



## **ORDINARY COUNCIL MEETING**

# **AGENDA**

**NOTICE IS HEREBY GIVEN that an  
Ordinary Meeting of Council will be held  
in the Wickham Bistro, Carse Street, Wickham  
on Monday, 21 September 2015 at 6.30pm**

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

**CHRIS ADAMS  
CHIEF EXECUTIVE OFFICER**



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

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

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

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

**WRITTEN CONFIRMATION**

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

Signed:   
**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**

Cr Long acknowledges the traditions of the Ngarluma people, on whose land we are gathered here today.

## **2 PUBLIC QUESTION TIME**

## **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 Harry Hipworth
- Cr Janine Miller
- Cr Michael Saylor
- Cr Evette Smeathers
- Cr Robin Vandenberg
- Cr Fiona White-Hartig

**Staff:**

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

**Apologies:**

**Absent:**

**Leave of Absence:**

**Members of Public:**

**Members of Media:**

**4 DECLARATIONS OF INTEREST**

**5 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Dampier Community Association deputation on the Annual Community Association Development Scheme (ACADS) and Ex-Gratia Funding.

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

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**OFFICER'S RECOMMENDATION**

That the Minutes of the Ordinary Meeting of Council held on Monday, 17 August 2015, be confirmed as a true and correct record of proceedings.

## **7 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION**

04/08/2015 - Regional development opportunities for remote Aboriginal communities in the Kimberly and Pilbara discussion panel
04/08/2015 - Meeting with the Department of Local Government
05/08/2015 - WA Local Government Forum
05/08/2015 - WALGA Annual General meeting
06/08/2015 - WA Local Government Forum
07/08/2015 - WA Local Government Forum
10/08/2015 - Meeting with Boonderu Music Academy
10/08/2015 - Karratha Arts & Cultural Precinct Advisory Group meeting
10/08/2015 - Special Council Meeting - Differential Rates for 2015/16 Financial Year
10/08/2015 - Council Briefing Session
11/08/2015 - Cleansweep meeting
12/08/2015 - The ICN business mission session
14/08/2015 - Aurizon update meeting
17/08/2015 - Tourism Advisory Group meeting
17/08/2015 - Ordinary Council Meeting
18/08/2015 - Meeting with Susan Shirliff
18/08/2015 - Meeting with BC Iron Limited (BC Iron) Buckland Project Update
18/08/2015 - Meeting with Michelle McCarthy
19/08/2015 - David de Garis Senior Markets Economist with NAB session
19/08/2015 - KDCCI Business after hours - The Quarter
20/08/2015 - Meeting with Woodside
21/08/2015 - North West Economic Summit - Port Hedland the next tide
24/08/2015 - Official Opening of the Onslow Airport
25/08/2015 - Audit & Organisational Risk Committee Meeting
25/08/2015 - Meeting with Peter McDowell
25/08/2015 - Meeting with Woodside
26/08/2015 - Karratha Arts & Cultural Precinct meeting
27/08/2015 - Pilbara Regional Council Meeting
28/08/2015 - Meeting with Quadrant Energy
28/08/2015 - Meeting with Yara
28/08/2015 - 70th Anniversary Vietnam Independence Day
31/08/2015 - Karratha Solar Sod Turning event



## **8 EXECUTIVE SERVICES**



## 9 CORPORATE SERVICES

### 9.1 FINANCIAL STATEMENT FOR PERIOD ENDING 31 JULY 2015

<b>File No:</b>	<b>FM.19</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Assistant Management Accountant</b>
<b>Date of Report:</b>	<b>25 August 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Nil</b>

#### PURPOSE

To provide a summary of Council's financial position for the period ending 31<sup>st</sup> July 2015.

#### BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 31st July 2015:

2015-2016	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Impact on Surplus
Operating Revenue (incl. Rates)	123,816,770	121,331,770	8,076,690	7,349,472	(727,218)	▼
Operating Expense	(81,653,530)	(81,455,530)	(5,132,114)	(3,987,119)	1,144,995	▲
Non Operating Rev	28,073,997	30,558,997	1,009,000	2,185,117	1,176,117	▲
Non Operating Exp	(86,916,716)	(87,114,716)	(8,872,362)	(966,679)	7,905,683	▲
Non Cash Items Included	11,107,814	11,107,814	(8,638)	(1,078,772)	(1,070,134)	▼
Unrestricted Surplus BFWD 14/15	1,434,330	1,434,330	1,434,330	1,434,330	0	
Restricted Balance BFWD 14/15 - PUPP	12,499,009	12,499,009	12,499,009	12,499,009	0	
Restricted Balance - PUPP	8,332,673	8,332,673	8,332,673	8,332,673	0	
<b>Surplus/(Deficit) 15/16</b>	<b>29,001</b>	<b>29,001</b>	<b>673,242</b>	<b>9,102,684</b>	<b>8,429,442</b>	<b>▲</b>

The restricted balance referred to in the preceding table and throughout this report comprises PUPP service charges levied in 2014/15 and remained pending payment at 30 June 2015 (either by instalment options or outstanding).

The June 2015 comparatives included throughout this report have not yet been finalised and remain subject to final year-end adjustments and audit. This report reflects the position at the time of reporting. Of particular note is an increment in the valuation of Infrastructure Assets of \$345m due to the requirement to recognise Council's Assets at fair value inclusive of new road infrastructure transferred to the City by Main Roads (Dampier and DeWitt Road) and the Wickham South Development road network.

Rate notices are typically budgeted and issued by Council in July following Budget Adoption which was scheduled for 30 June 2015. Rate notices were ultimately budgeted and levied in late August post the August adoption of the 2015/16 annual budget was impacted as a result of the protracted attainment of ministerial approval for Council's differential rates.

This table shows that Council is currently in an unrestricted surplus position of \$9.1m, a variance of \$8.4m above the budgeted year to date surplus position of \$0.6m.

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

<b>Operating Revenue</b>		
3,000,000	▲	Over budget in Rio Tinto & KCC Contrib-Dampier Community Hub-R4R contribution not budgeted until October 2015.
343,317	▲	Over budget in Grants - Community Infrastructure Wellbeing Project
392,208	▼	Under budget in Industrial/Commercial Refuse Collection Fees-15/16 rates not yet charged
820,053	▼	Under budget in Grants & Contributions - Corporate Services Admin-PRC reimbursement via CLGF funding relating to Karratha LazyLands not yet received
2,650,575	▼	Under budget in Domestic Refuse Collection Fee-15/16 rates not yet charged
<b>Operating Expenditure</b>		
385,895	▼	Various underspends in salaries, wages and overheads across sites and allocations
<b>Non-Operating Revenue</b>		
1,456,253	▲	Transfer From Carry Forward Budget Reserve-Transfer of Advance payment of 2015/16 Financial Assistance Grant received in 2014/15. Budget to be amended at first review.
325,000	▼	Transfer From Community Development Reserve
<b>Non Operating Expenditure</b>		
3,951,526	▼	Transfer to Partnership Reserve- Awaiting funds from R4R to transfer into Reserve. WRP \$951K funds currently held in Muni.
1,319,094	▼	Rrg-Coolawanyah Rd-Invoices paid early August
844,711	▼	DCH Capital-Buildings-July progress claim was delayed due to approvals required, will be posted to August
766,800	▼	Various underspends in Leisure Services, Effluent Upgrade Systems and Town Beautification works
640,556	▼	Karratha Airport Terminal Expansion Project-Project is on schedule, progress claim slightly less than anticipated as more was claimed and posted to 2014/15

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 2015/16	YTD Budget 2015/16	YTD Actual Result	Variance Description
<b>Operating Sustainability</b>					
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	30,238,499	2,531,376	219,733	The Operating Surplus Ratio is below budget due to lower than anticipated operating surplus attributable to rates that have been levied later than expected.
		90,042,700	5,022,196	1,726,935	
Minimum Target between 0% and 15%	33.6%	50.4%	12.7%		
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 returns a nil result due to depreciation not able to be processed until finalisation of 2014/15 annual audit.
	Capital Renewal and Replacement Expenditure/Depreciation	44,053,954	4,708,840	816,923	Capital expenditure is below budget due to delay in adoption of 2015/16 Budget and subsequent delays in commencement of projects.
		11,116,452	0	0	
	Target - Greater than 0.90	3.96	N/A	N/A	
Own Source Revenue Ratio	An indicator of a local government's ability to cover its costs through its own tax and revenue efforts				This variance is primarily due to rates levied later than expected as well as operating expenses below YTD budget.
		90,042,700	5,022,196	1,726,935	
	Own Source Operating Revenue/Operating Expenses	81,653,530	5,132,114	3,987,119	
	Target - Greater than or equal to 0.40	1.10	0.98	0.43	
<b>Liquidity Ratios</b>					
Current Ratio	A measure of a local government's liquidity and its ability to meet its short term financial obligations from unrestricted current assets	-			The current ratio is unable to be calculated on a YTD budgeted basis due to the nature of its components being budgeted on an annual basis.
		30,313,668	Not	32,557,136	The YTD actual ratio is the result of significant current assets including outstanding rates and service charges levied (PUPP) in the previous financial year.  A current Ratio excluding outstanding PUPP service charge amounts would result in a Current Ratio equal to 2.491
	Current Assets less Restricted Assets/Current Liabilities less liabilities associated with Restricted assets	126,069	Applicable	8,198,701	
	Target - greater than or equal to 1	240.45		3.97	
<b>Debt Ratios</b>					
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 no budgeted or actual debt.
	Operating surplus before interest expense and depreciation/Principal and interest Expense	30,238,499	2,531,376	219,733	
		0	0	0	
	Target - more than 2- The higher the better	>10	>10	>10	

**Statement of Financial Position**

	<b>2015 July</b>	<b>2015 June</b>	<b>% change</b>
<b>Current</b>			
<b>Assets</b>	108,251,285	116,664,899	-7.21%
<b>Liabilities</b>	12,148,134	19,430,813	-37.48%
<b>Non Current</b>			
<b>Assets</b>	344,427,395	341,676,396	0.81%
<b>Liabilities</b>	705,663	834,687	-15.46%
<b>Net Assets</b>	439,824,883	438,075,795	

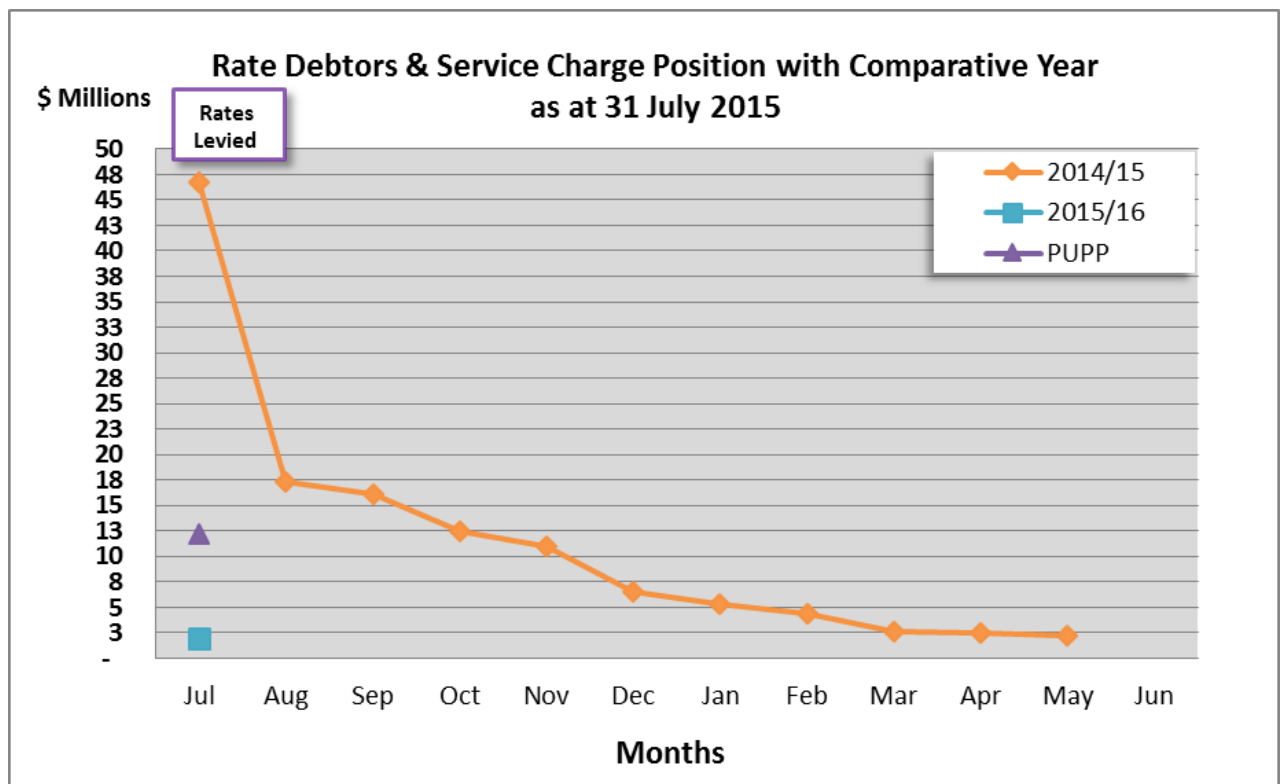
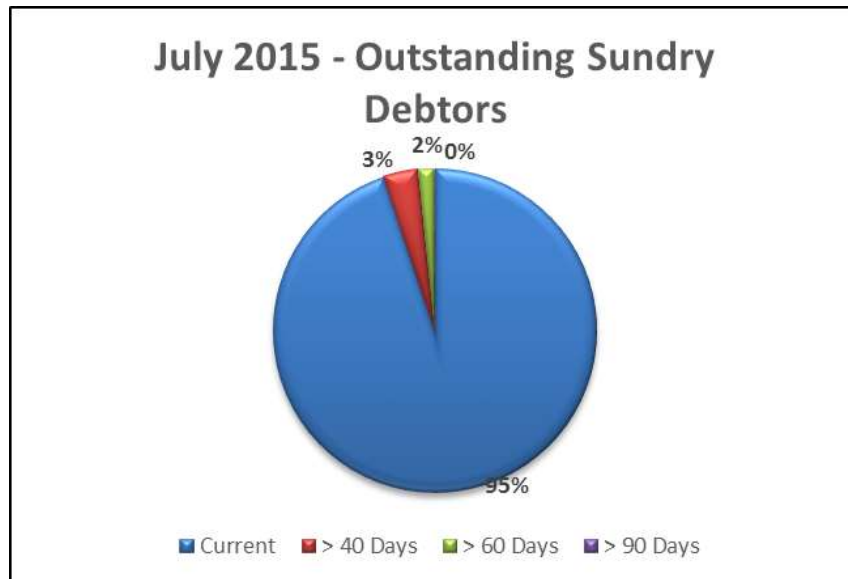
Total Current Assets have decreased by 7.21% from June to July due to a decrease in Accounts Receivable and accrued income relating to end of financial year treatments. Current Liabilities have decreased by 37.48% from June to July due to a decrease in supplier invoices payable relating to an increased volume of end of financial year invoicing paid in July. Non-Current Assets have increased by 0.81% due to the capitalisation of assets. Non-current Liabilities have decreased by 15.46% from June to July due to decreased provisions for employee leave.

**Debtors Schedule**

The following table shows Trade Debtors which have been outstanding over 40, 60 and 90 days at the end of July. This also includes total Rates and Pilbara Underground Power (PUPP) Service Charge outstanding.

	<b>2015 July</b>	<b>2015 June</b>	<b>Change %</b>	<b>Of Current Total %</b>
<b>Non Rate Debtors</b>				
<b>Current</b>	7,688,910	10,141,978	-24%	95%
<b>&gt; 40 Days</b>	279,823	367,392	-24%	3%
<b>&gt; 60 Days</b>	129,876	276,769	-53%	2%
<b>&gt; 90 Days</b>	-	129,149	-100%	0%
<b>Total</b>	<b>8,098,609</b>	<b>10,915,288</b>	<b>-26%</b>	<b>100%</b>
<b>Rates Debtors</b>				
<b>Total</b>	<b>1,941,796</b>	<b>2,199,213</b>	<b>-12%</b>	<b>100%</b>
<b>PUPP Debtors</b>				
<b>Total</b>	<b>12,130,895</b>	<b>12,571,094</b>	<b>-4%</b>	<b>100%</b>

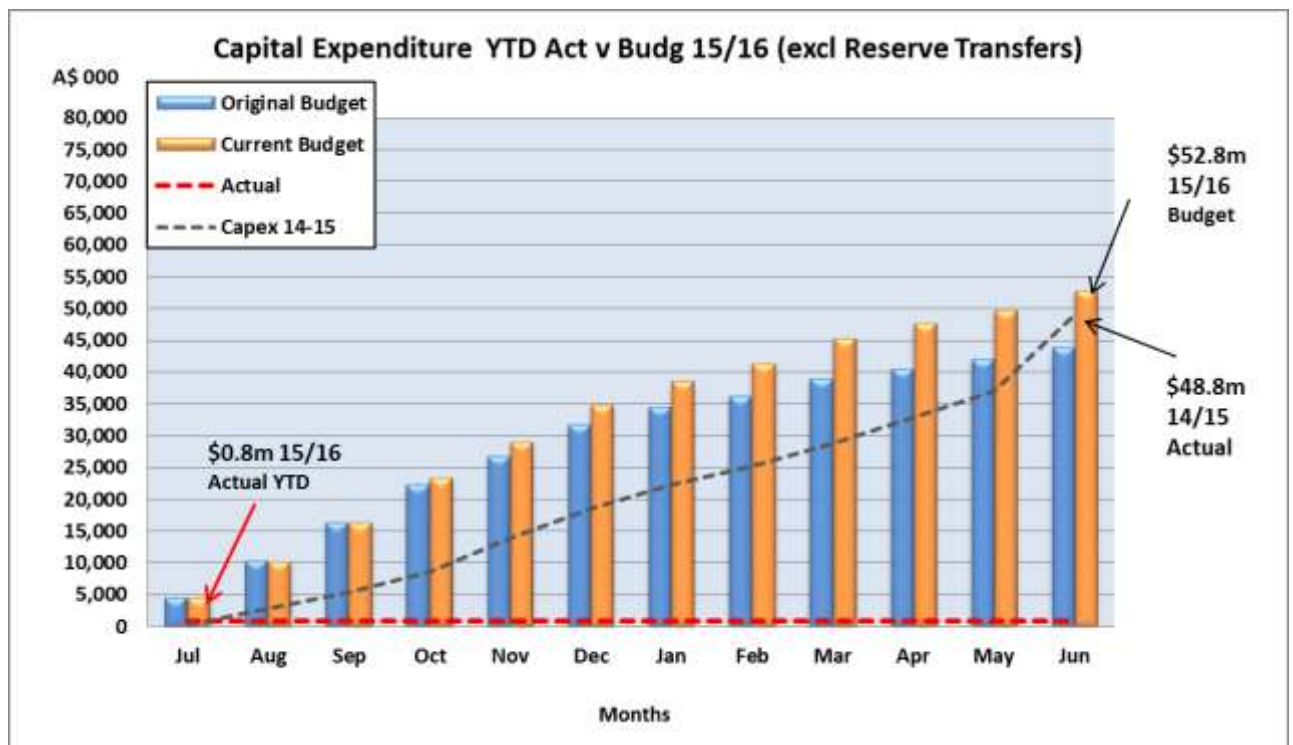
Balances of both outstanding Rates and PUPP charges have decreased from June 2015, Rates and Charges for the 2015/16 will be reflected in the August 2015 monthly financials. PUPP payments have been made on 96% of properties, with 73.4% paid in full and 26.6% paying by instalments. The majority of Trade Debtors are within Council's 40 day payment terms.



Total Trade Debtors have decreased by 26% or \$2.8M. 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
Frank Smith	\$ -	\$ 41,593.20	\$ -	Demolition charges for removal of damaged property after TC Christine. Charges have been registered against the property with the Registrar of Titles. Property is currently for sale and these costs will be recovered at settlement.
Karratha Country Club Inc	\$ -	\$ -	\$ 17,929.43	Annual membership subscriptions 2014, an agreement has been reached between Council and the Club to enter into a payment plan for the amount outstanding.
Star Struck Drama Workshops	\$ -	\$ -	\$ 8,202.78	Community Centre Hire - Letter of Demand sent 13/11/2014 by CS Legal. General Procedure Claim lodged 06/03/2015.

### Capital Expenditure



The Council's 2015/16 Capital Expenditure budget is \$52.8 million, the majority of which is associated with major projects including Dampier Community Hub, Karratha Airport terminal upgrade and infrastructure improvements. The following table shows that Council is currently 83% below budget in capital expenditure year to date.

Asset Class	YTD			Annual	
	YTD Amended Budget	YTD Actual	Variance %	Annual Orig Budget	Annual Amend Budget
	31-Jul-15			30-Jun-16	
Land	0	0	0%	0	0
Artwork	0	0	0%	0	0
Buildings	2,866,752	1,297,206	-55%	24,246,861	24,246,861
Equipment	57,500	0	-100%	117,500	117,500
Furn & Equip	23,076	97	-100%	386,026	386,026
Plant	140,000	130,480	-7%	3,399,000	3,399,000
Infrastructure	1,621,512	(610,860)	-138%	15,903,573	24,746,619
<b>Totals</b>	<b>4,708,840</b>	<b>816,923</b>	<b>-83%</b>	<b>44,052,960</b>	<b>52,896,006</b>

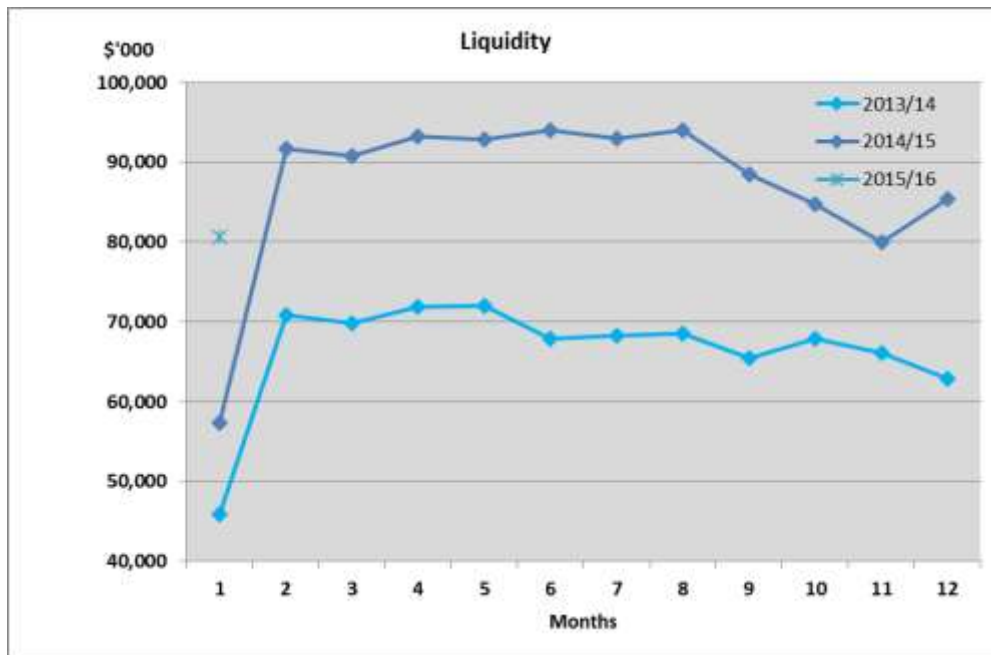
Further detail on these variances is included later in this report in the variance commentary by Program for the Rate Setting Statement.

**Cash and Investments**

Institution	Accounts	Balance 31 July 2015	Interest %	Investment Term	Maturity
WBC	Maxi Cash Reserve	18,909,542	1.70	At Call	
NAB	Reserve Term Deposit	21,326,976	3.53	9 months	Oct-15
BW	Reserve Term Deposit	10,219,769	3.25	7 months	Oct-15
BW	Reserve Term Deposit	5,044,467	2.95	2 months	Oct-15
BW	Reserve Term Deposit	5,044,467	2.95	2 months	Oct-15
NAB	Reserve Term Deposit	15,134,384	3.00	6 months	Oct-15
WBC	Municipal (Transactional)	202,599	1.51	At Call	
WBC	Maxi Cash Municipal	5,519,848	1.85	At Call	
N/A	Cash on Hand	18,705	0.00		
	<b>Total</b>	<b>81,420,756</b>			

\* The balance of all Term Deposits includes interest accrued to 31 July 2015.

The Reserve Bank cash rate (overnight money market interest rate) remained unchanged at 2% during July. The Municipal funds held with Westpac Bank continue to earn 1.51% interest on balances between \$1,000,000 and \$5,000,000 in the everyday account and 1.85% on the Maxi-Direct Muni Account to maximise interest earnings. There were no investment maturities during the month of July.



The liquidity graph for 2015/16 demonstrates a decrease in liquidity from June. This reduction is due to payment of high value creditor invoices, some which were related to Council’s capital projects.

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

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

**LEVEL OF SIGNIFICANCE**

Financial integrity is essential to the operational viability of the 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 July 2015 with a current full year surplus budget position of \$8,361,674 (comprising \$29,001 unrestricted surplus and \$8,332,673 restricted surplus) and actual surplus position of \$17,435,357 (comprising \$9,102,684 unrestricted surplus and \$8,332,673 restricted surplus). The restricted balance comprises PUPP service charges levied in 2014/15 and remained pending payment at 30 June 2015 (either by instalment options or outstanding). The unrestricted surplus year to date reported of \$9,102,684 is largely due to transfers to and from reserve as well as timing differences relating to significant infrastructure projects and their related funding.

**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 2015-2016 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 31<sup>st</sup> July 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 31<sup>st</sup> July 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.

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**OFFICER’S RECOMMENDATION**

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 31<sup>st</sup> July 2015.



<b>City of Karratha</b>							
<b>Notes To And Forming Part Of The Financial Statements</b>							
<b>for the period ending 31 July 2015</b>							
	<b>Original Budget</b>	<b>Amended Budget</b>	<b>Budget YTD</b>	<b>Actual YTD</b>	<b>Material Variance &gt;=10%</b>	<b>\$50,000 or more</b>	<b>2014/15</b>
	<b>\$</b>	<b>\$</b>		<b>\$</b>	<b>%</b>	<b>\$</b>	<b>\$</b>
<b>Operating Revenue And Expenses Classified According To Nature And Type</b>							
<b>Revenues from Operations</b>							
Rates	41,263,058	41,263,058	0	(3,472)	-	-	40,113,562
Fees and Charges	44,906,454	44,906,454	4,758,098	1,337,815	-71.88%	(3,420,283)	74,420,274
Operating Grant, Subsidies and Contributions	21,849,329	19,364,329	2,641,294	2,427,054	-	(214,240)	25,161,330
Interest Earned	3,333,891	3,333,891	239,415	196,030	-18.12%	-	3,576,356
Proceeds/Realisation	0	0	0	52,864	-	52,864	0
All Other	500,239	500,239	24,683	196,561	696.34%	171,878	2,633,867
<b>Total</b>	<b>111,852,971</b>	<b>109,367,971</b>	<b>7,663,490</b>	<b>4,206,852</b>	<b>-45.11%</b>	<b>(3,456,638)</b>	<b>145,905,389</b>
<b>Expenses from Operations</b>							
Employee Costs	(36,502,549)	(36,502,549)	(2,902,662)	(2,686,049)	-	216,613	(33,608,639)
Materials and Contracts	(25,355,482)	(25,157,482)	(1,720,469)	(1,006,866)	-41.48%	713,603	(31,295,974)
Utilities (gas, electricity, water etc)	(3,793,942)	(3,793,942)	(150,864)	(57,161)	-62.11%	93,703	(3,946,514)
Interest Expenses	0	0	0	0	-	-	0
Depreciation	(11,116,452)	(11,116,452)	0	0	-	-	(12,618,702)
Insurance Expenses	(1,396,264)	(1,396,264)	(1,675)	(900)	-46.27%	-	(1,606,065)
Other Expenses	(3,458,421)	(3,458,421)	(353,378)	(236,143)	-33.18%	117,235	(3,891,847)
<b>Total</b>	<b>(81,623,110)</b>	<b>(81,425,110)</b>	<b>(5,129,048)</b>	<b>(3,987,119)</b>		<b>1,141,929</b>	<b>(86,967,741)</b>
<b>Non Operating Grants, Subsidies and Contributions</b>							
Contributions	11,924,741	11,924,741	413,200	3,142,620	660.56%	(2,729,420)	9,313,340
Profit On The Sale Of Assets	39,058	39,058	0	0	-	-	91,170
Loss On Asset Disposal	(30,420)	(30,420)	(3,066)	0	-	-	(1,016,260)
Fair value adjustments to financial assets at fair value through profit or loss	-	-	-	-	-	-	(57,730)
<b>Change In Net Assets From Operations</b>	<b>42,163,240</b>	<b>39,876,240</b>	<b>2,944,576</b>	<b>3,362,353</b>			<b>67,268,167</b>

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**

<b>Revenues from Operations</b>	<b>Material Variance</b>		<b>Significant Items</b>			
Fees and Charges	-71.88%	3,420,283	2,650,575	▼	Under budget in Domestic Refuse Collection Fee-15/16 rates not yet charged	
			392,208	▼	Under budget in Industrial/Commercial Refuse Collection Fees-15/16 rates not yet charged	
			50,117	▼	Under budget in Industrial/Commercial Refuse Disposal Fees-Less commercial waste tonnage received than forecast.	
All Other	696.34%	171,878	158,000	▲	Over budget in Contributions-Parks & Gardens	

**Variance Commentary by Nature & Type (Continued)**

<b>Expenses from Operations</b>	<b>Material Variance</b>		<b>Significant Items</b>		
Materials and Contracts	-41.48%	713,603	278,032	▼	Various underspends across different programmes.
			101,350	▼	Under budget in Red Earth Arts Festival
			83,096	▼	Under budget in It Software Expenses
			70,000	▼	Under budget in Economic Development Projects
			68,185	▼	Under budget in Office Expenses-Corp Services Admin
			59,361	▼	Under budget in Local Planning Strategy (LPS)
			53,580	▼	Under budget in Tech Services - Design & Investigations
Utilities	-62.11%	93,703	56,766	▼	Under budget in Karratha Leisureplex
			33,446	▼	Under budget in Street Lights-Electricity
Other Expenses	-33.18%	117,235	117,235	▼	Various underspends across different programmes.
<b>Non- Operating Revenue</b>	<b>Material Variance</b>				
Non-Operating Grant, Subsidies & Contributions	660.56%	2,729,420	3,000,000	▲	Over budget in Rio Tinto and KCC Contrib-Dampier Community Hub- funds received earlier than anticipated.
			51,199	▲	Over budget in Contributions - Other Culture
			46,596	▲	Over budget in Grants-Community Safety
			183,200	▼	Under budget in Local Govt Program - Direct Road Grants
			185,175	▼	Under budget in Contributions-Beaches & Foreshore Works

<b>City of Karratha</b>							
<b>Rate Setting Statement</b>							
<b>for the period ending 31 July 2015</b>							
<b>Rate Setting Statement</b>	<b>Original Budget</b>	<b>Amended Budget</b>	<b>Year to Date Budget</b>	<b>Year To Date Actual</b>	<b>Material Variance &gt;=10%</b>	<b>\$50,000 or more</b>	<b>Var. Ind</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>%</b>	<b>\$</b>	
<b>Operating</b>							
<b>Revenues (Sources)</b>							
General Purpose Funding (excluding Rates)	6,663,088	6,663,088	430,218	206,036	-52.11%	(224,182)	▼
Governance	252,530	252,530	20,348	24,342	19.63%	-	▲
Law, Order And Public Safety	547,365	547,365	3,050	56,170	1741.64%	53,120	▲
Health	165,200	165,200	40,000	26,605	-33.49%	-	▼
Education and Welfare	58,920	58,920	4,910	22,169	351.51%	-	▲
Housing	1,269,099	1,269,099	869,946	47,888	-94.50%	(822,058)	▼
Community Amenities	19,953,978	17,468,978	3,740,777	539,007	-85.59%	(3,201,770)	▼
Recreation And Culture	20,400,565	20,400,565	2,284,995	5,904,512	158.40%	3,619,517	▲
Transport	32,794,777	32,794,777	629,646	456,943	-27.43%	(172,703)	▼
Economic Services	442,790	442,790	52,350	51,388	-	-	-
Other Property And Services	5,400	5,400	450	17,883	3874.04%	-	▲
	82,553,712	80,068,712	8,076,690	7,352,944	-	(723,746)	
<b>Expenses (Applications)</b>							
General Purpose Funding	(3,795,500)	(3,795,500)	(24,250)	(10,024)	-58.66%	-	▼
Governance	(3,827,503)	(3,629,503)	(283,861)	(187,705)	-33.87%	96,156	▼
Law, Order And Public Safety	(1,722,225)	(1,722,225)	(134,451)	(90,404)	-32.76%	-	▼
Health	(1,275,319)	(1,275,319)	(92,274)	(97,548)	-	-	-
Education and Welfare	(181,526)	(181,526)	(8,727)	(8,551)	-	-	-
Housing	(474,793)	(474,793)	17,243	(51,010)	-395.83%	(68,253)	▼
Community Amenities	(14,741,963)	(14,741,963)	(1,236,715)	(752,439)	-39.16%	484,276	▼
Recreation And Culture	(31,046,909)	(31,046,909)	(2,301,215)	(2,033,094)	-11.65%	268,121	▼
Transport	(21,461,286)	(21,461,286)	(801,516)	(603,170)	-24.75%	198,346	▼
Economic Services	(2,893,856)	(2,893,856)	(355,570)	(190,136)	-46.53%	165,434	▼
Other Property And Services	(232,650)	(232,650)	89,222	36,963	-58.57%	(52,259)	▼
	(81,653,530)	(81,455,530)	(5,132,114)	(3,987,119)	-22.31%	1,144,995	
<b>Capital</b>							
<b>Revenue</b>							
Proceeds From Disposal Of Assets	841,000	841,000	8,000	52,864	560.80%	-	▲
Tsf From Aerodrome Reserve	693,655	693,655	-	-	-	-	-
Tsf From Royalties for Regions Reserve	-	-	-	-	-	-	-
Tsf From Plant Replacement Reserve	766,000	766,000	-	-	-	-	-
Tsf From Infrastructure Reserve	2,245,744	2,245,744	-	-	-	-	-
Tsf From Partnership Reserve	18,870,646	18,870,646	676,000	676,000	-	-	-
Tsf From Waste Management Reserve	49,222	49,222	-	-	-	-	-
Tsf From Housing Reserve	-	-	-	-	-	-	-
Tsf From Public Open Space Reserve	-	-	-	-	-	-	-
Tsf From Aged Persons Homes Reserve	75,920	75,920	-	-	-	-	-
Tsf From Dampier Drainage Reserve	-	-	-	-	-	-	-
Tsf From Walkington Theatre Reserve	-	-	-	-	-	-	-
Tsf From Junior Sport Reserve	-	-	-	-	-	-	-
Tsf From Workers Comp Reserve	-	-	-	-	-	-	-
Tsf From Employee Entitlements Reserve	-	-	-	-	-	-	-
Tsf From Community Development Reserve	325,000	325,000	325,000	-	-100.00%	(325,000)	▼
Tsf From Mosquito Control Reserve	-	-	-	-	-	-	-
Tsf From Medical Services Assistance Reserve	-	-	-	-	-	-	-
Tsf From Carry Forward Budget Reserve	363,384	2,848,384	-	1,456,253	-	1,456,253	
Tsf From Restricted Funds Reserve	-	-	-	-	-	-	-
Tsf From History & Cultural Publications	-	-	-	-	-	-	-
Tsf From Pilbara Underground Power Reserve	3,600,000	3,600,000	-	-	-	-	-
Restricted Funds Utilised	-	-	-	-	-	-	-
Tsf From Restricted Cash Unspent Grants/Contributions	-	-	-	-	-	-	▲
New Loans Raised	-	-	-	-	-	-	-
Other Loan Principal Income	237,260	237,260	-	-	-	-	-
Repayments Of Self Supporting Loans	6,166	6,166	-	-	-	-	-
Repayments Of Interest Free Loans To Local Groups	-	-	-	-	-	-	-
	28,073,997	30,558,997	1,009,000	2,185,117	116.56%	1,176,117	

<b>City of Karratha</b>							
<b>Rate Setting Statement</b>							
<b>for the period ending 31 July 2015</b>							
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
	\$	\$	\$	\$	%	\$	
<b>Expenses</b>							
Purchase Of Assets - Land	-	-	-	-	-	-	
Purchase Of Assets - Artwork	-	-	-	-	-	-	
Purchase Of Assets - Buildings	(24,247,855)	(24,247,855)	(2,866,752)	(1,297,206)	-54.75%	1,569,546	▼
Purchase Of Assets - Equipment	(117,500)	(117,500)	(57,500)	-	-100.00%	57,500	▼
Purchase Of Assets - Furniture & Equipment	(386,026)	(386,026)	(23,076)	(97)	-99.58%	-	▼
Purchase Of Assets - Plant	(3,399,000)	(3,399,000)	(140,000)	(100,157)	-28.46%	-	▼
Purchase Of Assets - Infrastructure	(15,903,573)	(24,746,619)	(1,621,512)	610,860	-137.67%	2,232,372	▼
Loan Principal Repayments	-	-	-	-	-	-	
Tsf To Aerodrome Reserve	(171,168)	(171,168)	(14,264)	(11,333)	-20.55%	-	▼
Tsf To Dampier Drainage Reserve	(10,000)	(10,000)	-	-	-	-	
Tsf To Plant Replacement Reserve	(1,234,856)	(1,234,856)	(7,709)	(3,924)	-49.10%	-	▼
Tsf To Walkington Theatre Reserve	(1,032)	(1,032)	(86)	(71)	-17.03%	-	▼
Tsf To Workers Compensation Reserve	(85,878)	(85,878)	(1,937)	(1,616)	-16.57%	-	▼
Tsf To Royalties for Regions Reserve	-	-	-	-	-	-	
Tsf To Infrastructure Reserve	(13,863,191)	(13,863,191)	(68,896)	(56,218)	-18.40%	-	▼
Tsf To Partnership Reserve	(10,217,192)	(10,217,192)	(3,984,871)	(22,050)	-99.45%	3,962,821	▼
Tsf To Waste Management Reserve	(551,604)	(551,604)	(45,967)	(45,176)	-	-	
Tsf To Housing Reserve	(11,028)	(11,028)	-	-	-	-	
Tsf To Aged Persons Home Reserve	-	-	-	(185)	-	-	
Tsf To Junior Sport Reserve	-	-	-	-	-	-	
Tsf To Public Open Space Reserve	-	-	-	-	-	-	
Tsf To Mosquito Control Reserve	(762)	(762)	(16)	(14)	-14.38%	-	▼
Tsf To History & Cultural Publications Reserve	-	-	-	-	-	-	
Tsf To Employee Entitlements Reserve	(2,349,594)	(2,349,594)	(6,912)	(5,767)	-16.57%	-	▼
Tsf To Community Development Reserve	(161,784)	(161,784)	(982)	(596)	-39.35%	-	▼
Tsf To Pilbara Underground Power Reserve	(4,833,085)	(4,833,085)	(31,083)	(32,464)	-	-	
Tsf To Medical Services Assistance Package Reserve	(57,588)	(57,588)	(799)	(667)	-16.55%	-	▼
Tsf To Carry Forward Budget Reserve	(9,314,000)	(668,954)	-	-	-	-	
Tsf To Restricted Funds Reserve	-	-	-	-	-	-	
Interest Free Loan Principal	-	-	-	-	-	-	
Tsf of Unbudgeted Muni Restricted Cash	-	-	-	-	-	-	
Income Set Aside As Restricted Funds	-	-	-	-	-	-	▲
	(86,916,716)	(87,114,716)	(8,872,362)	(966,679)	-89.10%	7,905,683	
<b>Adjustment For Non Cash Items</b>							
Depreciation	11,116,452	11,116,452	-	-	-	-	
Movement in Employee Benefit Provisions	-	-	-	-	-	-	
Movement in Accrued Interest	-	-	-	-	-	-	
Movement in Accrued Salaries & Wages	-	-	-	(1,078,772)	-	(1,078,772)	
Movement in Deferred Pensioner Rates	-	-	-	-	-	-	
(Profit) / Loss On Disposal Of Assets	(8,638)	(8,638)	(8,638)	0	-100.00%	-	▼
	11,107,814	11,107,814	(8,638)	(1,078,772)	-	(1,070,134)	
<b>Restricted Balance BFWD - Pilbara Underground Power</b>	12,499,009	12,499,009	12,499,009	12,499,009	-	-	
<b>Unrestricted Surplus Brought Forward 1 July</b>	1,434,330	1,434,330	1,434,330	1,434,330	-	-	
<b>Amount Raised From Rates</b>	41,263,058	41,263,058	-	(3,472)	-	-	
<b>Restricted Balance - Pilbara Underground Power</b>	8,332,673	8,332,673	8,332,673	8,332,673	-	-	
<b>Surplus / (Deficit)</b>	<b>29,001</b>	<b>29,001</b>	<b>673,242</b>	<b>9,102,684</b>		<b>8,429,442</b>	

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		
General Purpose Funding	-52.11%	224,182	181,909	▼ PUPP Instalment Charges
Law, Order and Public Safety	1741.64%	53,120	46,596	▲ Grants-Community Safety
Housing	-94.50%	822,058	820,053	▼ Grants & Contributions - Corporate Services Admin-PRC reimbursement via CLGF funding relating to Karratha LazyLands not yet received
Community Amenities	-85.59%	3,201,770	2,650,575	▼ Domestic Refuse Collection Fee-15/16 rates not yet charged
			392,208	▼ Industrial/Commercial Refuse Collection Fees-15/16 rates not yet charged
			68,690	▼ Contributions - Effluent System Upgrades-Further contributions will not be received until construction begins, not scheduled until September.
			50,117	▼ Industrial/Commercial Refuse Disposal Fees-Less commercial waste tonnage received than forecast.
Recreation and Culture	158.40%	3,619,517	3,000,000	▲ Rio Tinto and KCC Contrib-Dampier Community Hub-R4R contribution not budgeted until October 2015.
			343,317	▲ Grants - Community Infrastructure Wellbeing Project
			158,000	▲ Contributions-Parks & Gardens-Detailed design completed. Project works to be out for RFT/RFQ in Sep.
Transport	-27.43%	172,703	(183,200)	▼ Local Govt Program - Direct Road Grants-MRWA invoiced in August
Expenses from Operations	Material Variance	Significant Items		
Governance	-33.87%	96,156	83,096	▼ It Software Expenses
Housing	-395.83%	68,253	68,253	▼ Various amounts under budget in allocation of staff housing expenses
Community Amenities	-39.16%	484,276	385,895	▼ Various underspends in salaries, wages and overheads across sites and allocations
			98,381	▼ Refuse Site Maintenance - 7 Mile (Dom/Comm)
Recreation and Culture	-11.65%	268,121	151,755	▼ NAIDOC Week Expenses
Transport	-24.75%	198,346	198,346	▼ Various underspends at the Airport, Plant and Depot and Infrastructure sites
Economic	-46.53%	165,434	101,309	▼ Various underspends in the Tourism and Town Beautification programs
			64,125	▼ Cont. - Roebourne Tourist Bureau
Other Property and Services	-58.57%	52,259	50,602	▼ Allocation of Technical Services overheads
Capital Revenue	Material Variance	Significant Items		
Transfer From Community Development Reserve	-100.00%	325,000	325,000	▼ Transfer From Community Development Reserve not yet processed pending 2014/15 end of financial year transfers.
Capital Expenses	Material Variance	Significant Items		
Purchase of Assets - Buildings	-54.75%	1,569,546	844,711	▼ DCH Capital-Buildings-July progress claim was delayed due to approvals required, will be posted to August
			640,556	▼ Karratha Airport Terminal Expansion Project-Project is on schedule, progress claim slightly less than anticipated as more was claimed and posted to 2014/15
Purchase of Assets - Equipment	-100.00%	57,500	57,500	▼ Purchase Equipment-Budget allowed for a carry forward but Invoice processed FY14/15. To be adjusted in September Budget Review.
Purchase of Assets - Infrastructure	-137.67%	2,232,372	1,319,094	▼ Rrg-Coolawanyah Rd-Invoices paid early August
			766,800	▼ Various underspends in Leisure Services, Effluent Upgrade Systems and Town Beautification works
			85,678	▼ Footpath Lighting Upgrade-Holding off pending budget outcome
			60,800	▼ Karratha Foreshore Management Plan-Cardno consultants have recently been engaged to commence design work.
Tsf to Partnership Reserve	-99.45%	3,962,821	3,951,526	▼ Transfer to Partnership Reserve- Awaiting funds from R4R to transfer into Reserve. WRP \$951K funds currently held in Muni.

