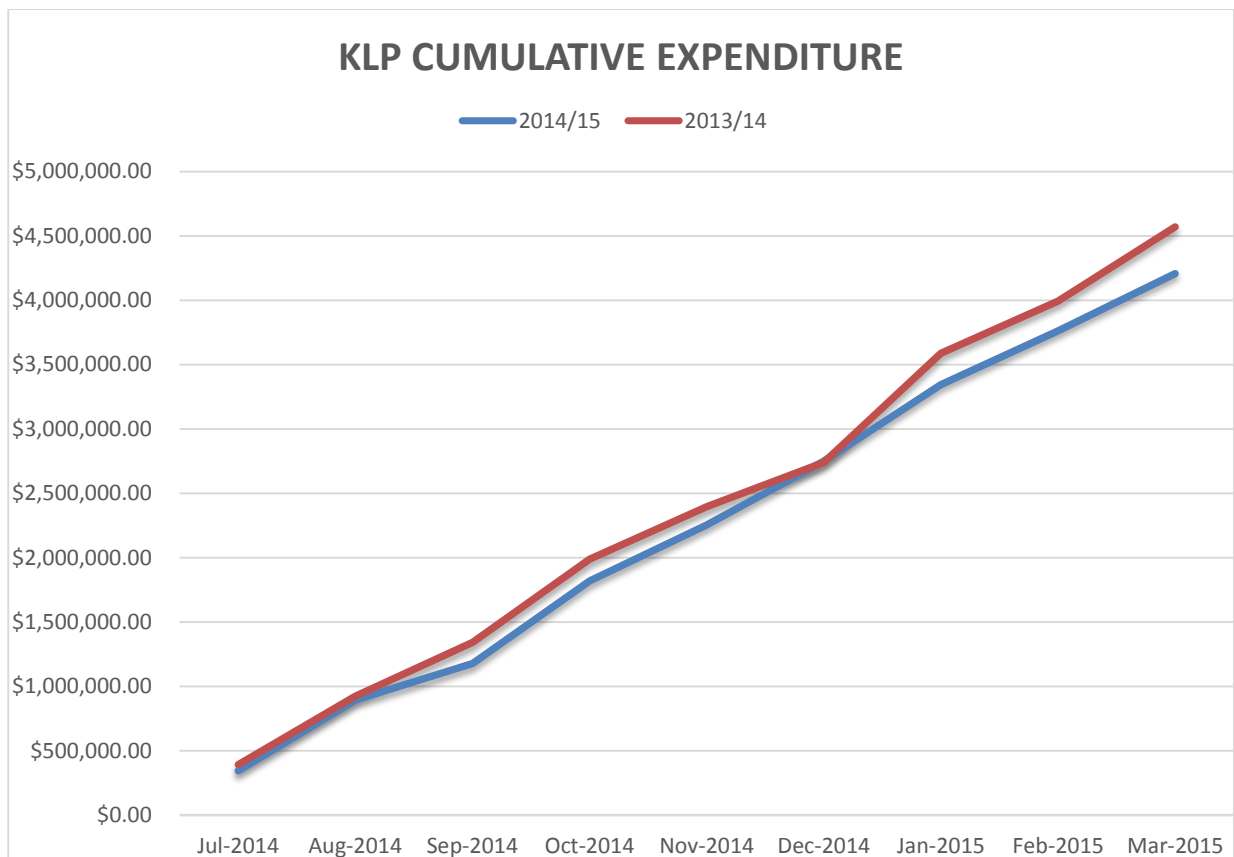
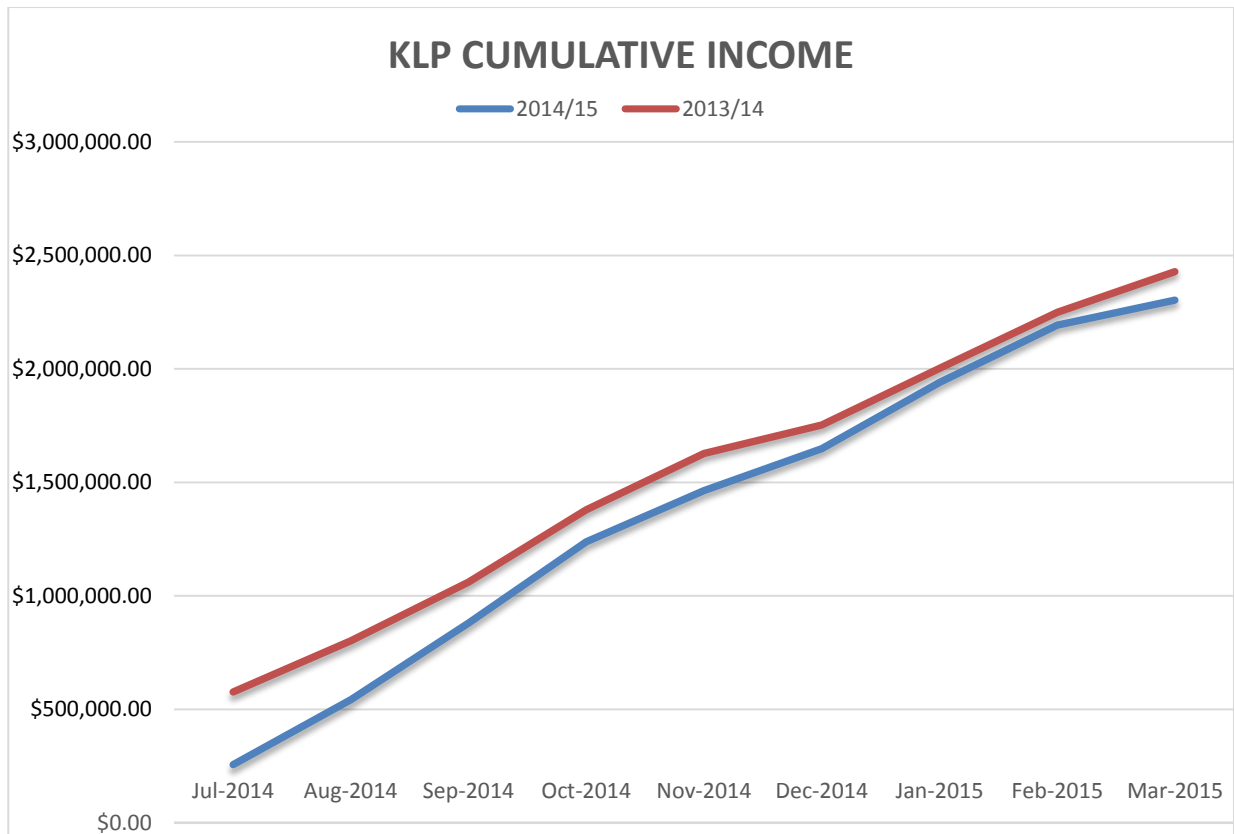
Moonrise Attendance Jan - Mar		
	2015	2014
	105	160
	117	400
	225	249
	284	-
	287	-
	211	-
January	1,229	809
	197	120
	192	108
	97	186
	228	387
February	714	801
	149	106
	400	135
	61	140
	81	86
		120
		93
		47
		40
		86
		111
March	691	964