**City of Karratha**  
**Notes to the Financial Statements**  
**for the period ending 31 July 2015**

**Note 1. Net Current Assets**

	Note	Year to Date Actual \$	Annual Report Brought Forward 1 July \$
<b>Current Assets</b>			
Cash and Cash Equivalents - Unrestricted		4,998,692	8,267,275
Cash and Cash Equivalents - Restricted (Trust)		3,258,309	2,600,906
Cash and Cash Equivalents - Restricted - Reserves	1	75,694,149	77,112,493
Cash - Restricted Unspent Grants/Contributions		0	4,918
Cash - Restricted Unspent Loans		0	0
Trade and Other Receivables	2	23,353,733	27,369,087
Land held for Resale - Development Costs		524,251	524,251
Inventories		422,150	488,186
Total Current Assets		108,251,285	116,367,116
<b>Current Liabilities</b>			
Trade and Other Payables		4,984,183	16,349,570
Trust Liabilities		3,413,807	2,740,006
Bank Overdraft		0	0
Current Portion of Long Term Borrowings		0	0
Current Portion of Provisions		3,750,144	3,750,144
Total Current Liabilities		12,148,134	22,839,720
<b>Net Current Assets</b>		96,103,151	93,527,396
<b>Less</b>			
Cash and Cash Equivalents - Restricted - Reserves		(75,694,149)	(77,112,493)
Loan repayments from institutions		232,215	232,215
Movement in Accruals (Non-Cash)		0	485,034
Land Held for Resale		(524,251)	0
Cash - Restricted Unspent Grants/Contributions		0	4,918
Restricted Balance - Pilbara Underground Power		(12,499,009)	0
<b>Add back</b>			
Current Loan Liability		0	0
Cash Backed Employee Provisions		2,384,359	2,302,189
Current Provisions funded through salaries budget		(899,632)	537,567
<b>Net Current Asset Position</b>		9,102,684	19,976,825

Note Explanation:

- 1) Reserves and Long Service Leave are Cash Backed
- 2) Total Trade and Other Receivables 21,411,937  
 Total Rates Debtors Outstanding 1,941,796

**City of Karratha**  
**Statement of Financial Position**  
**for the period ending 31 July 2015**

<b>Note 2: Statement of Financial Position</b>	<b>2015/16</b>	<b>2014/15</b>
	<b>\$</b>	<b>\$</b>
<b>Current Assets</b>		
Cash On Hand	18,705	18,705
Cash and Cash Equivalents - Unrestricted	4,979,987	8,248,570
Cash and Cash Equivalents - Restricted (Trust)	3,258,309	2,600,908
Cash and Cash Equivalents - Restricted (Unspent Grants/Cont.)	0	4,918
Cash and Cash Equivalents - Restricted (Reserves/Muni)	75,694,149	77,112,493
Trade and Other Receivables	23,353,733	27,369,087
Inventories	946,402	1,012,437
<b>Total Current Assets</b>	<b>108,251,285</b>	<b>116,367,118</b>
<b>Non-Current Assets</b>		
Trade and Other Receivables	547,812	547,812
Property, Plant and Equipment	210,514,112	224,723,005
Infrastructure	133,365,472	118,369,979
<b>Total Non-Current Assets</b>	<b>344,427,395</b>	<b>343,640,796</b>
<b>Total Assets</b>	<b>452,678,680</b>	<b>460,007,914</b>
<b>Current Liabilities</b>		
Bank Overdrafts	0	0
Trade and Other Payables	4,984,183	16,349,570
Trust Liabilities	3,413,807	2,740,006
Long Term Borrowings	0	0
Provisions	3,750,144	3,750,144
<b>Total Current Liabilities</b>	<b>12,148,134</b>	<b>22,839,720</b>
<b>Non-Current Liabilities</b>		
Long Term Borrowings	0	0
Provisions	705,663	705,663
<b>Total Non-Current Liabilities</b>	<b>705,663</b>	<b>705,663</b>
<b>Total Liabilities</b>	<b>12,853,797</b>	<b>23,545,384</b>
<b>Net Assets</b>	<b>439,824,883</b>	<b>436,462,530</b>
<b>Equity</b>		
Accumulated Surplus	315,793,093	310,478,566
Revaluation Surplus	48,337,638	48,337,638
Reserves	75,694,152	77,646,325
<b>Total Equity</b>	<b>439,824,883</b>	<b>436,462,530</b>

**City of Karratha**  
**Statement Of Financial Activity**  
**for the period ending 31 July 2015**

<b>Note 3: Cash and Cash Equivalents</b>	<b>2015/16</b>
	\$
<b>Unrestricted Cash</b>	
Cash On Hand	18,705
Westpac on call	4,979,987
Term deposits - Westpac / WATC	0
Term deposit - Westpac	0
	<u>4,998,692</u>
<b>Restricted Cash</b>	
Reserve Funds	75,694,149
Restricted Unspent Grants	0
Westpac - Trust	3,258,309
	<u>78,952,458</u>
<b>Total Cash</b>	<u><u>83,951,150</u></u>



<b>City of Karratha</b>				
<b>Notes To And Forming Part Of The Financial Statements</b>				
<b>by Divisions by Activities</b>				
<b>for the period ending 31 July 2015</b>				
	<b>2015/2016 Budget</b>	<b>2015/2016 Amended</b>	<b>2015/2016 Year To Date Budget</b>	<b>2015/2016 Actual To Date</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Note: Material Variance is Year to Date Amended Budget to Year to Date Actual ( => 10% or => \$50,000)				
<b>EXECUTIVE SERVICES</b>				
Net (Cost) Revenue to Council for Members of Council	(696,912)	(696,912)	(72,813)	(45,519)
Net (Cost) Revenue to Council for Executive Admin	(750,002)	(750,002)	(59,007)	(60,012)
<b>CORPORATE SERVICES</b>				
Net (Cost) Revenue to Council for Rates	38,260,511	38,260,511	188,303	20,012
Net (Cost) Revenue to Council for General Revenue	(12,188,601)	(12,188,601)	(2,000)	1,447,971
Net (Cost) Revenue to Council for Financial Services	(2,195,397)	(2,195,397)	(163,217)	(151,751)
Net (Cost) Revenue to Council for Corporate Services Admin	7,163,390	7,361,390	554,589	555,473
Net (Cost) Revenue to Council for Human Resources	(1,841,611)	(1,841,611)	(169,175)	(172,621)
Net (Cost) Revenue to Council for Governance & Organisational Strategy	(1,378,284)	(1,378,284)	(102,795)	(73,788)
Net (Cost) Revenue to Council for Information Services	(1,908,937)	(1,908,937)	(249,184)	(144,613)
Net (Cost) Revenue to Council for Television & Radio Services	(13,566)	(13,566)	(51)	0
Net (Cost) Revenue to Council for Business Improvement Process	(15,800)	(15,800)	0	0
Net (Cost) Revenue to Council for Staff Housing	901,019	901,019	887,965	(1,600)
Net (Cost) Revenue to Council for Public Affairs	(574,932)	(574,932)	(58,408)	(39,227)
<b>COMMUNITY SERVICES</b>				
Net (Cost) Revenue to Council for Rio Tinto Partnership	16,086,600	16,086,600	(2,896,593)	4,055,259
Net (Cost) Revenue to Council for Aged Persons Housing	75,920	75,920	75,920	0
Net (Cost) Revenue to Council for Community Development	(2,355,151)	(2,355,151)	(86,349)	(168,221)
Net (Cost) Revenue to Council for Youth Development	127,100	127,100	(7,300)	130,814
Net (Cost) Revenue to Council for Other Culture	(109,243)	(109,243)	(8,061)	38,718
Net (Cost) Revenue to Council for Arts & Culture Program	(152)	(152)	0	0
Net (Cost) Revenue to Council for Community Sponsorship	(911,425)	(911,425)	329,235	83,873
Net (Cost) Revenue to Council for Daycare Centres	(68,389)	(68,389)	(3,817)	(3,642)
Net (Cost) Revenue to Council for Child Health Clinics	(18,022)	(18,022)	(580)	(1,488)
Net (Cost) Revenue to Council for Karratha Entertainment Centre	(52,222)	(52,222)	(4,343)	(0)
Net (Cost) Revenue to Council for Karratha Aquatic Centre	0	0	0	0
Net (Cost) Revenue to Council for Roebourne Aquatic Centre	(732,423)	(732,423)	(88,750)	(7,863)
Net (Cost) Revenue to Council for Libraries	(1,636,867)	(1,636,867)	(129,232)	(127,375)
Net (Cost) Revenue to Council for Cossack Operations	(699,616)	(699,616)	(28,247)	(30,163)
Net (Cost) Revenue to Council for Ovals & Hardcourts	(966,077)	(966,077)	(96,671)	(83,846)
Net (Cost) Revenue to Council for Karratha Bowling & Golf	(699,991)	(699,991)	(71,994)	(41,133)
Net (Cost) Revenue to Council for Pavilions & Halls	(1,338,381)	(1,338,381)	(47,657)	(65,275)
Net (Cost) Revenue to Council for Leisure Projects	(1,264,690)	(1,264,690)	292	282,332
Net (Cost) Revenue to Council for Playgrounds	(471,976)	(471,976)	(21,831)	(27,930)
Net (Cost) Revenue to Council for Medical Services	58,465	58,465	28,410	8,259
Net (Cost) Revenue to Council for Other Buildings	(91,451)	(91,451)	(1,753)	(8,128)
Net (Cost) Revenue to Council for The Youth Shed	(1,203,674)	(1,203,674)	(90,672)	(96,486)
Net (Cost) Revenue to Council for Youth Centres	(3,876)	(3,876)	(323)	0
Net (Cost) Revenue to Council for Karratha Leisureplex	(5,384,214)	(5,384,214)	(349,961)	(276,018)
Net (Cost) Revenue to Council for Pam Buchanan Family Centre	(88,876)	(88,876)	(4,396)	5,309
Net (Cost) Revenue to Council for Events & Festivals	(1,116,136)	(1,116,136)	(316,608)	(133,109)
Net (Cost) Revenue to Council for Dampier Community Hub	(13,178,086)	(13,178,086)	(830,614)	11,956
Net (Cost) Revenue to Council for Other Buildings (Leisure)	52,150	52,150	0	0
Net (Cost) Revenue to Council for Wickham Recreation Precinct	(583,502)	(583,502)	809,598	864,370
Net (Cost) Revenue to Council for Wickham Community Hub	612,608	612,608	(21,837)	(5,135)

<b>City of Karratha</b>				
<b>Notes To And Forming Part Of The Financial Statements</b>				
<b>by Divisions by Activities</b>				
<b>for the period ending 31 July 2015</b>				
	<b>2015/2016 Budget</b>	<b>2015/2016 Amended</b>	<b>2015/2016 Year To Date Budget</b>	<b>2015/2016 Actual To Date</b>
<b>DEVELOPMENT &amp; REGULATORY SERVICES</b>				
Net (Cost) Revenue to Council for Emergency Services	(225,980)	(225,980)	(296,545)	(21,269)
Net (Cost) Revenue to Council for Ranger Services	(1,257,307)	(1,257,307)	(112,192)	(76,562)
Net (Cost) Revenue to Council for Tourism/Visitors Centres	(727,720)	(727,720)	(168,500)	(72,718)
Net (Cost) Revenue to Council for Community Safety	(225,910)	(225,910)	109,738	31,524
Net (Cost) Revenue to Council for Economic Development	(467,492)	(467,492)	(95,566)	(22,928)
Net (Cost) Revenue to Council for Camping Grounds	75,684	75,684	26,792	22,689
Net (Cost) Revenue to Council for Building Control	(451,062)	(451,062)	(34,570)	(42,779)
Net (Cost) Revenue to Council for Health Services	(1,005,815)	(1,005,815)	(64,046)	(51,679)
Net (Cost) Revenue to Council for Town Planning	(1,411,291)	(1,411,291)	(96,386)	(82,142)
Net (Cost) Revenue to Council for Strategic Planning	(1,434,044)	(1,434,044)	(102,801)	(42,705)
Net (Cost) Revenue to Council for Development Services	(53,600)	(53,600)	(3,300)	(374)
<b>INFRASTRUCTURE SERVICES</b>				
Net (Cost) Revenue to Council for Depots	(1,014,524)	(1,014,524)	(123,000)	(83,400)
Net (Cost) Revenue to Council for Public Services Overheads	1,116,413	1,116,413	102,737	98,793
Net (Cost) Revenue to Council for Fleet & Plant	3,481	3,481	(8,954)	(10,624)
Net (Cost) Revenue to Council for Roads & Streets	(4,051,115)	(4,051,115)	(1,308,639)	579,319
Net (Cost) Revenue to Council for Parks & Gardens	(1,604,655)	(1,604,655)	(121,940)	98,987
Net (Cost) Revenue to Council for Drainage	(752,387)	(752,387)	(38,500)	(22,705)
Net (Cost) Revenue to Council for Footpaths & Bike Paths	(1,277,200)	(1,277,200)	(95,546)	(3,261)
Net (Cost) Revenue to Council for Effluent Re-Use Scheme	(239,736)	(5,407,736)	(1,172)	(27,823)
Net (Cost) Revenue to Council for Cemeteries	(151,881)	(151,881)	(11,797)	(2,567)
Net (Cost) Revenue to Council for Public Toilets	(402,892)	(402,892)	(29,222)	(30,407)
Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties	(1,456,769)	(1,456,769)	243,085	23,845
Net (Cost) Revenue to Council for Town Beautification	(4,542,436)	(4,542,436)	(129,252)	(39,971)
Net (Cost) Revenue to Council for Bus Shelters	(127,000)	(127,000)	(47,000)	(41,505)
Net (Cost) Revenue to Council for Private Works & Reinstatements	0	0	0	0
Net (Cost) Revenue to Council for Works Overheads	243,867	243,867	22,562	87,133
Net (Cost) Revenue to Council for Parks & Gardens Overheads	1,023,529	1,023,529	100,180	71,353
Net (Cost) Revenue to Council for Disaster Preparation & Recovery	(284,140)	(284,140)	0	0
Net (Cost) Revenue to Council for Tech Services	(3,690,863)	(3,690,863)	(398,964)	(279,770)
Net (Cost) Revenue to Council for Tech Services Overheads	0	0	0	0
Net (Cost) Revenue to Council for SP & Infrastructure Services	(32,040)	(32,040)	(2,670)	(168)
<b>STRATEGIC BUSINESS PROJECTS</b>				
Net (Cost) Revenue to Council for Project Management	(53,012)	(53,012)	55,900	(17,942)
Net (Cost) Revenue to Council for Waste Collection	(1,247,495)	(1,247,495)	2,775,098	(122,141)
Net (Cost) Revenue to Council for Landfill Operations	144,600	144,600	64,797	96,989
Net (Cost) Revenue to Council for Waste Overheads	1,686,163	1,686,163	126,393	52,684
Net (Cost) Revenue to Council for Karratha Airport	10,069,146	10,069,146	(1,972,943)	(1,279,352)
Net (Cost) Revenue to Council for Other Airports	(6,839)	(6,839)	0	0

**9.2 LIST OF ACCOUNTS AUGUST 2015**

<b>File No:</b>	<b>FM.19</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Senior Creditors Officer</b>
<b>Date of Report:</b>	<b>27 August 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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**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.

Consistent with CF-5 Regional Price Preference Policy 50% of external payments reported for the period 1 August 2015 to 31 August 2015 were made locally.

**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 2015-2016 provided for this activity:

Our Program:	4.d.1.5	Ensure financial accountability
Our Services:	4.d.1.5.2	Ensure value for money in 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 \$14,073,668.25 submitted and checked with vouchers, being made up of:

- a) Trust Vouchers: 267 to 268;
- b) EFT36564 to EFT37191 (Inclusive);
- c) Cheque Vouchers 77989 to 78040 (Inclusive);
- d) Cancelled cheques EFT36464, EFT36470, EFT36476, EFT36492, EFT36516, EFT36566, EFT36583, EFT36640, EFT36996, EFT37066, 77997, 78030, 78031;
- e) Direct Debits: nil;
- f) Payroll Cheques \$1,479,991.87; and
- 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**

That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* RESOLVES to ACCEPT payments totalling \$14,073,668.25 submitted and checked with vouchers, being made up of:

- a) Trust Vouchers: 267 to 268;
- b) EFT36564 to EFT37191 (Inclusive);
- c) Cheque Vouchers 77989 to 78040 (Inclusive);
- d) Cancelled cheques EFT36464, EFT36470, EFT36476, EFT36492, EFT36516, EFT36566, EFT36583, EFT36640, EFT36996, EFT37066, 77997, 78030, 78031;
- e) Direct Debits: nil; and
- f) Payroll Cheques \$1,479,991.87

Chq/EFT	Date	Name	Description	Amount
267	03.08.2015	City of Karratha	Withhold Of Facility Hire Bond - Cleaning Charges (Wickham Community Hall 03/07/15)	100.00
268	03.08.2015	Jocelyn Winder	Refund - Facility Hire Bond Balance (Wickham Community Hall 03/07/15)	100.00
EFT36424	24.07.2015	Nintex Pty Ltd	Cancelled Cheque	0.00
EFT36470	31.07.2015	Carbon Neutral Pty Ltd	Cancelled Cheque	-6,040.10
EFT36476	31.07.2015	LINK (Local Information Network Karratha) Inc.	Cancelled Cheque	-880.00
EFT36492	31.07.2015	Australasian Performing Right Assoc (APRA)	Cancelled Cheque	-2,657.34
EFT36516	31.07.2015	P Conrau	Cancelled Cheque	-2,217.00
EFT36564	03.08.2015	Leethall Constructions Pty Ltd	Youth Shed - Construction of Outdoor Redevelopment Stage 2 - 100% Claim and Variations	319,752.50
EFT36565	29.07.2015	Solarwinds Software Europe Limited	Network Configuration Manager (DL50) + 12mths maintenance	7,400.00
EFT36566	31.07.2015	HBS Executive Education	Cancelled Cheque	0.00
EFT36567	30.07.2015	HBS Executive Education	Leadership Program	20,501.51
EFT36568	03.08.2015	K Nugent	Travel Assistance Trust Withdrawal	1,500.00
EFT36569	03.08.2015	M Plummer	Travel Assistance Trust Withdrawal - Balance	1,350.00
EFT36570	03.08.2015	Glen Carmody	Refund - ASIC Bond (#248662 26/05/2015) (Prompt Fencing)	50.00
EFT36571	03.08.2015	Design For Leisure	Refund - Verge Bond	9,000.00
EFT36572	03.08.2015	Reve Pools & Spas	Refund - Verge Bond	3,000.00
EFT36573	03.08.2015	T Srisanri	Travel Assistance Trust Withdrawal	14,300.00
EFT36574	30.07.2015	Shire of Roebourne - Social Club	Payroll deductions	1,974.00
EFT36575	30.07.2015	T Swetman	Home Ownership Allowance FE 29.07.2015	555.00
EFT36576	30.07.2015	A Dorning (Mortgage Acct)	Home Ownership Allowance FE 29.07.2015	1,000.00
EFT36577	30.07.2015	L Gan (Mortgage Account)	Home Ownership Allowance FE 29.07.2015	1,000.00
EFT36578	30.07.2015	Maxxia Pty Ltd	Payroll deductions	8,136.95
EFT36579	30.07.2015	S Wachter (Mortgage Acc)	Home Ownership Allowance FE 29.07.2015	1,394.17
EFT36580	07.08.2015	SMC Building Pty Ltd	Wickham Bus Shelters - (RFT 19-14/15) - Design Fabrication And Installation Progress Claim # 3	45,655.12
EFT36581	04.08.2015	Telstra Corporation Ltd	Telephone Usage Charges	3,039.19
EFT36582	04.08.2015	Horizon Power	Electricity Usage Charges	17,228.23
EFT36583	04.08.2015	Water Corporation	Cancelled Cheque	0.00
EFT36584	05.08.2015	Australian Taxation Office	Payroll deductions	297,263.00
EFT36585	05.08.2015	Child Support Agency	Payroll deductions	1,972.40
EFT36586	07.08.2015	T F Woollam & Son Pty Ltd T/A Woollam Constructions	Kta Airport Terminal Expansion Upgrade Project RFT 27-13/14 - Progress Claim #13	1,330,067.45

Chq/EFT	Date	Name	Description	Amount
EFT36587	05.08.2015	Karratha Earthmoving & Sand Supplies	Reconstruction Of Coolawanyah Road Karratha LIA - Progress Claim 1	978,533.56
EFT36588	05.08.2015	Water Corporation	Water Usage Charges	8,299.80
EFT36589	05.08.2015	Water Corporation	Water Usage Charges	3,495.47
EFT36590	05.08.2015	Water Corporation	Water Usage Charges	8,928.39
EFT36591	07.08.2015	Wickham Community Association (Inc)	14/15 ACADS - Family Event Final Payment 75%	44,923.10
EFT36592	07.08.2015	Handy Hands Pty Ltd	Tambrey Drive - Spray Drains and Town Centre Open Areas, Galbraith/Dampier Hwy - Pruning Works, Kta Fire Station - Garden Maintenance	7,381.00
EFT36593	07.08.2015	Indigenous Hip Hop Projects	Youth Services - Indigenous Hip Hop Projects Music Video 12 - 18/07/15	16,885.00
EFT36594	07.08.2015	Keyspot Services	Wickham SES - Official Plaque For SES Unit Opening	649.90
EFT36595	07.08.2015	Levanta	Plant Repairs - 6 Month Service And Inspection Workshop Hoist	275.00
EFT36596	07.08.2015	RAW Hire	NAIDOC 2015 - Vehicle Hire for Sean Choolburra - 26/6/15 to 30/06/2015 NAIDOC MC	851.46
EFT36597	07.08.2015	MAK Industrial Water Solutions Pty Ltd	KTA Airport - Service & Operations Agreement SA-0800C/12101	40,077.64
EFT36598	07.08.2015	Neils Reticulation And Landscaping	209a Richardson Way - Repair Reticulation, Kta Airport - Garden Maintenance	1,485.95
EFT36599	07.08.2015	North West Waste Alliance	Street Sweeping - Sweeping Of Roads Pathways And Carparks June 2015	39,405.36
EFT36600	07.08.2015	Nintex Pty Ltd	Nintex Forms v2013 - Standard Together Annual Software Assurance Renewal 30/06/15-29/06/16	9,309.90
EFT36601	07.08.2015	MJ Bamkin T/A Pearl Coast Palms	KLP - Supply Fox Tail Palms	3,542.00
EFT36602	07.08.2015	Initial Hygiene	Sharps Disposals 19/05-18/06/15	314.60
EFT36603	07.08.2015	Kmart Karratha	Programs - Materials and Supplies	240.00
EFT36604	07.08.2015	Scope Business Imaging	Photocopier Printer Charges	2,289.98
EFT36605	07.08.2015	Skilled Group Limited	Labour Hire	4,414.56
EFT36606	07.08.2015	Tox Free (Australia) Pty Ltd	Waste Collection - Various Sites	4,785.42
EFT36607	07.08.2015	Timik Development Pty Ltd	KTA Administration Storage Shed	43,857.19
EFT36608	07.08.2015	The Desert Princess	Bulgarra Opening 31 July 2015 - Roving Fairy & Face Painting	490.00
EFT36609	07.08.2015	Uniqco (WA) Pty Ltd	July 2015 Fleet And Plant Service Management Fee	5,706.80
EFT36610	07.08.2015	Woolworths (WA) Ltd	Youth Shed - Café Items and Holiday Program Supplies	1,068.11
EFT36611	07.08.2015	Wrapped Creations	Event Sponsorships, NAIDOC Reimbursements, Hire Fees, Event Management Fees	48,549.26
EFT36612	07.08.2015	West Australian Newspapers Limited	Advertising - June 2015	13,505.40
EFT36613	07.08.2015	Jodie Choolburra t/as Yirrinjula Dreaming	NAIDOC - 50% Balance For Comedian And Mc Performer Sean Choolburra	7,000.00
EFT36614	07.08.2015	Xelerator Pty Ltd t/a KBSS Engineering	Footpath Lighting Upgrade - RFT 15-14/15 Supply and Installation of Footpath Lighting Claim #1	57,036.80
EFT36615	07.08.2015	Landmark Products Ltd	Karratha Skate Space Nickol West Skate Park and Roebourne Skatescape - As Per RFT 18-14/15	191,354.90
EFT36616	07.08.2015	Australia Post	Postage - June 2015	3,557.07
EFT36617	07.08.2015	C.Y. O'Connor College Of Tafe	Enrolment Fee Follow Defined OHS Policies & Procedures	92.25
EFT36618	07.08.2015	Staples Australia (Formerly Corporate Express)	Stationery Supplies, Kta Airport - Digital Screens	8,746.79
EFT36619	07.08.2015	Karratha Adventure Sports	Youth Services Eastern Corridor - Pool Cues And Tips	100.00
EFT36620	07.08.2015	Karratha Visitor Centre	Pilbara Coast Holiday Planner - 3 X 1/4 Page	1,197.00
EFT36621	07.08.2015	Les Mills Aerobics Australia	KLP - Group Fitness Programs August 2015	1,398.94

Chq/EFT	Date	Name	Description	Amount
EFT36622	07.08.2015	Caltex Energy WA (Link Energy Pty Ltd)	Bulk Diesel	19,280.00
EFT36623	07.08.2015	North West Realty	Refund Owed To Due Cancellation Of Annual Waste Collection For Cruizers Cafe	120.00
EFT36624	07.08.2015	Parry's Merchants	NAIDOC - Ingredients For Roebourne Celebration 27/06/15 For The Circle Of Elders Style Cook Up	728.10
EFT36625	07.08.2015	Poinciana Nursery	Cossack - Soil, Plants & Pots	385.40
EFT36626	07.08.2015	Ray White Real Estate	8 Goshawk Circle - New Lease Bond and Rent	5,060.00
EFT36627	07.08.2015	St John Ambulance-Karratha	Cossack Cafe - Workplace First Aid Kits	415.00
EFT36628	07.08.2015	Stihl Shop Redcliffe	Stock	288.00
EFT36629	07.08.2015	Te Wai Manufacturing	Uniforms	238.00
EFT36630	07.08.2015	The Retic Shop	Retic Supplies	1,085.92
EFT36631	07.08.2015	Worksense Safety & Workwear	Uniforms	131.91
EFT36632	07.08.2015	Atom Supply	Cossack Signage	5.15
EFT36633	07.08.2015	Auslec	KLP - Replacement of Outside Lighting	828.30
EFT36634	07.08.2015	Onyx (Aust) Pty Ltd	MESS Sponsorship - Fluid Festival As Per Resolution 152966	8,250.00
EFT36635	07.08.2015	BT Equipment Pty Ltd T/A Tutt Bryant Equipment	Stock	342.23
EFT36636	07.08.2015	L McGlenchy	40 Mile Beach Caretaker Reimbursements	398.70
EFT36637	07.08.2015	Centurion Transport Co Pty Ltd	Freight	661.42
EFT36638	07.08.2015	Cemeteries & Crematoria Assoc Of WA	Annual Subscription To The Cemeteries And Crematoria Association Of WA 2015/16	110.00
EFT36639	07.08.2015	E & MJ Rosher Pty Ltd	Stock	226.40
EFT36640	07.08.2015	Environmental Industries	Cancelled Cheque	0.00
EFT36641	07.08.2015	Farinosi & Sons Pty Ltd	KLP - Packaging Clear Wrap For Poolside	44.50
EFT36642	07.08.2015	Foxtel For Business	KLP - Monthly Foxtel Charge 18/07 To 17/08/15	305.00
EFT36643	07.08.2015	Global Security Management (WA)	PBFC - Security Call Outs	207.90
EFT36644	07.08.2015	Universal Office National (Pilbco Pty Ltd)	Stationery Supplies	647.29
EFT36645	07.08.2015	Karratha Timber & Building Supplies (Formerly Versatile)	Hardware Supplies	1,124.70
EFT36646	07.08.2015	Village Roadshow Pty Ltd	Moonrise Cinema 2015 - Screening Of San Andreas On 28/06/15	472.60
EFT36647	07.08.2015	Watering Concepts	Stock	205.70
EFT36648	07.08.2015	Wickham Wolves Junior Football Club	NAIDOC Gate Security Wickham Donation for Service 1 July 2015	1,400.00
EFT36649	07.08.2015	WT Partnership (Aus) Pty Ltd	KTA Airport - Cost Management Services to Complete 3rd STOP/GO point of Karratha Airport Terminal Project RFT 02-12/13	2,750.00
EFT36650	07.08.2015	WT Design Studio	Artworks For Flyer, Advert Designs	1,320.00
EFT36651	07.08.2015	Yakka Pty Ltd	Uniforms	299.56
EFT36652	07.08.2015	Yinjaa-Barni Art Aboriginal Corporation	NAIDOC - Donation NAIDOC Indigenous Artist Showcase at Cossack 25/07/15	800.00
EFT36653	07.08.2015	Environmental Industries	Open Reserve Maintenance, Removal of Trees Shrubs Debris And Rocks In Drains, Wickham Oval Repairs, WRF Mowing, Retic Repairs	63,364.51
EFT36654	07.08.2015	Home Hardware Karratha	Hardware Supplies	2,197.61
EFT36655	07.08.2015	Hydramet	Gap Ridge Waste Water Plant - 6 Monthly Minor Chlorinator Service	7,906.16
EFT36656	07.08.2015	Harvey Norman Karratha (Karrathavit Pty Ltd t/as)	Cossack Cafe - Chest Freezer & BBQ Equipment	747.00
EFT36657	07.08.2015	Hames Sharley (WA) Pty Ltd	Searipple Caravan Park Concept Design - June 2015	14,030.81
EFT36658	07.08.2015	B Hogan	Reimbursement - Cleaverville Beach Caretaker	575.80

Chq/EFT	Date	Name	Description	Amount
EFT36659	07.08.2015	The Trustee for the Hickey Family Trust T/A Hickey Holdings WA Pty Ltd	7 Mile - Forklift Hire Facility Tip Shop Jun 15	1,246.08
EFT36660	07.08.2015	Harrington Jacobs Family Trust T/A Verb Adverting	Cossack Family Day 2015 - TVC Production	660.00
EFT36661	07.08.2015	Hale Group International Pty Ltd	REAF 2015 - After Dark Hypnotist, Deposit	1,000.00
EFT36662	07.08.2015	Ian Lush & Associates	KTA Airport - Building Code Of Australia Compliance Audit Consultancy For Upgrade Project - SP024	1,695.55
EFT36663	07.08.2015	Insight Callcentre Services	Overcalls Fee For Month Of June 2015 - 164 Calls	820.82
EFT36664	07.08.2015	Iron Mountain Australia Pty Ltd	Monthly Storage Of Archives For June 2015	751.63
EFT36665	07.08.2015	Qube Logistics (Aust) Pty Ltd	Gap Ridge Waste - Chlorine Gas Cylinders	1,954.68
EFT36666	07.08.2015	Inform Communicate Motivate International Pty Ltd (ICMI)	2015 Community Sports Awards - Deposit for Guest Speaker Friday 20/11/15	3,025.00
EFT36667	07.08.2015	Ibis Styles Karratha	Accommodation For NAIDOC Performer & Touring Party	995.00
EFT36668	07.08.2015	Indijiarts Cultural Creativeness	NAIDOC/Cossack Art Awards - Indigenous Cooking Demonstration Indigenous Showcase 25/07/15	1,000.00
EFT36669	07.08.2015	Imagination Workshops Pty Ltd t/as Interactive Theatre Australia	REAF - Performance For Faulty Towers, Deposit	3,802.33
EFT36670	07.08.2015	Imagination Play (Swanshore Pty Ltd)	Kta Airport - Supply And Install Play Equipment Within Airport Terminal 50% Deposit	27,286.00
EFT36671	07.08.2015	J G Graphix	Cossack Art Awards 2015 - Sponsor Flags X 4	1,342.00
EFT36672	07.08.2015	James Bennett Pty Limited	Library - New Resources	486.45
EFT36673	07.08.2015	Jolly Good Auto Electrics	Plant Repairs	2,016.50
EFT36674	07.08.2015	Jojo's Entertainment Agency	REAF Launch - 3 x Stilt Walkers Deposit Only	1,000.00
EFT36675	07.08.2015	Karratha Glass Service	WRP - Reglaze Pavilion Windows Safety Glass, PBFC - Reglaze Automatic Door	6,896.10
EFT36676	07.08.2015	Karratha Smash Repairs	Plant Repairs	2,806.10
EFT36677	07.08.2015	Karratha Veterinary Hospital	Animal Control	100.50
EFT36678	07.08.2015	Kwik Kopy Printing Centre	Stock	2,338.16
EFT36679	07.08.2015	Karratha Newsagency - KLP Account	KLP - Fitness Magazines for Fitness Centre June 2015	203.19
EFT36680	07.08.2015	Karratha Newsagency - Admin Office Account	Newspapers And Magazine Subscriptions - 01/06 To 26/06/15	47.00
EFT36681	07.08.2015	Rikker Holdings Pty Ltd T/A Karratha Tilt Tray And Towing	Removal of Abandoned Vehicles	1,100.00
EFT36682	07.08.2015	McLeods & Co Barristers And Solicitors	Legal Advice	1,533.89
EFT36683	07.08.2015	Lo-Go Appointments	Permanent Recruitment Fee For Senior Rates Officer	8,276.18
EFT36684	07.08.2015	Landgate	Landgate Valuation Expenses - Mining Tenements 2015/2016	406.80
EFT36685	07.08.2015	Land Surveys NPJS Pty Ltd	7 Mile Waste - Survey Top Of Current Landfill Waste Mound	1,705.00
EFT36686	07.08.2015	Lion Hire Pty Ltd	Cossack Revitalisation Program - 3000psi Pressure Cleaner Hire 06-20/06 for Cossack Shelters	3,118.50
EFT36687	07.08.2015	Links Modular Solutions	KLP - 500 x Wristbands	3,630.00
EFT36688	07.08.2015	Leading Edge Aviation Holdings Pty Ltd T/A Aerodrome IT Systems	AIMM Aerodrome Movements Duel System May Month	4,326.66



Chq/EFT	Date	Name	Description	Amount
EFT36689	07.08.2015	Macdonald Johnston Engineering (Bucher Municipal Pty Ltd)	Stock	215.69
EFT36690	07.08.2015	Emerge Associates	Park Reinstatement - Design And Cost Estimate Works As Per RFQ 04/10/14	11,913.00
EFT36691	07.08.2015	Redwave Media Ltd	Radio Advertisings	6,256.80
EFT36692	07.08.2015	North West Tree Services	Kta Golf Course - Tree Works, Admin Bldg - Site Clearing, Weed Control and Gum Pruning	2,619.10
EFT36693	07.08.2015	Norwest Craft Supplies	Youth Services - Programme Equipment For July School Holiday	207.00
EFT36694	07.08.2015	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	15 Litre Spring Water	133.55
EFT36695	07.08.2015	Neverfail Springwater Pty Ltd - Wickham Transfer Station	15 Litre Spring Water	15.95
EFT36696	07.08.2015	Nielsen Liquid Waste Services Pty Ltd	40 Mile - Pump Out Of Effluent Pits	3,034.00
EFT36697	07.08.2015	Nickol Bay Sportfishing Club (Hampton Harbour Boat & Sailing Club t/as	Sponsorship Billfish Shootout As Per Council Resolution 153115	20,000.00
EFT36698	07.08.2015	NDY Management Pty Ltd	RRP - Consultancy Services, Lighting Design Solution For Roebourne Recreation Precinct Part 1	11,544.50
EFT36699	07.08.2015	Ngaarda Media Aboriginal Corporation	NAIDOC - Commercials To Be Aired On Ngarda FM From 15/06/15	4,500.00
EFT36700	07.08.2015	Ixom Operations Pty Ltd (Orica)	Gas / Oxygen Cylinder Refills	1,042.80
EFT36701	07.08.2015	Onsite Rental Group	Hire Of Signage For Reconstruction Of Coolawanyah Road 02-29/06/15	2,079.00
EFT36702	07.08.2015	One 20 Productions (Kadesjada Trust)	Cossack Art Awards 2015 - Production For Preview Evening And Awards Night	7,982.50
EFT36703	07.08.2015	Fulton Hogan Industries Pty Ltd (Pioneer Road Services)	Stock	1,980.00
EFT36704	07.08.2015	Pilbara Institute	Moonrise Cinema 2015 - Booking fee for July Screenings	19,610.00
EFT36705	07.08.2015	Pilbara Copy Service	Photocopier Printer Charges	448.68
EFT36706	07.08.2015	Porter Consulting Engineers	Dampier Highway And Broadhurst Intersection Upgrades To 15/07/15	41,283.00
EFT36707	07.08.2015	PaperCut Software International Pty Ltd	IT Software - Papercut Software Assurance 01/07/2015 To 30/06/17	501.60
EFT36708	07.08.2015	Prompt Fencing Pty Ltd	Litter Fencing Screens	29,953.00
EFT36709	07.08.2015	Parents Fundraising For Synergy Families	Bucks For Bags Donation - Madigan Rd Gap Ridge 25/07/15 276 Bags	1,656.00
EFT36710	07.08.2015	Pacer Legal Pty Ltd	Legal Advice	9,350.00
EFT36711	07.08.2015	Price Waterhouse Coopers	Kta Airport - Professional Fees for Air Development Plan May 2015	57,222.00
EFT36712	07.08.2015	Repco Auto Parts	Stock	2,298.42
EFT36713	07.08.2015	Roy Galvin & Co Pty Ltd	Retic Supplies	113.30
EFT36714	07.08.2015	Roebourne Dingo Hire	Green The Greens - Hire Of Dingo And Operator For 4 Hrs	748.00
EFT36715	07.08.2015	RoMe Energy & Environment Pty Ltd	Mechanical Consultant Services - Review Community Precinct Mechanical Technical Drawings	440.00
EFT36716	07.08.2015	Red Dog Festival Pty Ltd	MESS Sponsorship - Red Dog Festival 2015 as per Resolution 152966 Payment 3 of 3	6,600.00
EFT36717	07.08.2015	D Robertson	Reimbursement Of Snake Handling Course Fees 24/06/15	465.00
EFT36718	07.08.2015	Amcap (Formerly Skipper Truck Parts)	Stock	296.25
EFT36719	07.08.2015	Statewide Bearings	Plant Repairs	252.69
EFT36720	07.08.2015	Decor8 Australia Pty Ltd	Tambrey Oval - Rectification Painting, Graffiti Removal - Various, Dampier Pavilion - Painting Works, Staff Housing - Minor Patch / Paint Repairs	12,155.00

Chq/EFT	Date	Name	Description	Amount
EFT36721	07.08.2015	Shire Of Wyndham-East Kimberley	Certification of Shire Building Plans Cert No. CK-006 -101760	99.00
EFT36722	07.08.2015	Sanders Turner Ellick Architects ( STEA )	KTA Airport - To Progress And Complete Third Stop/go Point Of Project Rft01 - 12/13 Jul 15	16,434.00
EFT36723	07.08.2015	Designa Sabar Pty Ltd	KTA Airport - Tariff Changes to Carpark	165.00
EFT36724	07.08.2015	G Shoemark	Utility Reimbursement To 01 May 2015	300.00
EFT36725	07.08.2015	Stagecraft Pty Ltd	Consultation With DCA For Hall Stage Light And AV Requirements	685.70
EFT36726	07.08.2015	Scott Printers Pty Ltd	Printing - Various Events/Projects	1,897.50
EFT36727	07.08.2015	J Smith	Reimbursement Of Fuel	59.60
EFT36728	07.08.2015	Sitemec Pty Ltd	Cleaverville Toilets - Fabricate Metal Lid For Septic Tank	352.00
EFT36729	07.08.2015	Sanity Music Stores Pty Ltd	Library - New Resources	845.04
EFT36730	07.08.2015	Jaden Skipper t/as Infinity Protective Solutions	Detail of Equipment	495.00
EFT36731	07.08.2015	State Library of WA (Office of Shared Services)	Lost Or Damaged Items	102.30
EFT36732	07.08.2015	Tenant Australia Pty Ltd	Stock	771.98
EFT36733	07.08.2015	Turf Whisperer	Professional Fees - Works Of Golf Course Redevelopment	5,499.45
EFT36734	10.08.2015	Karratha Contracting Pty Ltd	Kta SES - Renovation Of Bathroom And Kitchen, Millars Well Daycare - Excavate and Locate Continuous Water Leak, KLP - Report/Quote to Repair Exit Lighting, Kta Golf Course - Repairs / Cleaning of Waste Water Tanks, Underground Cable Location in Baynton West, Wickham Oval - Repair Solenoid Valves, Millars Well Oval - Removal of Playground	56,040.03
EFT36735	13.08.2015	Pindan Contracting Pty Ltd	Construction of the Dampier Community Hub - RFT 11-14/15 Progress Claim 5	750,162.05
EFT36736	07.08.2015	Department of Transport	Vehicle Registrations	90.20
EFT36737	14.08.2015	Barmah Hats	Stock	257.40
EFT36738	14.08.2015	Chefmaster Australia	Stock	2,404.35
EFT36739	14.08.2015	Staples Australia (Formerly Corporate Express)	Stationery Items	1,162.58
EFT36740	14.08.2015	Chandler Macleod	Labour Hire	24,527.36
EFT36741	14.08.2015	Signature Music Pty Ltd	NAIDOC Production - Audio And Lighting For Touring Artists 26/07/15, Youth Services - Hire of Equipment for Youth Event	9,443.50
EFT36742	14.08.2015	Carbon Neutral Pty Ltd	Biodiverse Reforestation Carbon Offset 289 Tonne -15/16	6,040.10
EFT36743	14.08.2015	Department of Transport	Vehicle Search Fees June 2015, Vehicle Registrations	146.25
EFT36744	14.08.2015	Garrards Pty Ltd	Stock	557.96
EFT36745	14.08.2015	Hathaway's Lubricants	Stock	1,266.38
EFT36746	14.08.2015	ITVision	Rates Preparation For End Of Year Rates To Close Rates Ledger To 30. 6. 2015	3,546.40
EFT36747	14.08.2015	Institute Of Public Works Engineering Australasia	Plant And Vehicle Safe Practice Guide	154.00
EFT36748	14.08.2015	Karratha Volunteer Fire And Rescue	Cossack Family Day 2015 - Donation For Providing Traffic Management Personnel	500.00
EFT36749	14.08.2015	LINK (Local Information Network Karratha) Inc.	2014/15 Annual Community Grant Scheme - Parenting Workshops - Final Instalment 5%	880.00
EFT36750	14.08.2015	Caltex Energy WA (Link Energy Pty Ltd)	Bulk Diesel	19,282.41
EFT36751	14.08.2015	WALGA	Advertising - Various	1,172.49
EFT36752	14.08.2015	Ngarliyarndu Bindirri Aboriginal Corp.	Cossack Family Day 2015 - Labour Hire 19/07/15	317.79
EFT36753	14.08.2015	B Pezzali	Reimbursement Of Utilities	202.35
EFT36754	14.08.2015	Pilbara Real Estate	Staff Housing - Water Usage 25/05 To 26/07/15	30.39
EFT36755	14.08.2015	Parry's Merchants	Youth Shed - Cafe Stock	462.30
EFT36756	14.08.2015	Perth Irrigation Centre	Retic Supplies	2,111.64

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EFT36757	14.08.2015	Helloworld North West Karratha (Aspen View Pty Ltd)	WRF - Flights For Oval Maintenance, Cossack Art Awards Curator, Staff Flights for Various Conferences and Meetings	5,257.80
EFT36758	14.08.2015	TNT Express	Freight	3,320.92
EFT36759	14.08.2015	The Giovanni Consort	Cossack Art Awards 2015 - Preview Evening Performance Giovanni Consort	2,900.00
EFT36760	14.08.2015	Worksense Safety & Workwear	Uniforms	390.93
EFT36761	14.08.2015	Atom Supply	Stock	1,908.34
EFT36762	14.08.2015	J Blackwood & Son Pty Limited	Stock	27.91
EFT36763	14.08.2015	Australasian Performing Right Assoc (APRA)	KLP - APRA Licence Fee Adjustment	2,657.34
EFT36764	14.08.2015	Onyx (Aust) Pty Ltd	Event Catering	450.00
EFT36765	14.08.2015	Protector Alsafe	Safety Boots	345.40
EFT36766	14.08.2015	Airport Security Pty Ltd	KTA Airport - Printing of ASIC's Jul 15	280.00
EFT36767	14.08.2015	AEC Group Ltd	Business Case Review - Karratha Arts And Community Precinct Project 40%	10,973.60
EFT36768	14.08.2015	Civica Pty Ltd	Library - Technical Services Alterations to Online Letters	797.50
EFT36769	14.08.2015	Ashdown-Ingram	Plant Repairs	324.50
EFT36770	14.08.2015	Ampac Debt Recovery	Debt Recovery	228.36
EFT36771	14.08.2015	Art Matters	Cossack Art Awards - Curator	6,710.00
EFT36772	14.08.2015	Bunzl Ltd	Stock	2,399.87
EFT36773	14.08.2015	BC Lock & Key	Cossack - Supply And Install Cylinders / Locksets, Bulgarra Oval - Change BBQ Locks, Padlocks	2,005.84
EFT36774	14.08.2015	Burkeair Pty Ltd	Wickham Library - Install New Air conditioners	7,722.00
EFT36775	14.08.2015	Benara Nurseries	KTA Golf Course - Supply Eucalyptus Micro theca	2,872.32
EFT36776	14.08.2015	Beacon Equipment	Stock	40.00
EFT36777	14.08.2015	Bodyscience International	KLP - Protein Products for on sale	136.36
EFT36778	14.08.2015	BRL Building Company	15 Teesdale Place - Prepare Site To Supply And Lay Concrete	4,729.00
EFT36779	14.08.2015	Barbaro Group Land Transport	Provision Of Administration Services For PIRSA Apr-Jun 15	2,475.00
EFT36780	14.08.2015	Bootleg Comedy	REAF Launch - Famous Sharon MC and Roving Performance fee - 18/09/15 (30% Deposit)	660.00
EFT36781	14.08.2015	Coates Hire Operations	Boat Ramp Maintenance - Hire Water Blaster 06/07 To 08/07/15	760.32
EFT36782	14.08.2015	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Stock	509.96
EFT36783	14.08.2015	Chemform	Stock	1,636.80
EFT36784	14.08.2015	I Chapman	Reimbursement - Refuel Hire Car and Accommodation While Attending AIBS Conference in Perth 4-5/08/15	216.53
EFT36785	14.08.2015	P Conrau	Reimbursement - Study Assistance	2,217.00
EFT36786	14.08.2015	Command IT Services	KTA Airport - Installation Of Rental Car Booths, Assist Airlines with Boarding Gates, WRP - Foxtel Installs	4,210.25
EFT36787	14.08.2015	CS Legal (The Pier Group Pty Ltd t/as)	Legal Advice	1,828.06
EFT36788	14.08.2015	Joshua Cocking	Cossack Art Awards 2015 - Artist in Residence 50% Balance	5,750.00
EFT36789	14.08.2015	Complete Tyre Solutions Pty Ltd	Plant Repairs	1,571.90
EFT36790	14.08.2015	Caricatures By Tel	Cossack Family Day 2015 - Caricaturist For The Event	1,087.96
EFT36791	14.08.2015	Ed Knox T/A The Design Co-Operative Ltd	Community Bus Stop Stickers - Design & Print	1,938.89
EFT36792	14.08.2015	Double R Equipment Repairs	Plant Repairs	2,724.59
EFT36793	14.08.2015	E & MJ Rosher Pty Ltd	Library - New Resources	2,786.00
EFT36794	14.08.2015	Elan Media Partners	Library - New Resources	1,019.85

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EFT36795	14.08.2015	ESRI Australia	ArcGIS for Desktop Basic Software Maintenance Aug 15	2,013.00
EFT36796	14.08.2015	Fuel Fix Pty Ltd	Depot - Repairs to Browsers. Replaced Hand Pieces	3,489.35
EFT36797	14.08.2015	Aus Media TV Pty Ltd	Cossack Art Awards - 2 Min Cossack Promo Video	2,519.00
EFT36798	14.08.2015	Christopher Fulham	Public Art For The Karratha Airport Terminal Upgrade Project - 'Bilybara'	15,000.00
EFT36799	14.08.2015	Globe Australia Pty Ltd	Stock	759.00
EFT36800	14.08.2015	Global Electrotech Pty Ltd	Cossack Art Awards - Electrical Compliance For CAA15	660.00
EFT36801	14.08.2015	Gunther Civil Pty Ltd	RFQ Millstream Culvert Headwall Refurbishment	74,542.70
EFT36802	14.08.2015	Environmental Industries	Bulgarr POS Stage 2 - (Rft 05-14/15) Landscape Construction & Minor Demolition - Progress Claim #4	263,138.00
EFT36803	14.08.2015	MSS Security	KTA Airport - Screening and Security Services Jun 15	249,142.05
EFT36804	14.08.2015	Home Hardware Karratha	Hardware Supplies	353.41
EFT36805	14.08.2015	Hitachi Construction Machinery	Stock	404.32
EFT36806	14.08.2015	Hames Sharley (WA) Pty Ltd	Searipple Caravan Park Concept Design - Services Rendered To July 2015	22,449.60
EFT36807	14.08.2015	Ibis Styles Karratha	Cossack Art Awards - Accommodation For Production Crew And Judges 14-18/07/15	4,040.00
EFT36808	14.08.2015	Jason Signmakers	City Signage - Signs For Park Logo Changes	2,820.40
EFT36809	14.08.2015	Jtagz Pty Ltd	Animal Control - Tags	665.50
EFT36810	14.08.2015	JSS Logistics Pilbara	Hire - Float 35 Tonne Digger 3. 5 Hours	847.00
EFT36811	14.08.2015	Jake And The Cowboys	NAIDOC 15 - Jake and the Cowboys Performance Dampier Beachside Markets 05/07/15	2,400.00
EFT36812	14.08.2015	Jolly Good Auto Electrics	Plant Repairs	748.00
EFT36813	14.08.2015	Beyond Carpentry Contracting	22a Shadwick Drive - Supply And Install 2 Downpipes	531.52
EFT36814	14.08.2015	Karratha Glass Service	15 Teesdale Place - Install Black Invisi-Scape Screens	2,442.00
EFT36815	14.08.2015	Karratha Smash Repairs	Plant Repairs	1,100.00
EFT36816	14.08.2015	Karratha Veterinary Hospital	Animal Control	100.50
EFT36817	14.08.2015	Karratha Fluid Power	Plant Repairs	1,654.59
EFT36818	14.08.2015	Komatsu Australia Pty Ltd	Stock	156.62
EFT36819	14.08.2015	Rikker Holdings Pty Ltd T/A Karratha Tilt Tray And Towing	Removal/Disposal Of Abandoned Vehicles	440.00
EFT36820	14.08.2015	Karratha Water Polo Association Inc.	MESS Sponsorship -National Water Polo Championship As Per Resolution 152966	2,500.00
EFT36821	14.08.2015	Karratha Environmental Crushing Pty Ltd	7 Mile Waste - Removal Of Recycled Glass Jul 15	25.08
EFT36822	14.08.2015	Karratha Panel & Paint (Tunstead Family Trust T/A)	Removal of Abandoned Vehicles	2,200.00
EFT36823	12.08.2015	Australian Ethical Retail Superannuation Fund	Superannuation contributions	2,717.97
EFT36824	12.08.2015	AMP Retirement Trust - BATT	Superannuation contributions	2,626.89
EFT36825	12.08.2015	Commonwealth Superannuation Savings - Bradshaw	Superannuation contributions	416.01
EFT36826	12.08.2015	Essential Super - Tuck	Superannuation contributions	1,436.13
EFT36827	12.08.2015	Local Government Superannuation - BRISBANE	Superannuation contributions	1,538.52
EFT36828	12.08.2015	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	1,571.97
EFT36829	12.08.2015	Cbus	Superannuation contributions	2,158.71

Chq/EFT	Date	Name	Description	Amount
EFT36830	12.08.2015	The Haines Superannuation Fund	Superannuation contributions	548.28
EFT36831	12.08.2015	WA Super ( Formerly WALGSP)	Superannuation contributions	330,975.35
EFT36832	12.08.2015	AvSUPER FUND	Superannuation contributions	1,328.22
EFT36833	12.08.2015	Kym Davies Superannuation Fund	Superannuation contributions	1,722.52
EFT36834	12.08.2015	Scott G Fitzgerald & Sherry A Fitzgerald ATF Superannuation Fund	Superannuation contributions	128.58
EFT36835	12.08.2015	Jacqueline & Theresa Super Fund	Superannuation contributions	1,034.28
EFT36836	12.08.2015	J & S Pryor Super Fund	Superannuation contributions	1,453.46
EFT36837	12.08.2015	Statewide Super	Superannuation contributions	2,233.53
EFT36838	12.08.2015	Strategy Oasis	Superannuation contributions	974.02
EFT36839	14.08.2015	McLeods & Co Barristers And Solicitors	Legal Advice	1,430.66
EFT36840	14.08.2015	L3 Communications Australia Pty Ltd	KTA Airport - Baggage Handling System Maintenance Jun - Nov 15	18,040.68
EFT36841	14.08.2015	Lift Equipt Pty Ltd	KLP - Batteries & Labour For Heister (Pool Boom Mover) B218N24055k	1,210.22
EFT36842	14.08.2015	Le Thi Det T/A Karratha Cleaning Services	Vacate Clean	630.00
EFT36843	14.08.2015	Joy Legge - Legge Family Trust	Artwork Valuation Services	7,012.65
EFT36844	14.08.2015	MM Electrical Merchandising	7 Mile Waste - Test Tags	213.62
EFT36845	14.08.2015	iSentia Pty Limited (Media Monitors Australia Pty Ltd)	Media Monitoring Jul 15	1,687.16
EFT36846	14.08.2015	Hardey McMurrick	Cossack Family Day 2015 - Performance Of The Harmonica Man Plus Roving Prior To Performance 19/07/15	950.00
EFT36847	14.08.2015	Minderoo Pty Ltd	Rates refund - A87965	3,253.66
EFT36848	14.08.2015	NW Communications & IT Specialists	Plant - Supply Fit New Sat Phone Kit	2,870.00
EFT36849	14.08.2015	North West Tree Services	Dampier Drainage Scheme - Remove Debris From Drainage Swale And Heavily Prune	4,180.00
EFT36850	14.08.2015	Northstar Asset Trust T/A Jaffa Room	KLP - Dive-In-Movie Screening Fee 14/01/15	605.00
EFT36851	14.08.2015	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	15 Litre Spring Water	501.05
EFT36852	14.08.2015	Nielsen Liquid Waste Services Pty Ltd	Cleverville Beach - Pumpout Of Effluent Dumping Pit	1,448.00
EFT36853	14.08.2015	Ixom Operations Pty Ltd (Orica)	Gap Ridge Waste Water Treatment Plant - 920kg Chlorine Gas Cylinder	2,644.40
EFT36854	14.08.2015	Fulton Hogan Industries Pty Ltd (Pioneer Road Services)	1000 Lt Emulsion Pods X 2	5,720.00
EFT36855	14.08.2015	Pilbara Copy Service	Photocopier Printer Charges	305.01
EFT36856	14.08.2015	Pilbara Multicultural Association Incorporated	Refund for FBCC Hire	444.00
EFT36857	14.08.2015	Prompt Fencing Pty Ltd	7 Mile Waste - 90m Compound Fencing	13,640.00
EFT36858	14.08.2015	PrintSync Norwest Business Solutions	Photocopier Printer Charges	3,848.35
EFT36859	14.08.2015	Public Transport Authority Of Western Australia	Community Bus - Apr-Jun 15	33,271.39
EFT36860	14.08.2015	Print N Etch	Kta Airport - Plaque For Public Art	1,164.68
EFT36861	14.08.2015	Repco Auto Parts	Stock	1,889.18
EFT36862	14.08.2015	Roy Galvin & Co Pty Ltd	Retic Supplies	121.44
EFT36863	14.08.2015	Holcim (Australia) Pty Ltd	Street Maintenance - 50 Tonne Quarry Dust	1,386.46

Chq/EFT	Date	Name	Description	Amount
EFT36864	14.08.2015	Roebourne Dingo Hire	KTA Playgrounds - Hire of Dingo Tipper and Operator to Level Sand, Roebourne School Oval - Box out Long Jump Pit, Kta Cemetery - Dingo Hire	4,760.00
EFT36865	14.08.2015	Raiders Boxing Club	MESS Sponsorship - Boxing Tournament 2015 As Per Resolution 152966	5,500.00
EFT36866	14.08.2015	Rapid Plastics	KLP - Supply Of 3000 Litre Under eave Tank Standard Fittings	4,067.80
EFT36867	14.08.2015	Road Specialist Australia Pty Ltd	Plant Repairs	396.00
EFT36868	14.08.2015	Amcap (Formerly Skipper Truck Parts)	Stock	975.99
EFT36869	14.08.2015	Statewide Bearings	Plant Repairs	244.53
EFT36870	14.08.2015	Kmart Karratha	Program Supplies / Equipment	928.00
EFT36871	14.08.2015	Sussex Industries	Stock	567.56
EFT36872	14.08.2015	Shapemakers	Kta Airport - Various Stencils (Aerodrome Font)	4,262.50
EFT36873	14.08.2015	Site Pics	Cossack Art Awards 2015 - Photography Of Artworks And Gala Events	2,200.00
EFT36874	14.08.2015	Designa Sabar Pty Ltd	KTA Airport - Preventative Maintenance Agreement 21/07-20/08/15	3,905.60
EFT36875	14.08.2015	Scope Business Imaging	Photocopier Printer Charges	2,577.30
EFT36876	14.08.2015	Skilled Group Limited	Labour Hire	2,293.28
EFT36877	14.08.2015	Scott Printers Pty Ltd	Cossack Family Day 2015 - Printing of Map and Program, Moonrise Cinema - Posters	698.50
EFT36878	14.08.2015	Synergy Dance Company	WA Ballet 2015 - Audition Space At Synergy Dance Company	1,320.00
EFT36879	14.08.2015	STATS - Specialist Testing And Technical Services	Tambrey Oval - Geotech Survey For The Tambrey Pavilion Proposed Location	5,431.80
EFT36880	14.08.2015	Sitemec Pty Ltd	Cleaverille Toilets - Blast And Paint The New Septic Tank Lid And Shorten Handle	165.00
EFT36881	14.08.2015	Trugrade Pty Ltd	Stock	488.44
EFT36882	14.08.2015	Sports Turf Association (WA) Inc.	Kta Golf Course - Corporate Membership 1 July 2015 - 30 June 2016	275.00
EFT36883	14.08.2015	Tennant Australia Pty Ltd	KLP - Back Wheels For S9 Sweeper Poolside	128.35
EFT36884	14.08.2015	Theendstop ( The End Stop )	Fuel Reimbursement - Travel To & From Youth Shed for Workshop	50.02
EFT36885	14.08.2015	Traffic Agency / The Beardman Family Trust	Cossack Art Awards - 2 X 45 Min Performance 17/07/15	880.00
EFT36886	14.08.2015	Turf Whisperer	Golf Course Superintendent - Phase 1 Works Of Golf Course Redevelopment 13-26/07/15	6,480.11
EFT36887	14.08.2015	The Shiny Ideas Company	NAIDOC 2015 - Advertising	275.00
EFT36888	14.08.2015	Trash Test Dummies	Cossack Family Day 2015 - Performance Of Trash Test Dummies 19/07/15	2,000.00
EFT36889	14.08.2015	Uniqco (WA) Pty Ltd	UNIFLEET Fleet Management System - August 15 Fleet & Plant Service Management Fee	4,290.00
EFT36890	14.08.2015	Universal Office National (Pilbco Pty Ltd)	Stationery Items	55.18
EFT36891	14.08.2015	Karratha Timber & Building Supplies (Formerly Versatile)	Hardware Supplies	1,955.84
EFT36892	14.08.2015	Westrac Equipment Pty Ltd	Stock	244.75
EFT36893	14.08.2015	Woolworths (WA) Ltd	Youth Shed - Cafe Stock	808.96
EFT36894	14.08.2015	Wormald Australia Pty Ltd	7 Mile - Repairs On The Fire Suppression Unit	10,749.33
EFT36895	14.08.2015	WA Rangers Association	WA Rangers Assoc International Animal Control Conference 23-24/09/15	1,040.00
EFT36896	14.08.2015	Wurth Australia Pty Ltd	Stock	709.63
EFT36897	14.08.2015	A Wear	Reimbursement - Utilities	102.40
EFT36898	14.08.2015	Weerianna Street Media	NAIDOC - Reimbursement Funds For Cyril Munda Band Performance	2,000.00
EFT36899	14.08.2015	WT Design Studio	REAF 2015 - Coreflute Design For FeNaCING And Promo Sites Around The City For Social Media Competition	726.00

Chq/EFT	Date	Name	Description	Amount
EFT36900	14.08.2015	Wesbar Vanquip	Plant Repairs	1,030.00
EFT36901	14.08.2015	West Australian Ballet	Performance Fee and Sponsorship for the WAB Company Performance of Balanchie at Hearson's Cove on 06/06/15	27,795.90
EFT36902	14.08.2015	Yakka Pty Ltd	Uniforms	12,095.41
EFT36903	14.08.2015	Horizon Power	Electricity Usage Charges	89,307.25
EFT36904	14.08.2015	Telstra Corporation Ltd	Telephone Usage Charges	14,261.42
EFT36905	13.08.2015	T Swetman	Home Ownership Allowance FE 12.08.2015	555.00
EFT36906	13.08.2015	A Dorning (Mortgage Acct)	Home Ownership Allowance FE 12.08.2015	1,000.00
EFT36907	13.08.2015	L Gan (Mortgage Acct)	Home Ownership Allowance FE 12.08.2015	1,000.00
EFT36908	13.08.2015	P Heekeng (Mortgage Acct)	Home Ownership Allowance FE 12.08.2015	210.12
EFT36909	13.08.2015	Maxxia Pty Ltd	Payroll deductions	10,967.89
EFT36910	13.08.2015	S Wachter (Mortgage Acct)	Home Ownership Allowance FE 12.08.2015	1,394.17
EFT36911	19.08.2015	Australian Taxation Office	Payroll deductions	286,110.00
EFT36912	19.08.2015	Child Support Agency	Payroll deductions	1,972.40
EFT36913	17.08.2015	Karratha Contracting Pty Ltd	Roebourne Community Centre - Repair Air con, Baynton West Park Toilets - Installation Of New Sewerage Line, Underground Pipe Location Services Euro Blvd, Roebourne Skate Park - Repair Water Leak, KLP - Repair Solenoid, Millars Well Daycare - Install Retic Tap, 7 Mile Waste - Repair Water Leak, WRP - Replace RPZ, Bulgarra West Oval - Remove Power Box	47,378.23
EFT36914	18.08.2015	Karratha First National Real Estate	Lease Payment	9,124.99
EFT36915	18.08.2015	North West Realty	Lease Payment	8,255.95
EFT36916	18.08.2015	Pilbara Real Estate	Lease Payment	11,297.62
EFT36917	18.08.2015	Ray White Real Estate	Lease Payment	7,386.88
EFT36918	18.08.2015	Finbar Karratha Pty Ltd	Lease Payment	4,333.33
EFT36919	18.08.2015	Karratha Self Storage	Lease - Monthly Storage Aug 15	450.00
EFT36920	21.08.2015	Australia Post	Postage - July 2015	1,491.28
EFT36921	21.08.2015	Austral Pool Equipment	KLP - White Tops For The Hob And Boom Poolside	288.33
EFT36922	21.08.2015	Staples Australia (Formerly Corporate Express)	Stationery Items	983.52
EFT36923	21.08.2015	Chandler Macleod	Labour Hire	10,848.64
EFT36924	21.08.2015	Garrards Pty Ltd	Acelepryn Turf Insecticide 750mL	1,295.82
EFT36925	21.08.2015	Hart Sport	KLP - Equipment For KLP Holiday Programs	1,227.60
EFT36926	21.08.2015	Hathaway's Lubricants	Stock	4,735.00
EFT36927	21.08.2015	Les Mills Aerobics Australia	WRP - Les Mills Body Pump Licence For August 2015	322.01
EFT36928	21.08.2015	WALGA	Local Law Service Subscription 2015/16	632.50
EFT36929	21.08.2015	Parry's Merchants	Youth Shed - Cafe Stock	513.50
EFT36930	21.08.2015	St John Ambulance-Karratha	Provide CPR Course - 04/08/15	89.00
EFT36931	21.08.2015	Signswest Stick With Us Sign Studio	Updated Magnetic Signs For The Community Bus	726.00
EFT36932	21.08.2015	Sealanes	Kitchen Supplies - August 2015	398.75
EFT36933	21.08.2015	TNT Express	Freight	270.06
EFT36934	21.08.2015	The Retic Shop	Retic Supplies	399.65
EFT36935	21.08.2015	Worksense Safety & Workwear	Uniforms	187.88
EFT36936	21.08.2015	Atom Supply	Stock	100.60
EFT36937	21.08.2015	J Blackwood & Son Pty Limited	Stock	106.83
EFT36938	21.08.2015	Auslec	Stock	99.00
EFT36939	21.08.2015	Onyx (Aust) Pty Ltd	REAF 2015 - Staging Scope For The Duration Of The 10 Day Event 50% Deposit	26,857.75
EFT36940	21.08.2015	Apprenticeships Australia	Managed Apprentice - July 2015	366.67
EFT36941	21.08.2015	AEC Group Ltd	City Of Karratha Tourism Ventures Feasibility Study - Phase 1 - Project Start-up	6,776.00

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EFT36942	21.08.2015	ROL-WA Pty Ltd T/A Allpest WA	Pest Control	1,260.00
EFT36943	21.08.2015	BOC Limited	E Size Oxygen Rental - Workshop	1,135.40
EFT36944	21.08.2015	Bunzl Ltd	Stock	298.76
EFT36945	21.08.2015	Beaurepaires	Plant Repairs	3,668.82
EFT36946	21.08.2015	BC Lock & Key	22b Frinderstein Way - Rekey All Doors, 45 Clarkson -Repair Locks, Kta Admin - Repair Cupboard Lock, Depot - Padlocks, Kta Admin - Rekey Storage Shed	1,398.60
EFT36947	21.08.2015	Peter Bellingham Environmental Images Pty Ltd	Citizenship Ceremonies 2015/16 - Gifts	2,050.00
EFT36948	21.08.2015	BT Equipment Pty Ltd T/A Tutt Bryant Equipment	Stock	659.73
EFT36949	21.08.2015	Beacon Equipment	Plant Repairs	1,228.25
EFT36950	21.08.2015	BRL Building Company	38 Clarkson Way - Extend Existing Patio	9,636.00
EFT36951	21.08.2015	BCE Surveying Pty Ltd	Wickham MotoX Site - Job No.K1041 2nd And Final Pament	3,459.50
EFT36952	21.08.2015	Centurion Transport Co Pty Ltd	Freight	3,442.88
EFT36953	21.08.2015	Coca-Cola Amatil (Holdings) Ltd	Youth Shed - Cafe Stock	682.35
EFT36954	21.08.2015	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Stock	212.98
EFT36955	21.08.2015	Cleverpatch Pty Ltd	Library - Craft Supplies For Children's Story time	73.59
EFT36956	21.08.2015	CB Snapz	Cossack Family Day 2015 - Photography For The Event	1,012.50
EFT36957	21.08.2015	Command IT Services	Millars Well Pavilion - Security Camera Box Repairs, Kta Airport - Patch Telephone Lines, WRF - Meeting to Discuss Project	1,325.50
EFT36958	21.08.2015	Richard Chamberlain	Green The Greens - Expenses 04/08 To 07/08/15	2,787.25
EFT36959	21.08.2015	CS Legal (The Pier Group Pty Ltd t/as)	Legal Advice	2,721.22
EFT36960	21.08.2015	Complete Tyre Solutions Pty Ltd	Plant Repairs	1,456.40
EFT36961	21.08.2015	Clark Tiling Services T/A Choices Flooring	111 Sholl Street - Remove And Dispose Of Existing Flooring. Supply and Install Ceramic Tiles	2,354.00
EFT36962	21.08.2015	CG Crawford & MJ King	Refund Of Camping Fees At 40 Mile	60.00
EFT36963	21.08.2015	Double R Equipment Repairs	Plant Repairs	5,455.64
EFT36964	21.08.2015	Environmental Industries	Wickham - Clearing Back Of Fence Lines Footpaths And Road Reserves, Pegs Creek - Drainage Reserve Works	42,402.75
EFT36965	21.08.2015	Espresso Essential WA Pty Ltd	Kta Library - Coffee/Cup Supplies For Coffee Machine	403.25
EFT36966	21.08.2015	EPD Asia Pacific Pty Ltd	Plant Repairs	1,012.00
EFT36967	21.08.2015	Fortesque Bus Service Pty Ltd	Youth Shed - July Holiday Mayhem Bus Hire	3,245.00
EFT36968	21.08.2015	Fremantle Arts Centre Press	Library - New Resources	132.87
EFT36969	21.08.2015	Grace Removals Group	Relocation Costs	1,624.61
EFT36970	21.08.2015	Globe Australia Pty Ltd	Stock	891.00
EFT36971	21.08.2015	Geoff Ninnes Fong & Partners Pty Ltd	Wickham Community Hub - Independent Review On The Wickham Community Association's Vortex Quote For The Proposed Wickham Splash Pad	5,544.00
EFT36972	21.08.2015	Gurrigura Pty Ltd	Cossack Art Awards 2015 - Welcome To Country 17th & 18th July	858.00
EFT36973	21.08.2015	Gresley Abas Pty Ltd	Dampier Community Hub - Project Architect Services As Per RFT 29-12/13	14,346.44
EFT36974	21.08.2015	Home Hardware Karratha	Hardware Supplies	353.61



Chq/EFT	Date	Name	Description	Amount
EFT36975	21.08.2015	Harvey Norman Karratha (Karrathavit Pty Ltd t/as)	Kta Airport - Bosch Cordless Hand Held Vacuum Cleaner	449.00
EFT36976	21.08.2015	International Art Services Pty Ltd	Cossack Art Awards 2015 - Freight Management	4,372.50
EFT36977	21.08.2015	International Exploration Ltd	Rates refunds	673.28
EFT36978	21.08.2015	Jason Signmakers	Cossack Revitalisation Project - Town Signage	1,828.75
EFT36979	21.08.2015	J G Graphix	REAF - 12 X Outdoor Corflute Advertising	3,300.00
EFT36980	21.08.2015	James Bennett Pty Limited	Library - New Resources	20.97
EFT36981	21.08.2015	Jolly Good Auto Electrics	Plant Repairs	594.00
EFT36982	21.08.2015	Beyond Carpentry Contracting	Bulgarru Daycare - Replace 2 Sections Of Concrete	3,498.50
EFT36983	21.08.2015	Karratha Glass Service	22b Frinderstein Way - Replace Laundry window	632.50
EFT36984	21.08.2015	Kwik Kopy Printing Centre	Community Services & Rangers - Printing Invoice Books	568.61
EFT36985	21.08.2015	Komatsu Australia Pty Ltd	Plant Repairs	6,908.96
EFT36986	21.08.2015	Sonic HealthPlus Pty Ltd	Consultation - Fast Track Twinrix Injections 09/07/15	260.70
EFT36987	21.08.2015	Karratha Apartments Pty Ltd	Cossack Art Awards 2015 - Curator Accommodation 03-20/07/15	3,450.00
EFT36988	21.08.2015	Kirli Services Pty Ltd	7 Mile Waste - Signage	1,358.50
EFT36989	21.08.2015	E & MJ Rosher Pty Ltd	Plant Purchase - Supply 1 x NEW Kubota M135GXS Tractor c/w Front Axle Suspension	110,269.20
EFT36990	21.08.2015	T F Woollam & Son Pty Ltd T/A Woollam Constructions	Construction Of The Karratha Airport Terminal Upgrade Project RFT 27-13/14 Claim #14	1,336,479.42
EFT36991	24.08.2015	Pindan Contracting Pty Ltd	Construction Of The Dampier Community Hub, RFT 11-14/15 - Claim #6	1,630,750.15
EFT36992	21.08.2015	Karratha Automotive Group	Purchase of One (1) 2015 Hyundai iMax DT4 Turbo Diesel Automatic Commuter Van	74,928.02
EFT36993	21.08.2015	Landgate	Landgate's Earthmine Services - Fees 2015/16 For 333 Kilometres Of Coverage, Cloud Charges Inclusive Of Library Data Access And Library Datasets	6,110.01
EFT36994	21.08.2015	Lift Equipt Pty Ltd	Plant Repairs	1,177.22
EFT36995	21.08.2015	Metro Count	MetroCount 5600 Plus	19,200.50
EFT36996	21.08.2015	SITA Medi-Collect	Cancelled Cheque	0.00
EFT36997	21.08.2015	MM Electrical Merchandising	Seaelt Test And Tag Rolls	590.48
EFT36998	21.08.2015	M & M Masonary	Pavement Replacement - Pelago Development Jupps Furniture And Various Other Spots	10,962.90
EFT36999	21.08.2015	Carrie McDowell	Cossack Art Awards 2015 - Artist Talk C Mcdowell 02/08/15	200.00
EFT37000	21.08.2015	Morpho Australasia Pty Ltd	Kta Airport - Positive Dopant Narcotics - 1 Per Instrument	2,763.42
EFT37001	21.08.2015	J MacDonagh	Reimbursement - Meals and Accommodation Whilst Attending Reg Planner Conference 2-3/07/15	683.50
EFT37002	21.08.2015	Redwave Media Ltd	Cossack Art Awards - Radio Campaign 06/07 To 09/08/15	3,052.50
EFT37003	21.08.2015	North West Tree Services	Smith / Delambre Park - Supply & Deliver Mulch	5,042.40
EFT37004	21.08.2015	Novotel Perth Langley	Accommodation & Meals - Staff While Attending Meetings In Perth And Local Government Week 04-07/15	1,027.25
EFT37005	21.08.2015	NYFL Ltd	Litter Control - Street Cleaning Roebourne Jun 15	5,232.00
EFT37006	21.08.2015	Neverfail Springwater Pty Ltd - Front Reception	Front Reception - 15l Refills Water Bottles	60.05
EFT37007	21.08.2015	North West Waste Alliance	Street Sweeping For July 2015	39,405.36

Chq/EFT	Date	Name	Description	Amount
EFT37008	21.08.2015	Nielsen Liquid Waste Services Pty Ltd	40 Mile Beach - Pump Sullage Tanks	1,935.00
EFT37009	21.08.2015	One 20 Productions (Kadesjada Trust)	REAF 2015 - Production Scope For The 10 Day Festival 50% Deposit	35,455.95
EFT37010	21.08.2015	Peerless Jal Pty Ltd	Stock	348.22
EFT37011	21.08.2015	Pilbara Motor Group	Plant Repairs	805.03
EFT37012	21.08.2015	Prompt Fencing Pty Ltd	KTA Airport - Repair Damaged Bollard And Kerbing	3,421.00
EFT37013	21.08.2015	PrintSync Norwest Business Solutions	Photocopier Printer Charges	281.81
EFT37014	21.08.2015	Pilbara Traffic Management Pty Ltd	Cossack Family Day - Traffic Management For Family Day 19/07/15	2,750.00
EFT37015	21.08.2015	Repco Auto Parts	Youth Services Eastern Corridor - Items Required For DIY Bike/Scooter Workshop	31.08
EFT37016	21.08.2015	Roy Galvin & Co Pty Ltd	Retic Supplies	622.03
EFT37017	21.08.2015	Red Earth Flowers	Cossack Art Awards - Floral Displays & Bouquets For Awards Night & Sponsor Evening	620.00
EFT37018	21.08.2015	Roebourne General Food Store (Cafe) - Ieramugadu Cafe Maya	Event Catering	585.00
EFT37019	21.08.2015	Kmart Karratha	New Radio For Customer Service Area	49.00
EFT37020	21.08.2015	Saving Animals From Euthanasia	SAFE MOU Funding - Payment 1 of 4 - Jul to Sep 15	11,000.00
EFT37021	21.08.2015	Sanders Turner Ellick Architects ( STEA )	KTA Airport - To Progress and Complete Third STOP/GO Point of Project RFT01 - 12/13, July 2015	7,829.42
EFT37022	21.08.2015	Securepay Pty Ltd	Moonrise Cinema - Securepay July 2015	116.99
EFT37023	21.08.2015	Scope Business Imaging	Photocopier Printer Charges	1,877.05
EFT37024	21.08.2015	Skilled Group Limited	Labour	6,879.84
EFT37025	21.08.2015	Scott Printers Pty Ltd	Printing - Various Events/Projects	432.30
EFT37026	21.08.2015	T-Quip	Stock	591.60
EFT37027	21.08.2015	Total Eden Pty Ltd	Stock	246.66
EFT37028	21.08.2015	3 Degrees Marketing Pty Ltd	REAF 2015 - Brand Refresh and Design Work	7,416.00
EFT37029	21.08.2015	Think Promotional	Arts And Culture 2015 - 120 Premium Cotton T-shirts	1,995.40
EFT37030	21.08.2015	Traffic Agency / The Beardman Family Trust	Cossack Family Day 2015 - Performance With Boonderu Music Academy	2,500.00
EFT37031	21.08.2015	The Shiny Ideas Company	Bulgarra POS - Design and Production of Civic Wellness Infrastructure Project Guide Book	2,824.25
EFT37032	21.08.2015	The Charles Grenfell Group	Cossack Art Awards 2015 - Payment To Artist For Artwork Damaged During Art Awards	4,400.00
EFT37033	21.08.2015	Universal Office National (Pilbco Pty Ltd)	Stationery Items	244.96
EFT37034	21.08.2015	Karratha Timber & Building Supplies (Formerly Versatile)	Hardware Supplies	2,068.06
EFT37035	21.08.2015	Woolworths (WA) Ltd	Youth Shed - Café Supplies and Admin Kitchen Supplies	448.71
EFT37036	21.08.2015	Wormald Australia Pty Ltd	Kta Depot - Supply Fire Extinguisher Signs	66.00
EFT37037	21.08.2015	West-Sure Group	Kta Airport - Car parking Revenue Bank Deposit June 2015	628.58
EFT37038	21.08.2015	Wrapped Creations	Cossack Art Awards 2015 - Furniture Hire	1,712.50
EFT37039	21.08.2015	WT Design Studio	Youth Shed - September Laser Tag Ad Design 17/09/15	396.00
EFT37040	21.08.2015	Yakka Pty Ltd	Uniforms	476.11
EFT37041	19.08.2015	Water Corporation	Water Usage Charges	623.24
EFT37042	24.08.2015	Karratha Contracting Pty Ltd	Bulgarra Oval - Repair Switchboard DB5, Potable and Fire Service Pressure Testing, Kta Airport - Reset Xray Machine, Air Con Maintenance - Various Sites, KLP - Testing and Tagging, FBCC - Install new Fridge Compressor, Bulgarra Oval - Repair Lights and Repair Electrical Fault with Pumping System	57,805.80
EFT37043	28.08.2015	Telstra Corporation Ltd	Telephone Usage Charges	15,263.87
EFT37044	26.08.2015	Horizon Power	Electricity Usage Charges	18,203.92

Chq/EFT	Date	Name	Description	Amount
EFT37045	26.08.2015	Horizon Power	Electricity Usage Charges	1,637.41
EFT37046	28.08.2015	ITVision	Annual License Fee ITVision Software System 01/07/15	114,904.90
EFT37047	28.08.2015	Staples Australia (Formerly Corporate Express)	Stationery Items, and Purchase of Automatic Paper Folding Machine	2,575.69
EFT37048	28.08.2015	Chandler Macleod	Labour Hire	11,792.00
EFT37049	28.08.2015	Blue Hat Cleaning Services T/A Damel Cleaning Services	PBFC - Carpet Cleaning For Community Module Meeting Rooms	220.00
EFT37050	28.08.2015	Hathaway's Lubricants	Stock	973.60
EFT37051	28.08.2015	Local Government Managers Australia	2015 - 2016 Corporate Council Membership Subscription	1,960.00
EFT37052	28.08.2015	WALGA	Procurement Consultancy Service Subscription 2015/16, WALGA Tax Service Subscription 15/16, LG Complete Guide	5,791.50
EFT37053	28.08.2015	Water2Water	KLP - Monthly Rental Charge, July 2015	66.00
EFT37054	28.08.2015	Parry's Merchants	Youth Shed - Cafe Stock	270.00
EFT37055	28.08.2015	Poinciana Nursery	Mosquito Management - 20kg Bag Of Chick Crumble	38.50
EFT37056	28.08.2015	SAI Global Ltd	License Renewal To Use AS 4905-2002	458.35
EFT37057	28.08.2015	Sprayline Spraying Equipment	Replacement Spray Unit Equipment	671.00
EFT37058	28.08.2015	BP Australia - Bulk Fuel (Reliance Petroleum)	Bulk Diesel	36,596.34
EFT37059	28.08.2015	3rd Karratha Scout Group	Bucks For Bags Donation - North West Coastal Hwy & Truck stop 16/08/15 334 Bags	2,000.00
EFT37060	28.08.2015	TNT Express	Freight	251.05
EFT37061	28.08.2015	Truck Centre (WA) Pty Ltd	Stock	53.91
EFT37062	28.08.2015	Landmark Operations Limited	Stock	958.32
EFT37063	28.08.2015	Worksense Safety & Workwear	Uniforms	1,664.46
EFT37064	28.08.2015	J Blackwood & Son Pty Limited	Stock	522.77
EFT37065	28.08.2015	Onyx (Aust) Pty Ltd	REAF - Catering Program Launch	675.00
EFT37066	28.08.2015	Protector Alsofe	Cancelled Cheque	0.00
EFT37067	28.08.2015	Attorney-General's Department	KTA Airport - 24 x Auscheck Background Checks	2,220.00
EFT37068	28.08.2015	Ausco Modular Pty Limited	Karratha Depot Portable Building Lease - August 2015	1,573.88
EFT37069	28.08.2015	ROL-WA Pty Ltd T/A Allpest WA	Dampier Hub - Termite Inspection And Spray	308.00
EFT37070	28.08.2015	Angie Ayers	Cossack Family Day 2015 - MC For Main Stage Event	500.00
EFT37071	28.08.2015	Alpha Shows Pty Ltd	REAF 2015 - The Alpha Show of Aladdin	300.00
EFT37072	28.08.2015	ABC Foundation - The Trustee For The Rowe Family Trust	Cleaverville Beach - Land Management Initiatives - Desktop Assessment	2,670.25
EFT37073	28.08.2015	Beaurepaires	Plant Repairs	2,523.24
EFT37074	28.08.2015	BC Lock & Key	Bulgarra Oval - Supply And Install Folding Handles To Electrical Cabinets	444.95
EFT37075	28.08.2015	L McGlenchy	Reimbursement - 40 Mile Beach Caretaker	310.60
EFT37076	28.08.2015	Building Commission (Building Services Levy)	BSL June/July 2015 - Building Permits	6,618.10
EFT37077	28.08.2015	Britel Enterprises Pty Ltd	Moonrise Cinema - Advertising 2015	495.00
EFT37078	28.08.2015	BP Australia Pty Ltd	Fleet Fuel - July 2015	9,218.61
EFT37079	28.08.2015	Blanche Bar	Cossack Seniors Day High Tea Catering 2015	900.00
EFT37080	28.08.2015	Xelerator Pty Ltd t/a KBSS Engineering	Footpath Lighting Upgrade - RFT 15-14/15 - Supply And Installation Of Footpath Lighting	58,878.60
EFT37081	28.08.2015	Universal Office National (Pilbco Pty Ltd)	Stationery Items	662.96
EFT37082	28.08.2015	Karratha Timber & Building Supplies (Formerly Versatile)	Hardware Supplies	833.19

Chq/EFT	Date	Name	Description	Amount
EFT37083	28.08.2015	Vivid Group Pty Ltd	Isobar CofK client change request SHH-0001CR1 (IT Works)	937.75
EFT37084	28.08.2015	Westrac Equipment Pty Ltd	Stock	33.88
EFT37085	28.08.2015	Woolworths (WA) Ltd	Youth Services - Supplies for Weekly Programs	913.99
EFT37086	28.08.2015	West-Sure Group	KTA Airport - Car Parking Revenue Bank Deposit Jul 15	318.42
EFT37087	28.08.2015	A Wear	Reimbursement - Utilities As Per Manager Contract	327.75
EFT37088	28.08.2015	WT Partnership (Aus) Pty Ltd	KTA Airport - Cost Management Services to Complete 3rd STOP/GO Point of Terminal Project RFT 02-12/13	6,637.86
EFT37089	28.08.2015	West Australian Newspapers Limited	Advertising - July 2015	13,409.50
EFT37090	28.08.2015	Wickham Primary Health Care Centre	Health and Safety - Doctor Consultation For Staff 06/08/15	128.10
EFT37091	28.08.2015	Yakka Pty Ltd	Uniforms	121.83
EFT37092	28.08.2015	Zipform Pty Ltd	PUPP Instalment Notices Base Stock	803.00
EFT37093	28.08.2015	Gresley Abas Pty Ltd	Wickham Community Hub Project - RFT 09-14/15 Services for June 2015	58,377.15
EFT37094	28.08.2015	Coates Hire Operations	Baynton West Park - Hire of Portable Toilets Jul 15	994.42
EFT37095	28.08.2015	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Traffic / Street Signs	28.23
EFT37096	28.08.2015	Chadson Engineering Pty Ltd	Stock	69.30
EFT37097	28.08.2015	Catherine Cresswell t/as Artasiam	Public Art Concept Design Presentation	1,000.00
EFT37098	28.08.2015	Command IT Services	KLP - Gymnasium Alarm Monitoring Annual Fee	610.50
EFT37099	28.08.2015	Richard Chamberlain	Green the Greens - Disbursements Throughout Construction Stage 1 - Implementation	6,600.00
EFT37100	28.08.2015	Complete Tyre Solutions Pty Ltd	Plant Repairs	313.50
EFT37101	28.08.2015	Chas Clarkson	5 x Motifs For Christmas Pre-purchase	31,450.00
EFT37102	28.08.2015	Dave's Transit Service	NAIDOC - 50 Seater Coach Pickup Wickham And Roebourne 26/07/15	704.00
EFT37103	28.08.2015	Daysafe Training & Assessing	Training - Hookbin Voc Assessment 20/07/15	1,683.01
EFT37104	28.08.2015	Datacom Services (WA) Pty Ltd	Skype for Business 2015	16,132.27
EFT37105	28.08.2015	Donald Cant Watts Corke (WA) Pty Ltd	Dampier Community Hub - Quantity Surveyor Services July 2015	5,342.15
EFT37106	28.08.2015	Development Cartographics (The Trustee for The Beal Family Trust)	Land Matters - Prepare Plan For Heritage Site Future Management	371.26
EFT37107	28.08.2015	Double R Equipment Repairs	Plant Repairs	28,073.18
EFT37108	28.08.2015	Environmental Industries	Tractor Work, Blow Down Of Paths, Road Whipping & Brush Cutting - Pegs Creek Drainage Areas, Mow and Whip Snip Wickham Sites, Reposition Rocks at Bulgarra Oval and Planting of Trees at KLP	11,729.02
EFT37109	28.08.2015	Ezi-Hose Pty Ltd	Stock	2,190.68
EFT37110	28.08.2015	Elan Media Partners	Library - New Resources	289.82
EFT37111	28.08.2015	Chubb Fire Safety Ltd	Remedial Works Replacing Fire Extinguishers History Tags Signage And Expired Extinguishers	5,872.87
EFT37112	28.08.2015	Fortesque Bus Service Pty Ltd	Cossack Art Awards - Bus Service For Preview And Award Night	6,017.00
EFT37113	28.08.2015	Department Of Fire & Emergency Services (DBA Monitoring)	DFES Annual Monitoring 2015-2016	5,186.13
EFT37114	28.08.2015	Tarryn Ferris	Refund - Inspection Fee. Inspection Was Not Conducted Because Applicant Did Not Trade	110.00
EFT37115	28.08.2015	Gym Care Commercial Fitness Specialists	KLP - Remote Site Visit For Gym Service Audit And Safety Check	6,515.91