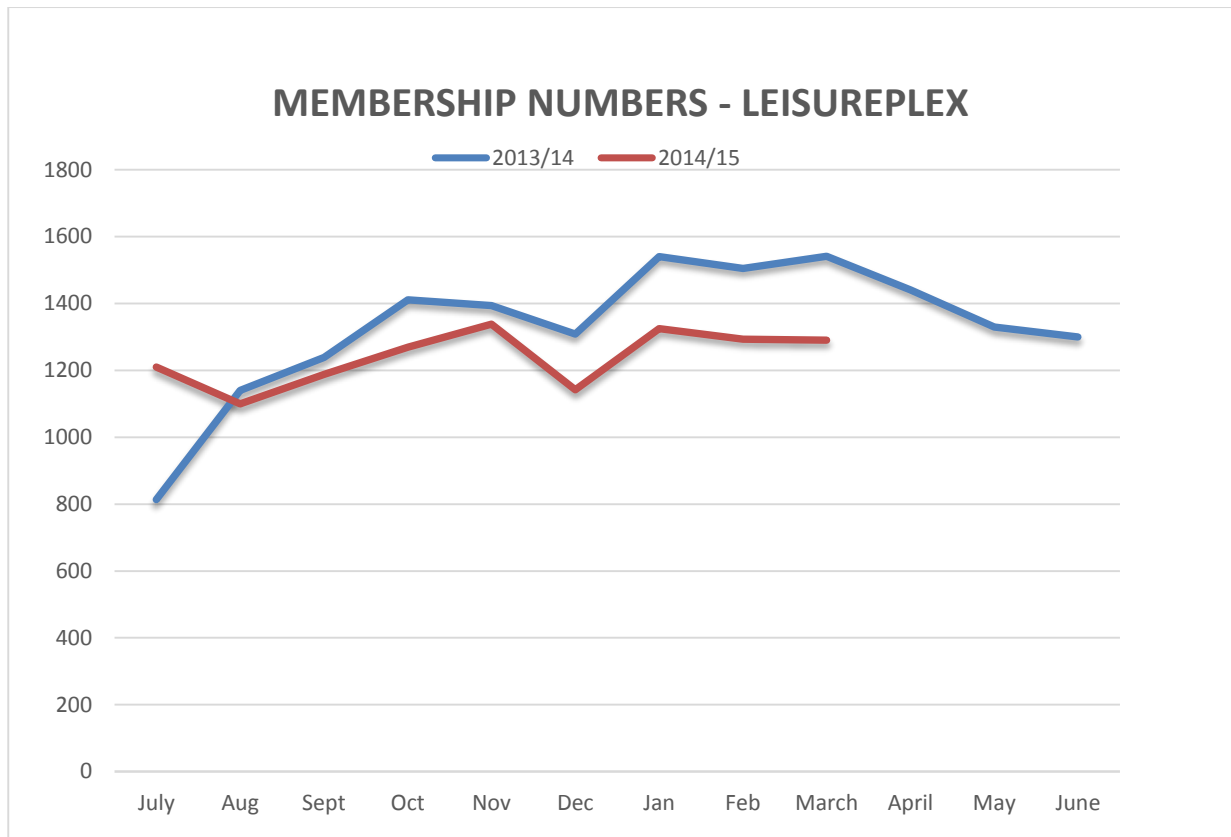
1.2 Karratha Leisureplex

a) Leisureplex Membership YTD Activity update

	April 2014	May 2014	June 2014	July 2014	Aug 2014	Sept 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Mar 2014
CURRENT MEMBERS	1,387	1,280	1,239	1,148	1,049	1,118	1,206	1,206	915	1,490	1,256	1,224	1,479
SUSPENDED MEMBERS	54	50	61	62	51	70	63	70	227	50	37	66	62
TOTAL MEMBERS	1,441	1,330	1,330	1,210	1,100	1,188	1,269	1,338	1,142	1,540	1,293	1,290	1,541
TREND	-6%	-8%	-2%	-7%	-9%	8%	7%	5%	-15%	18%	-2%	0%	2%
MEMBER VISITS													
FULL MEMBER	3,146	3,138	2,502	2,451	2,597	2,745	3,550	4,052	2,584	3,737	3,566	3,480	4,099
GYM MEMBER	1,527	1,541	1,522	1,713	1,675	1,763	1,898	1,898	1,457	1,515	1,533	1,668	1,805
POOL MEMBER	774	551	259	227	410	917	1,789	1,816	1,203	1,699	2,029	1,382	1,489
GROUP FITNESS MEMBER	500	450	351	355	351	432	477	529	331	549	611	540	399
24 HOUR MEMBER	2,303	2,377	2,203	1,971	2,346	2,665	27	2,761	2,359	1,622	3,027	2,827	2,238
TOTAL MEMBER VISITS	8,250	8,057	6,837	6,717	7,379	8,522	10,461	11,056	7,934	9,122	10,766	9,897	10,030
TREND	-18%	-2%	-15%		10%	15%	23%	6%	-28%	17%	7%	-8%	-20%
MEMBER VISIT RATIO / MONTH	5.9	6.3	5.5	5.9	7.0	7.6	8.7	8.7	8.7	6.1	8.6	8.1	6.8

	TOTAL		April 2014	May 2014	June 2014	July 2014	Aug 2014	Sept 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	March 2015	March 2014
AQUATIC	102,636	53%	9,700	4,783	2,820	3,670	5,317	9,477	15,915	20,724	14,655	16,301	16,577	15,677	19,924
GYM	49,725	26%	2,936	2,885	2,642	5,312	5,652	6,191	7,054	7,054	5,443	6,497	6,709	6,636	3,605
PERSONAL TRAINING	2,101	1%	234	399	328	169	75	275	305	455	254	234	334	292	181
GROUP FITNESS	21,120	11%	2,492	2,977	2,415	2,234	2,020	2,844	3,119	3,415	1,920	1,921	3,647	3,335	3,798
CRECHE	10,795	6%	1,221	1,376	1,062	1,173	1,174	1,414	1,805	1,608	954	1,108	1,559	1,425	1,391
MINI GOLF	3,783	2%	660	284	390	868	381	344	469	385	592	482	262	381	486
HOLIDAY PROGRAM	2,065	1%				556	0	119	518	0	322	497	53	437	
TOTAL RECORDABLE VISITS	192,224	99%	17,243	12,703	9,656	13,981	14,619	20,664	28,998	33,641	24,140	27,040	29,141	28,183	2,9384
OTHER VISITS	168,120		5,173	3,811	2,897	12,425	14,386	20,296	17,002*	34,427	18,250	10,287	28,832	34,743	8,815
TOTAL VISITS	360,344		22,416	16,514	12,553	26,406	29,005	40,960	58,215	68,068	42,390	37,327	57,973	62,926	38,200
TREND			-41%	-26%	-24%		5%	41%	40%	16%	-28%	12%	8%	-3%	-18%
Group Fitness av / class			12.52	11.77	1	10.02	12.05	12.7	13.1	14.72	13.33	16.58	18.61	16.27	16.3
Swim school participants			459	459	459	422	422	422	786	786	786	0	798	798	820





WICKHAM SPORTING PRECINCT

	November 2014	December 2014	January 2015	February 2015	March 2015
TOTAL MEMBERS	212	188	188	171	162
POOL ATTENENDANCE	1,796	1,711	1,743	1,781	1,424
GROUP FITNESS AVERAGE/CLASS	6.29	4.86	7.4	8.2	7.7
GROUP FITNESS CLASSES	66	52	48	46	45
GROUP FITNESS TOTAL PARTICIPANTS	415	253	356	375	345
GYM ATTENDANCE		323	485	463	437