Chq/EFT	Date	Name	Description	Amount
EFT37116	28.08.2015	Global Security Management (WA)	Nightly Security Patrols - July 15	5,626.50
EFT37117	28.08.2015	Prime Media Group (GWN7)	NAIDOC - GWN7 Rotation for NAIDOC Advertisements	2,422.20
EFT37118	28.08.2015	Glidepath Australia Pty Ltd	KTA Upgrade - Critical Mechanical Spares VFD Replacement	25,829.85
EFT37119	28.08.2015	Gunther Civil Pty Ltd	Dozer Hire To Rehab Roe / Wittenoom Road Gravel Pit	11,574.64
EFT37120	28.08.2015	Home Hardware Karratha	Hardware Supplies	189.79
EFT37121	28.08.2015	Harvey Norman Karratha (Karrathavit Pty Ltd t/as)	KTA Admin Building - Bosch Cordless Vacuum Cleaner	449.00
EFT37122	28.08.2015	Hitachi Construction Machinery	Plant Repairs	211.35
EFT37123	28.08.2015	Hyder Consulting Pty Ltd	Design Review And Certification Of Street Poles - Roebourne & Pt Samson	3,173.50
EFT37124	28.08.2015	B Hogan	Reimbursement - Cleaverville Beach Caretakers	150.95
EFT37125	28.08.2015	The Trustee for the Hickey Family Trust T/A Hickey Holdings WA Pty Ltd	7 Mile Waste - Forklift Hire Jul 15	1,072.06
EFT37126	28.08.2015	Iron Mountain Australia Pty Ltd	Monthly Storage Of Corporate Compliance Archives For July 2015.	612.06
EFT37127	28.08.2015	Inclusion WA	Reimbursement Of Airfares For The Disability Access And Inclusion Workshops In Aug 15	1,175.70
EFT37128	28.08.2015	Ibis Styles Karratha	Youth Services Special Events - IHHP Accommodation 4 Artists 12-18/07/15	3,346.00
EFT37129	28.08.2015	Jason Signmakers	Traffic/Street Signs	2,479.40
EFT37130	28.08.2015	J G Graphix	Cossack Art Awards 2015 - Removal Of Outdoor Advertising Signage Post Event	731.50
EFT37131	28.08.2015	Jolly Good Auto Electrics	Plant Repairs	3,488.10
EFT37132	28.08.2015	Beyond Carpentry Contracting	WRP - Repair Crack In Concrete In Pool	617.32
EFT37133	28.08.2015	Karratha Veterinary Hospital	Animal Control	759.00
EFT37134	28.08.2015	Karratha Gymnastics Club	Kidsport Program - Payment Of 6 Junior Club Fees	1,200.00
EFT37135	28.08.2015	Kwik Kopy Printing Centre	Ranger - Parking Infringement Books	1,206.38
EFT37136	28.08.2015	Komatsu Australia Pty Ltd	Stock	386.84
EFT37137	28.08.2015	Rikker Holdings Pty Ltd T/A Karratha Tilt Tray And Towing	Removal of Abandoned Vehicles	473.00
EFT37138	28.08.2015	Kirby Swim Equip Pty Ltd	KLP - Swim Teaching Platform	4,391.20
EFT37139	28.08.2015	Local Health Authorities Analytical Com	Analytical Services Fee - 2015/16	4,986.61
EFT37140	28.08.2015	McLeods & Co Barristers And Solicitors	Legal Advice	206.74
EFT37141	28.08.2015	Landgate	Valuation Services	517.50
EFT37142	28.08.2015	LGIS Risk Management	Introduction To Emotional Intelligence & Working Well - Managing Your Stress Workshops 20/08/15	990.00
EFT37143	28.08.2015	Lion Hire Pty Ltd	KTA Airport - Hire 20KVA Generator	562.93
EFT37144	28.08.2015	Macdonald Johnston Engineering (Bucher Municipal Pty Ltd)	Plant Repairs	2,272.15
EFT37145	28.08.2015	RAW Hire	Cossack Art Awards - 12 Seater Bus Hire 06-20/07/15	2,797.01
EFT37146	28.08.2015	iSentia Pty Limited (Media Monitors Australia Pty Ltd)	Media Monitoring Aug 15	1,932.70
EFT37147	28.08.2015	Marketforce	Cossack Art Awards - Regional Print Ads	4,685.56
EFT37148	28.08.2015	MAK Industrial Water Solutions Pty Ltd	KTA Airport - Waste Water Treatment Plant Service & Operations Jul 15	20,259.10

Chq/EFT	Date	Name	Description	Amount
EFT37149	28.08.2015	B Menezes	Reimbursement Of Expenses - Partnership Meetings 05-06/08/15	296.69
EFT37150	28.08.2015	North West Tree Services	Remove And Stump Grind At Wickham Drive Entrance	4,666.20
EFT37151	28.08.2015	NYFL Ltd	Roebourne Street Cleaning - 1st Monday Of July 15	5,232.00
EFT37152	28.08.2015	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	15 Litre Spring Water	177.65
EFT37153	28.08.2015	Nielsen Liquid Waste Services Pty Ltd	Pump Out Septic Tanks - Various Sites	3,578.00
EFT37154	28.08.2015	Ixom Operations Pty Ltd (Orica)	Gap Ridge Waste Water Plant - 920kg Chlorine Gas Cylinder	3,774.01
EFT37155	28.08.2015	Open Spaces Productions t/as Little Rhino Designs	Dampier Community Hub - Concept Design Presentation	1,100.00
EFT37156	28.08.2015	Fulton Hogan Industries Pty Ltd (Pioneer Road Services)	Stock	3,960.00
EFT37157	28.08.2015	Pilbara Motor Group	Plant Repairs	566.07
EFT37158	28.08.2015	The Paper Company Of Australia Pty Ltd	Stationery - A4 Paper 80gsm Pure White	841.50
EFT37159	28.08.2015	Porter Consulting Engineers	Dampier Highway And Broadhurst Intersection Upgrades - For Works Completed to 31/07/15	4,977.50
EFT37160	28.08.2015	Public Libraries WA Inc	Public Libraries Conference 2015 - Conference Fees	760.00
EFT37161	28.08.2015	PrintSync Norwest Business Solutions	Photocopier Printer Charges	896.50
EFT37162	28.08.2015	Point Parking Pty Ltd	KTA Airport - Carpark Management & Monitoring Fee Admin Accounting And Insurance Fee Jul 15	3,587.87
EFT37163	28.08.2015	Repco Auto Parts	Stock	1,813.27
EFT37164	28.08.2015	Roy Galvin & Co Pty Ltd	Stock	385.72
EFT37165	28.08.2015	Red Dot Stores	Arts & Cultural Program - Workshop Materials	67.83
EFT37166	28.08.2015	Holcim (Australia) Pty Ltd	Road Maintenance - 24 Tonnes of Washed Aggregate	1,882.36
EFT37167	28.08.2015	Red Earth Flowers	Flowers	90.00
EFT37168	28.08.2015	Amcap (Formerly Skipper Truck Parts)	Stock	770.88
EFT37169	28.08.2015	G Shoemark	Reimbursement - Utilities Per Employment Contract	100.00
EFT37170	28.08.2015	Skilled Group Limited	Labour Hire	3,654.91
EFT37171	28.08.2015	Smiths Detection (Australia) Pty Ltd	Kta Airport - Quarterly Maintenance Service April - June 2015	5,672.70
EFT37172	28.08.2015	Scott Printers Pty Ltd	Printing - Various Events/Projects	478.50
EFT37173	28.08.2015	Trugrade Pty Ltd	Stock	301.14
EFT37174	28.08.2015	Tox Free (Australia) Pty Ltd	Kta Airport - MGB Rental 3 x months	18.52
EFT37175	28.08.2015	Tenant Australia Pty Ltd	KTA Airport - Parts for Repairs	298.50
EFT37176	28.08.2015	The Walt Disney Company Pty Ltd	Moonrise Cinema - Screening Inside Out 15/07/15	3,405.12
EFT37177	28.08.2015	Turf Whisperer	Golf Course Superintendent - Disbursements	2,266.00
EFT37178	28.08.2015	TWH Plumbing	7mile Waste - Replace All Barge Flashings On Crib Room	7,642.25
EFT37179	28.08.2015	Supercivil Pty Ltd	Footpath & Kerb Maintenance - Tourist Info Parking Bay New Kerb Where Broken Sections At Roebourne	153,280.53
EFT37180	28.08.2015	Garry Bailey	Sitting Fee - August 2015	2,791.67
EFT37181	28.08.2015	John Lally	Sitting Fee - August 2015	4,562.50
EFT37182	28.08.2015	Evette Smeathers	Sitting Fee - August 2015	2,791.67
EFT37183	28.08.2015	Fiona White-Hartig	Sitting Fee - August 2015	2,741.67
EFT37184	28.08.2015	David Hipworth	Sitting Fee - August 2015	2,791.67
EFT37185	28.08.2015	Geoffrey Harris	Sitting Fee - August 2015	2,791.67
EFT37186	28.08.2015	Peter Long	Sitting Fee - August 2015	11,125.00
EFT37187	28.08.2015	Janine Miller	Sitting Fee - August 2015	2,791.67
EFT37188	28.08.2015	Michael Benjamin Saylor	Sitting Fee - August 2015	2,791.67

Chq/EFT	Date	Name	Description	Amount
EFT37189	28.08.2015	Robin Vandenberg	Sitting Fee - August 2015	2,791.67
EFT37190	25.08.2015	Horizon Power	Electricity Usage Charges	11,939.72
EFT37191	31.08.2015	Karratha Earthmoving & Sand Supplies	Coolawanyah Road Reconstruction (RFT 10-14/15) - Progress Claim #2	1,031,810.99
77989	30.07.2015	City of Karratha	Payroll deductions	1,408.46
77990	30.07.2015	City of Karratha	Payroll deductions	223.00
77991	30.07.2015	Australian Services Union (ASU/MEU Div.)	Payroll deductions	1,371.00
77992	30.07.2015	Lgrceu	Payroll deductions	151.02
77993	07.08.2015	Nick Hall	Entertainment And Food To Be Provided At Bulgarra POS400 Stage 2 Opening 31/07/15	400.00
77994	07.08.2015	Building And Construction Industry Training Fund (BCITF)	BCITF Receipts - June 2015	36,089.66
77995	07.08.2015	Karratha Emergency Relief Organisation	2014/15 Annual Community Grant Scheme - Vouchers For Emergency Relief Final 5%	550.00
77996	07.08.2015	James Murphy	Refund Of Building Services Levy	40.50
77997	07.08.2015	Department of Transport	Cancelled Cheque	0.00
77998	14.08.2015	FMG Pilbara Pty Ltd	Rates refund for assessment A91268	11,712.52
77999	12.08.2015	Australian Super	Superannuation contributions	14,512.86
78000	12.08.2015	Colonial First State Firstchoice Super	Superannuation contributions	3,125.08
78001	12.08.2015	North Personal Super Fund	Superannuation contributions	83.80
78002	12.08.2015	AMP Flexible Lifetime Superannuation Fund	Superannuation contributions	4,201.92
78003	12.08.2015	ANZ Smart Choice Super	Superannuation contributions	4,309.39
78004	12.08.2015	AMP Superleader	Superannuation contributions	471.92
78005	12.08.2015	AXA Generations	Superannuation contributions	2,214.06
78006	12.08.2015	AMP Super Directions Fund	Superannuation contributions	1,407.06
78007	12.08.2015	AMP SignatureSuper	Superannuation contributions	1,706.22
78008	12.08.2015	BT Super For Life	Superannuation contributions	4,416.41
78009	12.08.2015	CBA Superannuation Savings Account	Superannuation contributions	897.60
78010	12.08.2015	Club Plus Superannuation Scheme	Superannuation contributions	2,412.01
78011	12.08.2015	First State Super	Superannuation contributions	1,075.02
78012	12.08.2015	100F Lifetrack Personal Superannuation	Superannuation contributions	1,547.22
78013	12.08.2015	Hesta Superannuation	Superannuation contributions	6,397.35
78014	12.08.2015	HostPlus Superannuation	Superannuation contributions	11,613.63
78015	12.08.2015	JR Superannuation Fund	Superannuation contributions	1,248.56
78016	12.08.2015	Local Government Superannuation-SYDNEY	Superannuation contributions	3,588.33
78017	12.08.2015	Legal Super Pty Ltd	Superannuation contributions	752.65
78018	12.08.2015	MLC Nominees Pty Ltd	Superannuation contributions	2,821.75
78019	12.08.2015	MLC Masterkey Superannuation	Superannuation contributions	2,892.01
78020	12.08.2015	Mercer Superannuation (Australia) Pty Ltd	Superannuation contributions	1,148.91
78021	12.08.2015	NGS Superannuation	Superannuation contributions	1,782.62
78022	12.08.2015	OnePath Masterfund	Superannuation contributions	1,735.63
78023	12.08.2015	Prime Super	Superannuation contributions	381.12
78024	12.08.2015	Rest Superannuation	Superannuation contributions	12,980.12
78025	12.08.2015	Superwrap Personal Super Plan	Superannuation contributions	1,550.01
78026	12.08.2015	Sunsuper Pty Ltd	Superannuation contributions	2,606.15
78027	12.08.2015	Suncorp Portfolio Services Ltd (suncorp Superannuation)	Superannuation contributions	1,436.13

Chq/EFT	Date	Name	Description	Amount
78028	12.08.2015	Colonial First State Investments Limited (Super)	Superannuation contributions	1,469.08
78029	12.08.2015	VicSuper	Superannuation contributions	1,716.27
78030	14.08.2015	Water Corporation	Cancelled Cheque	0.00
78031	14.08.2015	Water Corporation	Cancelled Cheque	0.00
78032	14.08.2015	Water Corporation	Water Usage Charges	44,379.98
78033	13.08.2015	City of Karratha	Payroll deductions	385.62
78034	13.08.2015	City of Karratha	Payroll deductions	1,732.46
78035	17.08.2015	City of Karratha	Petty Cash Reimbursement	1,132.90
78036	28.08.2015	Building And Construction Industry Training Fund (BCITF)	BCITF Receipts - July 2015	8,108.24
78037	28.08.2015	Travers Clarke	VCS - Lot 2575 Augustus Drive	5,258.50
78038	28.08.2015	Fines Enforcement Registry (Dept Of Attorney General)	Fines - Lodgement of FERS Enforcement Certificate Unpaid Fines	3,952.00
78039	28.08.2015	Target Australia Pty Ltd	WRP - Purchase Equipment for Play Program	374.20
78040	28.08.2015	David Walker	Bulgarra Public Open Space - Stage 2 Project Opening Event - Welcome To The Country	300.00

**12,593,676.38**

05.08.2015	City of Karratha	Wages	1,288.00
07.08.2015	City of Karratha	Wages	3,290.83
12.08.2015	City of Karratha	Payroll F/E 12.08.2015	741,437.07
27.08.2015	City of Karratha	Payroll F/E 26.08.2015	733,975.97

**1,479,991.87**

**Total Payments: 14,073,668.25**



**9.3 AUDIT AND ORGANISATIONAL RISK COMMITTEE MEETING - AUGUST 2015**

<b>File No:</b>	<b>FM.1</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Manager Governance &amp; Organisational Strategy</b>
<b>Date of Report:</b>	<b>1 September 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Minutes of AORC Meeting 25 August 2015</b>

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**PURPOSE**

The purpose of this report is to receive the minutes of the Audit and Organisational Risk Committee (AORC) meeting held on 25 August 2015.

**BACKGROUND**

The AORC met on 25 August 2015 to discuss the following matters:

1. Risk Management Review

A statutory requirement is in place to review local government risk management systems and procedures. Workshops were conducted across the organisation to re-evaluate identified risks, key controls, risk ratings and key indicators. Details of the review were supplied to the Committee. The Committee has requested a report to the next meeting regarding high level risks and associated internal controls.

2. Internal Audit

All former internal audit recommendations have been completed. The Committee was advised that the next internal audit would focus on Community Grants, Funding, Sponsorships and Donations provided to various community associations and groups. This would entail:

- a) Distribution/allocation of funds (value for money);
- b) Administration of applications and requests;
- c) Evaluation of applications and requests;
- d) Payments and acquittals; and
- e) Evaluation of outcomes in accordance with stated objectives/purpose (ROI/benefit).

3. Business Improvement Program

The major focus of the Business Improvement Program update was an overview of service reviews across the organisation where staff will critically evaluate existing services to assess opportunities for improvement and aligning existing services to community standards and priorities.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has occurred on the above matters with the members of the AORC, the Chief Executive Officer and Director Corporate Services.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

Part 7 of the *Local Government Act 1995* reflects the requirements of the audit committee. Regulation 17 of the *Local Government (Audit) Regulations 1996* provides for the 2 yearly review of risk management systems and procedures.

**POLICY IMPLICATIONS**

The risk management review was conducted in accordance with principles indicated within the CG-01 Risk Management Policy.

**FINANCIAL IMPLICATIONS**

The original Risk Management project was funded through the LGIS Member's Experience Account.

The 2015/16 Budget includes an allocation to undertake an internal audit.

**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 2015-2016 provides for this activity:

Our Program:	4.c.2.1	Maintain corporate information to enhance accountability and compliance
Our Services:	4.c.2.1.1	Review and maintain corporate registers

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be Low to the City in terms of Compliance. Risks need to be reviewed to ensure that they fall within acceptable parameters that can be managed accordingly.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

The AORC meets on a quarterly basis, internal audits are regularly considered and reviews of systems are undertaken to ensure sound controls exist.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Part 7 of the *Local Government Act 1995* RESOLVES to DEFER consideration of the recommendations of the Audit and Organisational Risk Committee meeting.

**CONCLUSION**

The major focus of the 25 August 2015 AORC meeting was to consider the review of the operational risks and to consider the proposed internal audit of the Community Grants, Funding, Sponsorships and Donations to community groups and associations.

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**OFFICER'S RECOMMENDATION**

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

1. **RECEIVE** the Minutes of the Audit and Organisational Risk Committee meeting held on 25 August 2015;
2. **ENDORSE** the outcomes of the review of the Operational Risks of the City of Karratha; and
3. **REQUEST** additional detail regarding high level risks and internal controls be reported to the next Audit and Organisational Risk Committee Meeting.



**9.4 AMENDMENTS TO THE DELEGATIONS AND AUTHORISATIONS REGISTER**

<b>File No:</b>	<b>CM.112</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Manager Governance &amp; Organisational Strategy</b>
<b>Date of Report:</b>	<b>1 September 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Nil</b>

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**PURPOSE**

For Council to consider amendments to the Delegations and Authorisations Register so to:

- a) expand litter control capabilities at Karratha Airport; and
- b) expand cat and dog registration capabilities at Customer Service.

**BACKGROUND**

The recent recruitment of a new Senior Airport Reporting Officer and Indigenous Trainee Customer Service Officer prompted a review of delegations and/or authorisations held by officers at the Airport and Customer Service generally. It was identified that additional delegations and/or authorisations to certain roles is necessary to enable them to execute the duties of their roles. The roles in question and the proposed additional Council Authorisations are detailed below.

*Senior Airport Reporting Officer*

It is proposed that the Senior Airport Reporting Officer be provided with:

- Local Government Authorisation 17 – *Litter Act 1979* – Authorised Officers and Service of Infringement Notices

Appointment as an authorised officer under Section 26 (1)(c)(ii) of the *Litter Act 1979*.

*Airport Operations Coordinator*

It is proposed that the Airport Operations Coordinator also be provided with:

- Local Government Authorisation 17 – *Litter Act 1979* – Authorised Officers and Service of Infringement Notices

Appointment as an authorised officer under Section 26 (1)(c)(ii) of the *Litter Act 1979*.

*Indigenous Trainee Customer Service Officer*

It is proposed that the Indigenous Trainee Customer Service Officer role be provided with the same authorisations as are provided to Customer Service Officers, namely:

- Local Government Authorisation 9 – *Dog Act 1976* – Registration Officers
- Authority to administer the registration powers under Part III of the *Dog Act 1976*; and
- Local Government Authorisation 21 – *Cat Act 2011* – Authorised Persons

Appointment as an authorised officer exercising the powers of registration only under section 48 of the *Cat Act 2011*.

**LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG8 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**

Airport and Customer Service staff were consulted regarding these authorisations.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

Delegations are required to be approved by Council by Absolute Majority in accordance with section 5.45 (1)(b) of the *Local Government Act 1995*.

Authorisations from Council to persons or classes of persons are permitted under section 9.10 of the *Local Government Act 1995* by Simple Majority.

Authorisations provided within this report apply to section 26 (1)(c)(ii) of the *Litter Act 1979*, section 3(1), 10AA, 11 and 16 of the *Dog Act 1976*, and sections 3(1), 9, and 48(1) of the *Cat Act 2011*.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There are no financial implications.

**STRATEGIC IMPLICATIONS**

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

- Our Program: 4.a.1.2 Implement highest standards of Customer Service.
- Our Services: 4.a.1.2.7 Processing animal registrations.
- 4.a.1.2.8 Processing infringements.
- 4.a.1.2.10 Cash receipting of City fees and charges.

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be low to the City in terms of Compliance by providing officers with the relevant authorisations.

**IMPACT ON CAPACITY**

There is current capacity within individual's roles to carry out the Officer's recommendation.

**RELEVANT PRECEDENTS**

There are similar delegations for enforcement of local laws contained within the Delegated Authority Register.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 9.10 of the *Local Government Act 1995*, Sections 3, 9 and 48 of the *Cat Act 2011*, Sections 3, 10AA, 11 and 16 of the *Dog Act 1976*, and Section 26 (1)(c)(ii) of the *Litter Act 1979* RESOLVES to APPROVE the Officer's Recommendation subject to the following amendments:

1. \_\_\_\_\_; and
2. \_\_\_\_\_.

Option 3

That Council by SIMPLE Majority pursuant to Section 9.10 of the *Local Government Act 1995* RESOLVES to DEFER this matter pending further review of the staffing and legislative requirements.

**CONCLUSION**

Providing Council Authorisation for the Senior Airport Reporting Officer and Airport Operations Coordinator to act as authorised officers under the *Litter Act 1979* will enable them to fulfil all the duties of their roles.

Providing Council Authorisation for the Indigenous Trainee Customer Service Officer under the *Cat* and *Dog Acts* will enable that role to register cats and dogs within the City, thus offering improved Customer Service.

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**OFFICER'S RECOMMENDATION**

That Council by SIMPLE Majority pursuant to Section 9.10 of the *Local Government Act 1995*, Sections 3, 9 and 48 of the *Cat Act 2011*, Sections 3, 10AA, 11 and 16 of the *Dog Act 1976*, and Section 26 (1)(c)(ii) of the *Litter Act 1979* RESOLVES to:

1. **APPOINT** the Senior Airport Reporting Officer and Airport Operations Coordinator as Authorised Officers for the purposes of Section 26 (1)(c)(ii) of the *Litter Act 1979* (Authorisation 17);
2. **APPOINT** the Indigenous Trainee Customer Service Officer as Registration Officer under the *Dog Act 1976* (Authorisation 9); and
3. **APPOINT** the Indigenous Trainee Customer Service Officer as an Authorised Person for registration purposes only under the *Cat Act 2011* (Authorisation 21).





**9.5 CE-5 TRAVEL AND ACCOMMODATION EXPENSES POLICY REVIEW**

**File No:** CM. 103  
**Responsible Executive Officer:** Director Corporate Services  
**Reporting Author:** Manager Human Resources  
**Date of Report:** 28 August 2015  
**Applicant/Proponent:** Nil  
**Disclosure of Interest:** Nil  
**Attachment(s):** CE-5 Travel and Accommodation Expenses Policy

**PURPOSE**

To seek Council consideration of the revised CE-5 Travel and Accommodation Expenses Policy.

**BACKGROUND**

The current Travel and Accommodation Expenses Policy was approved by Council in March 2013. The policy has now been reviewed to address minor issues that have been raised over the past 2 years.

The proposed changes are as follows:

Current Policy	Proposed Change
<ul style="list-style-type: none"> <li>Contractual provisions for professional development not expressly excluded.</li> </ul>	<ul style="list-style-type: none"> <li>Excludes contractual professional development provisions from the policy</li> </ul>
<ul style="list-style-type: none"> <li>Does not clearly state that personal arrangements, as an extension to the business related travel, are not to be made by the DAO/Booking officer.</li> </ul>	<ul style="list-style-type: none"> <li>Personal arrangements are to be made by the Employee or Councillor not by the Council officer booking the travel.</li> </ul>
<ul style="list-style-type: none"> <li>Policy does not clearly specify that Council will only pay for travel directly to and from the destination.</li> </ul>	<ul style="list-style-type: none"> <li>Council will only pay for direct travel to and from the destination.</li> </ul>
<ul style="list-style-type: none"> <li>Allows leave to be “tacked on” without cost provided that it does not exceed the duration of the attendance to the business that is the subject of the trip plus one day for travel (e.g. for a 2 day conference, no more than 3 days leave can be added). If an employee wishes to increase the amount of leave “tacked on” they are required to meet 50% of the travel costs incurred by the Council.</li> </ul>	<ul style="list-style-type: none"> <li>Any leave “tacked on” will require the employee to meet 50% of the cost of travel. No ability to “tack on” more than the duration of the attendance to the business that is the subject of the trip plus one day for travel.</li> <li>If leave is tacked on, accommodation, meal and transfer entitlements commence / cease in line with the course/conference being attended</li> </ul>
<ul style="list-style-type: none"> <li>The person making the booking must ensure that the most competitive rates are utilised when booking airfares and accommodation.</li> </ul>	<ul style="list-style-type: none"> <li>Employees are to be booked on most practicable flight, taking into consideration timing and cost. Impact on working hours is to be minimised.</li> </ul>

<ul style="list-style-type: none"> <li>The daily rate for accommodation involving an overnight stay at private accommodation is \$100.</li> </ul>	<ul style="list-style-type: none"> <li>The daily rate for accommodation involving an overnight stay at private accommodation to be reduced to \$75.</li> </ul>
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**LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG-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**

The policy has been discussed with Managers and was reviewed and endorsed by the Executive Management Team.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

There are no statutory implications.

**POLICY IMPLICATIONS**

This is an update of the existing Policy CE-5 Travel and Accommodation Expenses Policy.

**FINANCIAL IMPLICATIONS**

The proposed changes will reduce the cost to Council where personal arrangements are added to business travel.

**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 2015-2016 provides for this activity:

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

**RISK MANAGEMENT CONSIDERATIONS**

The proposed changes will reduce the potential risk of misuse of City resources.

**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 DEFER the adoption of the revised CE-5 Travel and Accommodation Expenses policy.

**CONCLUSION**

Council policy CE-5 Travel and Accommodation Expenses Policy was adopted in March 2013. The policy has ensured a consistent approach to the way travel and accommodation expenses are handled by the organisation. The policy has recently been reviewed to address some minor issues that have been raised since the policy was adopted including but not limited to reducing provisions for ‘tacking on’ additional leave.

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**OFFICER’S RECOMMENDATION**

**That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADOPT the revised CE-5 Travel and Accommodation Expenses Policy.**



**9.6 FINANCIAL ASSISTANCE GRANTS TO LOCAL GOVERNMENT**

<b>File No:</b>	<b>GR.61</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Director Corporate Services</b>
<b>Date of Report:</b>	<b>7 September 2015</b>
<b>Applicant/Proponent:</b>	<b>ALGA/WALGA</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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**PURPOSE**

To consider supporting the Australian Local Government Association (ALGA) national campaign to have the Federal Government reverse its decision to freeze the indexation of Financial Assistance Grants (FAGs).

**BACKGROUND**

FAGs are an important part of the revenue base of local governments across Australia and this year local government will receive \$2.3 billion from the Australian Government under this program.

While the FAGs are paid through each State's Local Government Grants Commission, the funding originates from the Commonwealth. The Government decided as part of the 2014-15 Budget to freeze the indexation of FAGs for three years from 2014-15. FAGs funding has not kept pace with demand for services and infrastructure in local communities and freezing FAGs at their current level until 2017-18 will result in a permanent reduction in the FAGs base by around 13% costing local governments across Australia \$925 million by 2017-18.

Every local government in Australia has been asked to pass a resolution acknowledging the importance of the Commonwealth's Financial Assistance Grants in assisting to provide important community infrastructure.

Councils are also being asked to acknowledge the receipt of FAGs from the Commonwealth in media releases and publications (including annual reports) and to highlight to the media a project costing a similar size to the FAGs received by Council so that the importance and impact of the grants can be more broadly appreciated.

The ALGA is hoping that at least 90% of local governments will pass a resolution to demonstrate the strength of Local Government's support for FAGs.

As of 24 August 2015, 50 (36%) of 140 WA local governments have passed a resolution to acknowledge the importance of federal funding through the FAGs program for the continued delivery of local government services and infrastructure.

**LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of economic issues and 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**

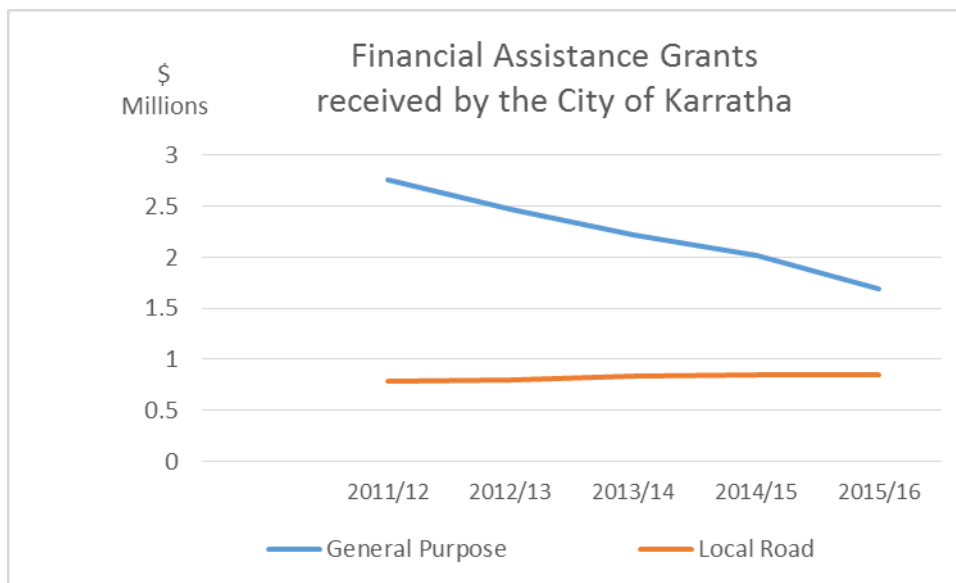
There are no statutory implications.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

The City of Karratha will receive FAGs amounting to \$2,530,573 in 2015-16 comprising \$844,678 in local roads grants and \$1,685,895 in general purpose funding. This amount has declined steadily over the past five years as indicated below:



**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 2015-2016 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 SUPPORT the Australian Local Government Association (ALGA) national campaign to highlight the importance of the Commonwealth's Financial Assistance Grants.

**CONCLUSION**

In 2015-16 the City will receive approximately \$1 million less in FAGs than it did in 2011-12. The Government's decision to freeze the indexation of FAGs for three years from 2014-15 will further erode this source of funding and will cost local governments across Australia an estimated \$925 million by 2017-18.

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**OFFICER'S RECOMMENDATION**

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

1. **ACKNOWLEDGE** the importance of federal funding through the Financial Assistance Grants program for the continued delivery of the City's services and infrastructure; and
2. **SUPPORT** the WALGA/ALGA campaign to reverse the Federal Government's decision to freeze the indexation of Federal Assistance Grants.





**9.7 OPERATIONAL PLAN 2014/15 – PERFORMANCE REPORT**

**File No:** CM.89  
**Responsible Executive Officer:** Director Corporate Services  
**Reporting Author:** Manager Governance & Organisational Strategy  
**Date of Report:** 26 August 2015  
**Applicant/Proponent:** Nil  
**Disclosure of Interest:** Nil  
**Attachment(s):** Nil

**PURPOSE**





To provide Council with an update on the Quarter 4 (April 2015 – June 2015) and end of year performance against the Operational Plan 2014-15.

**BACKGROUND**

The City of Karratha adopted its first ever suite of documents within the Integrated Strategic and Planning Framework on 17 December 2012. Overarching this suite of interrelated plans is the Strategic Community Plan 2012-2022 which identifies the aspirations of our communities. The Corporate Business Plan 2012-2016 provides specific detail of Council’s commitment to the community by prioritising the programs, projects and services Council will provide over this four year period. The Operational Plan 2014-2015 (an annual slice of the Corporate Business Plan 2012-2016) further builds on the foundation already provided through previous Operational Plans continuing implementation of the programs, projects and services identified in the Corporate Business Plan.

One of the supporting processes is quarterly reporting against performance measures to monitor performance and respond to changing priorities.

A snapshot of the overall performance during Quarter 4 is included in this report. It uses a traffic light system to represent the following benchmarks:

	Attention Required	Below the lower tolerance applied to the KPI.
	Within Tolerance	Between the target and lower tolerance applied to the KPI.
	On Target	Either on or above target.
	No Status	No action required for this period.

**Key Measures for 2014/15**

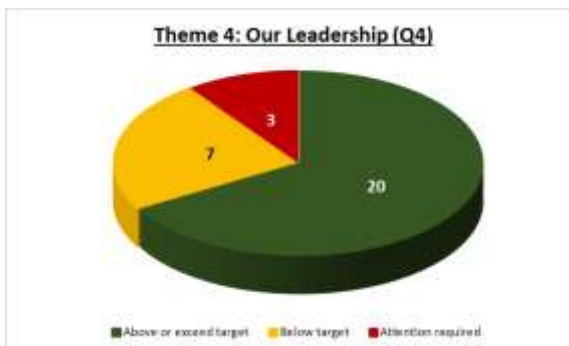
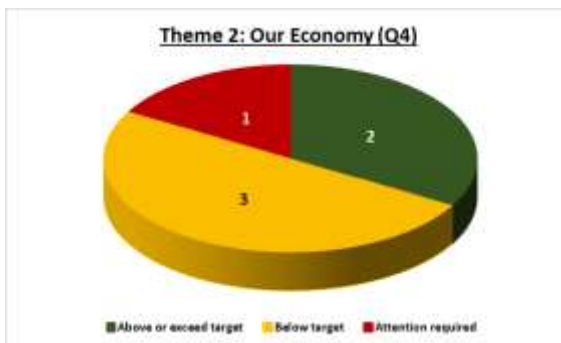
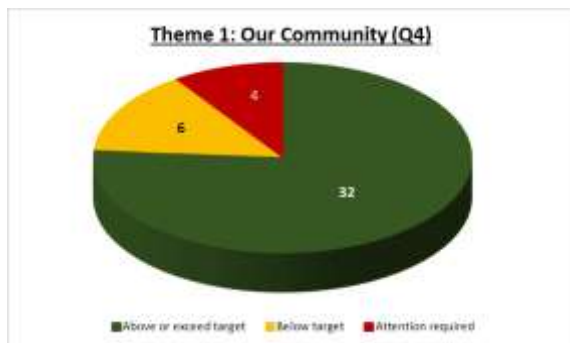
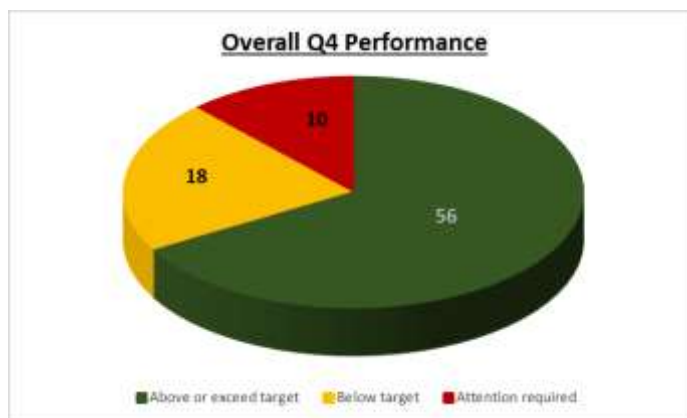
There are four strategic themes in the Strategic Community Plan 2012-2021, which are delivered through 116 Programs outlined in the Corporate Business Plan. These are in turn delivered through 300 ongoing services and projects, which are measured by 107 performance measures that are introduced at periodic intervals throughout the year as certain triggers are reached.

Each theme outlines a set of programs delivered through a number of projects and services as follows:

Strategic Theme	Programs	Services & Projects	Performance Measures
Our Community	51	146	56
Our Economy	7	9	6
Our Natural & Built Environment	6	25	8
Our Leadership	52	120	37

**Quarter 4 Performance Measures**

Out of a total 107 performance measures, 84 are measured this quarter. The results for Quarter 4 are indicated below:



74 (88%) of the Quarter 4 performance measures exceeded the target or were within tolerance levels, including:

- 587 community engagements with the City’s Facebook page.
- 112,752 views on the City’s website page (mainly attributable to events).
- 13% increase in participation with the annual community survey.
- Over 4,170 children attended Youth Drop In programs being run by the City.
- Libraries visitations increased.
- 3,924 consultation hours were delivered to the community under the Medical Services Equalisation Scheme.
- Karratha Leisureplex attendances exceeded quarterly estimates by 70%.
- 9,870 calls were received by officers at the Administration Building.
- Staff absenteeism reduced from an average per employee of 13.48 hours to 10.73 hours.
- Lost Time dropped 7 hours to 5.9 hours over the last quarter.
- Staff turnover rate reduced from 23.9% in Q3 to 17% in Q4.
- 3 bushfires reported this quarter compared to previous quarter estimates of 15.
- 22% reduction in complaints of dumped vehicles.

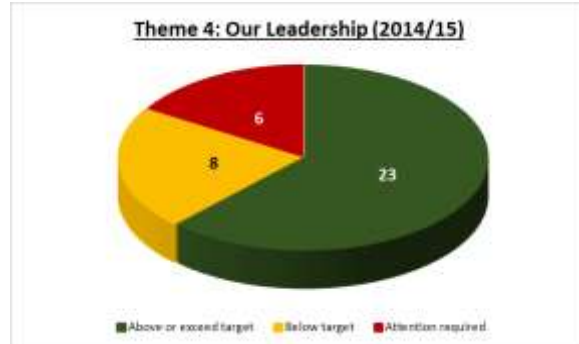
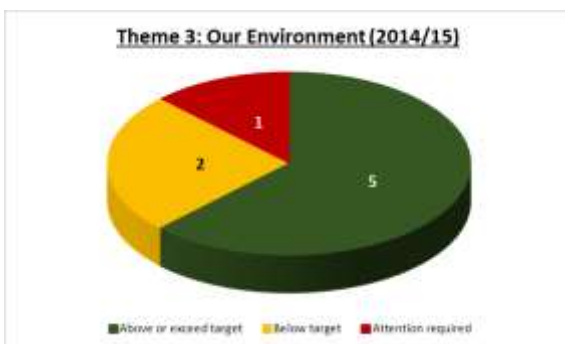
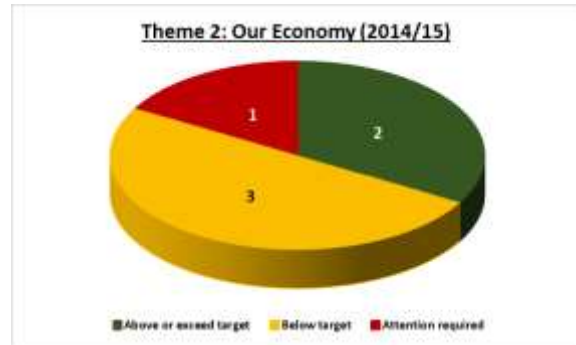
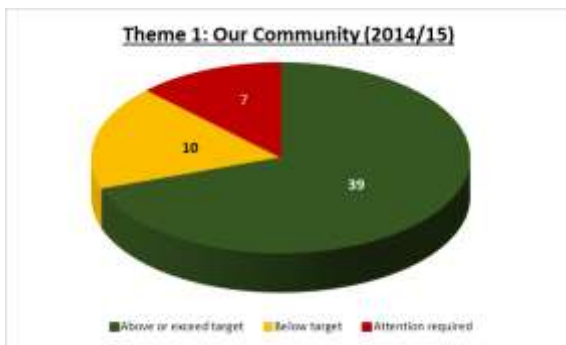
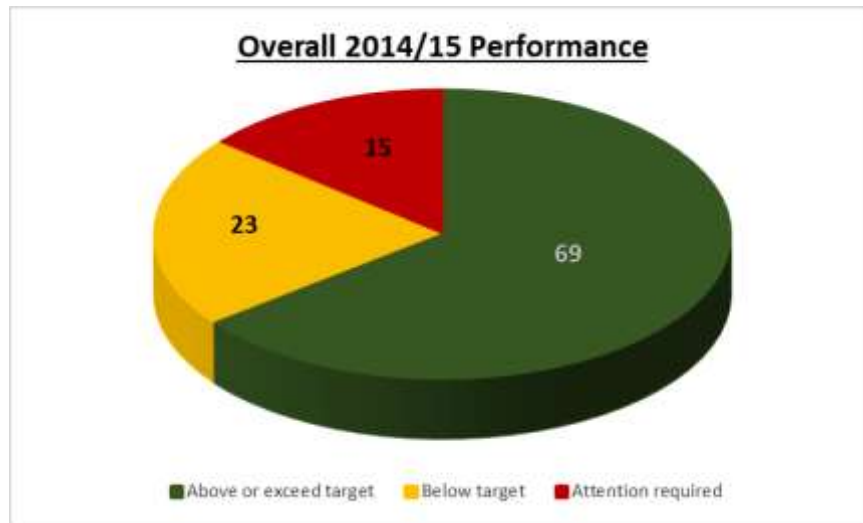
10 (12%) of the Quarter 4 performance measures require attention. The table below highlights the areas of attention:

Theme	Program / Service	Measure	Shortfall	Comments/Corrective Action
Our Community – Diverse and Balanced	Library Services	1.b.2.2.1a Number of items added to local history collection databases.	Target: 250 Q4 Outcome: 241	Both local history staff members have had a number of other projects that have impacted on their ability to add items to the database. Information on Mosaic has been updated to ensure that the records are accurate and that photographs in particular can be found. The project to reduce the number of items held in the filing cabinets has begun with the input and cataloguing of items in the ships index, enabling all staff to access information regarding shipwrecks without having to access physical files.
	Marketing and Communications	1.f.3.1.1a - Measure all internal clients satisfaction through client feedback	Target: 75 Q4 Outcome: 59	Internal communications score from the 2015 Staff Engagement Survey represents a small improvement on previous years. It was identified that communications at the lower levels of the organisational structure need to be addressed rather than from the executive level. Teams are working through their respective reports to consider opportunities for improvement.

Theme	Program / Service	Measure	Shortfall	Comments/Corrective Action
	Community Safety	1.f.5.2.1a - Number of hours for graffiti removal	Target: 137 hours Q4 Outcome: 282	The graffiti contractor continued to operate within the designated schedule, which equated to 100 hours. Any urgent racist/offensive graffiti removal tasks were addressed in conjunction with the schedule. Additional funding (equating to 182 hours) was provided during the quarter to conduct a graffiti removal 'blitz' in Wickham and Roebourne.
		1.f.5.3.1a - Tonnage collected by roadside pick up	Target: 5 ton Q4 Outcome: 6.62 tonnes	Four large scale community clean-ups were conducted during the quarter, which resulted in just over 6 tonne of rubbish being collected. Community litter collections are seasonal, with the majority of clean-ups conducted during the cooler months. The quarterly average of rubbish collected was 3.585 tonne over the year.
Our Economy – Well managed and diversified	Economic Development	2.a.4.1.1a Number of visitors attending the Visitor Information Centres	Target: 17,500 Q4 Outcome: 14,322	10,635 for KVC and 3,687 for RVC. Visitor Centres have reported a later than usual start to the tourism season.
Our Natural and Built Environment – Thriving and Sustainable	Waste Services	3.a.1.1.2a Reduction in the amount of illegal dumping of litter throughout the City.	Target: 41 incidents Q4 Outcome: 114 incidents	77 Litter Reports from the Public 37 Ranger generated reports 2 Infringements issued during this time for identifiable offences.
		3.b.1.1.8a Illegal dumps removed within 48 hours of reporting	Target: 98% Q4 Outcome: 92%	13 illegal dumps reported in Q4 - one not collected within 48 hours.
Our Leadership – Responsive and Accountable	Building Services	4.b.1.8.2a - Reduce the number of pool repeat inspections	Target: 23% Q4 Outcome: 39%	The number of repeat inspections increased from the previous quarter which was at 14%. Ongoing education of ratepayers and a change in approach to compliance should see this figure steadily reduce over time.
	Ranger Services	4.b.1.11.1a Reduction in the number of ranger related dog/cat/ animal interactions with the community	Target: 218 Q4 Outcome: 431	The number of interactions grew from 299 instances in Q3. Rangers dealt with an increased number of reports this quarter. Rangers continue to be responsive to complaints but also where possible educate the public and owners on good animal management practices.
	Records Management	4.c.1.2.4a Acknowledgement of correspondence within agreed timeframes.	Target: 100% Q4 Outcome: 68%	A small improvement has been achieved since Q3. Ongoing effort is being made to drive home quick acknowledgement of correspondence in accordance with customer service charter obligations.

**End of Year Performance Measures:**

The following provides a snapshot of the City’s performance across all four themes at the conclusion of the 2014/15 reporting year:



92 (86%) of the performance measures exceeded the target or were within tolerance levels, including:

- Community engagement has improved with Facebook interactions improving from modest levels of 95 engagements in Q1 to 587 in Q4. 1,392 active interactions have occurred with the City’s social media site over the year. Additionally over 440,000 visitors have browsed the City website searching for information during the year.
- A 13% increase in the number of respondents to the annual community survey shows a growing interest in the operations and development of the City amongst our community members.
- 2014/15 saw a 62% increase in youth participating across 151 programs and events run by the City.