ROEBOURNE AQUATIC CENTRE

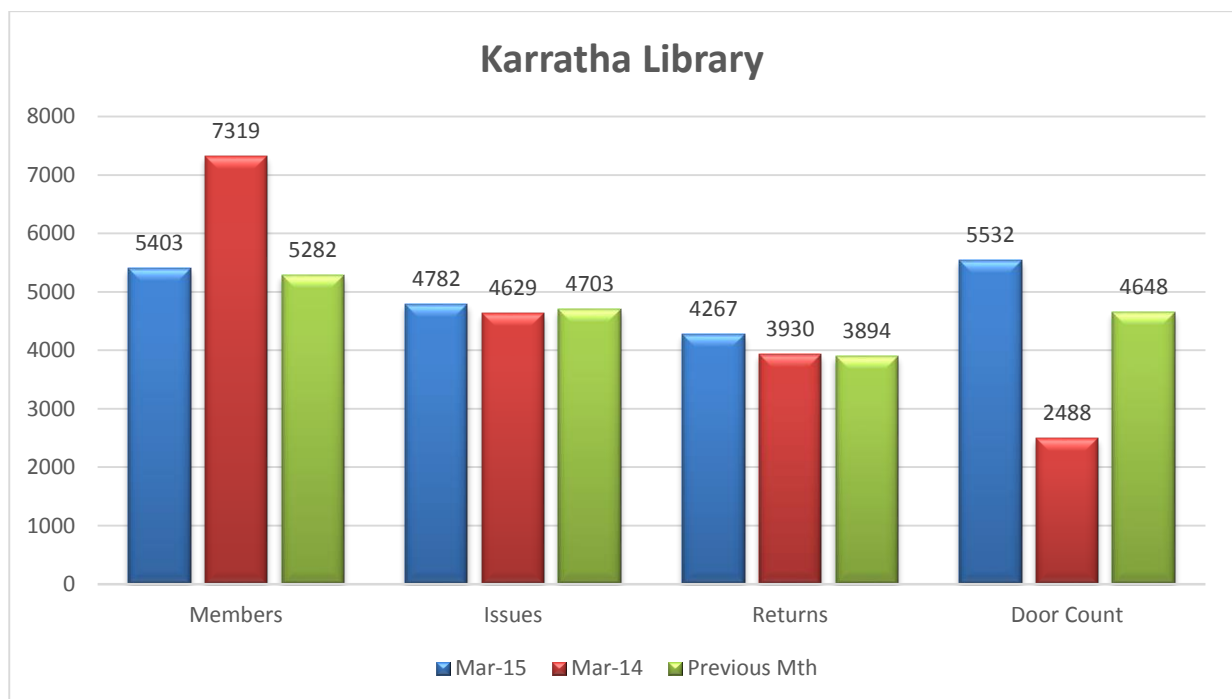
	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015
POOL ATTENDANCE	2,094	1,793	1,428	1,658	1,537	1,510

2. COMMUNITY AND ENGAGEMENT

2.1 LIBRARIES

a) Karratha Library Statistics

Week	Number of Members	Issues	Returns	New Patrons	Door	Computer usage (Members)	Computer usage (non-Members)
2 – 7 Mar	5,315	1,186	921	30	1,158	148	16
9 – 14 Mar	5,346	1,215	930	31	1,353	175	33
16 – 21 Mar	5,372	1,201	1,052	26	1,515	175	27
23 – 28 Mar	5,403	1,180	1,364	32	1,506	190	25



Memberships:

- 3.2% increase in memberships compared to February 2015.
- 26% decrease since March 2014.

Loan issue:

- 1.7% increase in issues compared to February 2015
- 3.3% increase since March 2014.

Returns:

- 9.6% increase in returns compared to February 2015.
- 8.6% increase since March 2014.

Door count (includes out of library visits to schools):

- 19% increase in door count compared to February 2015.
- 89% increase since March 2014.

Other information:

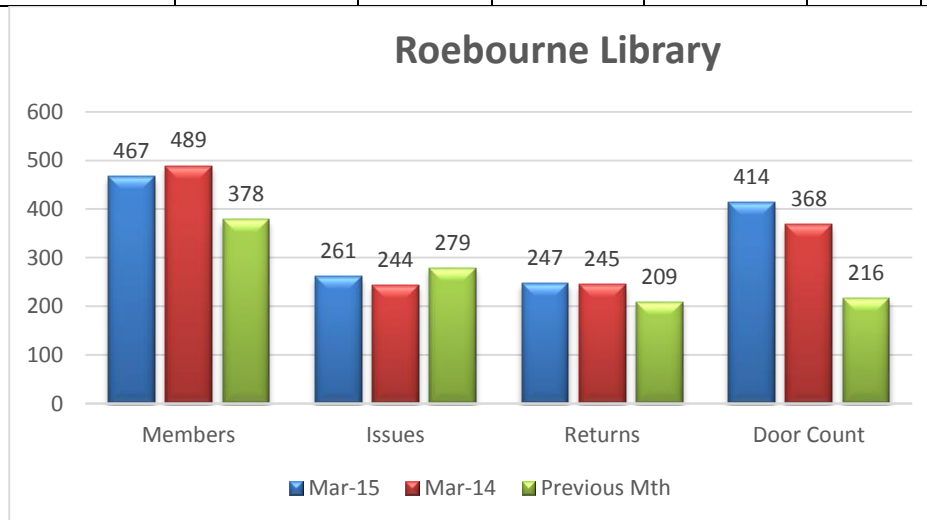
- Computer training bookings are fully utilised 34 people attended.
- Introduction to 3D printing events – 32 people attended
- Displays – Community art display, Community jigsaw puzzle.
- 34 people attended the guest speaker programme (Rachel Marshall – Marine Biologist)
- A/C continues to be erratic.
- Displays – Easter, Shape up for Summer, Light (theme)

Income:

- \$2,491.96
- \$199.09 Trust deposits, lost or damaged goods.

b) Roebourne Library Statistics

Week	Number of Members	Issues	Returns	New Patrons	Door	Computer usage (Members)	Computer usage (non-Members)
2 – 7 Mar	379	68	75	2	79	4	1
9 – 14 Mar	379	32	43	0	59	9	0
16 – 21 Mar	380	84	55	1	59	11	1
23 – 28 Mar	380	275	224	3	271	44	2



Memberships:

- 0.5% increase in memberships compared to February 2015.
- 22% decrease since March 2014.

Loan Issues:

- 1.4% decrease in issues compared to February 2015.
- 12.7% increase in issues compared to March 2014.

Returns:

- 7.2% increase in returns compared to February 2015.
- 14.2% decrease since March 2014.

Door count:

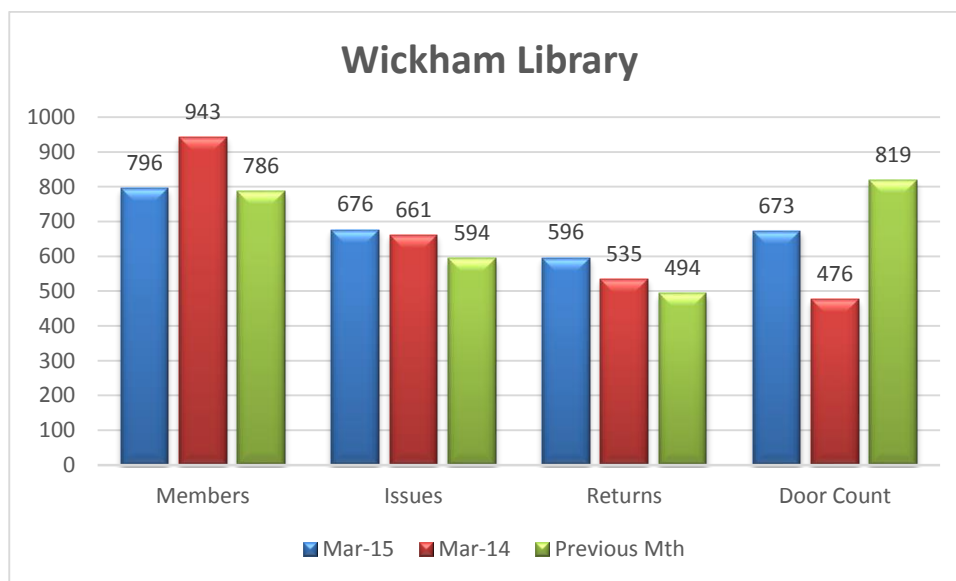
- 25.5% increase in door count compared to February 2015.
- 26.3% decrease since March 2014.

Income:

- \$68.45 Library Revenue

c) Wickham Library Statistics

Week	Number of Members	Issues	Returns	New Patrons	Door	Computer usage (Members)	Computer usage (non-Members)
2 – 7 March	788	150	114	4	122	7	2
9 – 14 March	790	143	140	2	174	21	0
16 – 21 March	794	160	156	3	190	23	3
23 – 28 March	796	676	596	11	673	66	5



Memberships:

- 1.2% increase in memberships compared to February 2015.
- 15.6% decrease since March 2014.

Issues:

- 13.8% increase in issues compared to February 2015
- 2.26% increase since March 2014.

Returns:

- 20.6% increase in returns compared to February 2015.
- 11.4% increase since March 2014.

Door count:

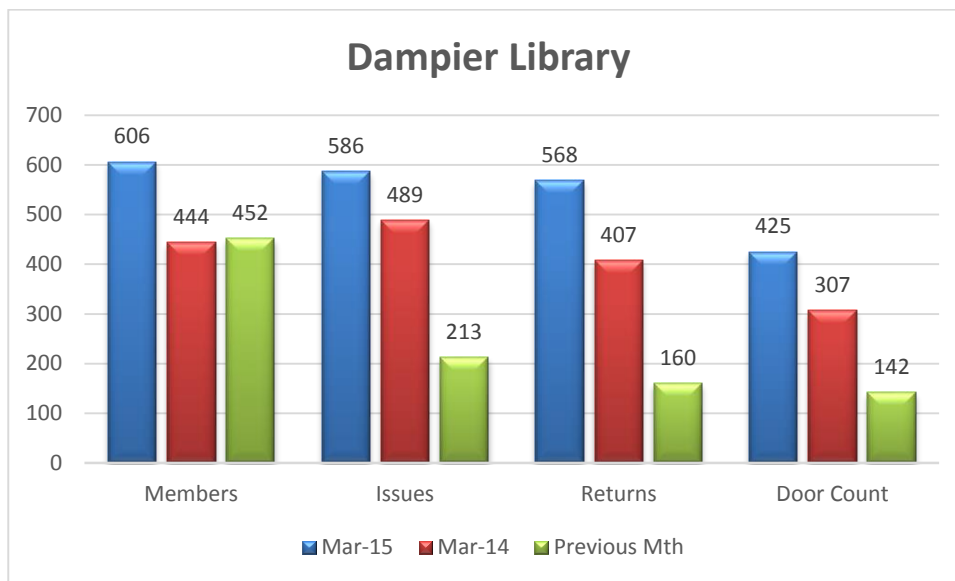
- 15.6% decrease since March 2014.
- 41.3% increase since March 2014.

Income:

- \$212.25 Library Revenue

d) Dampier Library Statistics

Week	Number of Members	Issues	Returns	New Patrons	Door	Computer usage (Members)	Computer usage (non-Members)
2 – 7 March	450	74	62	0	44	5	0
9 – 14 March	454	122	62	4	55	11	0
16 – 21 March	458	75	123	4	67	4	3
23 – 28 March	457	43	51	1	67	6	0



Memberships:

- 1.1% increase in memberships compared to February 2015.
- 2.9% increase since March 2014.

Issues:

- 47.4% increase in issues compared to February 2015.
- 35.7% decrease since March 2014.

Returns:

- 50.5% increase in returns compared to February 2015.
- 2.9% decrease since March 2014.

Door count:

- 64% increase in door count compared to February 2015
- 24.1% decrease since March 2014

Income:

- \$16.20

e) Story Time and Rhyme Time

Combined attendance – February 2015

Week	Story Time	Rhyme Time*
2-7 March	78	75
9-14 March	89	58
16-21 March	101	60
23-28 March	105	78

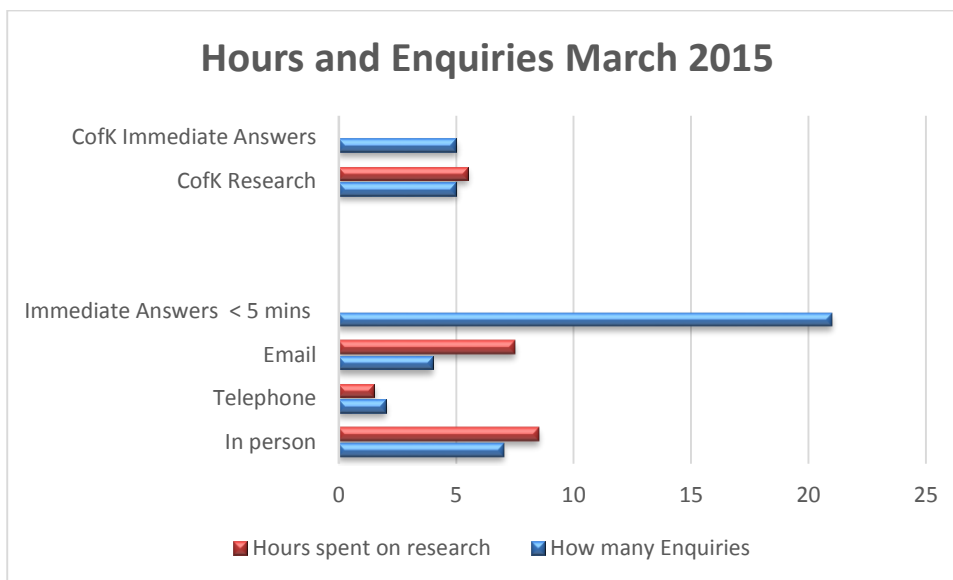
- *Rhyme Time was not conducted at Roebourne Library. Storytime conducted weekly in all libraries.*

f) Resourcing

- 518 items added to the collection (excluding eresources, no exchange items until March 2015).
- 189 items deleted from stock (including exchange items).

g) Local History

Enquiries	Internal	External (directed to LH staff)	Tourist enquiries across libraries only (not LH staff)
March 2015	10	34	0
February 2015	3	37	5
January 2015	2	0	8



Other information:

- Disaster management plan – drafting commenced (25% complete)
- Cleaning up of vertical files (20% complete)..
- Planning for Remembering Them Project WWI Centenary – 10% complete
- Cossack walk/drive trail – 20% complete
- Beginning stocktake – 5% complete.
- 5.5 hours research for Council undertaken

3. COMMUNITY DEVELOPMENT

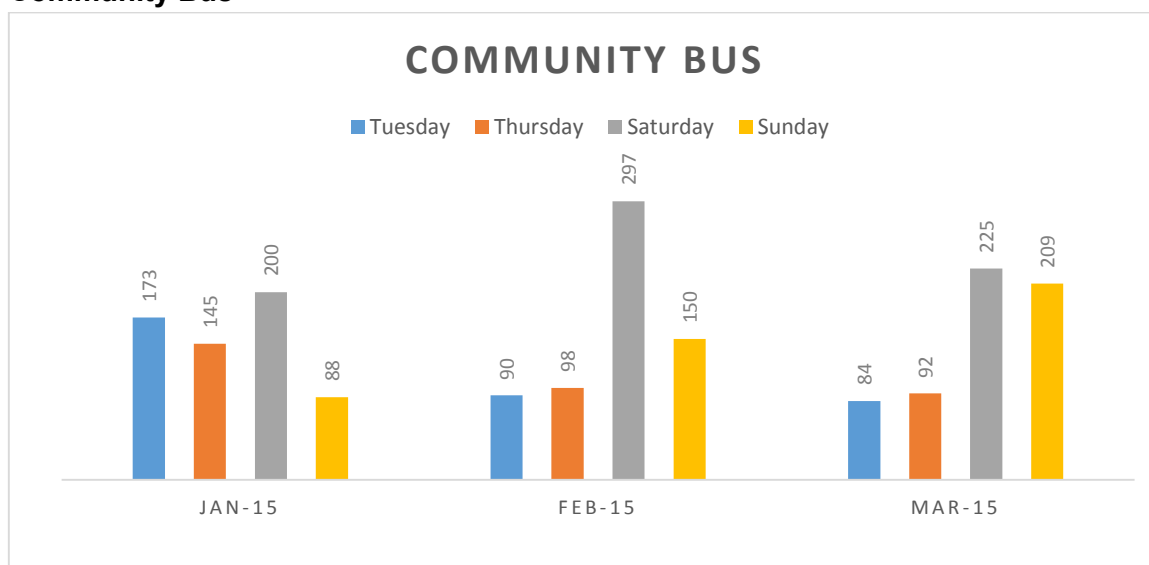
a) Art Exhibitions

- Soul Café – Yianni Johns
- Karratha Library – Jan Malkin
- Jamaica Blue – Jan Malkin

b) Quarterly Grant Scheme – February Round

Total Number of Applications	34
Number of Projects Funded	23
Total Funding Requested	\$89,111
Total Value Allocated	\$34,500
Total Funds Available	\$34,500

c) Community Bus



- Community bus services were offered as per the scheduled timetable
- Over in comparison to March 2014 the number of passengers utilising the community bus service increased by 6%

d) Indigenous Engagement

Overview of meetings attended between March 2014 - March 2015 in relation to Indigenous Engagement:

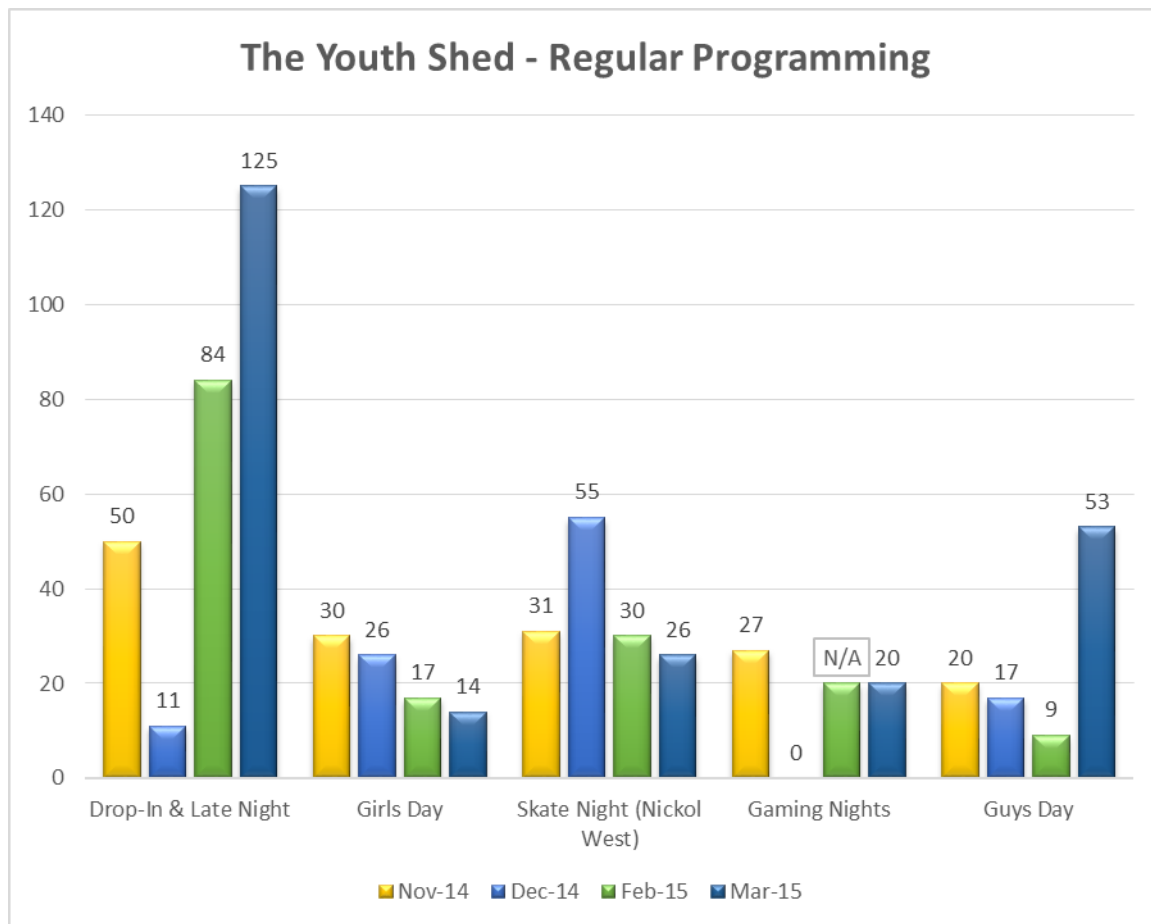
Month	Number of Meetings attended by Community Development Officer/s
March	9
April	9
May	10
June	3
July	13
August	19
September	15
October	21
November	21
December	8
January	0
February	3
March	9
TOTAL	140

Groups engaged to date include: Ngarliyarndu Bindirri Aboriginal Corporation, Act Belong Commit, Yaandina Family Centre, Ngarluma Yindijbarndi Foundation Limited, Juluwarlu Group Aboriginal Corporation, Murdoch University, Yindijbarndi Aboriginal Coporation, Roebourne Resource Centre, Roebourne Children and Family Centre, Ngaruluma Yindijibardi Foundation Limited, Roebourne District School, BighART, REFAP, Woodside, Fresh Start, Weeirana Street Media, Medicare Local, Ngarda Media, IBN and Kimberley – Pilbara Medicare Local, Kuruma Marrthudunera Limited, Gurrurga Pty Ltd, Mawarnkarra Health Service, Roebourne Consulting Services, Gurlu Gurlu Maya and Ngarda Media

3.2 YOUTH SERVICES

a) The Youth Shed – Regular Programming

- Programming did not occur in January due to the delivery of the School Holiday Program and School Holiday Closure.

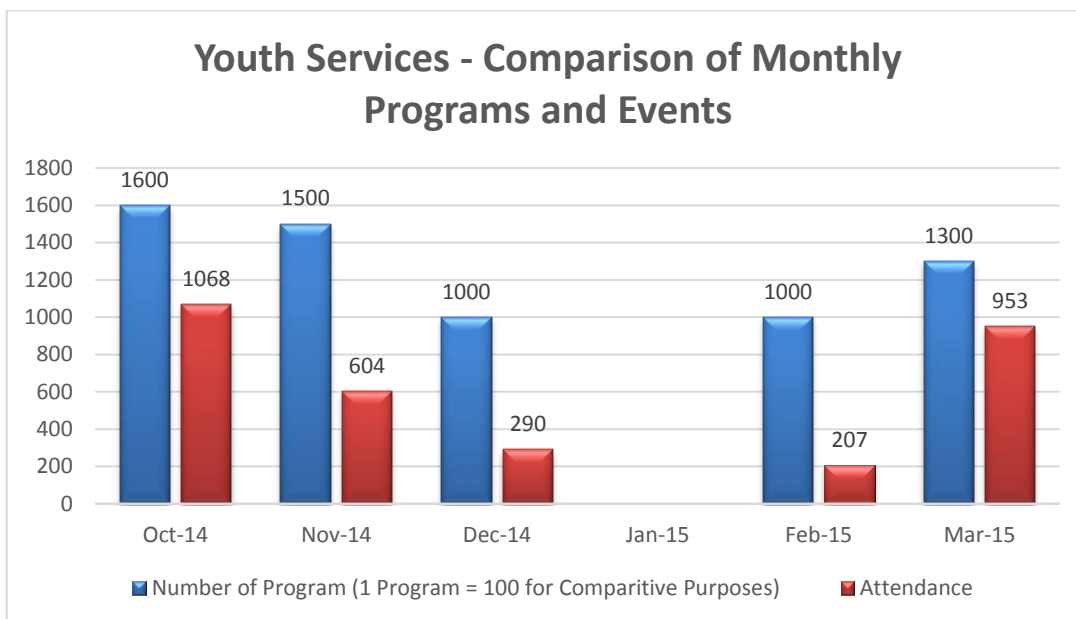


b) Youth Shed – Youth Events (Programs change monthly)