- Patronage to the Libraries increased dramatically reaching 70,329 for the year compared to the target of 54,276.
- MSES consultation hours continue to meet or exceed minimum requirements with an extra 1,849 hours having been made available to the community for the year.
- Annual attendance at the Karratha Leisureplex is recorded at 551,547. Attendance figures were also up on estimates at the Roebourne Aquatic Centre (173%) and at the Wickham Sporting Precinct (118%).
- The City remains financially sustainable with good practices in place for replacement or renewal of assets; no debt; and a liquidity ratio of 2.18 at year end.
- Absenteeism dropped over the year to an average of 10.73 hours per employee and lost time below last year's target by 2.7%
- Bushfires were well below the 100 incident target with only 54 incidents recorded.
- Roadside pick-up of rubbish has reduced with only 14.34 tonnes being picked up this year compared to an expected 20 tonnes.
- Condition of local roads, footpaths, drainage, parks and gardens and community playgrounds on average are meeting the City's standards across the district.
- Establishment of new fleet management software is also starting to realise benefits with only a 1.2% downtime experienced for the year.

15 (14%) of the set 2014/15 performance measures require attention. The Table below highlights the areas of attention:

Theme	Program / Service	Measure	Shortfall	Comments/Corrective Action
Our Community – Diverse and Balanced	Airport Services	1.a.2.3.1a - Reduce service level gap between community importance ranking and Council performance with airport services in the City through the Annual Community Survey	Annual Target: 72% EOY Outcome: 65%	Airport Services performance rated lower this year than in the previous year's Annual Community Survey (down from 68.5% to 65%). These results can be attributed to the terminal redevelopment which will be completed later this year. Issues raised by the community included cost of flights - which are set by airlines and international/Eastern States flights. The City is actively engaging in this space to achieve an outcome for the community.
	Works and Technical Services	1.a.2.4.5a - Reduce service level gap between community importance ranking and Council performance with local roads through the Annual Community Survey	Annual Target: 75% EOY Outcome: 64.5%	The community continues to rate the importance of roads quite high with this year obtaining a score of 74.6% whilst performance is relatively steady at 64.5%. Funding has been increased in both Roebourne and Wickham to address issues raised in last year's community survey. The City has also increased expenditure on its asphalt reseal program. Many of the issues raised by the community are in regards to roads that remain the responsibility of Main Roads WA (MRWA). The City continues to work with MRWA to achieve a satisfactory result for the community.

Theme	Program / Service	Measure	Shortfall	Comments/Corrective Action
	Economic Development	1.b.1.1.1a - Number of unique users accessing the online economic data from the Council's website.	Annual Target: 5800 EOY Outcome: 3803	Numbers spiked in the second quarter but have gradually reduced in subsequent quarters. Partial reason for the spike was id consultants running training courses for internal and external stakeholders. Additionally the Pilbara Pulse Economic Forum and the Coming of Age Forum would have contributed to increased awareness of the region.
	Library Services	1.b.2.2.1a Number of items added to local history collection databases.	Annual Target: 1000 EOY Outcome: 741	Overall targets are down because of a late start. Reprioritising of tasks within the library has impacted on achievement. Updating of information on Mosaic has occurred to ensure that the records are accurate and that photographs in particular can be found.
	Youth Services	1.f.1.3.3b - Reduce service level gap between community importance ranking and Council performance of youth services and activities in the City through the Annual Community Survey	Annual Target:78% EOY Outcome: 66.5%	Performance in Youth Services and activities dropped from 68% to 66.5% over the 12 month period despite patronage improving. Wickham and Roebourne generated a disparity in excess of 22% and 15% respectively between importance and the City's performance. The planning for the Wickham Community Hub may address a number of these concerns.
	Marketing and Communications	1.f.3.1.1a - Measure all internal clients satisfaction through client feedback	Annual Target: 75% EOY Outcome: 59%	Internal communications score from the 2015 Staff Engagement Survey represents a small improvement on previous years. It was identified that communications at the lower levels of the organisational structure need to be addressed rather than from the executive level. Teams are working through their respective reports to consider opportunities for improvement.
	Community Safety	1.f.5.1.1a - Reduce service level gap between community importance ranking and Council performance of City run community safety initiatives through the Annual	Annual Target: 76% EOY Outcome: 58.4%	Community Safety had a poor response through the community survey where its importance was rated at 80.4% and performance was only at 58.4% - a drop from 62.5% from the year before. Commentary on social media was very negative, suggesting that the problem was far worse than the reality (based on Police crime statistic comparisons), which has had

Theme	Program / Service	Measure	Shortfall	Comments/Corrective Action
		Community Survey		some impact on community sentiment. Survey respondents also indicated the need for a crossing along Dampier Highway near the Karratha High School as a matter of high priority and greater police patrols in neighbourhoods. As a number of matters identified are outside of the City's responsibilities, they have been referred to the relevant organisations to consider.
Our Economy – Well managed and diversified	Economic Development	2.a.4.1.1a Number of visitors attending the Visitor Information Centres	Annual Target: 70,000 EOY Outcome: 61,326	Traditionally numbers are stronger during the winter months with Q1 showing over 29,000 visitors attending one or both of the visitor centres in Karratha and Roebourne. Summer only attracted 4,768 visitors in Q3 and the final quarter has seen those numbers rise gradually in readiness for the oncoming tourist season.
Our Natural and Built Environment – Thriving and Sustainable	Waste Services	3.a.1.1.2a Reduction in the amount of illegal dumping of litter throughout the City.	Annual Target: 164 EOY Outcome: 294	The number of incidents has been above targets for each of the quarters with a recent rise occurring in Q4. Ranger Services continue to monitor activities to generate community pressure on offenders through local community awareness and reporting.
Our Leadership – Responsive and Accountable	Town Planning Services	4.a.1.2.14a - Reduce service level gap between community importance ranking and Council performance of town planning advice in the City through the Annual Community Survey.	Annual Target: 73% EOY Outcome: 64.9%	Planning services continue to process development applications as quickly as possible, to assist people with planning enquiries and to progress plans for future development of the City. Over the next few years, the community will see these plans transform into on-the-ground improvements through the various investment partnerships.
	Building Services	4.b.1.8.2a - Reduce the number of pool repeat inspections	Annual Target: 23% EOY Outcome: 38.75%	Ongoing education of ratepayers and a change in approach to compliance should see this figure steadily reduce over time.
	Ranger Services	4.b.1.11.1a Reduction in the number of ranger related dog/cat/ animal interactions with the community	Annual Target: 873 EOY Outcome: 1,349	There has been a higher than expected number of interactions with members of the community regarding dog and cat matters. Rangers will continue to be responsive to complaints but also where possible educate the public and owners on good animal management practices.



Theme	Program / Service	Measure	Shortfall	Comments/Corrective Action
	Records Management	4.c.1.2.4a Acknowledgement of correspondence within agreed timeframes.	Annual Target: 100% EOY Outcome: 66.75%	There has been a steady improvement throughout the year in acknowledging correspondence. Ongoing effort is being made to educate staff on our customer service charter obligations.
	Emergency Management	4.c.2.3.3a - Number of notices issued to properties that are not compliant for bush fire or cyclone events	Annual Target: 40 EOY Outcome: 297	A larger than expected number of notices were issued with a blitz on properties that had unlicensed sea containers, properties that had not put in place firebreaks or did not comply with fire orders.
	Financial Services	4.d.1.3.1a - Reduce service level gap between community importance ranking and Council performance of the City's financial responsibility through the Annual Community Survey	Annual Target: 76% EOY Outcome: 57.8%	The community ranked the importance of financial responsibility as 75.2% and our performance as 57.8%, a drop from 63.5% from 2014. Despite this, the City's financial sustainability improved this year and Council continues to look for opportunities to minimise costs and generate income without impacting ratepayers.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place with all departments and relevant officers to ascertain and report on progress towards the desired performance measures.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

Section 5.56(1) of the *Local Government Act 1995* requires local government authorities in Western Australia to plan for the future.

Section 5.56(1) of the *Local Government Act 1995*, and Regulation 19CA, 19C and 19DA of the *Local Government (Administration) Regulations 1996* (the Regulations) establish requirements for Strategic Community Plans and Corporate Business Plans.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

The budgetary allocations embedded within the Operational Plan have drawn on Council's budget deliberations.

**STRATEGIC IMPLICATIONS**

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

- Our Program: 4.c.2.8 Develop and implement a strategic business planning management system and coordinate business improvement activities
- Our Services: 4.c.2.8.4 Coordinate and prepare quarterly review reports across the City and present to Council for approval

**RISK MANAGEMENT CONSIDERATIONS**

There are reputational risks associated if Council does not deliver on commitments in the Strategic Community Plan.

**IMPACT ON CAPACITY**

There will be substantial impact on capacity inherent in Council's commitment to meet targets and resources outlined by the Operational Plan. Consideration has been given to resourcing to implement the Operational Plan.

**RELEVANT PRECEDENTS**

Quarterly Performance Reports have been provided to Council since the 2013-2014 financial year.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Regulation 19DA of the *Local Government (Administration) Regulations 1996* RESOLVES to DEFER consideration of the Quarter 4 and End of Year Performance Report for 2014-2015.

**CONCLUSION**

In accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, Council adopted a suite of documents that comprise the Integrated Strategic Planning framework. These documents include a ten year Strategic Community Plan 2012-2022, a four year focused Corporate Business Plan 2012-2016 and an annual Operational Plan.

One of the supporting processes is quarterly reporting against the current year of the Operational Plan to monitor performance and respond to changing priorities. The Quarter 4 and End of Year Performance Report summarises the performance of Council in relation to goals set at the start of the financial year. This report confirms that 88% of the 84 performance measures were achieved or substantially achieved in Quarter 4 and 86% of 107 measures were met as at 30 June 2015.

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**OFFICER'S RECOMMENDATION**

**That Council by SIMPLE Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Regulation 19DA of the *Local Government (Administration) Regulations 1996* RESOLVES to RECEIVE the Quarter 4 and End of Year Performance Report for 2014/15.**



## **10 COMMUNITY SERVICES**

### **10.1 DISPOSAL OF ART WORKS**

<b>File No:</b>	<b>RC.25</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Acting Manager Community and Engagement</b>
<b>Date of Report:</b>	<b>17 August 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>List of Artworks</b>

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#### **PURPOSE**

To seek direction from Council on the future of the City's art work collection.

#### **BACKGROUND**

Since the inception of the Cossack Art Awards (CAA) in the early 1990s, Council has acquired forty-three (43) paintings through category sponsorship, the purchase of additional pieces and through non-collection or donation of artworks by artists. The artworks have been catalogued and stored through the Local History Office, with some pieces currently adorning the Council administration building on Welcome Road.

Officers have reviewed the collection with a focus on maintaining a high quality and valuable collection. As part of the review an independent valuation process was undertaken in July 2015. Considering the valuation process and taking into future acquisitions Officers recommend that the current collection be rationalised.

When considering the collection against relevant Council policies (outlined under Policy Implications below) the following recommendations are presented to Council for consideration:

1. Retain the 20 pieces of artwork (numbers 1 - 20 as per the attachment) that have been acquired through Category sponsorship at the Cossack Art Awards.
2. Retain four artworks (numbers 26, 27, 32 and 42 as per the attachment) that have been identified as pieces of historical (Muramats Collection) and financial (Clifton Mack) significance.
3. Donate the remaining 19 artworks (as per the attachment) that have a fair value rating of \$500 or less to charitable organisations for their use for fundraising initiatives as per policy CS.20, CS.21 and CF.17. Where appropriate, Officers will involve and consult with relevant artists, community groups prior to donating the 19 artworks. Officers recommend to advise community groups that are seeking once-off donations of the availability of the artworks through advertising mediums.
4. Exhibit all retained artwork (24 pieces included in point 1 and 2) throughout Council facilities.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place between officers within the Community Services Directorate and the Finance Department.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

The art works will be disposed of in accordance with Section 3.58 of the *Local Government Act 1995* - Disposal of Property.

**POLICY IMPLICATIONS**

The Local History Collection Management Policy (CS.21) makes provisions for deaccessioning and the disposal of items managed by Local History, the Disposal of Assets Policy (CF.17) provides guidance on making a decision to dispose of assets and the Library and Local History Administration Policy (CS20).

Where appropriate Officers will involve and consult with relevant artists, community groups prior to donating the 19 artworks. Community groups that are seeking one off donations or funding opportunities from the City will be directed to the available artworks for community donations.

**FINANCIAL IMPLICATIONS**

Should Council decide to donate the artworks, it should be noted that the asset register would be adjusted accordingly.

**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 2015-2016 provided for this activity:

Our Program:	1.b.2.2	Manage and operate the local history office.
Our Services:	1.b.2.2.1	Develop and maintain a local history collection.

**RISK MANAGEMENT CONSIDERATIONS**

There are no risk management considerations applicable.

**IMPACT ON CAPACITY**

There is minimal impact on capacity or resourcing to carry out the Officer's recommendation.

**RELEVANT PRECEDENTS**

Council has previously disposed of assets under the Section 3.58 of the *Local Government Act 1995*.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES NOT to DISPOSE of any artworks.

Option 3

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

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**CONCLUSION**

Forty-three (43) artworks have been acquired by Council over many years. Officers recommend that Council consider rationalising the artworks, in accordance with Council's Collection Policy (CS.21). Officers recommend that 19 artworks (as identified in the attachment) be donated to charitable organisations.

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**OFFICER'S RECOMMENDATION**

That Council by SIMPLE Majority pursuant to Section 3.18 and 3.58 of the *Local Government Act 1995* RESOLVES to:

1. **RETAIN** the 20 pieces of artwork (numbers 1 - 20 as per the attachment) that have been acquired through Category sponsorship at the Cossack Art Awards;
2. **RETAIN** four artworks (numbers 26, 27, 32 and 42 as per the attachment) as they are identified as pieces of historical (Muramats Collection) and financial (Clifton Mack) significance;
3. **DONATE** the remaining 19 artworks (as per the attachment) that have a fair value rating of \$500 or less to charitable organisations for their use for fundraising initiatives (as per policy CS.20, CS.21 and CF.17). Where appropriate, Officers will involve and consult with relevant artists, community groups prior to donating the 19 artworks. Officers recommend to advise community groups that are seeking once-off donations of the availability of the artworks through advertising mediums.





**10.2 2015/2016 COMMUNITY SPORT AND RECREATION FACILITIES FUND APPLICATION**

<b>File No:</b>	<b>GS.44</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Leisure Planner</b>
<b>Date of Report:</b>	<b>18 August 2015</b>
<b>Applicant/Proponent:</b>	<b>Leisure Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Karratha Bowling Club Letter of Support</b>

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**PURPOSE**

For Council to consider two funding applications to the State Government in relation to the 2015/2016 Community Sport and Recreation Facilities Fund (CSRFF).

**BACKGROUND**

The State Government through the Department of Sport and Recreation, Community Sport and Recreation Facilities Fund (CSRFF) provides funding to community organisations and local governments to develop sport and recreation infrastructure.

The CSRFF guidelines allow for applications to request up to 50% of the total project cost as a development bonus.

The development bonus is assessed against the following criteria:

- Location – Regional, remote or growth areas;
- Co-location of sports and facilities;
- Sustainability initiatives – Water savings, energy reductions, etc.; and
- Increased participation – New users, increased participation from existing users, special interest groups participation, etc.

As part of the application process, all applications must be endorsed and prioritised by the Local Government Authority prior to being forwarded to the Department of Sport and Recreation.

Two applications have been prepared for the current round of funding for Millars Well Change Rooms (which was unsuccessful last round) and, the upgrade of the Karratha Bowling Club green, and installation of retractable shade. Generally, Council must determine its contribution, if any, to each project and forward a prioritised list to Department of Sport and Recreation with comments for assessment.

As a summary, the Karratha Bowling Club green is currently 33 years old and is due for upgrade. Annual maintenance costs to Council are in excess of \$31,000 per annum. In addition to this annual maintenance cost borne by the City, the club performs over 12 hours per week in upkeep, maintenance and preparation on the greens plus other responsibilities under the Memorandum of Understanding with the City of Karratha. The project will see a new synthetic turf and retractable shade sails installed at the club, to increase participation numbers and reduce ongoing costs such as watering and maintenance. Should Council support this application, Officers suggest 50% of the total project cost should be requested

via the Department of Sport and Recreation. If successful with the grant, the return on Council investment for the synthetic turf is approximately 6 years.

The Millars Well Change Rooms project was realised through the 2013 Community Pavilion Improvement Program, which recommended a redevelopment of Millars Well Pavilion due to being at the end of its useful life. The pavilion provides a structurally sound facility in which to locate the 'Karratha Co-Located Facility' that incorporates the Karratha Community Men's Shed, Community Garden and Karratha Arts and Learning Centre. The redevelopment of the pavilion however also creates a need for new changing rooms to be built on or nearby the existing site to cater to the sports teams that utilise Kevin Richards Memorial Oval. The scope of the project includes two changing rooms that can be opened to form one larger room, a cleaners store, umpires room, first aid room and three storage sheds for sports groups and the City Parks and Gardens team.

In previous years, the City of Karratha has been successful in obtain funding through the CSRFF program. In 2014/15 the Tambrey Pavilion and Golf Course Redevelopment projects were successful though the Millar's Well Change Room project (which was ranked number two) was unsuccessful. This project remains a priority project and budgeted within the City's Long Term Financial Plan. Officers suggest the application for the Millar's Well Change Room is resubmitted in 2015/16 as priority number two. The bowling green and shade project would take precedence as the number one ranked project from the City of Karratha as the facilities at the bowling club are deteriorating quickly, to a point where the club won't have appropriate facilities.

#### **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, cultural & wellbeing issues.

#### **COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place regarding this project via Council briefing sessions and internal discussions between departments. Officers have reviewed the project under the Long Term Financial Plan and planning works have been completed.

The Karratha Bowling Club green upgrade project has been earmarked for external funding. Officers have also reviewed the project in line with the Searipple Master Plan. The upgrade of the bowling green under this application is proposed to remain in its current location. This is contrast to the Searipple Master Plan that suggests the bowling facility is relocated roughly 30m south. Officers suggest the actualisation of the Searipple Master Plan is still a significant period of time away, and the additional cost to relocate the bowling club now is not cost effective, hence the club should remain in its current location.

The Millars Well Change Room projects aligns to the Kevin Richards Memorial Oval Facilities plan, endorsed at the April 2015 Ordinary Council Meeting.

#### **COMMUNITY CONSULTATION**

Community consultation was undertaken during the application process with Karratha Bowling Club and other relevant associations. A letter of support is attached from the Karratha Bowling Club.

The Bowling Club has advised Officers that due to the declining quality in bowling facilities, memberships have too declined over recent years. However a strong corporate bowls competition with over 100 casuals participating has been a positive for the club. The table below shows the club memberships over the past four years.

Year	Member Numbers	Year	Member Numbers	Year	Member Numbers	Year	Member Numbers
2011/12	49	2012/13	37	2013/14	27	2014/15	25

**STATUTORY IMPLICATIONS**

This matter is in accordance with Section 3.18 of the *Local Government Act 1995*.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There are financial implications pertaining to this report. Providing funding is obtained, Council may be required to fund up to \$305,426 towards the bowling green project next financial year, of which \$250,000 has been forecast within the Long Term Financial Plan. The Bowling Green application financials have been outlined in the table below.

Expenses	Cost ex GST	Quote Used
Preliminaries	\$44,265.00	10% of construction cost
Supply and installation of retractable shade system	\$228,000.00	Greensafe Shade
Supply of synthetic turf	\$26,495.00	Evergreen Synthetic Turf
Installation of synthetic turf	\$214,651.00	Evergreen Synthetic Turf
Sundries	\$2,000.00	-
Project Signage	\$3,000.00	
Project Management (4%)	\$20,736.00	
<b>Sub Total</b>	\$539,147.00	
<b>Contingency</b>	\$53,915.00	
<b>Cost escalation</b>	\$17,790.00	3% cost escalation p/a
<b>Total project expenditure</b>	<b>\$610,852.00</b>	

Proposed Income	Amount ex GST	Comments
<b>Local government</b>	\$305,426.00	LGA cash and in-kind
<b>CSRFF requested</b>	\$203,617.00	City can apply up to 33% of the project costs.
<b>CSRFF Development Bonus</b>	\$101,809.00	City can increase its request to 50% of the project costs if the project meets certain requirements
<b>Total project funding</b>	<b>\$610,852.00</b>	

The total request proposed in the Department of Sport and Recreation CSRFF application is \$305,426.00, which is 50% of the total project costs.

The Millar's Well Change Room project was submitted in 2014/15 under the following financial implications. Officers do not consider the cost to have changed other than a 3% escalation which has been factored into the below costs.

<b>Project Name</b>	<b>CSRFF Requested</b>	<b>Council Contribution</b>	<b>Other External Funding</b>	<b>Total Cost Of Project</b>	<b>Funding year required</b>
Millars Well Changing Rooms	\$ 535,600.00	\$ 428,480.00	\$ 107,120.00	\$1,071,200.00	2016/17

### **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 2015-2016 provided for this activity:

- Our Program: 1.a.2.4 Maintain City infrastructure necessary to meet the community needs.  
 Our Services: 1.a.2.4.6 Maintain and renew other community infrastructure.
- Our Program: 1.a.2.6 Operate Community Facilities.  
 Our Services: 1.a.2.6.6 Plan new facilities and upgrade new facilities.

### **RISK MANAGEMENT CONSIDERATIONS**

There are no risk management considerations applicable. Additional external funding applications will be made to further reduce the initial capital cost to Council.

### **IMPACT ON CAPACITY**

There will be an impact on Leisure Services Officers to complete and finalise the application.

### **RELEVANT PRECEDENTS**

Council considers CSRFF applications annually.

### **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 Community Sporting and Recreation Facilities Fund application.

### **CONCLUSION**

Officers are requesting endorsement of the 2015/2016 Community Sport and Recreation Facilities Fund application, through the Department of Sport and Recreation. The application seeks funds for the Karratha Bowling Club Green and Shade Upgrade project, and the Millars Well Change Rooms project.

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**OFFICER'S RECOMMENDATION**

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE the Community Sporting and Recreation Facilities Fund application in the priority order outlined in the table below:

<b>Priority Ranking</b> 1 = Highest 2 = Lowest	<b>Project</b>	<b>Funding Requested</b>
<b>1</b>	<b>Karratha Bowling Club Green and Shade Upgrade</b>	<b>\$305,426</b>
<b>2</b>	<b>Millar's Well Change Room Project</b>	<b>\$535,600</b>



**10.3 COMMUNITY INFRASTRUCTURE AND SERVICES PARTNERSHIP REVIEW**

<b>File No:</b>	<b>CM.60</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Partnership Manager</b>
<b>Date of Report:</b>	<b>24 August 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Community Infrastructure and Services Partnership Independent Review Final Report Executive Summary (Full Final Report is available on request due to its size)</b>

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**PURPOSE**

For Council to consider the independent review report of the Community Infrastructure and Services Partnership with Rio Tinto.

**BACKGROUND**

In June 2012, the City of Karratha and Rio Tinto entered into a Memorandum of Understanding (MOU), forming the five year Community Infrastructure and Services Partnership. The purpose of the Partnership is to increase the liveability of the towns in which Rio Tinto operate and contribute to the attraction and retention of people to the area to stay, live, work and play.

Clause 10.2 of the MOU requires that an independent review of the Partnership be undertaken every two years of its life, and accordingly, officers undertook a Request for Quotation (RFQ) exercise to attract a suitable consultant. CCS Strategic was deemed successful and was appointed to undertake the review.

The Reviewer was required to evaluate the performance of the Partnership during its first two years, and also provide recommendations on operations, systems and relationships for the balance of the Partnership term, and potentially beyond.

Methodology

The Reviewer applied the following four stage approach to the review (further detail regarding the methodology can be found at Item 2 of the Final Report):

## 1. Establish an Evaluation Framework

Based on the four stage Australian Business Excellence Framework (Approach, Deployment, Results and Improvement) a comprehensive literature review was undertaken, seeking evidence of:

- a) Strategic context of the MOU against Council Strategic Plans;
- b) Agreed Partnership outcomes, outputs and structure;
- c) Results, progress evaluation and recommendations; and
- d) Development and implementation of structures, processes and governance.

## 2. Undertake Stakeholder Engagement

The Reviewer interviewed representatives from both the City of Karratha and Rio Tinto to verify the literature review findings and obtain other relevant insights. Both parties independently consider the Partnership a success and a summary of comments can be found in section 4 of the Final Report.

## 3. Conduct a Governance Effectiveness Audit

Evidence was sought to confirm/verify the following:

- a) Forming and development of governance framework
- b) Interface with City of Karratha governance processes
- c) Obligations of the Parties

## 4. Analysis and Reporting

The analysis and subsequent Final Report details the Reviewer's assessment of the following:

- a) Outcomes – the longer term effects affecting the wider population.
- b) Results – the direct and immediate effects brought about by the MOU and its programs.
- c) Outputs – the quantitative level of activity.
- d) Stakeholder and Community Impact – the immediate and longer term effects on these groups which may be knowledge, skills development, involvement etc.
- e) Efficiency of systems and processes – assessment of how inputs are translated into outputs.
- f) Workload – the volume of outputs needing to be delivered at any one time.
- g) Compliance – against the MOU and associated Funding Agreements.

### Successes and Challenges

The Reviewer acknowledged a number of successes since the Partnership's inception including the delivery of the Karratha Leisureplex and Roebourne Districts SES facilities, annual events, local medical services increasing GP hours and the successful Ranger and Aboriginal Trainee Ranger program. The level of leveraging achieved for Partnership initiatives was also highlighted, with approximately 70% of Partnership outputs funded by third parties.

Challenges were also identified. A significant point to be noted is that the Partnership was initiated at a time when the state and the region in particular, was experiencing boom conditions. The report notes further that economic conditions have altered dramatically in the past 12 months and this change of circumstances will certainly influence the appetite and capacity for program funding going forward, at least until conditions revert to a more favourable and stable outlook.

The possibility for strategic misalignment at senior levels within the parties was also identified as a challenge, evidenced by the experience of the Dampier Community Hub operational funding negotiations. With senior personnel changes within Rio Tinto, there has been a loss of Partnership history and a somewhat diminished understanding of the value of the relationships that have evolved over time.

### Recommendations and Report Summary

The Final Report offers several recommendations which are currently under consideration by the Partnership Governing Committee. The key points are summarised as follows:

1. The parties should seek to reaffirm their commitment and seek to establish a new Partnership Agreement for a further term as soon as possible, ideally before the expiry of the current agreement in mid-2017.



2. The parties should seek to agree on the broad objectives of the MOU, ideally with indicative funds allocation, aligned with the 3 principles of community development (Infrastructure Development, Place/Community Activation and Service Provision.)
3. Explore potential for greater involvement of Rio Tinto in-kind support and service provision.
4. Seek to develop a greater level of autonomy in decision making at the Partnership Governing Committee level, streamlining Rio Tinto decision making hierarchy.
5. Simplify governance arrangements, acknowledging that the implementation of agreed projects rests primarily with the City.

Once the Partnership Governing Committee have considered the recommendations and agreed on the next phase of the Partnership, a further report will be provided to Council for consideration.

Overall, the Reviewer considers that the Partnership has largely delivered as intended, as evidenced in the Final Report conclusion:

“It is evident that considerable time, resources and commitment have been contributed towards building the Partnership itself, the Partnership Operating Unit and delivering the projects and programs through the City’s structures and processes.

Overall, when viewing the results presented in the Partnership Annual Reports, the objectives, structures, obligations, evaluation and promotion requirements identified in the Memorandum of Understanding have been complied with and met.

The Partnership has all the building blocks in place for delivering the desired outcomes, starting from the Partnership MOU through to governance structures, functioning committees, supported by guiding documents (e.g. Funding Agreements), together with reporting mechanisms and promotion. There is a perception that much more can be achieved as the relationship strengthens and grows and there is an opportunity to refine and streamline the governance structure.

Reporting and monitoring mechanisms are in place and evident in regular reporting as the project moves through the realisation framework steps. From the Annual Reports it was evident that significant work is being undertaken in delivering programs and services.”

#### **LEVEL OF SIGNIFICANCE**

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

#### **COUNCILLOR/OFFICER CONSULTATION**

The City’s Executive Management Team was engaged as part of the review. Rio Tinto’s nominated representatives were also consulted and provided comment.

#### **COMMUNITY CONSULTATION**

No community consultation is required.

#### **STATUTORY IMPLICATIONS**

This matter is in accordance with Section 3.18 of the *Local Government Act 1995*.

#### **POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

The current five year Community Infrastructure and Services Partnership provides a funding commitment from Rio Tinto of approximately \$55M.

**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 2015-2016 provides for this activity:

- Our Program:           1.d.2.2                   Develop and implement strategic partnerships that assist in the provision of community infrastructure and service delivery.
- Our Services:         1.d.2.2.1                   Implement, evaluate and report on Rio Tinto Partnership agreements.

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be Low to the City in terms of its reputation and financial exposure.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

From time to time Council receives reports from independent parties assessing various Council services and programs.

**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 Final Report as tabled and instruct Officers as follows:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**CONCLUSION**

The independent review of the Community Infrastructure and Services Partnership conducted by CCS Strategic has determined that overall, the Partnership is considered to be successful and suggests that among other recommendations, that a new Partnership agreement be pursued with Rio Tinto for the longer term. Senior City staff will continue to work with their Rio Tinto counterparts to progress that recommendations contained in the Final Report.

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**OFFICER’S RECOMMENDATION**

That Council by SIMPLE Majority pursuant to Section 3.18 the *Local Government Act 1995* RESOLVES to RECEIVE the Community Infrastructure and Services Independent Review Final Report.

#### 10.4 REVIEW OF ANNUAL COMMUNITY ASSOCIATION GRANT SCHEMES (ACADS & EX-GRATIA)

<b>File No:</b>	<b>GS.41</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Acting Manager Community and Engagement</b>
<b>Date of Report:</b>	<b>24 August 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Table - Financial Support to Communities</b>

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#### PURPOSE

For Council to consider the future direction/allocation for the Annual Community Association Development Scheme (ACADS) and Ex-Gratia Funding.

#### BACKGROUND

In recognition of the important role that community associations play and their ability to forge communities through a variety of events and projects, Council has committed to the provision of support and assistance through the two Annual Community Association Grant Schemes (Policy CS19):

1. Annual Community Association Development Scheme (ACADS); and
2. Ex-Gratia payments received from Rio Tinto for the Birra Birra and Kangaroo Hill camps.

Both Schemes (ACADS and Ex-Gratia) encourage the community associations to apply for funding for projects that:

- create aesthetically attractive and vibrant towns;
- facilitate inclusive and engaged communities;
- build capacity, capability and partnerships across the community;
- encourage the building of stable and diverse communities;
- provide a range of appropriate facilities that reflect the demography of the communities;
- can be completed within twelve (12) months; and
- demonstrate the community associations capacity to deliver the project outcomes.

#### ***Annual Community Association Development Scheme (ACADS)***

In September 2010, Council resolved to allocate up to \$100,000 ex GST to the community associations of Dampier (DCA), Point Samson (PSCA), Wickham (WCA), Karratha (KCA) and the Roebourne Advisory Group (RAG). Since the inception of ACADS, Council has resolved to allocate \$500,000 ex GST per financial year through the annual budget process to support the community associations.

#### ***Birra Birra & Kangaroo Hill Ex-Gratia Funding Scheme (Ex-Gratia)***

This scheme offers financial support to the towns of Point Samson, Wickham and Roebourne (Birra Birra) and Dampier (Kangaroo Hill). In July 2008 Rio Tinto and City of Karratha signed an agreement that sought to coordinate and deliver strategic infrastructure and high quality community programs, events and/or services which provide direct benefit to their community.

An ex-gratia payment of \$250 per bed allocated for the Cape Lambert (Birra Birra) Camp and a fixed amount for the Kangaroo Hill camp is received from Rio Tinto.

Both ACADS and Ex-Gratia Schemes are currently well funded community programs when compared against other LGA's throughout Australia.

In November 2014, Council resolved (as per resolution #152994) to support the intended removal of Kangaroo Hill Camp. This decision will result in \$0 being available to Dampier Community Association through Ex-Gratia funding from the 2016/17 financial year. The Birra Birra Ex-Gratia Funding amount fluctuates from year to year with the recent trend decreasing in amount over the past 3 years. The contribution is distributed to community associations based on the following proportions:

- Wickham – 50%
- Roebourne – 25%
- Point Samson – 25%

In addition to the Annual Community Association Grant Schemes the City of Karratha offers Community Grants and Contributions Schemes (as per policy CS6) to community, sporting, cultural, service groups and associations to provide financial assistance to foster high quality programs, community events, facilities and services that provide a return benefit to the City of Karratha community.

These schemes include:

1. Annual Community Grant Scheme (allocated budget for 2015/16 financial year - \$175,306); and
2. Quarterly Grant Scheme (allocated budget for 2015/16 financial year - \$140,000).

*\*It is noted Community Associations are eligible to apply for funding through the above mentioned schemes.*

Over the past four years 30% (\$1,579,663 ex GST) of the ACADS and Ex-Gratia funding was allocated to community events with approximately 70% toward infrastructure and minimal administration costs.

The table below provides an overview of the total funds (from 2010/11 financial year to 2015/16 financial year) allocated to each community association through the Annual Community Association Grant Schemes and the amount allocated to events:

<b>Community Association</b>	<b>Budget Allocation (2010/11 FY – 2015/16 FY)</b>	<b>Amount allocated to events</b>
Dampier	\$1,200,000	\$301,568 (25%)
Point Samson	\$1,100,250	\$115,000 (10%)
Karratha	\$298,875	\$106,952 (36%)
Roebourne	\$1,100,250	\$173,084 (16%)
Wickham	\$1,600,500	\$883,059 (55%)
<b>TOTAL</b>	<b>\$5,299,875</b>	<b>\$1,579,663 (30%)</b>

Officers have reviewed the current funding allocations and noted there is a significant amount of funding placed in reserve accounts. These funds are allocated to identified infrastructure projects however Officers are awaiting formal documentation including project plans, risk management, quotes and relevant approvals for these projects. The table below is a summary of funds (ACADS and Ex-Gratia combined) still to be expended by Community Associations:

<b>Community Association</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>TOTAL</b>
Dampier	\$93,648	\$120,549	\$143,666	\$100,000	\$457,863
Karratha	-	-	-	\$100,000	\$100,000
Roebourne	-	-	\$85,471	\$51,250	\$136,721
Wickham	-	\$28,624	\$0	\$100,000	\$128,624
Point Samson	\$125,000	\$225,000	\$171,500	\$146,250	\$667,750
<b>TOTAL</b>					<b>\$1,490,958</b>

Officers have encountered the following concerns / issues from Community Associations when delivering outcomes from the funding schemes:

- Volunteer based organisations with limited capacity to manage the scale of the projects;
- Large scale technical design and project management requirements;
- Limited specialised knowledge and expertise to manage significant funds;
- Governance process during acquittal of funds. Has been problematic for some NFP organisations;
- Challenges associated with land ownership and approvals;
- Liability and risk management for the infrastructure projects;
- Ownership and ongoing maintenance of the infrastructure projects;
- Limited funding from alternative bodies;
- Community Associations, KCA in particular have requested that funds be redirected to Council projects such as the Yaburara Heritage Trail, Karratha Foreshore Management Plan and to the Annual Community Grant Scheme;
- Historically Officers essentially project managing the funds for the Roebourne Advisory Group; and
- Roebourne Advisory Group have committed funds towards the Roebourne skate park project and towards a playground to be built in Roebourne;
- Linkage of projects to Council priorities as considered in Strategic Community Plan and Long Term Financial Plan.

It is noted City of Karratha Strategic Projects Team are currently providing guidance to the Point Samson Community Association in relation to Historical Jetty Restoration Project (Viewing Platform). This is a large scale infrastructure project, Point Samson Community Association have advised they do not have experience in managing such projects and require ongoing support from the City of Karratha.

Over the past four years the City of Karratha has increased the level of investment in town beautification projects including footpaths, roads, town entry statements, interpretative signage, track and trails, playgrounds, shade structures and facilities. The City of Karratha has also increased the service levels in both Dampier and Wickham. The above information demonstrates a significant increase in Council's commitment to improve service delivery models across all towns.

Officers have undertaken the review of the funding schemes and based on the above information, consultation across the 5 Community Associations and their experiences since 2010 provide the following recommendations for Council consideration.

### **ACADS**

Council consider reducing the amount of funding available through the Annual Community Association Development Scheme by 50% to encourage Community Associations to become self-sufficient and deliver community events that are sustainable into the future. ACADS allocations to be capped at \$50,000 with funds being utilised for local events and administration costs only.

**Ex-Gratia**

Council adopt a **Participatory Budget Allocation Model** to allocate Ex-Gratia funding to projects which align with the priority areas of Council in eligible towns. A Participatory Budget Allocation Model would involve Council presenting proposed infrastructure projects in eligible towns to allow community members to consider the preferred options to allocate the Ex-Gratia Funds for the up and coming financial year. Proposed projects may be identified through the Long Term Financial Plan, City of Karratha Foreshore Management Plans, Local Planning Strategies, Beautification Projects and / or other adopted plans.

This model would reduce the amount of funds being placed in reserve, allow all community members to be involved in Council decision making and ensure infrastructure projects are managed by qualified and experienced staff to allow for projects to be completed within the allocated financial year.

**LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of social issues, economic issues, cultural & wellbeing issues and parties affected Council's ability to perform its role.

**COUNCILLOR/OFFICER CONSULTATION**

All relevant Officers have been provided with an opportunity to review and provide feedback regarding the future direction of the Annual Community Association Grant Schemes (ACADS and Ex-Gratia).

**COMMUNITY CONSULTATION**

Officers have undertaken the review of the funding schemes and based on the above information, and their experiences since 2010 provide the following recommendations for Council consideration.

The proposed recommendations are for implementation in the 2016/17 financial year to encourage Community Associations to become self-sufficient and sustainable into the future.

The recommendation to implement Participatory Budget Allocation Model is aimed to encourage community involvement and engagement in planning and prioritising of infrastructure projects.

Officers suggest further consultation be conducted with all stakeholders regarding the future direction of the ACADS and Ex-Gratia funding schemes. Officers suggest that Council consider feedback from the consultation period prior to formerly changing policy CS-19.

**STATUTORY IMPLICATIONS**

Section 3.18 of the *Local Government Act 1995*.

**POLICY IMPLICATIONS**

Dependant on Council resolution, Policy CS19 Annual Community Association Grant Schemes and associated internal guidelines will need to be modified to reflect the changes.

**FINANCIAL IMPLICATIONS**

Council endorsed \$500,000 ex GST through the 2015/16 annual budget process for ACADS.

Should Council endorse the Officers recommendation, ACADS funding would be reduced to to \$50,000 per Association per financial year. This would reduce the amount requested through the annual budget process by \$250,000 for the 2016/17 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 2015-2016 provided for this activity:

Our Program:	4.c.2	Focus on continuously improving systems processes and best practice in service delivery to the community.
Our Services:	4.c.2.3	Develop and/or review Council policies, procedures and processes.

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be moderate to the City in terms of financial, service, interruption and reputation.

Consideration may need to be given to budgetary implications resulting in incomplete projects, as outlined in the above table which provides an overview of amount of funds currently in reserve. These funds are allocated to identified infrastructure projects however Officers are awaiting formal documentation including project plans, risk management, quotes and relevant approvals for these projects.

If Community Associations experience difficulty in expending the allocated funds, Council may need to consider reallocation of the funding to alternative projects or redirect funds into the municipal budget process.

**IMPACT ON CAPACITY**

Should the Officer's recommendation be endorsed, the Community Development Team would be responsible for the implementation of the Participatory Budget Allocation Model for the Ex-Gratia funding. Relevant departments would be consulted to identify appropriate projects that align with Council's priority areas to present to eligible towns for community members to consider and make recommendations to Council. Given these projects will already be identified as priority areas there will be no impact on capacity, this model would increase the funding available to complete the identified projects.

There would be no additional impact on capacity in relation to the Annual Community Association Development Scheme, Officers would encourage Community Associations to become self-sufficient and deliver community events that are sustainable into the future.

**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. MAINTAIN the current budget allocation for the Annual Community Association Development Scheme for the 2016/17 financial year of up to \$100,000 ex GST per Community Association (total \$500,000 ex GST); and
2. MAINTAIN the current budget allocation for Ex-Gratia Funding based on the Cape Lambert (Birra Birra) Camp of \$250 per bed allocation and distributed to Community Associations as per Policy CS.19:
  - a) Wickham – 50%
  - b) Roebourne – 25%
  - c) Point Samson – 25%

Option 3

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

1. MAINTAIN the current budget allocation for the Annual Community Association Development Scheme for the 2016/17 financial year of up to \$100,000 ex GST per Community Association (total \$500,000 ex GST); and
2. ENDORSE a Participatory Budget Allocation Model for the Ex-Gratia funding to align with Council’s direction for proposed infrastructure projects for eligible communities Roebourne, Wickham and Point Samson.

Option 4

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

- a) \_\_\_\_\_
- b) \_\_\_\_\_

**CONCLUSION**

Officers have reviewed the current Annual Community Association Grant Scheme and its operation since inception in 2010. Initially community associations delivered many projects within their community that were deemed as high priorities. However over the past few years projects have become harder to identify or more complex in nature resulting in greater pressure on volunteer organisations to deliver projects. There is currently \$1,490,958 ex GST (28% of allocated funding over five years) in reserve accounts. These funds are allocated to identified infrastructure projects however Officers are awaiting formal documentation including project plans, risk management, quotes and relevant approvals for these projects. Officers have concerns regarding the Community Associations capacity to deliver on identified projects due to the high level of expertise and project management required.

Officers recommend Council consider reducing the amount of funding available through the Annual Community Association Development Scheme by 50% to encourage Community Associations to become self-sufficient and deliver community events that are sustainable into the future. It is also recommended Council adopt a Participatory Budget Allocation Model to allocate Ex-Gratia funding to align with the priority areas of Council in eligible towns.



Officer's suggest further consultation be conducted with all stakeholders regarding the future direction of the ACADS and Ex-Gratia funding schemes. Officers suggest that Council consider feedback from the consultation period prior to formerly changing policy CS-19.

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**OFFICER'S RECOMMENDATION**

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

- 1. SUPPORT further stakeholder consultation regarding the proposed 50% reduction of allocated funding to Community Associations through the Annual Community Association Development Scheme commencing in 2016/17 financial year, noting Community Associations will be eligible to apply for up to \$50,000 ex GST per financial year for event management and community association administration costs only ;**
- 2. ADOPTION of a Participatory Budget Allocation Model for the Ex-Gratia funding to be allocated towards infrastructure projects that align with Council's strategic direction for eligible communities Wickham, Roebourne and Point Samson; and**
- 3. NOTE that a further report detailing the community consultation outcomes and any formal alternations to policy CS-19 will be brought back to Council for consideration.**



**10.5 COSSACK ART AWARD REVIEW**

<b>File No:</b>	<b>RC.25</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Events Coordinator</b>
<b>Date of Report:</b>	<b>21 August 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

**PURPOSE**

The purpose of this report is to seek clarity for the future direction of the Cossack Art Award (CAA).

**BACKGROUND**

The CAA has been staged since 1993, and during that time has developed into a well-regarded regional art prize, primarily due to its unique setting and rich prize money. The CAA has held the title of richest acquisitive regional art award for many years, currently offering \$109,000 in prize money across 12 categories/awards. This title has recently been claimed by the Port Hedland Art Award which was held in August 2015.

A historical snapshot:

	Number of Categories	Total Prize Money	Invited Artists	Total Works
2004	13	\$34,000	24	384
2008	14	\$76,000	10	263
2009	15	\$77,000	19	262
2010	15	\$77,000	17	273
2011	11	\$109,000	14	308
2012	11	\$109,000	31	294
2013	11	\$109,000	27	299
2014	12	\$109,000	23	328
2015	12	\$109,000	14	314

The CAA has reached an opportune point in its current form, consistently receiving capacity entries and is now limited in the way it can retain and attract sponsorship, receive media coverage, offer a unique experience for visitors and maintain or improve its reputation and standing against other regional art awards. While being a well-loved community event, with some profile amongst the wider arts community, structurally the CAA is a hybrid between a community regional art prize and a national art prize.

The hybrid nature of the event is primarily demonstrated in the following aspects of CAA:

- High number of categories;
- Salon style exhibition;
- Significant prize money offered (albeit across 12 categories), with no prize money reaching national recognition quantity standard;
- No preselection for artwork;

- Artists can't win multiple categories; and
- Exhibiting professional artists work alongside amateur artists work.