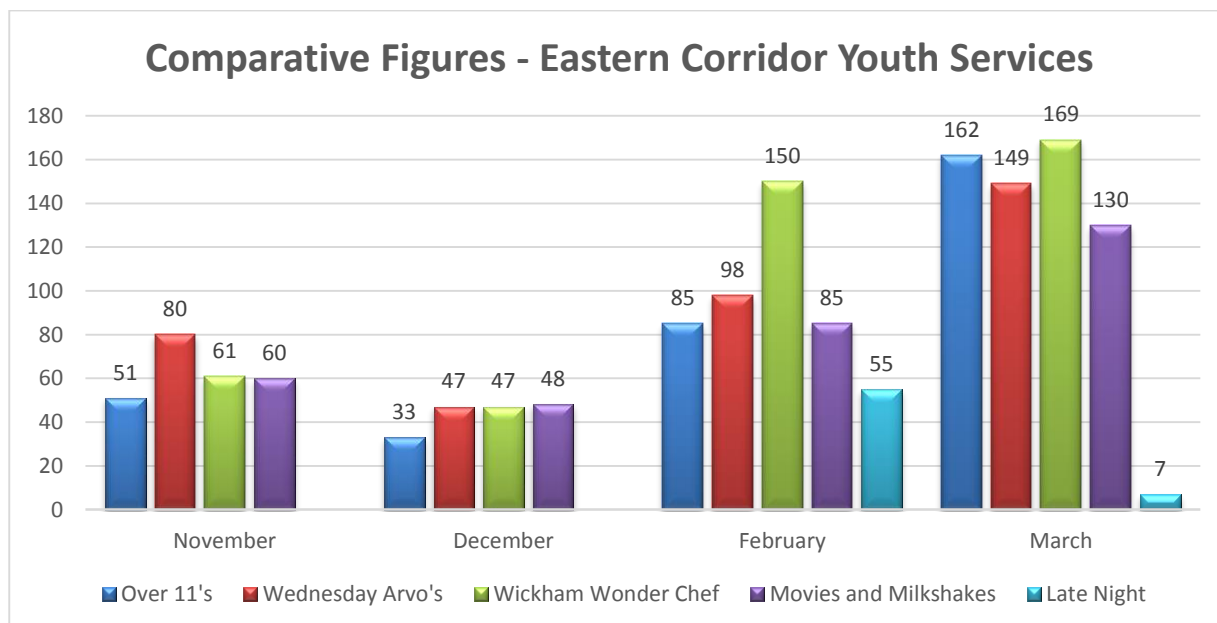
Program	December 2014	February 2015	March 2015
Laser Tag	N/A	38	N/A
Themed Dance Party (Winter Wonderland)	N/A	N/A	89
Dribble Beat Crave	6	8	2
South Hedland Skate Park Opening Excursion	N/A	N/A	17

- N/A – programs did not occur during January due to the delivery of the School Holiday Program and School Holiday Closure.

c) Comparison of Monthly Programs & Events

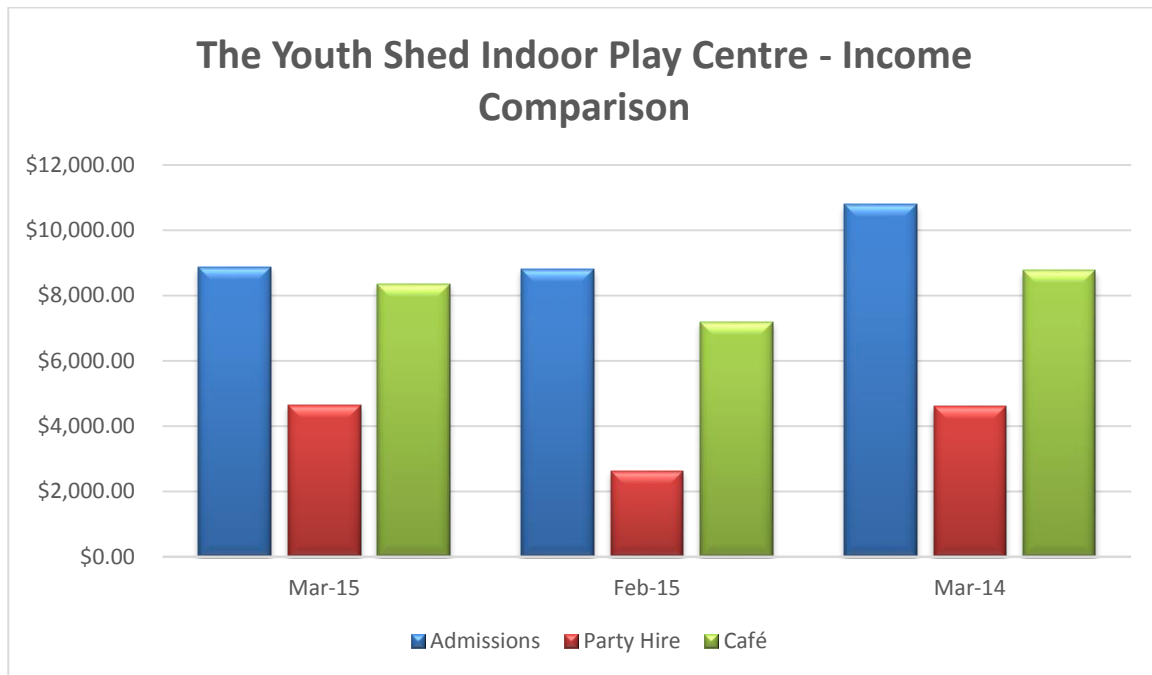


d) Eastern Corridor Youth Services – Regular Programming



- Attendance has increased in each program, March being one of the most well attended months since commencement of service. Officers believe this is due to the majority of sports not commencing until Term 2 as well as changes made to branding and programs.
- Skate Arvo's will take place in Term 2 and 3 only due to the weather – Standard Drop In is available on Wednesday afternoons

e) Youth Shed Indoor Play Centre



13.13 LIBRARY AND INFORMATION WEEK 2015

File No:	CS.96
Responsible Executive Officer:	Director Community Services
Reporting Author:	Library Coordinator
Date of Report:	19 March 2015
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To inform Council of library and local history events being delivered across the City of Karratha in celebration of Library and Information Week 2015.

BACKGROUND

Library and Information Week is an annual celebration held in May each year to raise the profile of libraries and information service professionals in Australia. The celebration gives libraries and information services the opportunity to showcase their resources, facilities, events, contacts and services through different programmes and events to the community.

Library and Information Week is being celebrated from 25-31 May 2015, with the 2015 theme being "Imagine". In addition to the regular library scheduled programs, the below table illustrates the additional activities scheduled during Library and Information Week. All events are free for people to attend.

Overview of additional scheduled activities/events for Library and Information week across the City:

DATE/VENUE/TIME	ACTIVITY/EVENT
Saturday, 23 May (lead-in event) Karratha (11am -12noon)	3D printing information session
Monday, 25 May Dampier, Wickham, Roebourne, Karratha	Australia's favourite books (all day/week display event)
Tuesday, 26 May Karratha (9:30am) Karratha (3:30-4pm)	Move to the music and Introduction to new online resources for children
Wednesday, 27 May Karratha (9am); Roebourne and Dampier session in the afternoon (3pm) Karratha (all week display)	National Simultaneous Storytime followed by Touch and feel event (Karratha only) Local History event/display based on artefacts in the local history collection (all week display)
Thursday, 28 May Karratha, Wickham, Roebourne, Dampier (10am)	Libraries celebrate Cancer Council's Biggest Morning Tea
Friday, 29 May Point Samson (3pm)	Beach-themed storytime at Honeymoon Cove

<p>Saturday, 30 May Wickham, Karratha <i>(all day/week event/display)</i></p>	<p>Use your imagination to investigate: Science and light Look inside animals (x-rays on the light box) Sea creatures Fossils and gemstones Dinosaur digs.</p>
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Officers across all libraries regularly engage with a variety of groups, including the seniors group regarding the Library and Information Week activities. Libraries actively promote all activities through all marketing mediums available such as advertising in the local paper, email communications and utilising the Community Services community contacts.

There are no budget implications, as the majority of events occur within library hours and are covered under the staffing and materials and services budget. City Officers are responsible for the planning, implementation and delivery of all events.

CONCLUSION

Library Services are celebrating Library and Information Week from 25-31 May 2015. Programs and events have been planned to raise the profile of Library Services by encouraging the community to access our services, resources and meet our staff. All programs have been developed in consultation with all library staff. Events and programs meet the City’s Strategic Plan, in particular reference to the Library Services KPI’s and meet community needs.

13.14 NAIDOC OPENING CELEBRATION (ROEBOURNE) WITHIN THE CITY OF KARRATHA

File No:	CR.47
Responsible Officer:	Director Community Services
Reporting Author:	Acting Community Development Coordinator
Date of Report:	23 March 2015
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To inform Council of the change to the NAIDOC (National Aboriginal and Islander Day of Observance Committee) Opening Celebrations in Roebourne from first Saturday in July to Saturday 27 June 2015 as guided by community feedback conducted by Event Coordinator, Weerianna Street Media.

BACKGROUND

NAIDOC week is a celebration of the culture, history and achievements of our Indigenous people. The focus of the NAIDOC activities is to provide a platform where local Indigenous performers can showcase the rich and eclectic talent in music, dance, fashion, the arts and sports. NAIDOC also promotes nationally recognised and celebrated Indigenous performers and strong role models to the local region.

The primary objective of the City of Karratha's NAIDOC activities is to promote a sense of community pride and celebration utilising the broad and inspiring Indigenous talent we have. This initiative of celebration encourages the continued development of positive attitudes towards Indigenous Australians.

In previous years, NAIDOC was celebrated across a one-week period (typically the first Sunday to the second Sunday of July) during the school holidays. NAIDOC events have been coordinated by two separate appointed event coordinators: Weerianna Street Media and Wrapped Creations and this arrangement continues this year.

After NAIDOC 2014 events, surveys and feedback collated from the community and sponsors indicated there was a strong preference to expand NAIDOC events throughout the month of July to increase engagement and participation. At the February 2015 Ordinary Council Meeting, Council were informed of the change from a week long NAIDOC events to celebrations held over the month of July. As part of the scope of works for the NAIDOC event coordinators, Community consultation with the respective towns, industry representatives and relevant Government and non-Government officers need to be undertaken to guide the development of the NAIDOC event and activities concepts and proposed dates.

Through this process the NAIDOC Event Coordinator (Weerianna Street Media) have consulted with the Roebourne community regarding the NAIDOC 2015 opening event and have received feedback that the proposed opening event be held on Saturday 27 June 2015 at the Old Roebourne Reserve.

Event Coordinators report during consultations with community members concerns were raised regarding school holidays clashing with events and creating missed opportunities for

children and youth to participate in local culture. Changing the NAIDOC opening celebration to Saturday 27 June 2015 will allow for greater participation and contribution from children and youth in planning and delivering performances at the event. This also creates opportunity for cross circular NAIDOC development from within the schools.

The following community members and organisations have been involved in the community consultations specific to changing the NAIDOC opening celebrations to Saturday 27 June 2015 with a majority of the groups in support of the change in dates from Saturday 4 July to Saturday 27 June:

- Mawarnkarra Health Service
- Act Belong Commit
- Roebourne Men’s Group
- Roebourne CSSU
- Woodside
- Weerianna Street Media
- Ngaruluma Yindjibarni Foundation Limited
- Juluwarlu Group Aboriginal Corporation
- City of Karratha
- Big hART
- Roebourne District School
- Roebourne Advisory Group
- Paul and Kim Tahithi
- Kelly Mowarin

Below is an overview of the concepts to be included in the NAIDOC opening celebration on Saturday 27 June 2015 at the Old Reserve in Roebourne as guided by community feedback:

- Welcome to Country
- Traditional dancing local
- Traditional dancing (non-local)
- Torres Strait Islander Dancing
- Live performances from local and non local bands
- Performances from school students
- Artefact making and demonstrations
- Health check pit stop
- Pilbara Regiment displays
- Jewellery displays
- Damper making competition
- Roebourne Choir performance
- Elders performing local songs
- Fashion Parade
- Aboriginal and Torres Strait Island food cook
- Stories about dreaming time enacted by drama students
- MC - Sean Choolburra together with local person
- Fire pit

The changes will still see a number of events held during the official ‘NAIDOC Week’ but is proposed to commence on Saturday 27 June 2015 and extend through to late July. The proposed NAIDOC events and activities are being planned around other major community events including Roebourne Races, Cossack Art Awards and Cossack Family Day to avoid clashes.

Proposed calendar for City of Karratha NAIDOC events is outlined below:

Saturday	27 June 2015	NAIDOC Roebourne (opening ceremony)
Thursday	2 July 2015	NAIDOC Sponsors Launch Event Dampier Harbour (invite only)
Sunday	5 July 2015	NAIDOC Dampier
Friday	10 July 2015	NAIDOC Point Samson
Friday	24 July 2015	NAIDOC Wickham
Sunday	26 July 2015	NAIDOC Karratha (closing ceremony)

CONCLUSION

The City of Karratha's NAIDOC events and activities are being celebrated over a month period from Saturday 27 June 2015 throughout the month of July. Officers are confident that there will be no variation to current Council financial contribution. By hosting the NAIDOC Opening Event on Saturday 27 June 2015 and extending celebrations over a month creates an opportunity to talk about culture, co-share resources with other community groups, include local schools in the celebration of culture and incorporate NAIDOC celebration into youth and library programs.

13.15 NATIONAL TRUST HERITAGE FESTIVAL

File No:	CS.96
Responsible Executive Officer:	Director Community Services
Reporting Author:	Local History Librarian
Date of Report:	23 March 2015
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To inform Council of local history events being delivered across the City of Karratha in celebration of National Trust Heritage Festival Month 2015.

BACKGROUND

The National Trust Heritage Festival started 35 years ago as a celebration and promotion of all heritage related events. The Festival runs each year from April – May and is about promoting and celebrating Australian History including Aboriginal heritage and the natural history of the local area, with the 2015 theme being Conflict and Compassion. In 2015 the festival is being celebrated from 18 April to 18 May.

Participation in this annual event in other cities has started off small and grown into an annual event e.g. City of Greater Geraldton Heritage Week, Hannans North Goldrush Festival and Laverton Heritage Festival. As a result of other towns and cities involvement in this event, there has been an increase in tourist activity and attendance.

For the first time, the Karratha Local History Centre will be participating in the annual National Trust Heritage Festival. The Local History office has carefully considered events to promote our region during The National Trust Heritage Festival. These events are promoted through the official National Trust Heritage Festival website.

Participating in this annual National event has the potential to:

- Increase tourist awareness of the heritage and history within the City of Karratha.
- Ignite the community's interest in the Local History Centre within Karratha Public Library.
- Identify areas of interest that need further research by the Local History Centre
- Enable the Local History Centre to work with local businesses, clubs and organisations for cross promotional purposes
- Promote the City of Karratha by advertising the events on the official website of the National Trust Heritage Festival.

The four events have been arranged during May include:

- 4WD Driving in the North West presented by the local Red Dog 4WD Club.
- Pilbara Goldfields Talk - Presented by Geological Survey of WA Team, to be delivered at Wickham and Karratha Libraries. Roebourne and Karratha Visitor Centres will also be onsite with appropriate resources for sale.
- Quilts – Past, Present and Futures Exhibition – presented by the Quilt Club.

There are no additional budget implications, as the events occur within library hours and the events costs are allocated within the materials and services budget of the Local History Centre.

CONCLUSION

For the first time, the City of Karratha's Local History Office, have planned events and programs to acknowledge The National Trust Heritage Festival that is held each year from April – May. The City's program utilises local businesses and community groups, thereby promoting our local industry, heritage and local environment over the duration of the month. All events fall within the local history budget allocation for the 2014/15 financial year.

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 - PILBARA UNDERGROUND POWER PROJECT – STATUS OF DEBT COLLECTION

File No:	FM.1
Responsible Executive Officer:	Director Corporate Service
Reporting Author:	Manager Financial Services/CFO
Date of Report:	16 April 2015
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Pro Forma Final Demand Letter from CS Legal to Debtor

PURPOSE

To update Council on the status of service charge collections for the Pilbara Underground Power Project (PUPP).

BACKGROUND

On the 23 July 2014 Council issued 7,968 service charge invoices to property owners within the PUPP scope area. The invoices were initially payable by the 23 August 2014 with residents given the option to pay up-front in full or over four years.

After considering concerns of some members of the community, Council unanimously resolved to:

- Extend the interest free period for the payment of PUPP contributions to the 23 November 2014;
- Offer extended payment terms for larger bills (up to 10 years);
- Grant further concessions to particular groups and organisations;
- Provide individuals/organisations that were/are experiencing financial hardship the ability to negotiate individual payment plans; and
- Reduce the rate of interest on payment instalment plans.