The existence of these aspects of the CAA have come about over the 23 years of the Award as it's grown and changed without a clear categorisation or strategy for the Award being articulated as either a:

- a) National regional art award showcasing professional artworks; or
- b) Community regional art prize showcasing semi-professional, amateur and 'mum & dad' artists.

Council are asked to consider the following three options for the future direction of the Award. Should Council wish to pursue Option 2 or 3, Officers will undertake the relevant consultation, developing a detailed plan for the transition to be brought to Council for endorsement at the December 2015 Ordinary Council meeting. This plan will include detail on operational implications, sponsorship implications, budget and financial implications, community impacts and tourism, marketing and economic outcomes. It is intended that any new direction will be implemented from the 2017 Cossack Art Award.

#### Options

1. Maintain Status Quo.
  - a) Minor operational changes year to year to ensure efficiencies where possible.
  - b) Alterations to categories to maintain an acceptable level of entries where required.
2. Position Cossack Art Award as a Community Regional Art Prize
  - a) Remove categories that are linked to attracting non local and professional artists to be determined through consultation. Potential to reduce category numbers by 2-5.
  - b) Reorganise/rename categories to ensure a local community focus.
  - c) Reallocation of existing prize money in line with reorganised categories.
  - d) Market and promote the Award within the local/regional/state media only – no national focus.
  - e) Use state based arts workers for judging, hosting and curation/install.
3. Position Cossack Art Award as a National Regional Art Prize
  - a) One Major Award is afforded. Significantly reduced number of categories sit underneath that supports regional focus; eligible for a small cash prize.
  - b) Major Award prize pool capped at \$50,000 - \$70,000 which puts the event in equal standing to the WA Fremantle Print Prize, the Black Swan Prize and the Bankwest Art Prize.
  - c) Entries for the major award are subject to pre-selection with 50-70 pieces accepted and exhibited.
  - d) A public program and community exhibition showcasing local amateur artists is maintained as important aspect of the Cossack Art Awards, however entrants are not eligible to win the Cossack Art Prize.

The following table details the SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis, or pros and cons, of each of the above three options.

**Swot Analysis**

	STATUS QUO	COMMUNITY	NATIONAL
Strengths	<ul style="list-style-type: none"> <li>• Event is known and loved by the community.</li> <li>• Opportunity for everyone to participate.</li> <li>• Opportunity for everyone who is exhibited to win an award.</li> <li>• Opportunity for amateur artists to have their work critique by leading industry judges.</li> <li>• Uniqueness of the Cossack setting.</li> </ul>	<ul style="list-style-type: none"> <li>• Retains original ethos of event which was to offer an opportunity for local artists to exhibit their work.</li> <li>• Prize money and investment is retained in local community.</li> </ul>	<ul style="list-style-type: none"> <li>• Clear direction of the CAA position and where it sits alongside other art prizes.</li> <li>• Marketing and saleability of the region on the back of nationally regarded Art Prize.</li> <li>• Improved reputation of profile of the Award</li> </ul>
Weaknesses	<ul style="list-style-type: none"> <li>• No clear direction of how the CAA is positioned against other art prizes.</li> <li>• Inability to exhibit artworks in a professional manner due to high volume and lack of pre-selection.</li> <li>• Professional art sitting alongside amateur art.</li> </ul>	<ul style="list-style-type: none"> <li>• Will be seen as a reduction in the event and a lowering of the overall prestige of the event.</li> <li>• Overall number of entries will drop. Greater percentage of entrants are from outside the region.</li> </ul>	<ul style="list-style-type: none"> <li>• Risk of losing community support.</li> <li>• Risk of not achieving the profile and status resulting in Cossack Art Award positioned at the lower end of awards on offer.</li> </ul>
Opportunities	<ul style="list-style-type: none"> <li>• Focus can be directed to the further development and refinement of the public program which sits alongside the exhibition.</li> </ul>	<ul style="list-style-type: none"> <li>• Provides a better opportunity for community/locals to win the art prizes.</li> <li>• Growth and development of Public Program with strong engagement from community.</li> </ul>	<ul style="list-style-type: none"> <li>• Highlight regional focus on landscapes and indigenous art through the sub categories of the award.</li> <li>• Make Cossack nationally recognisable in the same way as Stawell is recognised off the back of the Gift.</li> <li>• Creation of tourism/destination products that package landscapes, cultural experiences and art.</li> </ul>
Threats	<ul style="list-style-type: none"> <li>• Diminished reputation and profile due to stagnation of program development.</li> <li>• Suitability of the Cossack buildings due to lack of maintenance and continued deterioration.</li> <li>• Access to Cossack buildings under lease arrangements.</li> </ul>	<ul style="list-style-type: none"> <li>• Suitability of the Cossack buildings due to lack of maintenance and continued deterioration.</li> <li>• If event is perceived as diminishing, community may become disengaged and discontinue their participation.</li> <li>• Risk of the same artists entering year after year due to a lack of new and emerging artists within the region.</li> <li>• Access to Cossack buildings under lease arrangements.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to secure sponsors.</li> <li>• Community perceiving the Award as becoming elitist and disengaging in exhibition but also public programs.</li> <li>• Suitability of the Cossack buildings for exhibiting professional works.</li> <li>• Access to Cossack buildings under lease arrangements.</li> </ul>

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place between Officers in relation to the impact on the current Events & Festivals Business Plan and the Rio Tinto Partnership.

Officer’s recommendation to move towards a national art prize is based on the opportunities and strengths outlined with the SWOT analysis. Officers also suggest the Cossack Art Awards is the closest event within the City to achieving ‘iconic’ status, and further refinement of the art awards will assist in developing its status. Should Council wish to move towards a community based event, Officers believe this would still be a positive outcome, as the event is in need of clear direction.

Officers believe if the Cossack Art Awards is maintained at status quo the event would actually diminish over time as other regional art awards are surpassing the Cossack event in both quality and prize money.

**COMMUNITY CONSULTATION**

Consultation has occurred with industry stakeholders in relation to the positioning of the Cossack Art Award within the Australian art award program and has informed the framework of the options presented.

A full program of consultation with the community, local and national artists, curators, judges who have been involved with the Award will be undertaken as part of the development of the plan for change.

Consultation will also occur with each of the Award sponsors to assess their interest in continued sponsorship within the new framework for the event.

**STATUTORY IMPLICATIONS**

This matter is in accordance with Section 3.18 of the *Local Government Act 1995*.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There will be a range of financial implications should Council endorse the recommendation to change the Award to national prize.

However until consultation with sponsors has occurred and finalisation of the number of categories, entry fees and sales process is done as part of the development of a five year plan, the exact cost impacts cannot be nominated.

**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 2015-2016 provides for this activity:

- |               |           |   |
|---------------|-----------|---|
| Our Program:  | 1.f.4.3   | Encourage community engagement  |
| Our Services: | 1.f.4.3.1 | Deliver an arts and culture program through a range of events and activities. |

**RISK MANAGEMENT CONSIDERATIONS**

Risks associated with this report are detailed within the SWOT analysis in the Background section of this report.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

The Events & Festivals Team regularly review City to ensure sustainability, refocus direction and ensure strategic fit is maintained and outcomes aligned with Council.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.19 of the *Local Government Act 1995* RESOLVES to MAINTAIN status quo.

**CONCLUSION**

Officers seek advice from Council on the future direction of the Cossack Art Award to inform planning and budget. Officers have outlined the three most viable options for consideration and seek Council's endorsement to pursue Option 3 and undertake consultation across a broad range of stakeholders to establish the impacts across sponsorship, industry and community with recommendations to be presented to Council at the December Ordinary Council Meeting.

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**OFFICER'S RECOMMENDATION**

**That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to DEVELOP a plan to position the Cossack Art Award as a national regional art prize (as presented in this report), for future consideration by Council.**





## 11 DEVELOPMENT SERVICES

### 11.1 PROPOSED REZONING OF WICKHAM HOSPITAL SITE FROM ‘PUBLIC PURPOSE – HEALTH’ AND ‘PARKS, RECREATION AND DRAINAGE’ TO ‘TOWN CENTRE’

<b>File No:</b>	<b>AMD41</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Principal Statutory Planner</b>
<b>Date of Report:</b>	<b>4 September 2015</b>
<b>Applicant/Proponent:</b>	<b>Whelans/LandCorp</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<ol style="list-style-type: none"> <li><b>1. Location plan</b></li> <li><b>2. Proposed Scheme Amendment Zoning Map</b></li> </ol>

#### PURPOSE

For Council to consider a recommendation to initiate a Scheme Amendment to rezone the Wickham Hospital site from ‘Public Purpose – Health’ and ‘Parks, Recreation and Drainage’ to the ‘Town Centre’ zone in the City’s Town Planning Scheme No. 8 (TPS8).

#### BACKGROUND

The Wickham Hospital is located on Lot 362 (Crown Reserve 46194) Wickham Drive, Wickham. The land is reserved for the purpose of Hospital and Allied Purposes and is under a Management Order to the Department of Health. The site has an area of 5.651 ha. The lot has street frontage to Wickham Drive along the northern boundary and Carse Street/Mulga Way on the eastern boundary. A drainage reserve adjoins the western boundary and the Wickham Recreation reserve adjoins the southern boundary. The hospital building has been constructed towards the centre of the site. The main access is from Mulga Way via constructed internal two-way sealed road.

The balance of the site is relatively undeveloped aside from the following other improvements:

- an underground service tunnel runs beneath the hospital building;
- a drainage swale is located parallel to the eastern property boundary which integrates into the broader Wickham drainage network; and
- an underground sewer line also runs across the site on the eastern side of the property.

Significant damage was caused to the Hospital building during Cyclone Christine in 2013. A condition report was completed shortly after which determined the age of the building and damage caused meant it would be cost prohibitive to undertake remedial works required to permit continued operation as a hospital.

The WA Department of Health has determined the Wickham Hospital site is a redundant asset capable of disposal. It is now planned to transfer the land to a Freehold lot so it can be sold on the open market. The proposed Scheme Amendment seeks to rezone the land to permit alternative land uses.

The Pilbara Planning and Infrastructure Framework does not indicate the requirement to accommodate a new hospital development in Wickham. Retaining the site to accommodate a future hospital development is therefore not necessary.

The rezoning will allow alternative land uses and development of the site to occur. The Wickham Town Centre Revitalisation Plan, which is a part of the Wickham Structure Plan was noted by Council at its February 2011 Ordinary Council Meeting ‘as the basis of further discussion, guiding strategic plans for the future development planning and expansion of the Wickham Townsite’ (Resolution 151513). The Revitalisation Plan identifies the site as being part of the ‘Town Centre area’. The Revitalisation Plan identifies possible uses for the site including medical suites/ offices, retail, residential and transient workforce accommodation. Under a Town Centre zoning Industrial land uses are not permitted by TPS8. Many of the defined land uses listed in the TPS8 zoning table relating to commercial, residential and community uses could be permitted following assessment of applications for planning approval. As the uses that could be approved is very broad under the Town Centre zoning, any assessment would have to consider the Wickham Structure Plan, Revitalisation Plan and as outlined below any development plan adopted for the site and the appropriate land uses recommended in these documents.

Due to the important location and size of the site, it is recommended Council require the preparation of a Development Plan over the land prior to any development being approved. This can be achieved at a later date once the land is rezoned pursuant to Clause 6.6.2 of TPS8:

*Council may prepare, or require to be prepared, a Development Plan prior to considering a planning application on land within the Town Centre, Commercial, Tourism, Mixed Business and City Centre zones. The provisions of clause 7.2 apply in relation to the preparation, advertising, adoption, endorsement and implementation of any such Development Plan.*

Preparing a Development Plan will ensure Council has a more detailed opportunity to consider appropriate land uses on the site having regard to the Wickham Revitalisation Masterplan. It will also provide sufficient opportunity for Council to consider more detailed technical matters relevant to development including:

- integration into the surrounding movement network (roads and pedestrian movement)
- servicing/ infrastructure requirements
- drainage and stormwater management
- soils and contamination
- built form/ design
- public open space.

Site investigations undertaken to date to determine the suitability of the site for redevelopment have identified the following considerations:

- Some filling of the site will be required to service any future development and manage stormwater run-off;
- Access to the site would likely be from Mulga Way subject to appropriate intersection design;
- There are opportunities to improve the legibility of the existing road network (i.e. potential for a connection through to Rosewood Place on the other side of the drainage reserve)
- The site could be serviced subject to detailed discussions with relevant service providers (Rio Tinto, Water Corporation, Telstra);
- there are no known Aboriginal or European heritage sites;
- Some contamination may exist on the site, being associated with the historical land use and existing buildings on the site.

A concept plan has been prepared by the proponent and is included in the draft Scheme Amendment document. This concept plan has no status and more work is required before any such concept plan would be presented to Council for adoption as a guide to future subdivision and development of the site. It is recommended that the concept plan be removed from the draft Scheme Amendment document and that any site planning be formalised via a Development Plan that will be required to be adopted by Council prior to any subdivision or development of the site.

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of medium significance in terms of social, economic and environmental issues as they pertain to the town of Wickham.

#### **COUNCILLOR/OFFICER CONSULTATION**

The applicant undertook initial consultation with City officers to inform them of the proposal prior to lodgement of the proposed Scheme Amendment. Internal consultation has also occurred with Technical Services regarding parameters for future development of the site.

#### **COMMUNITY CONSULTATION**

Community and agency consultation is required once Council initiates a Scheme Amendment in accordance with Regulation 15 of the *Town Planning Regulations 1967*.

#### **STATUTORY IMPLICATIONS**

Should Council resolve to initiate the amendment, it will be required by Section 81 of the *Planning and Development Act 2005* to refer the amendment to the EPA for its consideration under Section 48A of the *Environmental Protection Act 1986*. Once Council has received advice from the EPA, it can advertise the amendment in accordance with regulation 15 of the *Town Planning Regulations 1967*.

Once the 42-day public submission period has ended, Council is obliged to consider the amendment in light of any submissions received (regulation 17) and to resolve to either adopt the amendment, modify it or to not proceed. The amendment is then forwarded to the Western Australian Planning Commission together with details of the submissions received and Council's recommendation on the amendment (regulation 18). The Commission will then consider its recommendation to the Hon. Minister for Planning and Infrastructure, who is responsible for final approval or refusal of the amendment.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

The City will charge the applicant a fee for service for processing this Scheme Amendment in accordance with the *Planning Regulations 2009*.

#### **STRATEGIC IMPLICATIONS**

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

Our Program:	2.b.1.1	Identify demand for industrial, residential, community and commercial purposes and facilitate development of land for industrial, residential, community and commercial purposes
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**RISK MANAGEMENT CONSIDERATIONS**

There are no risk management considerations applicable.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

There are no relevant precedents related to this rezoning specifically however, the City's Planning Services regularly undertakes the process of Scheme Amendments in accordance with *Planning and Development Act 2005*.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That the Council by SIMPLE Majority, pursuant to Part 5 of the *Planning and Development Act 2005*, RESOLVE not to initiate Amendment No.41 to Town Planning Scheme No 8.

**CONCLUSION**

The Wickham Hospital is a redundant asset on a large piece of land located centrally within the Wickham Townsite. The site is identified within the Wickham Townsite Structure Plan and Town Centre Revitalisation Plan as an important site which could possibly be redeveloped for a range of uses to enhance, and create a diverse, town centre, including medical, commercial, medium/high density residential and accommodation appropriate to a town centre for workers employed on a FIFO arrangement (operational workforce).

Rezoning the land to Town Centre and the subsequent sale of the land will encourage further investment into Wickham and encourage local economic diversification which is consistent with the objectives for the Wickham Precinct in TPS8. Without the rezoning, the land may not sell and the site may remain vacant/unavailable to encourage new development in the townsite.

The design of and future development, nature of land uses and technical issues regarding development of the land parcel can be considered through a requirement to prepare a Development Plan in accordance with relevant provisions of TPS8.

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**OFFICER'S RECOMMENDATION**

1. That Council by SIMPLE Majority pursuant to Section 75 of the *Planning and Development Act 2005* RESOLVES to:
  - a) INITIATE a Scheme Amendment to the Shire of Roebourne Town Planning Scheme No.8 by reclassifying Lot 362 (Reserve 46194) Wickham Drive, Wickham from 'Public Purposes – Health' and 'Parks, Recreation and Drainage' to 'Town Centre' and amending the Scheme Map accordingly;
  - b) NUMBER the proposed Scheme Amendment, 'No.41', to the Shire of Roebourne Town Planning Scheme No.8;
  - c) AUTHORISE the City of Karratha Mayor and Chief Executive Officer to execute three (3) copies of the Amendment Document in accordance with the *Town Planning Regulations 1967* (as amended);
  - d) FORWARD the scheme amendment to the Environmental Protection Authority for assessment in accordance with Section 81 of the *Planning and Development Act 2005* and the Western Australian Planning Commission for its information; and
  - e) ADVERTISE the scheme amendment in accordance with the *Town Planning Regulations 1967* if no environmental assessment is required.
2. That Council by SIMPLE Majority pursuant to Clause 6.6.2 of Town Planning Scheme No.8 RESOLVES to REQUIRE preparation of a Development Plan to guide future subdivision and development of the subject site.



## **11.2 REQUEST TO RELINQUISH MANAGEMENT ORDER OVER CROWN RESERVE 24573 AND SUPPORT ISSUE OF NEW MANAGEMENT ORDER TO THE MAWARNKARRA HEALTH SERVICE**

<b>File No:</b>	<b>LM15070</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Principal Statutory Planner</b>
<b>Date of Report:</b>	<b>4 September 2014</b>
<b>Applicant/Proponent:</b>	<b>Mawarnkarra Health Service</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Location Plan</b>

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### **PURPOSE**

For Council to consider a request from Mawarnkarra Health Service (Mawarnkarra) to obtain the Management Order over Crown Reserve 24573 (Lot 3000, No. 20 Sholl Street, Roebourne) from the City of Karratha to allow more efficient business management.

### **BACKGROUND**

The subject land is a reserve for the purpose of 'Community Health Centre'. The City of Karratha has the Management Order over the Reserve including the power to lease for any term not exceeding 21 years. The Mawarnkarra Health Service has a 'peppercorn' lease from the City of Karratha over the subject land for a 21-year period, ending in 2028. The lease is for the land only, with Mawarnkarra holding responsibility for all buildings/improvements.

The subject land is used by Mawarnkarra to provide primary care, mostly to aboriginal people. The buildings on the site were developed through funding secured by Mawarnkarra in 2003 from the Federal Government. Following discussions with the CEO of Mawarnkarra it has been conveyed that Mawarnkarra is a not for profit entity.

Mawarnkarra is seeking to obtain the Management Order over the subject land to provide greater security of tenure as it looks to make further capital improvements to the property. Discussions with funding bodies have suggested the existing form of tenure could make it difficult to award grants. The change in Management Order would also create the opportunity for Mawarnkarra to grant leases to other service providers who use the site.

The City is effectively a silent intermediary between the State and Mawarnkarra under the Management Order/lease arrangement as the management authority over the land. The transfer of the Management Order directly to Mawankarra will formally remove the City from having any responsibility associated with the site, improving opportunities for Mawarnkarra to access capital funding grants. It will also remove administrative issues associated with the use and development of the land by Mawarnkarra.

Should Council support the request, this will require Council to relinquish management and cancel the associated lease to Mawarnkarra. Mawarnkarra will be required to apply to Department of Lands (DoL) for the management order to be granted to them should the Council support this proposal. Mawarnkarra will have to meet various parameters required by the DoL before the DoL would grant the management authority to them.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Planning Services has consulted closely with Mawarnkarra to gain the relevant information required by the Department of Lands should Council support the revocation of the City's Management Order and granting of a replacement Management Order to Mawarnkarra.

Corporate Compliance officers were consulted in regard to consideration of any potential implications for the City in regard to revoking the management order and cancelling the lease with Mawarnkarra.

The request has been raised with the Executive Management Team and 'in principle' support was given to presenting the matter to Council.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

The revocation of the current Management Order will be required under Section 50(1)(a) of the *Land Administration Act 1997(LAA)*. The lease will also be required to be revoked in accordance with Section 50 of the LAA. This will allow the Management Order to Mawarnkarra Health Service to be granted under Section 46 of the LAA by the DoL.

The current lease between Mawarnkarra and the City under Section 34 – Special Conditions refers to Item 7 in the Schedule. Item 7 states:

*The lessor during the term shall use its best endeavours to cause the ownership of the land to be transferred to the lessee, on terms acceptable to the lessee, but in any event for a sum not to exceed the market value of the land...*

This part of the lease agreement would indicate that there was intention that the land could transfer to the ownership of Mawarnkarra at some time should this be pursued. It is considered that by supporting Mawarnkarra's proposal to become the management authority over this Reserve that Council would be acting in good faith with the lease terms and conditions.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

The revocation of the lease will only result in a loss of annual revenue to the City of \$1. There will be less administration for the City if management responsibility for the subject land is transferred to Mawarnkarra.



**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 2015-2016 provided for this activity:

Our Program:	4.a.1.1.1	Manage and maintain corporate lease records on arrangements in place for use of public property either owned or vested with the Shire and/or property owned privately but leased by the Shire.
Our Services:	4.a.1.1.1	Establish and maintain lease register.
Our Program:	3.a.1.3	Provide expert advice to Government Agencies regarding matters relating to lands including native vegetation, mining leases and land tenures.
Our Services:	3.a.1.3.1	Respond to requests for Shire position and provide information on crown land and related matters.

**RISK MANAGEMENT CONSIDERATIONS**

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**

Within the Townsite of Roebourne, as within the wider District, there are a number of Reserves with management authority to entities other than State Government Departments/agencies and/or Local Government (example: Ngarluma Aboriginal Corporation, St Johns Ambulance and the Roebourne Christian Fellowship).

**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 revoke the Management Order over Crown Reserve 24573.

**CONCLUSION**

Revoking the City's Management Order and replacing it with a Management Order in favour of Mawarnkarra Health Service will remove the City as an intermediary. This will simplify tenure, improve opportunities for Mawarnkarra to secure funding and enable Mawarnkarra to lease portions of their facility (under the terms of any Management Order granted to them) to other entities. The revocation of the Management Order will also remove any underlying responsibility the City currently has in relation to management of the site and would appear to be commensurate with terms and conditions of the current lease with Mawarnkarra.

It is recommended that Mawarnkarra's request be supported and that the Council request the City's Management Order be revoked and a new Management Order in favour of Mawarnkarra be established, and that the current Mawarnkarra lease be cancelled.

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**OFFICER'S RECOMMENDATION**

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

1. **REQUEST** the Department of Lands to revoke the current Management Order in favour of the City of Karratha under Section 50(1)(a) of the *Land Administration Act 1997* over Reserve 24573 (Lot 3000, (No.20) Sholl Street, Roebourne);
2. **SUPPORT** the Department of Lands granting Mawarnkarra Health Service a Management Order over Reserve 24573 (Lot 3000, (No.20) Sholl Street, Roebourne) with the power to lease for up to 21 years under Section 46 of the *Land Administration Act 1997* upon revocation of the City's Management Order; and
3. **REVOKE** the lease between Mawarnkarra Health Service and the City of Karratha in accordance with Section 50 of the *Land Administration Act 1997*, subject to the Department of Lands granting the revocation of the Management Order from the City of Karratha and placing the Management Order with the Mawarnkarra Health Service.

**11.3 REQUEST FOR LAND TRANSFERS FROM RIO TINTO TO THE CITY OF KARRATHA TO SUPPORT PLANS FOR THE HAMPTON HARBOUR BOAT AND SAILING CLUB MARINA**

<b>File No:</b>	<b>CM.60</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Manager Planning services</b>
<b>Date of Report:</b>	<b>4 September 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Marina concept plan over existing and proposed tenure</b>

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**PURPOSE**

For the Council to consider entering a sublease with Rio Tinto for Dampier foreshore land and seabed as an interim measure to requesting creation of a reserve under City management for the proposed Hampton Harbour Boat and Sailing Club (HHBSC) marina.

**BACKGROUND**

The HHBSC is progressing design and management planning of a proposed, non-cyclone rated marina adjacent to its club facilities. Significant progress is being made and this project looks promising.

At its 18 May 2015 OCM, Council resolved (Resolution No.153147) amongst other things to request Rio Tinto's priority consideration (to support the planned Hampton Harbour Boat and Sailing Club marina) to:

- a) Transfer the freehold title for the Hampton Harbour Boat and Sailing Club (Lot 361 on Diagram 65647, C/T Volume 1704 Folio 480) to the City of Karratha; and
- b) Progress excision of portion of Dampier foreshore Crown Lease 712/1966 over Lot 23 on Plan 241372 and portion of seabed Crown Lease 715/1966 over Lot 26 on Plan 241472 that accommodates the Club's existing lease and future marina requirements, and transfer of these areas to the City of Karratha as reserves under local government management with power to lease.

This resolution was conveyed to Rio Tinto via letter dated 15 June 2015. At a meeting with Rio Tinto representatives on 22 July 2015, it was indicated that it would take considerable time to obtain Rio Tinto agreement and Ministerial approval to excision of portions of Rio Tinto's foreshore and seabed leases in Dampier. The proposal for excision of seabed from Rio Tinto's Special Lease has not yet been considered by Rio Tinto. Representatives have advised that the request for excision will be considered but that the end result may be that a sublease is the only option considered acceptable to Rio Tinto for the seabed portion. It was indicated at the 22 July 2015 meeting that a sublease between Rio Tinto and the City of Karratha would likely be acceptable and that such a sublease could be entered relatively quickly. In relation to the transfer of the HHBSC freehold lot to the City, Rio Tinto's main concern is protecting continued operation of its adjoining Dampier waste water treatment

plant. It is likely that this concern can be addressed through the registration of an appropriately worded notification on title of the freehold lot.

The City will continue to pursue the preferred tenure of a City reserve over the relevant portion of foreshore and seabed, excised from Rio Tinto's Special Leases. For the purposes of placing this foreshore and seabed under City responsibility in the short term, however, it is recommended that Council advise Rio Tinto that it is prepared to enter a sublease over those portions as an interim measure, or in the event that a City managed reserve is not supported for the seabed portion.

A survey needs to be undertaken to accurately define the area subject of the sublease, and ultimately any reserve. The HHBSC has advised that seabed drilling will be undertaken to determine suitability of the seabed for required dredging. A Rio Tinto Approval Request will be required for these works, which will allow Rio Tinto to have input into the definition of the marina sublease area (bearing in mind the need to avoid existing infrastructure such as the sewer outfall pipeline). A survey to accurately define the sublease area will only be undertaken once the seabed drilling confirms the extent of dredging capability to accommodate the marina.

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of the asset that could potentially be transferred to the City.

#### **COUNCILLOR/OFFICER CONSULTATION**

Senior City officers have met on a number of occasions to consider how the marina proposal might be progressed and the potential role for the City.

#### **COMMUNITY CONSULTATION**

The HHBSC and Rio Tinto have been consulted regarding the recommendation presented below.

#### **STATUTORY IMPLICATIONS**

*Iron Ore (Hamersley Range) Agreement Act 1963*  
*Land Administration Act 1997 – Lease registration*  
*Local Government Act 1995 – Acquisition of assets*

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

A positive financial position would be realized by Council through acquiring strategic freehold land on the Dampier foreshore. The value of this acquisition is dependent on the terms of offer put forward by Rio Tinto should it favour transfer.

There would be incidental costs associated with the process of creating a sublease for the portions of foreshore and seabed subject of the marina proposal.

Any possible financial implications associated with establishment of the marina is a separate matter and would be reported separately to the Council should the club and marina land and seabed become the responsibility of the Council. The HHBSC currently maintains the facility and this could be expected to continue under City ownership, although the details of any such arrangements would need to be agreed between the City and the HHBSC.

**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 2015-2016 provided for this activity:

Our Program:	3.a.1.3	Provide expert advice to Government Agencies regarding matters relating to lands including native vegetation, mining leases and land tenures.
Our Services:	3.a.1.3.1	Respond to requests for City advice and provide information on Crown land, mining leases, environmental controls, encumbrances and related matters.

**RISK MANAGEMENT CONSIDERATIONS**

Any risks to the City in assuming responsibility for the land and seabed upon which the HHBSC exists and is proposed will be considered as part of preparing a lease agreement with the HHBSC.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council's resolution on this matter from 18 May 2015 OCM.

**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 ADVISE Rio Tinto that it is not prepared to enter a sublease over portion of Dampier foreshore Crown Lease 712/1966 (Lot 23 on Plan 241372) and portion of seabed Crown Lease 715/1966 (Lot 26 on Plan 241372) that accommodates the Hampton Harbour Boat and Sailing Club's existing lease and future marina as an interim measure to excision and creation of a City managed reserve.

**CONCLUSION**

Plans to build a marina at the Hampton Harbour Boat and Sailing Club are moving forward. Part of the plan is for the City to take on responsibility for the land and seabed over which the existing club facilities exist and proposed marina will be constructed. While Council resolved in May 2015 to seek transfer of the foreshore and seabed into a City managed reserve, indications are that it will take considerable time to obtain Rio Tinto agreement and Ministerial approval to excision of portions of Rio Tinto's foreshore and seabed Special Leases. Rio Tinto may not agree to a City managed reserve being excised from its seabed Special Lease. It is recommended that Rio Tinto be advised that Council is prepared to enter a sublease over portions of Rio Tinto foreshore and seabed Special Leases as an interim measure, or in the event that a City managed reserve is not supported for the seabed portion.

It is recommended that Council advise Rio Tinto that it would be prepared to have a notification registered against the freehold title over which the HHBSC clubhouse is situated to address Rio's concerns for the continued operation of its adjoining WWTP. It is also

recommended that the sublease area be surveyed only after seabed drilling confirms dredging capability to accommodate the marina.

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**OFFICER'S RECOMMENDATION**

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

- 1. Council is prepared to enter a sublease over portion of Dampier foreshore Crown Lease 712/1966 (Lot 23 on Plan 241372) and portion of seabed Crown Lease 715/1966 (Lot 26 on Plan 241372) that accommodates the Hampton Harbour Boat and Sailing Club's existing lease and future marina as an interim measure to excision and creation of a City managed reserve, or in the event that a City managed reserve is not supported for the seabed portion conditional upon the City being able to further sublease this area to Hampton Harbour Boat and Sailing Club;**
- 2. Council is also prepared to have a notification registered against the title of Lot 361 on Diagram 65647, C/T Volume 1704 Folio 480 to protect continued operation of Rio Tinto's adjoining Dampier waste water treatment plant as part of any freehold land transfer;**
- 3. A survey to accurately define the sublease area will be undertaken once seabed drilling (which will be subject of a Rio Tinto Approval Request from HHBSC) confirms the extent of dredging capability to accommodate the marina; and**
- 4. The City will be working with the Hampton Harbour Boat and Sailing Club to provide the necessary details to Rio Tinto and obtain the required approvals for the marina works.**

**11.4 LOCAL PLANNING POLICY REVIEW – DP11 TRANSPORTABLE BUILDINGS IN RESIDENTIAL AREAS**

<b>File No:</b>	<b>LPP11</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Principal Statutory Planner</b>
<b>Date of Report:</b>	<b>4 September 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Draft Revised DP11 – Transportable Buildings 2. Existing DP11 (Tracked Changes)</b>

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**PURPOSE**

For Council to consider recommended amendments to Local Planning Policy (LPP) DP11 – Transportable Buildings in Residential Areas for public advertising purposes.

**BACKGROUND**

The City's 2014/15 Operational Plan requires the review of all currently adopted LPPs. The LPP review has been initiated and is ongoing. This report presents the review of LPP - DP11 – Transportable Buildings in Residential Areas. This policy was last reviewed in May 2009. The remaining LPPs to be reviewed will be reported to the Council at upcoming Ordinary Council Meetings.

The review of the currently adopted DP11 found the following key issues:

- Excessive and unnecessary information around process.
- A lack of specific controls to improve the visual appearance and residential amenity of transportable buildings where they are proposed in the Residential and Urban Development zones.
- A lack of clear direction in regard to the different types of transportable dwellings and which of these require planning approval or are exempt.

This matter was considered by Council at the 20 July 2015 OCM. Council resolved at that meeting to defer consideration of the draft policy pending further discussion and review of the document. The Manager Planning Services and Principal Statutory Planner have since met with the Mayor to refine the content and readability of the policy document. As a result, modifications to the policy have been made to make clearer the separate requirement for building permits for transportable structures. This has been done by inserting an additional column in the table that outlines the types of transportable buildings that require planning approval and those that are exempt. The new column clearly shows that all types of transportable buildings require a building permit, apart from temporary offices, storage sheds and ablution buildings to support a construction. The table notes that even these types of transportable buildings still require appropriate tie downs in the cyclone season.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place with the City's Building Services.

**COMMUNITY CONSULTATION**

Should Council support the recommended modifications to DP11, Clause 5.1.4 of the Scheme requires public notification of the amended version of the policy. In addition to statutory advertising of this proposal, officers propose to undertake an information campaign with the community through local papers and social media. Any submissions received during the public advertising period would be considered closely and the LPP (along with the submissions) would be reported back to Council to consider whether the LPP will be finally adopted with or without modifications. The LPP review for DP11 will be complete upon notification of Council's final adoption of the policy.

**STATUTORY IMPLICATIONS**

*Planning and Development Act 2005*

The review is being undertaken in accordance with Clause 5.1.4 (e) of TPS8.

**POLICY IMPLICATIONS**

Currently under TPS8, single dwellings and outbuildings are exempt from requiring planning approval. In the past, the City has been approving transportable buildings as single dwellings and outbuildings. The current version of DP11, however, states that planning approval is required for all transportable single dwellings and associated outbuildings. The recommended draft revised version of DP11 presented for adoption for public advertising in this report addresses this issue and clarifies which transportable structures require planning approval and which transportable structures are exempt. A Council decision by absolute majority is required to apply these decision making parameters because Transportable Structure is not listed in the TPS8 zoning table.

The following points should be noted:

- DP11 only applies to the Residential and Urban Development zones.
- It is only within these zones that transportables for single dwellings and outbuildings are exempt.
- It is also within these zones that planning staff have noticed the most significant and commonly raised issues pertaining to transportable buildings, (particularly when used as outbuildings), causing detriment to the residential amenity of a property and/or adjoining/surrounding properties.
- Within other zones all transportable buildings currently require planning approval and the design of buildings is covered by other scheme and policy requirements.

Under the draft revised DP11, it is recommended that:

- A table be included to clearly set out the types of transportable buildings that are exempt from planning approval and the types of transportable buildings that will require planning approval (Attachment 2).
- New transportable single houses continue to be exempt from requiring planning approval if they meet the applicable policy provisions. The standards that should apply to all single houses, including transportable single houses, will be considered as part of the impending review of DP7 – Residential Development Standards.
- All other transportable buildings proposed within the Residential and Urban Development zones (eg. dongas and sea containers) be subject to a requirement to obtain planning approval to ensure such development meets acceptable standards in a residential neighbourhood.
- Additional definitions be included to make clear the distinctions between different types of transportable buildings and the respective approval requirements.
- Numerous sections be removed to make it clear and concise.



The draft revised policy would require more attention to the appearance of transportable buildings when they are visible from the public domain, including road reserves, recreation reserves and drainage reserves. Where the recommended new specific provisions to enhance the appearance of transportable buildings conflict with 'deemed to comply' provisions of the R Codes, it is recommended that the specific policy provisions prevail (e.g. ensuring sea containers are setback behind the building line rather than the setback line, which is the deemed to comply requirement under the R Codes).

The current policy states that it applies to Transient Workforce Accommodation. The recently adopted LPP: DP10 - TWA provides adequate principles and provisions to assess the acceptability of a TWA proposal. It is therefore recommended that DP11 no longer apply to TWA.

### **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 2015-2016 provided for this activity:

Our Program:	1.b.2.4	Review and update Local Planning Policies
Our Services:	1.b.2.4.1	Prepare, review and implement Local Planning Policies

### **RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be low to the City in terms of compliance.

### **IMPACT ON CAPACITY**

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

### **RELEVANT PRECEDENTS**

Local Planning Policies are reviewed over time. Some of the existing LPP's have been reviewed a number of times since their original adoption by Council.

### **VOTING REQUIREMENTS**

Simple and Absolute Majority.

### **OPTIONS:**

#### Option 1

As per Officer's recommendation.

#### Option 2

That Council by SIMPLE Majority pursuant to Clause 5.1.4 of the Shire of Roebourne *Town Planning Scheme No.8* RESOLVES to maintain Local Planning Policy DP11, with no modifications as proposed.

### **CONCLUSION**

The review recommends the adoption of additional controls on transportable buildings in the Residential and Urban Development zones to protect residential amenity and visual aesthetics of residential neighbourhoods. Further to this, it is recommended that Council make it clear in DP11 that transportable buildings in these zones, such as dongas and sea containers (but excluding new transportable single houses) require planning approval. The draft revised policy also makes it clear that building permits are required separately. The

modifications to the policy will allow Council to maintain acceptable standards of amenity in residential neighbourhoods with respect to proposed transportable buildings.

Transportable Structures is not listed as a use in the TPS8 Zoning Table. Clause 3.2.6 therefore requires Council to resolve by Absolute Majority that applications can be approved. The recommended revised DP11 sets out the Transportable Structures recommended to require planning approval.

It is recommended that the draft revised version of DP11 be adopted for public advertising.

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**OFFICER'S RECOMMENDATION**

1. That Council by **SIMPLE** Majority pursuant to Clause 5.1.4 of the Shire of Roebourne Town Planning Scheme No.8 **RESOLVES** to:
  - a) **ADOPT** the proposed amendments and additions to Local Planning Policy DP11 - Transportable Buildings in Residential Areas, as presented in Attachment 2 of this item.
  - b) **ADVERTISE** the amended Local Planning Policy DP11 – Transportable Buildings in Residential Areas in accordance with Clause 5.1.4 (a) of the Shire of Roebourne Town Planning Scheme No.8.
2. That Council by **ABSOLUTE** Majority pursuant to Clause 3.2.6 of the Shire of Roebourne Town Planning Scheme No.8 **RESOLVES** to:
  - a) **DETERMINE** that Transportable Structures as they are defined in the Shire of Roebourne Town Planning Scheme No.8 (TPS8) are consistent with the objectives and purposes of the Residential and Urban Development zones and/or the Precinct Objectives; and
  - b) **DETERMINE** all Planning Applications for transportable structures / buildings in the Residential and Urban Development zones that require planning approval in accordance with Town Planning Scheme requirements.

**11.5 ENVIRONMENT AND SUSTAINABILITY PRIORITIES AND REPORTING**

<b>File No:</b>	<b>EM.21</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Senior Strategic Planner</b>
<b>Date of Report:</b>	<b>4 September 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Environment and Sustainability Actions Table</b>

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**PURPOSE**

For Council to note the considerable achievements and actions completed against relevant City and Regional Environmental Strategies and to consider endorsing selected remaining priority actions for implementation.

**BACKGROUND**

Recent growth in the Pilbara region has the potential to impact on regionally significant environmental values through increased land degradation and waste production, air, land and water pollution, and overconsumption of water and electricity. Environmental events and changes such as cyclonic storm surge and the effects of warming climate can result in a wide range of impacts on residential and industrial uses coexisting within the City boundaries.

Environmental monitoring has the potential to increase efficiency and thereby save the City money. Through measures such as energy and water efficiency audits and upgrades, and reduction in unnecessary consumption, the City is potentially able to save money as well as reduce its environmental footprint. It is therefore important that the City identify environmental risks and benefits, and take actions to reduce environmental and financial impacts.

A number of regional and City documents establish the environmental and sustainability strategies and actions that are the key to reducing environmental impact.

Pilbara-wide Environment and Sustainability Guidance

- *Pilbara State of the Environment (RDA, 2013) (the 'SoE')*
  - This document identified threats and environmental priorities for three Pilbara Local Governments as well as a 'scorecard' for each. Regional threats and priorities are identified through assessments, objectives and measurement indicators grouped into 8 environmental themes: air, water, land, biodiversity, coasts, marine environment, heritage and built environment.
- *Pilbara Planning and Infrastructure Framework, (WAPC, 2012) (the 'PPIF')*
  - This regional document defines a strategic direction for the Pilbara. Regional and local Infrastructure, Transportation and Natural Environment objectives and indicators are provided.

City of Karratha Environment and Sustainability Priorities

- *Strategic Community Plan 2012-2022 (the ‘SCP’)*
  - Strategic Theme 3: Our Natural and Built Environment.
  - Progress measured against 7 outcomes - 5 achieved.
  
- *City of Karratha Environmental Strategy (2013) (the ‘EMS’)*
  - Progress measured through implementation of 45 actions grouped within 4 environmental themes: water, built environment, coast and biodiversity.
  - 22 actions achieved.
  
- *Karratha City of the North (the ‘KCN’)*
  - This document outlines general ‘aspirational’ environmental goals as well as six specific City of Karratha environment related Local Government Actions:
    - Water Management Strategy
    - Transport Strategy
    - NRM Framework
    - Waste Management Strategy
    - Effluent Reuse Expansion
    - Development of a nursery to support landscaping

The community also prioritises Environment and Sustainability values, as shown by the recent Community Survey 2015 results. The ‘*Natural Environment*’ of the City of Karratha was ranked as ‘the best thing about living in the City’, and ‘*Environment and Sustainability*’ was ranked as the 5<sup>th</sup> highest community priority. While the exact meaning of ‘*Environment and Sustainability*’ was not defined in the survey, seven specific community comments were made:

- Management of the environment surrounding the City
- Opportunities to volunteer with an environmental group
- Mandatory solar panels
- Focusing on long term sustainability
- Sustainable development, and
- Creating more sustainability within the community, e.g. food, electricity and water.

**Current Progress**

A review has been undertaken to firstly group the actions assigned to the City of Karratha through the five documents listed above into the four strategic themes used in the Environmental Strategy, and secondly to identify completed actions. Attachment 1 identifies the complete list, which is summarised below:

Theme	Actions Achieved		Major Achievements
Water	5 of 6	83%	Karratha Airport Wastewater Treatment Plan reuse of 75kL/day of recycled water onsite
			Stormwater Management Plans for all townsites
			Effluent Reuse Scheme resulting in transfer of 7 playing fields and open space sites from potable to recycled water
Built Environment	13 of 14	93%	Energy Supply Analysis for ten highest electricity consuming sites and consideration of PPA cost savings
			Karratha Airport solar project for 1MW post-grid power station

			Waste management and minimisation, including New Energy contract for waste to energy landfill diversion, 7 Mile Tip Shop and recycling opportunities
			Leisureplex energy audit and lifecycle analysis
			Cleansweep and Ranger Services litter education campaigns and projects
Coast	7 of 9	78%	Foreshore management plans and implementation of rehabilitation and amenity enhancement works
			Storm surge and coastal vulnerability studies and GIS Platform
			Karratha Back Beach boat launching and break water improvements
			Management of nature based campsites, off road vehicles and rubbish dumping
			Off-road vehicle strategy
Biodiversity	7 of 14	50%	Increased use of native trees in suitable areas prioritised in strategic plans and being implemented
			Bushfire management and response

**Improved Processes**

Three particular outcomes were prioritised in four of the five strategic guiding documents. Through undertaking more work in these areas, better coordination, monitoring, reporting and promotion of the good work the City is doing on the environment and sustainability front will occur.

Theme	Outcome	Benefits of implementation	Strategic Documents
Built Environment	Energy Savings Action Plan	<p>The City is implementing a high percentage of actions under the Built Environment and Water themes on City projects:</p> <ul style="list-style-type: none"> <li>• Energy efficiency within City buildings</li> <li>• Water efficiencies in City buildings and Open Space</li> </ul> <p>Development of overarching frameworks for Energy and Water (in the form of Energy and Water Savings Action Plans) will give better recognition to current best practice achievements, set out future directions and actions and coordinate monitoring, reporting and promotion of environment and sustainability initiatives across all City operations.</p>	SCP EMS SOE KCN
Water	Water Savings Action Plan		

Theme	Outcome	Benefits of implementation	Strategic Documents
Biodiversity	Natural Resources Management Strategy	Development of an NRM strategy will incorporate: <ul style="list-style-type: none"> <li>• Identification of areas of locally significant bushland and habitat and recommended protection and management</li> <li>• Important biodiversity corridors to improve connectivity between environments</li> <li>• Current and future land use strategies and planning which include sustainability targets and environmental measures to preserve environmentally significant features</li> </ul>	EMS SOE KCN PIIF

Energy and Water Savings Action Plans are Strategic Indicators under the Strategic Community Plan 2012-2022. City officers currently report on progress towards these items through Performance Manager. To fully achieve the maximum benefits of the City's progress in this area overarching Water and Energy Savings Plans are being prepared. Examples of the items that may be included in each plan are:

- Incorporation of project outcomes, for example the Leisureplex and Karratha Airport energy and water savings;
- Broad City wide energy and water use and cost saving targets;
- Monitoring total consumption and costs at a City-wide and specific user level;
- Tracking changes to consumption in response to changes in use patterns;
- Incorporation of recommendations from the Energy Supply Analysis project into the broader City energy use strategic framework;
- Recognition of City achievements in energy and water savings;
- Incorporation of best practice energy and water management measures into City project plans and designs; and
- Promotion of energy and water efficiency measures via education campaigns.

The City has recently signed up to become a Waterwise Council. The Water Savings Plan will help the City achieve its objectives under the Waterwise Councils program. Having a Water Savings Plan and being a Waterwise Council demonstrates a public commitment to environmental responsibility and increases funding opportunities available through the Water Corporation.

An internal reference group will be established to inform and guide the development of both plans and to facilitate engagement and support through the plan preparation and implementation process. This group would ensure cross-organisational input into realistic targets and associated actions and coordinate implementation.

Development of an integrated holistic NRM framework is something promoted by a number of EMS strategies and actions. The local biodiversity values of the City and the actions that should be undertaken to recognise, conserve and promote those values are not currently clearly documented. It is therefore recommended that a scope of work be developed to prepare a NRM framework and funding opportunities be explored to help undertake this work.

**LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of environmental, social and economic

issues and Council’s ability to perform its role. This reflects the importance of environmental management and the financial benefits that efficiencies can bring for sustainable growth of services in the City of Karratha.

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place between City Officers to establish the list of actions that have been completed and the priority actions yet to be completed.

**COMMUNITY CONSULTATION**

Extensive community consultation was undertaken through the development of the five strategic documents referenced in this report. With regard to community consultation on implementation of actions and further prioritisation, this is to occur following the adoption of the Officer’s recommendation. It is recommended that a community survey be developed to further ascertain community interest and values with regard to environmental and sustainability matters.

**STATUTORY IMPLICATIONS**

There are no statutory implications.

**POLICY IMPLICATIONS**

Implementation of priority biodiversity actions may require consideration of current zoning categories and provisions in the Town Planning Scheme 8. This can be undertaken as part of the Scheme Review to be initiated with the progress of the draft Local Planning Strategy.

**FINANCIAL IMPLICATIONS**

Implementation of the three priority actions are yet to be costed and will be dependent on available resources, including allocation of any funds required to undertake the actions. Consideration of ongoing actions and appropriate environmental programs should be considered as part of the review of the City’s Business and Operational Plan.

**STRATEGIC IMPLICATIONS**

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

Our Response:	3.a.1	Protect and enhance the natural environment, open spaces beaches and waterways
	3.b.1	Explore options to reduce, reuse or recycle our waste and minimize our carbon footprint
Our Program:	3.a.1.4	Promote and implement responsible use of resources for environmental sustainability.
Our Services:	3.a.1.4.1	Prepare and implement environmental strategies.

**RISK MANAGEMENT CONSIDERATIONS**

There are no risk management considerations applicable.

**IMPACT ON CAPACITY**

Implementation of the three priority actions will have some impact on capacity, although responsibility is currently allocated for reporting on Strategic Community Plan K.1 and K.2 (Energy and Water Savings Action Plan). The development of a Natural Resources Management Strategy is likely to require specialist expertise, managed by City Officers.

**RELEVANT PRECEDENTS**

Council resolved to adopt the City of Karratha Environmental Strategy as a basis for the prioritisation, programming and review of actions to implement priority environmental strategies at the 16 September 2013 OCM. At the same OCM Council resolved to endorse the Pilbara State of the Environmental Report 2013 as the basis for the identification of environmental priorities for action and monitoring, and as a baseline for review of City activities and decision-making with regards to maintaining identified environmental values.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT ADOPT the Officer's recommendation.

**CONCLUSION**

Since the adoption of the Environmental Strategy in 2013 the City of Karratha has undertaken and completed a number of the Strategy's recommended actions across the four themes: Water, Built Environment, Coast and Biodiversity. Many of these actions are also recommended through strategies and outcomes specified in the regional and sub-regional strategic documents.

A review of the specific strategies and actions across all five strategic documents has enabled prioritisation of remaining actions to be undertaken. Three actions were identified in four of the five strategic documents which will benefit from the preparation of an overarching frameworks.

Development of these three plans (Energy Savings, Water Savings and NRM Strategy) will further the City's achievements in ensuring our community lives sustainably in a thriving natural and built environment, while also providing the opportunity to achieve cost savings through monitoring and efficiencies.



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**OFFICER'S RECOMMENDATION**

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

1. **NOTE** the priority environment and sustainability actions identified through a number of regional-level documents, and documents prepared by the City, and the considerable number of priority actions that the City has already commenced, undertaken and completed;
2. **NOTE** that energy and water savings action plans are being prepared to recognise current City achievements as well as investigate where additional savings can be made and environmental impacts can be reduced;
3. **PREPARE** a project scope for a Natural Resource Management Strategy;
4. **ENGAGE** with the community regarding environment and sustainability priorities; and
5. **EXPLORE** funding opportunities to assist in preparing the referred energy and water savings actions plans and Natural Resource Management Strategy.



**11.6 STRATEGIC DIRECTION FOR KARRATHA HILLS**

<b>File No:</b>	<b>LP.279</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Senior Strategic Planner</b>
<b>Date of Report:</b>	<b>7 September 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Proposed Study Area for Management Plan 2. Karratha Hills Priority Land Parcel 3. Letter from Ngarluma re Yaburara Heritage Trail</b>

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**PURPOSE**

For Council to consider a position for future management of the Karratha Hills area.

**BACKGROUND**

The Karratha Hills contain heritage sites of significance as well as scenic and recreational opportunities within the Karratha townsite. The area is used widely by both locals and visitors and also accommodates critical utility infrastructure, including power water supply and telecommunications towers.

One of the primary recreational activities over the Hills is the Yaburara Heritage Trail (YHT), which extends west from the Karratha Water Tank lookout; a site earmarked for tourism development. The Burrup Mountain Bike Club (BMBC) has been running for more than 10 years and uses tracks primarily to the south of the YHT. The BMBC is growing significantly and attracts riders from across the State, with 28 of the 126 riders participating in 2015 annual event being visitors to the City. The many tracks through the Hills are also used for informal biking and walking, and by off road vehicles. There are three Department of Aboriginal Affairs Registered heritage sites in the area. A heritage survey would likely identify many others requiring preservation and protection.

Despite the significant recreational and heritage values associated with the area, there is no formal management planning in place. All activities currently occur within three large sections of Unallocated Crown Land (UCL), or on various smaller reserves under management order, unmanaged reserves or incidental leases and easements (Attachment 1). Of the three UCL parcels (UCL Stove Hill, UCL Gap Ridge and UCL Mulataga) UCL Stove Hill is the parcel that is subject to the greatest use and use pressures (Attachment 2). The City currently has no formal responsibility for management within the Hills area and therefore has no current formal management rights or duties over the area. Council has allocated \$30,000 in the 15/16 financial year to undertake a management plan guided by Council's preferred future management position, which will identify strategies for addressing the issues currently experienced on the Hills.

### Management Issues

Numerous issues have arisen over time regarding improper and unsanctioned use of the entire Hills area and the subsequent degradation of its natural and heritage values.

- Multiple trails being developed in an uncoordinated manner, which are progressively eroding the landscape;
- lack of acknowledgement and appreciation of the Aboriginal cultural significance of the Hills by some users, particularly with regards to the significance of the YHT and other parts of the Hills to traditional owners;
- increased use via a range of formal and informal sport and recreation activities, including camping and the events managed by the BMBC;
- inappropriate and dangerous use of trails by trail bikes and four-wheel drive vehicles;
- spread of weeds, invasive species and bushfire; and
- informal use of Unallocated Crown Land and Crown reserves.

Given the prominence of the Hills and the level of community use of this area, it may be necessary and appropriate for the Council to assume at least some responsibility for the use and management of at least portion of the Hills. This requires consideration of what would become the City's long term management obligations for the area, the resourcing and financial implications of those obligations and whether Council considers this to be reasonable.

38% of land across Western Australia is UCL. The State is responsible for the management of UCL, although minimal management is applied (bushfire management and weed/feral animal eradication). Under the *Land Administration Act 1997* (WA) (the 'LAA'), it is an offence for a person to 'construct roads or tracks, or erect any structure... clear ... excavate ... or deposit anything on Crown land' without permission from DoL, granted through transfer to reserve status or through temporary works licenses. A Section 91 licence was granted by DoL to allow for temporary maintenance works for the YHT up until 16 October 2015. Otherwise, all uses in the Hills are being undertaken without authorisation under the LAA or the *Native Title Act 1993* (the 'NTA').

Ngarluma Aboriginal Corporation (NAC), the registered Native Title Holders for the area, has expressed interest through written communication with the Council in March 2013 to progress vesting arrangements to protect the YHT, specifically its heritage sites and artefacts. This could be achieved potentially through creation of the YHT as a protected area under the *Aboriginal Heritage Act 1972* and/or vesting of the YHT area in the NAC, either solely or jointly with other stakeholders. To date, there appears to have been no further action in progressing these options. It is noted, however, that NAC's expressed interest relates only to the YHT.

There are two options for the Council to consider with regard to future management of the Hills areas. Option 1 is to continue with the status quo. Option 2 is for the City to take a more active role in management of the Hills area through formal tenure arrangements. As the full Karratha Hills study area contain three large UCL parcels, some parcels may also warrant a more active management role than others. UCL Stove Hill is the area of highest use and is the priority land parcel for initial management consideration.

## Management Options

### Option 1: Continuation of the status quo

This option incurs no additional responsibility or cost to the City but is likely to see a continuation of the issues outlined above. The negative impacts arising from these issues can be expected to worsen over time, as well as lead to:

- Lack of tenure for the YHT and risk of loss of support for its existence by NAC
- Uncertainty regarding applications for Section 91 licenses for maintenance works on the YHT or any other site within the Hills areas
- Risk of BMBC activities in the Hills being required to cease and tracks being required to be removed
- Loss of recreational opportunities for the wider community who use the Hills area
- Loss of opportunities for sustainable, low impact tourism and recreational use that preserves, protects and celebrates the unique Indigenous heritage, landscape and recreational values of the area.

### Option 2: the transfer of UCL Stove Hill to City managed reserve

This option would provide a long term solution for management of use of the area, while enabling the preservation of sensitive heritage sites. It would, however, have resource and financial implications for the City both during the land transfer process and in the event of responsibility for management of the land being transferred to the City.

If Council wish to pursue management responsibility, then creation of a reserve under management order to the City would be the preferred tenure arrangement. With the granting of a management order, the City would then be able to enter formal arrangements with applicable groups (eg BMBC). As the UCL areas in question are the subject of a non-exclusive determined native title claim, a request to create a reserve would constitute a Future Act under the NTA.

## Evaluation

The functions of Local Government in WA routinely include management of reserves for various community purposes. However, this function is not a specific LG legal requirement. The purpose of creating reserves is defined by Section 4.1.1 of the *Crown Land Practice Manual*, where 'reserve tenure is usually applied to land, which, because of its intrinsic community value, should be preserved and maintained for the benefit of present and future generations. This is primarily because of its recreation, historical, social, natural resources, its environmental, or cultural significance, or because it has special value for present or future generations'.

The City of Karratha encompasses a large land area and many sites that have environmental, community and/or heritage values are not protected through City reserve status. The City needs to ensure that there are good reasons for taking on management responsibility for public land and that there is sufficient capacity to manage that land appropriately. The table below considers the values of the area against the Strategic Themes set out in the City's Strategic Community Plan, the aim being to provide the basis for evaluating whether or not to take on management responsibility of the Karratha Hills, or portions thereof.

Strategic Themes	Karratha Hills Features and Values	Option 1: Status Quo	Option 2: City Management
Our Community – Diverse and Balanced	<p>The Hills contain heritage sites and cultural values tied to the history of human settlement of the area.</p> <p>The area hosts a range of recreational uses including walking and mountain biking by a diverse and wide range of the community.</p> <p>Its proximity to residential suburbs results in relatively high numbers of informal activities and recreational users.</p>	Use may be able to continue informally but there would be no guarantees.	Uses could continue under City management.
Our Economy – Well Managed and Diversified	<p>Activities undertaken on the Hills contribute to a diversified economy through events that attract visitors from out of town. The YHT is an activity that tourists can undertake while in Karratha.</p> <p>The scenic value of the Hills overlooking Nickol Bay and inland can help facilitate tourism development and marketing.</p>	No formal authorisation to activities being undertaken in the Hills area.	Any activities in Hills area would be within a recognised management structure.
Our Natural and Built Environment – Thriving and Sustainable	<p>The Hills have significant landscape values and the area provides an example of high value pre-European flora and fauna.</p> <p>The area is increasingly under threat through proliferation of unmanaged access tracks.</p> <p>Wide range of fauna and reptile species sighted across the area.</p>	Informal use will continue to erode landscape and environmental values.	City management provides the opportunity for the City to manage access and use to preserve landscape and environmental values.
Our Leadership – Responsive and Accountable	<p>The Hills support the City’s social, cultural, economic and environmental wellbeing.</p> <p>The City’s mission and purpose in the Strategic Community Plan seeks to preserve and enhance this wellbeing.</p> <p>Responsive leadership is required to move forward with a pathway to address the ongoing impacts negatively affecting the Hills area.</p>	The Council would be determining that the Hills do not warrant any additional attention to management. The continuation of current uses could not be guaranteed.	The Council would be determining that the Hills require additional attention to management and that the City should take responsibility for making sure the area is managed appropriately.

It is recommended that the City utilise the Karratha Hills Management Plan project to further investigate acquiring greater management responsibility for the priority UCL Stove Hill parcel (Option 2), while also considering management options for the wider Hills area. This work will include discussions with DoL and NAC to investigate opportunities for joint management, as well as the process for transfer of management rights over the UCL Stove Hill parcel to the City via creation of a reserve.

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of social, environmental, cultural & wellbeing and parties affected issues, as well as Council's ability to perform its role. The matter will have implications for the present and future social, economic, environmental and cultural well-being of the City.

#### **COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place between City officers and with the Council over the last three years on specific aspects of facilitating development of the Yaburara Trail and accommodating BMBC use of the area.

#### **COMMUNITY CONSULTATION**

Throughout the course of works on the YHT there has been substantial communication between City Officers and NAC. NAC has formalised a position on the Karratha Hills area through an Addendum to the Trails Master Plan, which advocates for collaborative Stewardship in the establishment and management of the trails, as well as ongoing involvement by NAC (including financial, in kind support, training and mentoring). Consultation with NAC regarding works and features of the YHT, the impacts on the wider Karratha Hills area and opportunities for joint management has also been undertaken. Discussions with the Department of Sport and Recreation, Department of Aboriginal Affairs, Department of Lands and other State Departments have also occurred with regard to the development of the YHT.

Consultation with NAC regarding a pathway forward, along with community consultation is recommended if the Officer's recommendation is adopted (as part of preparing a management plan). It is recommended the BMBC and Department of Sport and Recreation also be consulted as part of preparing a management plan regarding formal arrangements to use the Hills area. The BMBC has been consulting NAC regarding an agreement to use the area.

#### **STATUTORY IMPLICATIONS**

*Land Administration Act 1997*

*Aboriginal Heritage Act 1972*

*Native Title Act 1993*

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

Adoption of the Officer's recommendation will have financial implications, firstly with regard to native title processes under the NTA and secondly with regard to ongoing management costs should reserve status over UCL Stove Hill be achieved.. The land transfer process will be subject to administration costs. With the acquisition of additional reserves the City will be responsible for the care, control and management of the full reserve areas and for addressing the negative impacts currently occurring.

Council has allocated \$30,000 in the 15/16 financial year to undertake a management plan to identify management strategies for addressing the issues currently experienced on the Hills.

### **STRATEGIC IMPLICATIONS**

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016.

Our Outcome:	1.a.	Greater use of public spaces
Our Response:	1.a.2	Provide public open spaces which are well maintained and cater for all user groups
Our Outcome:	2.a.	Create opportunities for growth and diversification of the local economy
Our Response:	2.a.3	Encourage diversification of the local economy through the support of tourism and visitation
Our Outcome:	3.a	An environmentally responsible and sustainable organisation
Our Response:	3.a.1	Protect and enhance the natural environment, open spaces, beaches and waterways

### **RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be Low to the City in terms of Environment, Reputation and Compliance considerations. Currently the lack of management responsibility avoids any costs or legal liabilities for the City. Adoption of the Officer's Recommendation, however, may incur future risks with regard to the future use, development and management for the land that the Council currently has no formal responsibility for.

### **IMPACT ON CAPACITY**

Implementation of the Officer's recommendation will have some impact on capacity through the initiation of discussions with NAC and DoL, as well as through the development of the Karratha Hills Management Plan.

### **RELEVANT PRECEDENTS**

Options for tenure of the YHT were considered by Council in May 2013, with Council resolving to continue with discreet, site specific remedial, protective and repair works and to not progress permanent land tenure until the outcome of the DIA investigations were received. DIA investigations resulted in the recommendation for the City to discuss the option of a lease with NAC prior to progression of any permanent land tenure process. This discussion was undertaken however no lease has been progressed.

On the 15<sup>th</sup> June 2009 Council resolved (Res No. 14668) to execute an ILUA for Deposited Plan 52024 for the purposes of creating a reserve on Crown land to the south of Wickham for the Wickham Motorcross (ILUA WI2011/008). An agreement between NAC and the then Shire, the 'Ngarluma Native Title and Heritage Agreement', was drafted in 2009, however this was not progressed. This agreement is currently being reviewed.

### **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 ADOPT Option 2 as the preferred management arrangement for the Karratha Hills.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADVISE the Department of Lands that the City will not be taking on formal management responsibilities for UCL parcels across the Karratha Hills.

**CONCLUSION**

The Karratha Hills occupy a unique and precious place within the City of Karratha, with significant cultural, social, economic and environmental features. Negative impacts are degrading these features over time, and the management vacuum created through Unallocated Crown Land tenure restricts the ability of any management body to undertake actions to address those impacts and manage the land more sustainably in the future.

The attributes of this site and function it serves as a sense of place and value to the community requires the City to consider a management direction that will enable long term, sustainable use and protection. The transfer of UCL Stove Hill to a City reserve would enable discussions around shared management options with NAC, as well as provide a management direction that will guide and inform the Karratha Hills Management Plan. This preferred management direction will then enable development of a pathway forward to allow ongoing protection of the heritage, recreational and environmental values of this unique and sensitive area.

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**OFFICER'S RECOMMENDATION**

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

1. **CONSIDER** management options for the Karratha Hills presented in this report as part of preparing the Karratha Hills Management Plan;
2. **CONSULT** with the Ngarluma Aboriginal Corporation regarding future management of the Karratha Hills and the opportunities for joint management; and
3. **DISCUSS** options for joint use/management of the land, including any Native Title and heritage implications with Department of Lands, and the Department of Premier and Cabinet (Office of Native Title Unit).



**11.7 APPLICATION FOR PLANNING APPROVAL DA15079 – PROPOSED HOTEL STAFF ACCOMMODATION – LOT 594 HILLVIEW ROAD, KARRATHA**

<b>File No:</b>	<b>DA15079</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Principal Statutory Planner</b>
<b>Date of Report:</b>	<b>7 September 2015</b>
<b>Applicant/Proponent:</b>	<b>RFF Pty Ltd for Ringthane Pty Ltd</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Location Plan</b> <b>2. Aerial Layout of Site</b> <b>3. Existing &amp; Proposed Plans</b>

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**PURPOSE**

For Council to determine Application for Planning Approval DA15079 for hotel staff accommodation at Lot 594 Hillview Road (Karratha International Hotel).

**BACKGROUND**

An Application for Planning Approval DA15079 was received and formally lodged with Council on 21 April 2015. The application is for three (3) existing transportable buildings, each containing 4 accommodation rooms - making a total of 12 rooms (see Attachment 3). The application also proposes some external additions to alter and improve the external appearance of the existing development (see Attachment 4). These accommodation rooms have been used and are proposed to continue to be used to accommodate staff at the Karratha International Hotel (KI).

The applicant originally submitted the application as a change of use however, there has been no approval for this development for many years so there is no approved use to grant a change of use from. As the approved broader use across the site is Hotel, the proponent is applying for an addition to this use, being staff accommodation.

The site is zoned City Centre – Precinct 4: Accommodation under the City's Town Planning Scheme No.8 (TPS8) (see Attachment 1). The site is split into two parcels by Hillview Road (see Attachment 2). The bulk of development is located on the eastern side of Hillview Road, being the Karratha International Hotel. The remainder of the site is located to the west of Hillview Road and contains parking, a bottle shop and the buildings subject of this application. The site is in a prominent location, highly visible as the south western entry to the City Centre along Dampier Road.

The proposed development is located to the west of the existing bottleshop and car park and has some screening in the form of landscaping (established trees). The transportable buildings being used to accommodate hotel staff are essentially dongas commonly used on construction sites and in transient workforce accommodation sites.

### Approval and Compliance History

On 17 April 2008 a planning approval (1864D) was granted for 'Temporary Accommodation Units (Three 4 bedroom transportable buildings) and Construction of Additional Car Parking Associated with A Hotel'. On 15 July 2009 amendments to the original approval were granted approval. The approval was tied to construction of the bottleshop and expired a considerable time ago by virtue of Condition 12.4 which states:

*...As such the accommodation units are conditionally permitted to remain on the site subject to:*

*12.4 Being removed within 28 days of the completion of building works approved under the aforementioned building licence for the expansion of the bottle shop, or within thirteen (13) months of the issue of that said building licence (whichever is the earlier).*

The 'Note' to this Condition was as follows:

*No further extensions of time will be granted for the occupation of the temporary accommodation under this development approval. Although any subsequent application will be assessed on its merits, the approval of further temporary accommodation will likely be dependent upon the approval of a further substantive development of the subject land.*

It is clear from the above that the accommodation was only ever intended to be approved for temporary use. The accommodation has remained in use without approval since that time.

It is noted that prior to and since the expiry of the abovementioned approval, the City has issued annually, a lodging house permit, notwithstanding that there was no planning approval in place.

On 17 February 2015 the City sent a letter to the General Manager of the KI outlining that the approval had expired and requiring the use to cease within two weeks of the date of the letter. Following discussions with representatives of the Prendiville Group, a further letter was sent, allowing occupation to cease by 30 June 2015 and requiring removal and rehabilitation of the site to occur by 14 July 2015. Following further discussions with the proponent, the abovementioned application for planning approval has been submitted to seek to maintain the buildings on site with some external alterations intended to improve the visual appearance.

The proponent has emphasised the importance of maintaining the subject accommodation units to ensure the economic success of the business and to maintain staff and service levels at the KI. The proponent has also emphasised that the development is temporary until such time as the economic position of the business changes and another form of staff accommodation can be constructed on site.

### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG-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**

This application has previously been presented to Councillors at a Councillor briefing session. The proponent has arranged to present at the September Councillor briefing session.

### **COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

In assessing the application, the Council must have regard for relevant clauses of TPS8.

Clause 4.4 (a) Matters to be considered by Council states: *the purposes and aims and the other provisions of the Scheme and any other relevant town planning schemes operating within the Scheme area;*

Clause 1.6 (b) – Aims of the Scheme states that a general aim of the Scheme is to respond to and implement strategic directions for the City by facilitating development in accordance with development objectives for precincts within the Scheme.

Clause 5.9 (v) – Karratha Objectives states: *Create an identity for the City Centre through enhancing the built form and creating an identifiable central focus and improving legibility.*

The parcel of land the development is located on is highly visible from Dampier Road which at this location is the major entrance point into the City Centre. The site is zoned City Centre. It is not considered that this proposal assists in creating an identity for the City Centre through enhancing the built form. The proposed built form is not encouraged by the provisions of TPS8, nor the City's Draft Local Planning Policy DP1 – City Centre Development Requirements.

Clause 6.6A – City Centre, provides the following relevant objectives:

- a) *To facilitate the appropriate and orderly and proper development of the City Centre based on sound urban design principles and which reflect the Scheme objectives.*  
The current and proposed built form of the development and the temporary nature of the proposal (the proponent has stated that this will be replaced in the not distant future with accommodation building/s of more permanency when the economic situation for the business changes from the current position) is not considered to be based on sound urban design principles that would apply to the built form of City Centres.
- b) *To create a vibrant and safe City Centre with a diversity of land uses including residential, commercial, retail, entertainment and civic uses.*  
Staff being accommodated on a full time basis in the City Centre provides a diversity within the residential land use however, this form and temporary nature of the development is not considered appropriate in the City Centre.
- e) *To encourage and facilitate the development and beautification of the City Centre.*  
The proposal is not considered to encourage and facilitate the beautification of the City Centre. The proposed external additions to the current transportable buildings is not considered an architecturally appropriate built form in the City Centre. The proposal is not in any way commensurate with the general architectural design of the buildings associated with the hotel and appears as a separate development disassociated with the Hotel. This provides for a form of building that is not providing for the beautification of this highly visible location within the City Centre.

It is recommended the application be refused as it does not meet the relevant objectives of the City Centre as outlined under Clause 6.6A nor does it meet the Aim of the Scheme under Clause 1.6 nor the objective as outlined under Clause 5.9.

Clause 6.6A.3 states the following:

*The height of development is to be a minimum of two storeys with a minimum façade height of 7.5 metres....Proposals for buildings with either lower than minimum heights*

*or greater than maximum heights may only be permitted by Council where all matters listed below have been addressed to Council's satisfaction:*

- *The development meeting or exceeding all of the provisions specified by Council's Policy Manual;*
- *The development having uses and activation at the ground level consistent with the specified objective for the precinct; and*
- *The proponent including details of a significant community benefit in the Application for Planning Approval.*

This clause requires all buildings proposed in the City Centre to be of a minimum height and if a lesser height is proposed, then the applicant must satisfy the above three points. The proposal is of a single level and does not achieve a minimum façade height of 7.5m. In regard to the first point, the proposal does not meet several provisions within LPP DP1. Even if there was any consideration to allow variations to the policy, the proposal is well away from meeting design and other provisions within LPP DP1, showing that the built form of the proposal is not at all commensurate with the built form being promoted by the policy and TPS8 for the City Centre.

In regard to the second point, the proposal has uses at ground level but as the development is located to the rear of the bottleshop and does not at all address Dampier Road, there is no street level activation.

In regard to the third point, relating to the provision of a significant community benefit, the applicant has stated that the proposed accommodation ensures cost structures of the KI remain manageable, permitting a very high level of amenity and service to be offered, and that the level of service and amenity to the community and visitors would otherwise be effected. As such, the applicant considers the community benefit to be substantial and warrant the variation to the height provisions under this clause of the Scheme. The community benefit as outlined by the applicant only applies to those that frequent and service the hotel and not the broader community. Should the Council consider that this is not a significant community benefit, then the application would also be recommended for refusal for the reason that the proposal does not satisfy the provisions of Clause 6.6A.3.

In any case, it is considered that the proposal does not meet or exceed all of the provisions specified by the policy manual (LPP DP1) and therefore the proposed height variation cannot be permitted and the proposal is recommended for refusal as it does not meet the provisions of Clause 6.6A.3.

Clause 4.4(f) of the Matters to be Considered states: *any Local Planning Policy adopted by the Council under clause 5.1...*

Draft Local Planning Policy (LPP) DP1 - City Centre Development Requirements has been adopted by Council as a Draft LPP and publicly advertised and has been seriously considered and implemented as the preeminent guiding document (alongside TPS8) for development in the City Centre for the last 4 years. As outlined above the proposal is not considered to adequately meet relevant provisions of the policy in achieving the built form of development the policy seeks to promote in the City Centre.

#### **POLICY IMPLICATIONS**

See part of the above Section relevant to Draft Local Planning Policy DP1 - City Centre Development Requirements.

**FINANCIAL IMPLICATIONS**

The required Application for Planning Approval fee has been paid by the proponent.

**STRATEGIC IMPLICATIONS**

There are no strategic implications.

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be moderate to the City in terms of Compliance. Should Council resolve to refuse the application the applicant has a right of appeal under the Planning and Development Act, 2005 to the State Administrative Tribunal and may pursue this course of action.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council has previously refused applications for planning approval although the content of the applications refused have not involved applications for retrospective planning approval for an additional use of staff accommodation to an approved Hotel use.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Clause 4.5.1 of Town Planning Scheme No.8 RESOLVES to APPROVE Application for Planning Approval DA15079 with standard conditions of approval and relevant condition/s time limiting the approval to a period of one year from the date of this resolution, within which time period the proponent shall cease occupation of the development and remove the development from the site;

Note: This option is proposed to provide the proponent sufficient time to submit an application for and commence construction of an appropriate designed built form staff accommodation or the relocation of affected staff to standard accommodation options in the District.

Option 3

That Council by SIMPLE Majority pursuant to Clause 4.5.1 of Town Planning Scheme No.8 RESOLVES to APPROVE Application for Planning Approval DA15079 with standard conditions of approval and relevant condition/s time limiting the approval to a period of \_\_\_\_\_ from the date of this resolution, within which time period the proponent shall cease occupation of the development and remove the development from the site.

Note: This option is proposed to provide the proponent sufficient time to submit an application for and commence construction of an appropriate designed built form staff accommodation or the relocation of affected staff to standard accommodation options in the District.

**CONCLUSION**

The proposal to maintain transportable buildings with the addition of external cladding and roofing for the use of staff accommodation as an addition to the Hotel use on site is not considered to be appropriate as a development in the City Centre. The proposal does not meet or achieve a number of key Aims, Objectives and provisions of TPS8 and is not commensurate with the type of development being promoted by the City's Draft Local Planning Policy DP1 – City Centre Development Requirements. It is recommended that the proposal be refused.

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**OFFICER'S RECOMMENDATION**

**That Council by SIMPLE Majority pursuant to Clause 4.5.1 of Town Planning Scheme No.8 RESOLVES to REFUSE application for planning approval DA15079 for the for the following reasons:**

- a) **The proposal does not achieve the Aim of the Scheme presented under Clause 1.6(b) nor the Objective as outlined under Clause 5.9(v) of the Shire of Roebourne Town Planning Scheme No.8;**
- b) **The proposal does not meet the relevant objectives of the City Centre as outlined under Clause 6.6A of the Shire of Roebourne Town Planning Scheme No.8;**
- c) **The proposal does not meet the provisions of Clause 6.6A.3 of the Shire of Roebourne Town Planning Scheme No.8;**
- d) **The proposal does not adequately meet relevant provisions of Draft Local Planning Policy DP1 - City Centre Development Requirements in achieving the built form of development the policy seeks to promote in the City Centre; and**
- e) **The buildings currently existing on site and being used for staff accommodation were initially only approved (Planning Approval 1864D) as temporary to allow for construction of approved building works on the site. The ongoing use of these buildings for a purpose that was only to be temporary is not supported.**



**11.8 MODIFICATION TO POLICY DR-05 STALLHOLDER AND STREET TRADING**

<b>File No:</b>	<b>LE.362</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Manager Regulatory Services</b>
<b>Date of Report:</b>	<b>26 August 2015</b>
<b>Applicant/Proponent:</b>	<b>Scott Kratochvill – Pilbara Fish Truck</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Letter seeking change of policy 2. Amended Policy</b>

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**PURPOSE**

For Council to consider altering Policy DR-05 Stallholder and Street Trading to permit trading on weekends and public holidays at Dreamers Hill.

**BACKGROUND**

At the time Policy DR-05 Stallholder and Street Trading was last reviewed, there were large numbers of vehicles still being sold at Dreamers Hill on weekends and public holidays, therefore a restriction on street trading from this site was implemented. This was done so to minimise any safety risks to vendors and residents, and allow sufficient space for the intended purpose of the area (i.e. vehicle sales).

More recently, the numbers of vehicles being sold at Dreamers Hill has steadily fallen to a point where there is sufficient space to allow for limited street trader/mobile food vehicles to trade from this site. Anecdotal evidence suggests that the online sale of vehicles on local websites is progressively replacing the need for this facility.

An application has been received from the proprietor of the Pilbara Fish Truck seeking modification to the Policy requesting an amendment allowing trading from Dreamers Hill on Saturdays, Sundays and Public Holidays.

Due to the site being already used by the likes of the Pilbara Fish Truck, North-West Express Mobile Butcher semi-trailer, Moto-Extreme clothing, and several of the coffee vans, traders will be advised that there may need to be limitations placed on the number of vehicles permitted to trade at this site during weekends, or the area in which they can trade. Vendors who are currently permitted to operate at Dreamers Hill will be advised of this should Council agree to ongoing trading from this site.

**LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of parties affected.

**COUNCILLOR/OFFICER CONSULTATION**

No Councillor or Officer consultation is required.

**COMMUNITY CONSULTATION**

No community consultation is required. This is an existing approved site to trade from.

**STATUTORY IMPLICATIONS**

The City's Activities in Thoroughfares and Public Places and Trading Local Law applies. This policy underpins and provides clarity to the Local Law.

**POLICY IMPLICATIONS**

This is an update of the existing Policy DE-3 Stallholder and Street Trading 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 2015-2016 provided for this activity:

Our Program:	4.b.1.2	Ensure minimum statutory standards are maintained at all health premises.
Our Services:	4.b.1.2.1	Ensure all health premises are registered and inspected according to risk.

**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**

The City has a current policy relating to the operation of stallholders and street traders. This report seeks confirmation of modifications to the current policy.

**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 RETAIN the Policy DR-058 - Stallholder and Street Trading in its current form with no amendments

**CONCLUSION**

A modification to the Stallholder and Street Trading Policy has been requested by an existing licensed trader to allow trading at Dreamers Hill on weekends and public holidays. Due to the reduction in vehicles being sold from this site, allowance can be made to incorporate the proposal into the policy.

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**OFFICER'S RECOMMENDATION**

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

- 1. TRIAL an amendment to Policy DR-05 Stallholder and Street Trading to permit trading at Dreamers Hill on weekends and public holidays for a period of six (6) months; and**
- 2. ADOPT an amendment to Policy DR-05 Stallholder and Street Trading should no substantiated complaints be received during the trial period.**



**11.9 LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS**

<b>File No:</b>	<b>ES.15</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Emergency Management Coordinator</b>
<b>Date of Report:</b>	<b>20 August 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>City of Karratha Local Emergency Management Arrangements - available on request</b>

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**PURPOSE**

The purpose of this report is to seek Council's endorsement of the revised and updated City of Karratha Local Emergency Management Arrangements.

**BACKGROUND**

The City of Karratha is required under legislation to have emergency management plans in place. These arrangements have been prepared in accordance with section 41(1) of the *Emergency Management Act 2005*. Council has previously endorsed the current version of the Shire of Roebourne Local Community Emergency Management Arrangements (Resolution number 15015).

This is an updated version of the previous plan and was reviewed by all Local Emergency Management Committee (LEMC) members. At the 24 July 2015 LEMC meeting, members approved the plan for adoption by Council.

The update included new reporting and standard provisions required by the Act, in addition to further detail of risk management. The new provisions include addressing the needs of Special Needs Groups (3.7) and the Local Welfare Co-ordinator (3.12), and assessing political, social, economic and cultural factors that impact on Emergency Risk Management. The document has also been updated to include new company and department names, and additional welfare centres.

The Emergency Management Act states that local emergency management arrangements may be amended or replaced whenever the local government considers it appropriate. As the document details the specified role of this Local Government in an Emergency, including designating positions to City officers, allocation and spending of funds during an emergency, and includes changes to the arrangements, Council's endorsement is sought.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

No Councillor or Officer consultation is required.

**COMMUNITY CONSULTATION**

The consultation of the community occurred through the many meetings of the Local Emergency Management Committee members who represent the wider community. The members consist of representatives from Industry, Commonwealth, State and Local Government departments, volunteer groups and lifelines. Consultation was in the form of regular reviews and feedback until the final draft document was approved.

**STATUTORY IMPLICATIONS**

Under the *Emergency Management Act 2005* and the *State Emergency Management Policy No 2.5 – Emergency Management in Local Government Districts*, the City of Karratha is responsible for planning for any emergency that may occur within the City. The City of Karratha Local Emergency Management Arrangements will be open for public viewing.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There are no financial implications.

**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 2015-2016 provides for this activity:

- |               |           |  |
|---------------|-----------|--|
| Our Program:  | 4.c.2.3   | Develop and/or review Council policies, procedures and processes.    |
| Our Services: | 4.c.2.3.4 | Review and update Local Community Emergency Management Arrangements. |

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be Moderate to the City in terms of Compliance.

**IMPACT ON CAPACITY**

There is no impact on capacity or resourcing to carry out the Officer’s recommendation. Adoption of this plan will assist officers in carrying out their duties.

**RELEVANT PRECEDENTS**

Council has previously adopted the Local Emergency Management Arrangements in March 2010 (Resolution 15015).

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 41 of the *Emergency Management Act 2005* RESOLVES to ADOPT the City of Karratha Local Emergency Management Arrangements subject to the following amendments:-

1. \_\_\_\_\_
2. \_\_\_\_\_

**CONCLUSION**

The Local Emergency Management Arrangements have been reviewed and is supported by the Local Emergency Management Committee (LEMC), the District Emergency Management Committee (DEMC) and is written in consultation with the State Emergency Management Committee (SEMC) and prepared in accordance with the *Emergency Management Act 2005*.

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**OFFICER'S RECOMMENDATION**

**That Council by SIMPLE Majority pursuant to Section 41 of the *Emergency Management Act 2005* RESOLVES to ADOPT the City of Karratha Local Emergency Management Arrangements.**





**11.10 FUNDING FOR BUSINESS CENTRE PILBARA (BCP) AND KARRATHA AND DISTRICTS CHAMBER OF COMMERCE AND INDUSTRY (KDCCI)**

**File No:** ED.14 and ED.9

**Responsible Executive Officer:** Director Development Services

**Reporting Author:** Economic Development Advisor

**Date of Report:** 10 September 2015

**Applicant/Proponent:** Business Centre Pilbara (BCP) and Karratha and Districts Chamber of Commerce and Industry (KDCCI)

**Disclosure of Interest:** The Reporting Author is a Board Member of both the KDCCI and BCP

**Attachment(s)**

1. KDCCI Business Case & Partnership Proposal
2. BCP Partnership Proposal

**PURPOSE**

For Council to make a decision regarding the funding requests from the Business Centre Pilbara (BCP) and Karratha and Districts Chamber of Commerce and Industry (KDCCI).

**BACKGROUND**

For the last two years the City has entered into funding partnerships with both the Business Centre Pilbara and Karratha and Districts Chamber of Commerce and Industry in which the respective organisations deliver small business services on behalf of the City as part of the City’s Strategic Community Plan 2012-2022 and the Operational Economic Development Strategy 2014-2016. Specifically the services provided in the previous partnerships have included:

Business Centre Pilbara (BCP):

- Facilitate the City’s Home Based Business Network with four quarterly workshops
- Provision of small business start-up and longevity data
- Develop and maintain a database of home businesses
- Enhance the availability of home based business resources

Karratha and Districts Chamber of Commerce and Industry (KDCCI):

- KDCCI Business and Community Directory
- City of Karratha Small Business Breakfast Briefings
- Pilbara Pulse Economic Forum and Karratha Business Expo
- Coming of Age Economic Forum
- KDCCI Business Excellence Awards – Best Home Business Category

Funding History:

	<b>BCP</b>	<b>KDCCI</b>
2013/14	\$20,000 ex GST	\$20,000 ex GST
2014/15	\$20,000 ex GST	\$49,500 ex GST

**Business Centre Pilbara**

The Business Centre Pilbara (formerly Small Business Centre West Pilbara) has been delivering small business support services across the West Pilbara via the State Government's Small Business Centre (SBC) Program for nearly 20 years.

In August 2013, the State Government undertook a major review of the delivery of business advisory services across the state including an assessment of the efficiency and effectiveness of both the service delivery model and the governance arrangements via the business centre network.

As a result of the review, the State Government has changed the focus of delivery from a network of small business centres to a service delivery model. This saw the previous 25 location based contracts reduced to 12 service delivery areas. To this end tenders were opened up to service providers for the delivery of small business services across WA.

The Business Centre Pilbara (BCP) submitted a tender however was unsuccessful in its bid for the provision of advisory services across the Pilbara. The successful tenderer for the Pilbara Business Local WA program was RSM Bird Cameron who were also successful in the Wheatbelt, Gascoyne and Mid-West regions. It is the understanding of the City that RSM Bird Cameron will manage the program across the four regions from its Geraldton office and locate initially one representative to be based in Karratha to service the Pilbara. The Business Local WA program will provide free specialist small business support to all businesses at all stages of development. This will be in the form of telephone support and face-to-face meetings.

Despite the change in circumstances in delivery of these free services under the Business Local WA program by RSM Bird Cameron, this does not impact on the capability of the BCP to continue to deliver the outcomes of this partnership agreement. The BCP have been successful in negotiating on-going funding from the Chevron Gorgon and Wheatstone partnerships which ensures their financial and operational viability until the end of the 2016 calendar year. Additionally it is not anticipated that there will be any replication of services provided under this agreement by any other business service provider as the service offerings were always above and beyond the free services provided under the State Government funded system.

The Business Centre Pilbara (BCP) has a record of providing quality, low cost business advisory services as evidenced by the centre being awarded the Best Regional Business Enterprise Centre at the Business Enterprise Centre Awards 2013 in Sydney.

The BCP have provided their Annual Activity Report for the 2014/15 FY which addresses all the criteria from the 2014/15 partnership. All KPIs have been delivered.

The BCP has also provided the City with a copy of the inaugural Client Survey Report 2014 which presents the findings of the BCP Client Survey ascertaining business growth and progress since initial visit to the BCP.

The BCP - CofK Partnership has been a valuable contribution to Small Business growth within the municipality and has added to the reputation of the City of Karratha through the media and sponsorship coverage.

The BCP submitted a new partnership proposal for the 2015/16 financial year. The BCP have supplemented the original partnership deliverables with some additional services to the 2014/15 agreement. The partnership proposal now offers:

**Continuing initiatives from 14/15 FY:**

- Facilitate a minimum of four Home Based Business Workshops on behalf of the City with relevant presentations and content
- Provide data on a number of small businesses that enter and exit the City to ascertain business progress and growth and determine what further assistance may be required to support the business.
- Provide data and database of home based businesses that the Business Centre interacts with during its workshops and day to day client contact sessions.
- Enhance the home based business resource section of the Business Centre website.

**New initiatives for 15/16:**

- a bi-annual business confidence survey;
- enhanced home based business program;
- refined client survey report;
- enhancements to the marketing of the home based business partnership.

This represents improved value for money to the City for the partnership offerings. The Partnership Proposal is detailed in full in the accompanying appendix.

Funding for this agreement has been budgeted for in the 2015/16 economic development budget.

It is recommended that the City once again enters into this partnership with the BCP to deliver these important business support services.

**Karratha and Districts Chamber of Commerce and Industry**

The City of Karratha have supported the KDCCI for over a decade. This has been in the form of membership of the Chamber; loans; and sponsorship of business excellence awards, the business and community directory and other events such as the Pilbara Pulse Economic Forum and Karratha Business Expo.

In 2014/15, the KDCCI entered into a partnership with the City of Karratha to undertake a range of support services to the small business sector to assist the City in delivering outcomes from the Strategic Community Plan and Operational Economic Development Strategy. Specifically the services included:

- KDCCI Business and Community Directory (\$10,000)
- City of Karratha Small Business Breakfast briefings (\$10,000)
- Coming of Age Economic Forum (\$27,500)

The allocation of \$49,500 ex GST also included acknowledgement of the City of Karratha as a corporate sponsor.

The KDCCI has a successful track record of providing quality events and services to the business community and all of the agreed services were delivered effectively.

The KDCCI - CofK Partnership has contributed to business growth within the municipality and has added to the reputation of the City of Karratha through the media and sponsorship coverage.

The KDCCI submitted a new partnership proposal for the 2015/16 financial year. The KDCCI partnership proposal now offers:

1. KDCCI Diamond Sponsorship (\$8,000)
2. KDCCI Business and Community Directory (\$10,000)
3. KDCCI Business Excellence Awards 2015 – Best Home Based business (\$3,000)

4. City of Karratha Small Business Breakfast Briefings (\$10,000)
5. Pilbara Business Boot Camp (\$15,000)
6. Career Central (\$4,000)

The total requested funding for 2015/16 is \$50,000 ex GST.

Funding of for this agreement has been budgeted for in the 2015/16 economic development budget.

It is recommended that the City once again enters into this partnership with the KDCCI to deliver these important business support services.

**LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of Council's ability to perform its role in delivering outcomes from the Strategic Community Plan and Operational Economic Development Strategy.

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place between the CEO, Director Development and Economic Development Advisor.