The majority of property owners within the PUPP scope area have now made part or full payment. Some key statistics relating to bill payments as at 11 April 2015 are listed below:

- **95%** of properties levied a Pilbara Underground Power service charge have made a payment (7,394 payments)
- **72%** of properties of properties who have made payments have paid up-front, in full (Total 5,297)
- **28%** of property owners who have made payments to PUPP have selected the instalment option (Total 2,097)
- **2%** (Total of 160) of property owners have elected to pay their PUPP contribution over 10 years
- **1.5%** (Total of 124) of property owners have entered into individual payment plans with Council/CS Legal

While the vast majority of property owners have made payments, some property owners have made no payments in the nine (9) month period since the original invoices were distributed.

On 27 January 2015, 601 properties were referred to Council’s debt service provider CS Legal for the collection of overdue PUPP charges. The total of these outstanding invoices was \$3,167,198. CS Legal issued an initial Letter of Demand 28 January 2015. CS Legal commenced attempting to contact property owners (via phone calls, emails, and additional letters) who they had yet not received responses from on 23 February 2015.

Collection activities undertaken by CS Legal have resulted in payments being received from a further 293 properties (140 in full and 153 via payment arrangements) totalling \$724,741. A further \$642,437 has been committed to by property owners who have entered into payment arrangements.

The remaining 308 properties referred to CS Legal have a total of \$1,800,020 outstanding. No payment has been received for any of these properties. Of these, 58 properties are subject to recently agreed payment arrangements, mortgagee in possession or bankruptcy proceedings. These properties are currently not being considered for legal proceedings. There are now 250 properties that are subject to debt collection processes. The table below illustrates the value of these debts:

Outstanding	No.	%
\$100 - \$150K	2	0.8
\$50 - \$100K	1	0.4
\$25 - \$50K	1	0.4
\$15 - \$25K	19	7.6
\$10 - \$15K	13	5.2
\$5 - \$10K	3	1.2
\$1 - \$5K	131	52.4
<\$1K	80	32.0
TOTAL	250	100.0

The usual next step in the Debt Collection Process is to refer to debts to relevant court/s under ‘General Procedures Claims.’ This process involves the property owner being served court claim to respond to the debt with 14 days. If the claim is not contested, a default judgement is made by the court. The default judgement is a court ruling on the payment of the debt.

While the General Procedure Claim process is the standard ‘next step’ in the debt collection process, Council may wish to consider sending a further Final Letter of Demand prior to initiating these proceedings. It should be noted a Final Demand Letter has already been sent to debtors by CS Legal that clearly states:

We are now instructed to demand final payment of the PUPP and accrued interest within 14 days of the date hereof, failing which, we have instructions to commence legal proceedings for the collection of the PUPP, without further reference to you.

In addition to this letter numerous letters, reminders, phone calls and/or emails have been made to debtors.

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

Councillors have discussed this matter formally at the various Council meetings and Briefing sessions.

COMMUNITY CONSULTATION

There has been substantial community consultation and comment regarding the options available to property owners to pay their contributions towards the PUPP project.

Significant consultation has occurred by Council and Council’s debt service provider since the charges first became due and payable in August 2014

STATUTORY IMPLICATIONS

Section 6.56 (1) of the *Local Government Act 1995* states:

Rates or service charges recoverable in court

If a rate or service charge remains unpaid after it becomes due and payable, the local government may recover it, as well as the costs of proceedings, if any, for that recovery, in a court of competent jurisdiction.

POLICY IMPLICATIONS

Council Policy CF08 *Debt Collection Policy* details the Council’s standard practices in relation to Debt Collection. In line with Council direction, the process used for the collection of PUPP contributions has been significantly more lenient than the policy dictates. For example:

- Under CF08, interest on outstanding debts usually starts accruing after 40 days. In PUPP, interest did not start accruing until after 123 days of the date of the invoice
- The policy indicates that Debt Recovery action on unpaid debts usually commences 60 days from the date of the initial invoice. With PUPP, debt recovery action did not commence for 189 days.

FINANCIAL IMPLICATIONS

Non collection of outstanding accounts reduces Council’s ability to meet the City’s obligation to provide a 25 per cent community contribution to the Pilbara Underground Power Project.

There is no nett cost to Council or ratepayers of continuing with Debt Collection processes as all debt collection costs are borne by the debtor, not the City.

Outstanding debtors to Council are incurring increasing costs through penalty interest accruing on the debt plus the cost of debt collection. Property owners who have made partial payments through instalment plans or individually tailored plans are not incurring debt collection costs and are paying a significantly lower rate of interest.

STRATEGIC IMPLICATIONS

This item is relevant with the City's approved Strategic Community Plan 2012 - 2022 and Corporate Business Plan 2012 - 2016. In particular the Operational Plan 2014-2015 provides for this activity:

Our Program:	4.d.1.5	Ensure financial accountability.
Our Services:	4.d.1.5.1	Ensure timely recognition and collection of revenues.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be High to the City in terms of Financial and Reputational risks.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Collection of outstanding property debts is a normal part of Council activities.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 6.56 of the *Local Government Act 1995* RESOLVES to commence legal proceedings to recover due and payable Pilbara Underground Power service charges, as well as the costs of proceedings, in line with Council Policy CF08 Debt Collection Policy.

CONCLUSION

The vast majority of property owners within the PUPP scope area have now paid part or all of their PUPP contribution. Council has provided significant opportunity for property owners to contact Council Officers and Council's debt service provider to enter into alternative payment arrangements for Pilbara Underground Power service charges due and payable.

While standard practice would dictate that the small number of property owners who have yet to pay should be referred to legal action, it is recommended that a Final Letter of Demand be sent to these ratepayers prior to undertaking this action.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153130
MOVED : Cr Vandenberg
SECONDED : Cr Lally

That Council by SIMPLE Majority pursuant to Section 6.56 of the *Local Government Act 1995* RESOLVES to:

- 1. ISSUE a Final Letter of Demand (payment within 7 days) to property owners with due and payable Pilbara Underground Power service charges as the final opportunity to avoid legal proceedings.**
- 2. ADVISE CS Legal to commence legal proceedings on due and payable Pilbara Underground Power service charges, as well as the costs of proceedings, on property owners who fail to respond by way of payment (either in full, in approved instalments or via an agreed payment plan) to the Final Letter of Demand outlined in Item 1 above.**

CARRIED 6-1

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Saylor, Cr Vandenberg
AGAINST : Cr White-Hartig

REASON : Cr White-Hartig requested that her reason for being against the motion be recorded. Cr White-Hartig indicated that she felt that Horizon Power data was not always accurate and that this inaccuracy was impacting on billing amounts.

17 MATTERS BEHIND CLOSED DOORS

CONFIDENTIAL ATTACHMENT TO ITEM 10.2 THE YOUTH SHED OUTDOOR REDEVELOPMENT TENDER EVALUATION

CONFIDENTIAL ATTACHMENTS TO ITEM 10.6 MAJOR EVENTS SPONSORSHIP SCHEME BUDGET ALLOCATION

CONFIDENTIAL ATTACHMENTS TO ITEM 12.5 TENDER AWARD – RFT 18-14/15 – SKATEPARK SHADE CONSTRUCTION

CONFIDENTIAL ATTACHMENT TO ITEM 12.6 KARRATHA AIRPORT REQUEST TO ENDORSE LICENCE AGREEMENT FOR THE PROVISION OF SPACE FOR AUTOMATIC VENDING MACHINES

CONFIDENTIAL ATTACHMENT TO ITEM 12.7 KARRATHA AIRPORT AIR DEVELOPMENT PLAN UPDATE

CONFIDENTIAL ATTACHMENT TO ITEM 12.10 KARRATHA AIRPORT AUTOMATED TELLER MACHINES (ATM)

18 CLOSURE & DATE OF NEXT MEETING

The meeting closed at 7.52 pm.

The date of the next meeting is to be held on Monday, 18 May 2015 at 6:30pm at Council Chambers - Welcome Road, Karratha.

I, Cr Peter Long, Mayor of the City of Karratha, hereby declare on behalf of the Councillors of the City of Karratha that the enclosed Minutes are a true and accurate record of the Ordinary Council Meeting held on Monday, 20 April 2015.

..... Date ____/____/____
Signed