**COMMUNITY CONSULTATION**

The Chair and CEO of the Business Centre Pilbara have met with the CEO, Mayor and Economic Development Advisor. The CEO of the KDCCI has met with the CEO, Director Development and Economic Development Advisor.

**STATUTORY IMPLICATIONS**

There are no statutory implications.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

Acc No	Job No	Account/Job Description	Current Budget (15/16)	(Inc)/Dec	Proposed Amended Budget	Reason
370211	637002	Business Centre Funding Agreement	\$30,000 ex GST			
370211	637003	KDCCI Funding Agreement	\$40,000 ex GST			
		Total	\$70,000 ex GST			

Funding provision to the total of \$70,000 is provided for in the 15/16 budget for small business development and support. No additional funding is required.

**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 2015-2016 provided for this activity:

- Our Program: 2.a.1 Develop initiatives, build partnerships and deliver projects to attract and support small to medium enterprises in the region.
- Our Program: 2.a.1.1 Facilitate the development of small businesses in conjunction with key stakeholders.
- Our Services: 2.a.1.1.1 Fund the KDCCI and Business Centre Pilbara.

This item is also relevant to the City's Operational Economic Development Strategy 2014-2016:

- 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**

The level of risk is considered to be Moderate to the City in terms of Reputation. Withdrawal of the funding to the Business Centre Pilbara during a period of softened local business conditions could negatively impact the City's reputation in the business sector.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

The City of Karratha have supported the Business Centre Pilbara for the last two financial years and the KDCCI for over a decade.

**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. APPROVE funding to the Business Centre Pilbara of \$\_\_\_\_\_; and
2. APPROVE funding to the KDCCI of \$\_\_\_\_\_.

Option 3

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

1. NOT APPROVE the funding request of \$20,000 ex GST from the Business Centre Pilbara from the 2015/16 FY Budget; and
2. APPROVE the funding request of \$50,000 ex GST from the KDCCI from the 2015/16 FY Budget.

Option 4

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

1. APPROVE the funding request of \$20,000 ex GST from the Business Centre Pilbara from the 2015/16 FY Budget; and
2. NOT APPROVE the funding request of \$50,000 ex GST from the KDCCI from the 2015/16 FY Budget.

**CONCLUSION**

The City of Karratha has partnered with the Business Centre Pilbara (BCP) and the KDCCI for the last two financial years in which these organisations have delivered a range of support services to the small business sector to assist the City in delivering outcomes from the Strategic Community Plan and Operational Economic Development Strategy.

In summary, the BCP and KDCCI Partnerships have contributed to small business growth within the municipality and has added to the reputation of the City of Karratha through the media and sponsorship coverage.

It is recommended that the City once again enters into these partnerships with the BCP and KDCCI to deliver these important business support services.

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**OFFICER'S RECOMMENDATION**

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

1. APPROVE the funding request of \$20,000 ex GST from the Business Centre Pilbara from the 2015/16 FY Budget; and
2. APPROVE the funding request of \$50,000 ex GST from the KDCCI from the 2015/16 FY Budget.

## **12 STRATEGIC PROJECTS & INFRASTRUCTURE**

### **12.1 KARRATHA AIRPORT AUTOMATED TELLER MACHINE (ATM) PROVIDER**

<b>File No:</b>	<b>TT.137</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Airport Commercial Coordinator</b>
<b>Date of Report:</b>	<b>17 August 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<ol style="list-style-type: none"> <li><b>1. Confidential - Pricing Structure</b></li> <li><b>2. Licence Area Plan</b></li> </ol>

#### **PURPOSE**

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

#### **BACKGROUND**

At its OCM of 20 April 2015, Council resolved in part, 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
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.

Since then, Officers have undertaken extensive negotiations with CashCard in line with their original proposal. Due to an internal review and change of management, CashCard has reconsidered and have advised that they are no longer able to proceed with the original proposal and have instead provided a revised proposal for Council's consideration.

CashCard proposed to initially install two (2) Automated Teller Machines with a potential revenue as per the confidential attachment based on a term of 5 years. CashCard now propose \$0 revenue based on a term of 5 years with transaction of 1000 or less per calendar month. A fee is only applicable when the ATM achieves greater than 1251 transactions per month. Currently the one (1) ATM within the Karratha Airport Terminal achieves less than 1000 transactions per calendar month.

As part of the review of the revised proposal, Officers have also considered the previous submissions supplied by the alternate proponents prior to the recommendation to appoint

CashCard. Based on the revised proposal, CashCard would no longer be considered the preferred respondent.

With CashCard's original offer withdrawn Officers have reviewed the commercial terms provided by the second highest ranked respondent - Next Payments. Based on this assessment it is proposed that the City of Karratha would receive a more advantageous outcome if it were to enter into a Commercial Licence Agreement for the provision of up to Four (4) Automated Teller Machines with Next Payments, on the following Commercial Terms:

Term:	5 Year Licence Agreement (3 year + 2 Year Extension period)
Licence Fee:	As outlined in the attachment - Confidential Pricing Structure
Additional Fee:	In addition to the fixed Licence Fee, any transactions that exceed 1000 transactions per month, will attract an additional fee. The fee is not specified and would be negotiated to gain the highest revenue source for the City.
Number of ATMs:	Up to four (4) ATMs can be installed in the spaces allocated in the redevelopment design
Commercial Terms:	Next Payments has confirmed that the commercial terms provided previously remain current and valid

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG-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**

City Compliance Officers have been consulted regarding the terms of the procurement process, specifically in regards to CashCard's retraction of its offer and the ability to progress a contract with the next highest ranked proponent based on the previous offer received.

#### **COMMUNITY CONSULTATION**

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

#### **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 the attachment - Confidential Pricing Structure.



**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 2015-2016 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 and authorising the Chief Executive Officer to negotiate the commercial terms of a new agreement in April 2015.

In addition, Next Payments have ATMs installed in premises: Ibis Styles Hotel, Jags Kitchen and Whim Creek Hotel. Next Payments also have machines in the Karratha Leisureplex under a commercial agreement.

**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 with Next Payments and readvertise.

**CONCLUSION**

Formally establishing a Licence Arrangement with the Automated Teller Machine Service Provider CashCard was not able to be concluded in accordance with the terms and conditions previously proposed by Council. CashCard have made an alternate offer that has been considered against previous submissions which has been deemed not in the City's best interests to accept.

Officer's recommend that Council consider the negotiation of a licence agreement with Next Payments in accordance with the terms and conditions outlined in this report and to ensure continuity of service for airport visitors and the travelling public.

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**OFFICER'S RECOMMENDATION**

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

1. **NOTE** that the previously approved licence agreement negotiations for ATMs at the Karratha Airport between the City and CashCard have not proceeded as CashCard is unable to honour the initial proposal that it provided to the City;
2. **APPROVE** to finalise Licence Agreement negotiations with preferred Automated Teller Machine Service Provider, Next Payments 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 the attachment - Licence Area Plan);
3. **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 the attachment - Confidential Pricing Structure
  - c) In addition to the fixed Licence Fee, any transactions that exceed 1000 transactions per month, will attract an additional fee as shown in the attachment - Confidential Pricing Structure
  - d) Up to four (4) ATMs can be installed in the spaces allocated in the redevelopment design at the Karratha Airport
4. **ADVERTISE** in accordance with Section 3.58 of the *Local Government Act 1995* the proposed Licence Agreement with Next Payments; and
5. **AUTHORISE** the affixing of the common seal to execute the Licence Agreement, subject to no material objections being received during the statutory advertising period.

**12.2 KARRATHA ARTS AND COMMUNITY PRECINCT DESIGN UPDATE**

<b>File No:</b>	<b>CP.509, CP.511</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Project Manager</b>
<b>Date of Report:</b>	<b>4 September 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Copies of the KACP Flooring Options Analysis will be available at the Ordinary Council Meeting</b>

**PURPOSE**

For Council to consider design elements for the Karratha Arts and Community Precinct Project (KACP).

**BACKGROUND**

At its Ordinary Council Meeting on 20 July 2015, Council resolved in part, to:

1. ENDORSE the Schematic Design as recommended by the Project Advisory Group for the Karratha Arts and Community Precinct Project;
2. NOTE the current forecast project costs as prepared by Donald Cant Watts Corke based on the Schematic Drawings is \$55.6M;
3. AGREE to execute the next stage of the contracts for Peter Hunt Architects and Donald Cant Watts Corke.

The Arts and Community Precinct Advisory Group (PAG) made the following recommendations that were included in the July Council Meeting. It was implied through the resolution of Council to endorse the Schematic Design as recommended by the Advisory Group that these decisions be ratified however several items have since been further discussed. The following items were recommended by the Advisory Group in July Council report:

	<b>Item</b>	<b>Endorsed position at completion of Schematic Design</b>
1	Design Changes	a) Relocation of the Rooftop Terrace over the foyer. b) Inclusion of Part permanent / part retractable seating options in theatre.
2	Car Parking Strategy	Pursue current parking strategy: 70 bays on site + reciprocal arrangement/s
3	External Façade Colour	Two tone colour scheme (Red and Silver)
4	Internal colours palette for Foyer	Agreement to pursue a hard floor surface in foyer, light in colour.
5	Public Art Locations	<ul style="list-style-type: none"> <li>• External Façade facing Dampier Highway</li> <li>• Main staircase in foyer</li> <li>• Reading Tree in Library</li> <li>• External Amphitheatre shade structure</li> </ul>

6	Internal Disability Access	Provide best practice access for persons with a disability. Include ramp access to stage in theatre.
7	Location of external public Toilets	External Public toilets to be located at City Park being developed by LandCorp across from the KACP site. No additional external public toilets on site.
8	Horizon Power Transformer Location	Budget availability will determine final location of existing Horizon Power transformer.
9	Facility Naming	The precinct should have a place based name rather than a function based name (descriptive). Community Involvement in naming should be considered.
10	Kiosk size	No changes to the kiosk to accommodate future expansion for commercial operation to coincide with the proposed management philosophy of the kiosk.

The Detailed Design Stage commenced following endorsement of the Schematic Design. The detailed design stage finalises all elements of the design that are to be documented for tender, including all finishes for floors, walls and ceilings, all fixtures, colours and materials, final structural and final scope for all services.

**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 wellbeing, development of the arts in the region and general wellbeing of the residents of the City of Karratha. It is also significant in regards to the financial investment required to establish, progress and complete this project.

**COUNCILLOR/OFFICER CONSULTATION**

Council resolved to establish an Arts and Community Precinct Advisory Group (PAG) at its meeting on 28 October 2013, to discuss and inform the strategic direction for the KACP throughout its development. This PAG has four (4) nominated Councillors as representatives. The PAG met on 10 August 2015 and the 26 August 2015 to discuss particular detailed design items and to formulate recommendations for Council’s consideration. Councillors nominated to the PAG were invited to attend the meetings.

**COMMUNITY CONSULTATION**

The PAG includes three (3) community representatives whom were also present for the meetings held on 10 and 26 August (as above) to discuss particular detailed design items and to formulate recommendations for Council’s consideration. These are presented to Council in consideration to the potential impact on the cost plan or to alter a previously endorsed recommendation for the facility. Below summarises the discussion and recommendations of the PAG:

1. Future Proofing Storage Areas

The project architect provided the City with options for future expansion opportunities. The architect recommended future expansion be considered at this stage of the project to ensure the building’s structure is capable of accommodating additional spaces in the future without significant cost. Two areas were identified as potential expansion opportunities, one being above the green room and the other being above the library READ room (quiet room). The PAG believes that the option above the library READ room has merit as the space can be accessed by the first floor without the inclusion of any additional infrastructure, however

space above the green room would not likely be utilised and would require additional infrastructure (such as access stairs and doors) to be retrofitted at a later date.

Recommendation: Include structure for future expansion opportunity above the library READ room.

2. Public Art – Library Tree

At the completion of the Schematic Design, Council endorsed four (4) locations for public art, one being within the children’s area of the library for a reading tree. Community Services staff have recommended that the reading tree be removed from the list of public art locations and included as a fit out item. This will ensure the tree will meet the intent to be a literal interpretation of a tree to be used for story time for children. If included as a public art item, the tree could be subject to artistic license and may not meet the intent of use.

Recommendation: Library Tree to be removed from list of public art locations and be included as a specific fit out item.

3. Foyer Flooring

Based on the previous recommendation by the PAG for a hard floor surface for the foyer areas, the architect has provided a further recommendation for the use of stone flooring due to its resilient lifecycle properties, however has also recommended the inclusion of acoustic wall panelling on all foyer walls to reduce noise impact during periods of heavy foot traffic. The recommended acoustic panelling is of a timber construction. This has further cost implications for the project.

The PAG requested that further detail be provided. A number of options including alternate surfaces have now been provided along with the capital costs, lifecycle costs and ongoing maintenance costs of each option. The attachment provides the analysis. There is an existing allocation of \$354,900 within the current cost plan for foyer floor surface and wall treatment. Below summarises the capital cost elements. The total cost nominated in the table below is additional to the existing allocation:

	Option Description	Floor finish	Cost	Wall Finish	Cost	Total Cost of Option	Additional to existing cost plan
1	Stone flooring to foyers 1, 2, 3 and 4, stair 1 and 2.	Stone Floor	\$ 201,900	Perforated Timber	\$ 443,520	\$ 645,420	\$ 290,520
2	Stone flooring to foyers 1 and 2. Carpet to remainder	Stone Floor	\$ 126,900	Perforated Timber	\$ 251,200	\$ 471,325	\$ 116,425
		Carpet	\$ 33,125	Plasterboard and painting	\$ 60,100		
3	Stone Flooring to Foyer 1. Carpet to remainder	Stone Floor	\$ 41,400	Perforated Timber	\$ 82,240	\$ 303,415	-\$ 51,485
		Carpet	\$ 66,875	Plasterboard and painting	\$ 112,900		
4	Carpet to all foyers and stairs	Carpet	\$ 84,150	Plasterboard and painting	\$ 230,100	\$ 314,250	-\$ 40,650

Advisory Group Recommendation from July 2015: Hard floor surface, light in colour.

Project Architect Recommendation: Stone floor surface with additional acoustic wall panelling.

4. Cinema Projectors

Two (2) x cinema projectors will be required for the facility. 1 for the internal cinema and 1 for the rooftop terrace. The intention is for the rooftop terrace projector to be relocated from the moonrise cinema to the KACP when complete. Request is for the same brand/style of projector to be specified for the indoor cinema to enable costs, maintenance, staff training to be minimised.

Recommendation: Include current brand /style of projector in tender documentation for tender.

5. LED Screen – Main Entrance

The current cost plan does not include an LED advertising screen at the entrance of the facility (on the back of the bio-box in rooftop terrace facing Welcome Road). Indicative cost has been provided at \$140K. Previously Council provided \$60K in its Budget for a similar screen to be located at the Administration office on Welcome Road, however KACP was seen as a more appropriate location.

Recommendation: Include an LED advertising screen within the cost plan and further investigate suitability for cyclonic region.

**STATUTORY IMPLICATIONS**

Council are contractually obligated to proceed the project to the completion of the second STOP/GO point in the contract which is the completion of the documentation for tender/pre-tender estimate.

**POLICY IMPLICATIONS**

Council policy CS – 12 Public Art Policy is applicable.

**FINANCIAL IMPLICATIONS**

In addition to the \$1.9M allocated for facility design, Council has allocated \$54.1M to the project in its LTFP across 4 financial years which is proposed to be offset by \$28M in external funding.

The current forecast project costs for the project based on the Schematic Drawings is \$55.6M.

The items discussed in this report for consideration do have minor budget implications, however as the costs are being firmed up throughout the detailed design process, it is anticipated by the Quantity Surveyor that these can be managed within the existing contingencies included within the current project estimates.

Preliminary management planning estimates the additional annual operating cost to be between \$1,348,691 and \$1,824,700 per annum in addition to Council's current operating budget. This range is less than allowed for in Councils LTFP which provides for a consequential operating expenditure at 7.5% of the project value.

**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 2015-2016 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.2.7	Deliver projects of strategic importance to the City
Our Services:	1.a.2.7.2	Provide project management resources

**RISK MANAGEMENT CONSIDERATIONS**

A project risk plan has been developed for the project and will be monitored by the Project Control Group throughout the project development.

If the recommendation in this report is accepted by Council, contractually the City must proceed to the completion of the documentation stage.

A risk to the City is the projected project capital cost funding strategy is based on a number of funding sources.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council has previously approved the design stages of a number of major and minor projects.

**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. NOT AGREE to include a future proofing option for additional space above the library READ room within the Karratha Arts and Community Precinct Design as recommended by the Project Architect and supported by the Project Advisory Group.
2. TO AGREE to the public art locations for the Karratha Arts and Community Precinct as; the façade of the Southern wall elevation, Staircase 1 within the main foyer, elements of the external amphitheatre shade structure and to include the library tree as a fit out item as recommended by the Project Advisory Group;
3. NOT SUPPORT the Project Architect recommendation of stone flooring with additional acoustic panelling as the nominated hard floor surface;
4. NOT AGREE to include current brand and style of cinema projector as the preferred within the specification documentation for tender.
5. NOT AGREE to include an advertising screen within the cost plan and NOTE further investigation as to suitability for cyclonic region will be undertaken.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT SUPPORT the Officer's recommendation and propose an alternative recommendation.

**CONCLUSION**

At its July 2015 Council Meeting, Council endorsed the schematic design for the Arts and Community Precinct Project with specific design elements as recommended by the PAG.

This report sets out a series of recommendations to finalise particular design elements to progress the Karratha Arts and Community Precinct project through the detailed design phase.

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**OFFICER'S RECOMMENDATION**

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

1. **AGREE to include a future proofing option for additional space above the library READ room within the Karratha Arts and Community Precinct Design as recommended by the Project Architect and supported by the Project Advisory Group.**
2. **AGREE to the public art locations for the Karratha Arts and Community Precinct as; the façade of the Southern wall elevation, Staircase 1 within the main foyer, elements of the external amphitheatre shade structure and to include the library tree as a fit out item as recommended by the Project Advisory Group;**
3. **SUPPORT the Project Architect recommendation of stone flooring as the nominated hard floor surface with the inclusion of additional acoustic wall panelling as per Option 1 detailed in this report - being stone flooring to foyers 1, 2, 3 and 4, stairs 1 and 2 and perforated timber wall finish;**
4. **AGREE to include current brand and style of cinema projector as the preferred within the specification documentation for tender;**
5. **AGREE to include an advertising screen within the cost plan and NOTE further investigation as to suitability for cyclonic region will be undertaken; and**
6. **NOTE that a further cost estimate will be provided to Council following completion of the project documentation stage.**



**12.3 KARRATHA AIRPORT FRONT OF TERMINAL DESIGN AND PROJECT FUNDING**

<b>File No:</b>	<b>TT.444</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Airport Commercial Coordinator</b>
<b>Date of Report:</b>	<b>14 September 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Masterplan 2. Staged Plan</b>

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**PURPOSE**

To consider the Karratha Airport Front of Terminal (FOT) concept design and cost.

**BACKGROUND**

In 2009 the City of Karratha embarked on a project that delivered a new FOT and controlled car park facility at Karratha Terminal Airport (KTA).

These facilities have served the airport well however over time it has become apparent that additional modifications could improve entry, exits, circulation and presentation of the car parking areas and FOT. Further, and in discussions with the Office of Transport Security, good design practice for Airport Terminals would provide for a greater vehicle setback from terminal facilities than currently provided at KTA.

Council allocated funding in the 2014/15 Budget to commence a process of review of the FOT, by seeking proposals from suitably qualified consultants with proven experience in the design and construction of parking and ground transport facilities. A request for quotation for the provision of consultancy services was advertised and awarded to Cardno.

The objective of this project is to conduct a review of the functionality of car parks, pedestrian movements and Terminal access / egress in the first instance and then produce a design to meet Councils business, safety, compliance and functional needs. The primary objective of the design is to improve the parking and ground transportation facilities associated with Karratha Airport, specifically the terminal but extending to the circulation roads and connections, verges etc. The essential elements that were incorporated in the brief included;

- Provide for ease of use and access by users
- Ensure functionality of design and a sense of place and arrival
- Ensure compatibility with works already completed
- Enable ease for management of areas
- Ensure the design is durable, limits maintenance and damage to infrastructure

These issues and preliminary design concepts were presented to the Airport Advisory Group on 13 July 2015 and workshopped. Further internal discussions have also been conducted in order to address various design issues namely safety for vehicle and pedestrian movements. Items discussed and subsequently analysed and considered can be categorised in to two main categories, these include:

Front of Terminal

- Front of Terminal – including shade structures, seating and smoking area designation
- Shade Structures and Pedestrian Access and Way finding to car park and terminal
- Emergency Vehicle Access and Egress to terminal
- Architectural Elements - including external façade colour, way finding and landscaping
- New Waste Disposal and Loading Areas
- Addition of Commercial Facilities - including storage lockers

Car Park

- Car Parking Operational Efficiency - consider revised entry and exit routes to short term and long term parking areas
- Explore the potential for a kiss and ride option
- Review Commercial Vehicle Access and Egress including taxis
- Review Rental Vehicle Access and Egress

Several options were developed for consideration to address each of these issues. Each option aimed to address the development in a staged manner whilst meeting the key functional outcomes specified and also adding to the airport architectural statement. Disability access was considered in all options.

A masterplan to address the brief was prepared by Cardno and is now presented for Council's consideration. The key features and considerations include:

- New Front of Terminal zone removing the current drop off / pick up lane to improve pedestrian movement and address safety issues with vehicle proximity to the terminal. The front of terminal zone includes landscaping, shade and paving areas
- Creation of a new loading zone and bin storage facility away from the front of the Terminal to improve safety and alleviate odour
- Reorientation of the Short term car park exit to enable ease of exit and minimise damage caused to ticket machines
- Works to improve entry and exit to Long term Parking areas
- Increase in space for short term parking thus requiring a relocation of a section of car rental vehicles (approximately 60 bays) in to a current Long term parking area

The basis to the recommended masterplan includes:

- Minimising changes to the current orientation for Short term and long term car parks as the flow of traffic East to West past the terminal works
- Whilst other options were considered, creating a new and / or alternate access into the Short term parking created additional traffic issues
- The removal of the existing drop off lane in front of the terminal does not require on going security to man pick up / drop off as it is controlled parking thus reducing the City's operating costs.
- Increased safety by restricting traffic from FOT which is consistent with contemporary Airport design and likely to be mandated by security regulators in time.
- Requires minimal civil works and changes to the current configuration whilst addressing traffic flow issues in the airport car park
- Allows a stages approach to the car par upgrade including various packages of works.
- Allows for increased passenger experience with a new engaging FOT designed at creating an aesthetically pleasing experience and increasing shade structures
- Increased seating incorporating natural landscapes and additional shading to the FOT also creating a dedicated pedestrian area and gathering place.
- Increased Short Term Car Parking capacity by way of relocating the Rental Car Parking and Long Term Car Parking.
- Maintain access for Emergency vehicles to the FOT.

The Masterplan and staged implementation plan was discussed at the Airport Advisory Group meeting on 14 September 2015. Council is now requested to consider this recommendation and the associated costs.

### LEVEL OF SIGNIFICANCE

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of high significance in terms of financial investment required to establish, progress and complete the project, environmental issues, and further development of the Karratha Airport facilities in the region and general wellbeing of the residents of the City of Karratha.

### COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between the Airport Advisory Group and all relevant internal Council Departments. Councillors were invited to attend the July 2015 Airport Advisory Group meeting where the concept design was presented and recommendations were discussed and further at the 14 September 2015 meeting.

Below summarises the major discussion points and feedback of the Advisory Group and internal stakeholders:

Strategy	Change	Reasoning
Car park Access and Egress	Amended entry and exit routes.	Simplify access for travelling passengers. Reduce damage to parking infrastructure. Reduce congestion. Enhance customer experience. Remove need for same extent of front of terminal security staff to monitor 2 minute drop off.
Car Park Capacity	Increase the size of short term parking.	Enhance customer experience. Increase capacity by relocating parts of rental cars. Improve FOT security outcome.
Ground Transport	Amend FOT design and include new parking zones for minibus and taxis.	New facility for travelling passengers in line with major airports new design methodology. Reduce congestion for commercial vehicles and enhance customer experience.
Front Of Terminal	Brand new FOT design.	Increase pedestrian amenity including shade structures, aesthetic landscaping and architectural appeal in line with the upgraded terminal all whilst improving security to the FOT.
Utility Zone	Relocate waste and loading.	Creating a new waste loading area to reduce congestion and removed unsightly activities and odours from FOT.
Signage	Install new way finding signage.	Allow ease of access and enhance customer experience and reduce vehicle incidents.

The Airport Advisory Group held a subsequent meeting in September to review the proposed car park and front of terminal masterplan in line with functionality and budget whilst still delivering a new FOT and controlled car park that meets the needs of the community. The Airport Advisory Group's recommendation is to increase the FOT landscaping which will reduce the need for the proposed number of shade structures. The budget has been revised to address these recommendations. The review revealed that Stage 4 should be designed at this stage however forecast for completion at a later date and thus proceed with Stages 1, 2 and 3.

**COMMUNITY CONSULTATION**

There has been no community consultation as yet. Once the concept design is supported, the airport management team will communicate progress of the project to KTA stakeholders.

**STATUTORY IMPLICATIONS**

Once the design is completed it is proposed that tenders for construction will be called in accordance with 3.57 of the *Local Government Act 1995*.

The design has been prepared in accordance with the *Road Traffic Act 1974*. Guidelines for:

- Austroads – Guide to Road Designs.
- Austroads – Guide to Traffic Management
- AS 2890.1– Off Street Car Parking

**POLICY IMPLICATIONS**

Council Policy CE13 – Tender Evaluation applies where the tendered amount is expected to be in excess of \$1M ex GST, thus the invitation for tender, scope of works and the evaluation criteria need to be put to Council for consideration.

At this stage the project is intended to be delivered by a primary civil contractor who may elect to subcontract various elements including landscaping, shade structures, electrical works etc. Noting that the intention is to fully document the works thus alleviating any major design risks, it is recommended that the following selection criteria for the project be used in determining the most advantageous tenderer during the evaluation process.

Criteria	Weighting
Price	50%
Relevant Experience	20%
Capacity to Deliver	30%

**FINANCIAL IMPLICATIONS**

Council has provided a budget allocation of \$1.191M to this project in its Long Term Financial Plan, allocated across 2015/16 (\$500k) and 2016/17 (\$691k).

The pre-tender estimate for the Masterplan that includes all elements of the Front of Terminal and Car park modifications have been estimated using a 40% regional loading at \$2.311m (ex GST). As these combined works exceed Council's anticipated long term financial commitment, several staged options (Refer attached staged plan at Attachment 2) have been costed for consideration, including:

Overall Project Estimate	Delivers all elements of front of Terminal, Short and Long term Car Parking modifications identified on the Masterplan.	\$ 2,311,890 (ex GST)
Overall Project Estimate for Stages 1, 2 and 3, as per Officer's recommendation	Delivers all elements of front of Terminal, Short and Long term Car Parking modifications identified on the Masterplan.	\$ 2,055,011 (ex GST)
Stage 1	Front of Terminal Only. Delivers all public amenity areas and shade structures, waste collection and delivery access whilst removing the current front of terminal lane. Excludes any modifications to short or long term car parks.	\$1,237,608 (ex GST)

Stage 2	Short term parking Exit. Addresses short term parking exit lanes.	\$193,478 (ex GST)
Stage 3	Long Term and Short term Car Parks. Increases short term bays, pedestrian shade, relocates part rental vehicles and modifies Long Term A exit.	\$623,925 (ex GST)
Stage 4	Long Term Car Park B. Modifications to entry and exit areas.	\$256,879 (ex GST)

Tenders for the works are not anticipated to be called until late 2015 and a contract awarded in early 2016, at which time Council will be requested to consider the 2015/16 budget allocation and associated project cash flow.

It should be noted that the budget operating expense of the FOT and car park is \$514,820 annually. Any staged option is not likely to increase revenues however will reduce operating expenses associated with FOT security monitoring the pick-up / drop-off lane. The estimated savings are in excess of \$40,000 annually.

**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 2015-2016 provided for this activity:

- Our Program: 1.a.2.2 Operate Karratha Airport to achieve a Commercial outcome.
- Our Program: 1.a.2.4 Maintain City infrastructure necessary to meet the community needs
- Our Services: 1.a.2.4.4 Maintain and renew road and footpath / cycle ways infrastructure.

**RISK MANAGEMENT CONSIDERATIONS**

A project risk plan will be developed for the project and will be monitored by a Project Manager and a Project Control Group throughout the project development. The options that have been considered to address issues at the front of terminal and car park have been prepared with risk management as a key consideration. This includes:

- Reduction of damage to short term exit equipment
- Relocation of vehicles from front of the terminal
- Provision of shade for visitors to the terminal
- Emergency access to the terminal and various car parking areas

In terms of construction, the majority of the works particularly impacting the entry and exit points to the Karratha Airport car park and FOT, if approved, are proposed to be performed after hours and/or with amended traffic flow configurations so as to reduce significant disruption to passengers.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council has set precedence by expending capital funding to develop the current car park in 2009.

**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 ENDORSE the Masterplan prepared by Cardno for the Karratha Airport Terminal concept design and AGREE to PROGRESS the full project scope of works as included in the Masterplan noting Council will need to consider the financial implications at the time of tender.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT PROCEED at this point in time and further review the options and costs for Front of terminal and car park modifications at the Karratha Airport.

**CONCLUSION**

The report sets out a series of options to consider to progress the Karratha Airport Front of Terminal modifications and upgrades to enable the project to progress to the next design and tender phase.

The recommended option presented by Officers and the Airport Advisory Group is to progress Stage 1 and 2 of the Masterplan being the Front of Terminal works and exit from short term. This option is proposed because it satisfies the required brief, is closely aligned to Councils budget expectation from its Long Term Financial Plan and has regard for retention of considerable infrastructure in situ in the current car park.

The Masterplan, if agreed, will enable the staged development of the future short term and long term modifications as funds become available.

**OFFICER’S RECOMMENDATION**

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

1. **ENDORSE** the Masterplan prepared by Cardno and as recommended by the Karratha Airport Advisory Group, as the scope of works to be progressively implemented for the Karratha Airport Terminal - Front of Terminal and car park works;
2. **AGREE** that the scope of works for Stage 1, Stage 2 and Stage 3 of the Karratha Airport Terminal - Front of Terminal and car park works includes the front of terminal and short term car park exit as outlined in this report;
3. **NOTE** the current estimate for Stage 1, 2 and 3 works is \$ 2,055,011 (ex GST);
4. **ENDORSE** the tender selection evaluation criteria weighting as follows:

Criteria	Weighting
Price	50%
Relevant Experience	20%
Capacity to Deliver	30%

5. **NOTE** that at the completion of the tender process, a report will be tabled for Council to consider the appointment of the successful Tenderer and the financial implications associated with the award of contract.





**12.4 DAMPIER COMMUNITY HUB PROJECT SCOPE CHANGE**

<b>File No:</b>	<b>CP.329, CP.338</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Project Manager</b>
<b>Date of Report:</b>	<b>11 September 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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**PURPOSE**

For Council to consider a scope change to the Dampier Community Hub Project to include additional roof works to the Dampier Community Hall.

**BACKGROUND**

At its Ordinary Council Meeting on 27 January 2015, Council resolved, in part to nominate Pindan Contracting Pty Ltd as the preferred tenderer for a contract value of \$13,303,812.35 based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 11 – 14/15 Construction of the Dampier Community Hub.

Construction commenced in February 2015 in accordance with the scope of works considered in the tender document, being a refresh of the existing Dampier Community Hall, demolition of the existing library, construction of a new Library and Community Building and construction of an Early Learning Centre.

The land and building ownership was formally transferred from Rio Tinto to the City in June 2015.

During the construction, Officers request that the Contractor undertake an investigation into the condition of the roof sheeting to the existing Dampier Hall. This was not included within the original scope of works for the existing hall refresh.

An inspection was carried out by way of visual inspection and a condition report completed that identified the following issues:

- No evidence the roof sheeting has been replaced since construction. The building was constructed in 1967. The roof sheeting is past the life span of the product used
- Evidence of degradation of roof sheeting including corrosion, general wear and tear
- Signs of roof leaks and insulation damage
- Evidence of corrosion to fixings
- Cyclone washers showing signs of fatigue

The Contractor is of the opinion that the roof sheeting should be replaced. Three quotes have been obtained by the Contractor ranging from \$128K to \$164K. The inspection did not include a full structural assessment or certification that would be required if agreement was reached to replace.

The Dampier Community Hall works were scheduled in the construction program to be completed as a Separable Portion in the contract. Practical Completion was reached on 5 September 2015, with the hall having been handed back to the City and bookings taken.

It is estimated by the Contractor that the works would require a 4 week lead time for the materials to be purchased and delivered and approximately 10 days to complete the re-sheeting.

Roof sheeting for the remainder of the buildings has commenced and is expected to be completed in early October 2015. Whilst it would be prudent to have the works undertaken whilst roofing contractors are on site completing current works, they can be completed at a later time during the project if required to assist with reducing impact to existing users of the facility.

Alternatively the roof replacement can be considered separate to the project and completed as future capital improvements to the building.

#### **LEVEL OF SIGNIFICANCE**

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

#### **COUNCILLOR/OFFICER CONSULTATION**

A Project Reference Group (PRG) has been established for the Dampier Community Hub project which includes representation from two (2) Councillors. PRG meetings are held on a monthly basis. The roof scope of works was discussed at the PRG meeting held on the 10 September 2015 at which time the potential to replace the roof sheeting was recommended to be considered by Council due to the change in scope and potential cost impact.

#### **COMMUNITY CONSULTATION**

If Council resolve to endorse the Officer's recommendation, consultation with community will be undertaken to minimise impact on the community use of the facility.

#### **STATUTORY IMPLICATIONS**

There are no statutory implications.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

The project budget as considered by Council at the January 2015 meeting is \$16,963,860.

If Council agree to proceed, additional works will be carried out by way of variation with Pindan Contracting. A construction contingency of \$979,748 is included within the project budget and should be adequate to accommodate these additional works. Current approved variations total \$244,648 with approximately 5 months left of construction.

**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 2015-2016 provides 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.2.7	Deliver projects of strategic importance to the City.
Our Services:	1.a.2.7.2	Provide project management resources.

**RISK MANAGEMENT CONSIDERATIONS**

The inspection undertaken to date has not included a structural assessment. A structural engineer can only access the roof once the sheeting has been removed. Quotes received do not include any structural repairs/replacement. Whilst it is not a requirement to meet current standards if no changes to the structure are undertaken, if it is deemed that structural damage exists, then current wind loads standards will be need to be met, resulting in a likely significant cost and time escalation.

The Existing Community Hall was unavailable for community use from February 2015 to September 2015 whilst the refresh works were undertaken. The Hall has formally been handed back to the City and bookings have been taken for its use. If roof works are considered as an additional scope to this project, community will have to be notified that the facility will be unavailable for a period of time whilst works are being undertaken however could be programmed to minimise disruption to community access.

As the project currently stands, the construction contingency within the budget should be adequate to accommodate these additional works, however if any substantial issues arise within the remainder of the project or there are any major structural issues identified when the roof sheeting is removed, the existing contingency may not be adequate for the remainder of the project.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council have approved changes to scope on projects previously undertaken.

**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. NOT ENDORSE a change in scope for the Dampier Community Hub Project to include the replacement of the roof sheeting on the existing community hall;
2. INSTRUCT the Chief Executive Officer to undertake further investigative works on the roof of the Existing Community Hall in Dampier to include a detailed structural assessment; and

3. CONSIDER the roof replacement as a future capital building improvement to the building and consider as part of a future budget process.

**CONCLUSION**

The Dampier Community Hub is currently under construction. The works undertaken to the existing community hall have been completed as a Separable Portion 1 and bookings are now being taken from the community to utilise the facility. A roof inspection highlighted some issues with roof sheeting. There is an opportunity to consider the replacement of the roof sheeting as additional scope to the Dampier Community Hub Project.

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**OFFICER'S RECOMMENDATION**

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

1. **ENDORSE** a change in scope for the Dampier Community Hub project to include the replacement of roof sheeting on the existing community hall by way of variation with Pindan Contracting; and
2. **NOTE** that the cost of the works is estimated up to \$160,000 which will be undertaken within the current project budget.

## **13 ITEMS FOR INFORMATION ONLY**

**Responsible Officer:** Chief Executive Officer

**Reporting Author:** Minute Secretary

**Disclosure of Interest:** Nil

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### **PURPOSE**

To advise Council of the information items for September 2015.

### **VOTING REQUIREMENTS**

Simple Majority.

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### **OFFICER'S RECOMMENDATION**

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 Building Statistics**
- **13.5 Planning Decisions Issued**
- **13.6 Environmental Health Statistics**
- **13.7 Ranger Statistics**
- **13.8 Economic Development update**
- **13.9 Waste Services Data**
- **13.10 Community Services update**
- **13.11 Cleansweep Taskforce Annual Report 2014/15**
- **13.12 Update of Roebourne Golf Club Inc**

**13.1 REGISTER OF DOCUMENTS STAMPED WITH THE CITY OF KARRATHA COMMON SEAL****Responsible Officer: Chief Executive Officer****Reporting Author: EA to CEO & Mayor****Date of Report: 3 September 2015****Disclosure of Interest: Nil**

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**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.

<b>DATE</b>	<b>DOCUMENT</b>
11/08/2015	Amendment to City of Karratha Town Planning Scheme No.8 Amendment No.37
12/08/2015	Lease of part of the Karratha Airport terminal between the City of Karratha (Lessor) and Airlink PTY Limited (Lessee)

**13.2 NON STATUTORY DONATIONS FOR PERIOD ENDING 31 AUGUST 2015**

**File No:** AUG15  
**Responsible Officer:** Director Corporate Services  
**Author Name:** Assistant Management Accountant  
**Date of Report:** 27 August 2015  
**Disclosure of Interest:** Nil

To provide Council with a summary of Non Statutory Donations made during the specified period. The original budget amounts for 2015/16 were adopted in Council Res No. 153229 Municipal Fund Budget 2015/16.

<b>City of Karratha</b>	<b>Original Budget</b>	<b>Actual YTD</b>	<b>Remaining</b>
<b>Non Statutory Donations</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>For the Period Ending 31 August 2015</b>			
Contribution - Dampier Community Assoc	\$ 100,000	\$ -	\$ 100,000
Contribution - Pt Samson Community Assoc	\$ 100,000	\$ -	\$ 100,000
Contribution - Roebourne Advisory Group	\$ 100,000	\$ 12,500	\$ 87,500
Contribution - Wickham Community Assoc	\$ 100,000	\$ 20,000	\$ 80,000
Contribution - Karratha Community Assoc	\$ 100,000	\$ -	\$ 100,000
Ex Gratia Contribution - Dampier Community Assoc	\$ 100,000	\$ -	\$ 100,000
Ex Gratia Contribution - Wickham Community Assoc	\$ 102,500	\$ -	\$ 102,500
Ex Gratia Contribution - Roebourne Advisory Group	\$ 51,250	\$ -	\$ 51,250
Ex Gratia Contribution - Pt Samson Community Assoc	\$ 51,250	\$ -	\$ 51,250
The Salvation Army	\$ -	\$ 241	-\$ 241
School Awards	\$ 1,425	\$ -	\$ 1,425
Walkington Awards	\$ 5,500	\$ -	\$ 5,500
Sundry Donations To Community Groups	\$ 250,000	\$ -	\$ 250,000
Fee Waiver	\$ 20,000	\$ 2,614	\$ 17,386
	<b>\$ 1,081,925</b>	<b>\$ 35,355</b>	<b>\$ 1,046,570</b>

In accordance with Council Policy CS19 – Annual Community Association Grant Schemes, unspent ex-gratia and Community Association Development Scheme (ACAD) funding will be transferred to the Community Development Reserve. The funds will be held in Reserve for a period of not more than 2 years following the year of allocation. At this time unspent funding is incorporated into the City of Karratha Annual Community Grant for the purposes of being distributed in accordance with Council Policy CS6 – Community Grants & Contributions Scheme.

**13.3 CONCESSIONS ON FEES FOR COUNCIL FACILITIES 15/16 FINANCIAL YEAR**

**File No:** CR.38  
**Responsible Executive Officer:** Director Community Services  
**Reporting Author:** Director Community Services  
**Date of Report:** 30 August 2015  
**Disclosure of Interest:** Nil

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**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 15/16 Financial Year.

Name	Reason	Amount (exc GST)	Balance (exc GST)
Spirit 1260, RedFM 106.5 Karratha, Pilbara News & Karratha Country Club	Donation of a full 3 month KLP membership to raise money for Telethon - Ambrose Golf Competition 21 August - Total \$380.00	\$380.00	\$18,310.90
Yaburara & Coastal Mardudhunera Aboriginal Corporation	Fee waiver for NAIDOC Ball at the KLP 9 September - Total \$ 881.82	\$881.82	\$17,429.08



**13.4 MONTHLY BUILDING STATISTICS**

**File No:** GR.27

**Responsible Executive Officer:** Director Development Services

**Reporting Author:** Manager Regulatory Services

**Date of Report:** 3 September 2015

**Disclosure of Interest:** Nil

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**PURPOSE**

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

<b>Building Statistics 2015</b>													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
<b>Building Permits</b>													
Dwellings	0	0	4	0	0	5	5	0					14
Alterations and Additions	1	1	1	0	13	3	2	2					23
Swimming Pools and Spas	3	5	8	1	7	0	0	2					26
Outbuildings (inc signs and shade)	19	17	26	24	8	23	15	14					146
Group Development	0	0	0	0	0	0	0	0					0
Number sole occpcy units/grp development	0	0	0	0	0	0	0	0					0
Commercial	4	7	8	1	2	1	2	1					26
<b>Monthly total</b>	<b>27</b>	<b>30</b>	<b>47</b>	<b>26</b>	<b>30</b>	<b>32</b>	<b>24</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>235</b>
<b>Building Approval Certificates &amp; Demolition Certificates</b>													
Demolition Permits	0	6	4	2	1	5	7	1					26
BAC's	0	1	3	2	0	0	0	0					6
BAC Strata	0	0	0	0	0	0	0	0					0
<b>Monthly Total</b>	<b>0</b>	<b>7</b>	<b>7</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>7</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32</b>
<b>Occupancy Permits</b>													
Occupancy Permits	5	8	3	9	3	1	3	3					35
OP Strata	0	0	0	0	0	0	1	0					1
OP Unauthorised	0	0	0	0	0	0		4					0
<b>Monthly total</b>	<b>5</b>	<b>8</b>	<b>3</b>	<b>9</b>	<b>3</b>	<b>1</b>	<b>4</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40</b>
<b>Total \$'000 Construction Value</b>	<b>40,909</b>	<b>32,572</b>	<b>7,151</b>	<b>589</b>	<b>1,668</b>	<b>6,282</b>	<b>6,117</b>	<b>5,913</b>					<b>101,201</b>
<b>Applications Processed for Other Councils</b>													
													YTD
Shire Of Ashbutron	12	13	8	11	9	21	16	25					115
Shire of Wyndham (East Kimberley)	N/A	N/A	5	5	1	1	1	2					15
Port Hedland								1					
<b>Monthly Totals</b>	<b>12</b>	<b>13</b>	<b>13</b>	<b>16</b>	<b>10</b>	<b>22</b>	<b>17</b>	<b>27</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>130</b>
<b>Building Statistics 2014</b>													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
<b>Building Permits</b>													
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
<b>Monthly total</b>	<b>51</b>	<b>37</b>	<b>61</b>	<b>43</b>	<b>35</b>	<b>35</b>	<b>34</b>	<b>34</b>	<b>41</b>	<b>24</b>	<b>34</b>	<b>46</b>	<b>475</b>
<b>Building Approval Certificates &amp; Demolition Certificates</b>													
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
<b>Monthly total</b>	<b>13</b>	<b>6</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>10</b>	<b>8</b>	<b>6</b>	<b>15</b>	<b>8</b>	<b>4</b>	<b>4</b>	<b>90</b>
<b>Total \$'000 Construction Value</b>	<b>16,691</b>	<b>14,909</b>	<b>25,481</b>	<b>2,706</b>	<b>4,989</b>	<b>35,351</b>	<b>56,436</b>	<b>25,345</b>	<b>16,301</b>	<b>1,906</b>	<b>8,770</b>	<b>1,431</b>	<b>210,316</b>

**13.5 PLANNING DECISIONS ISSUED 01 AUGUST TO 31 AUGUST 2015**

**File No:** TA/1/1  
**Responsible Officer:** Director Development Services  
**Author Name:** Planning Administration Officer  
**Date of Report:** 3 September 2015  
**Disclosure of Interest:** Nil

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**PURPOSE**

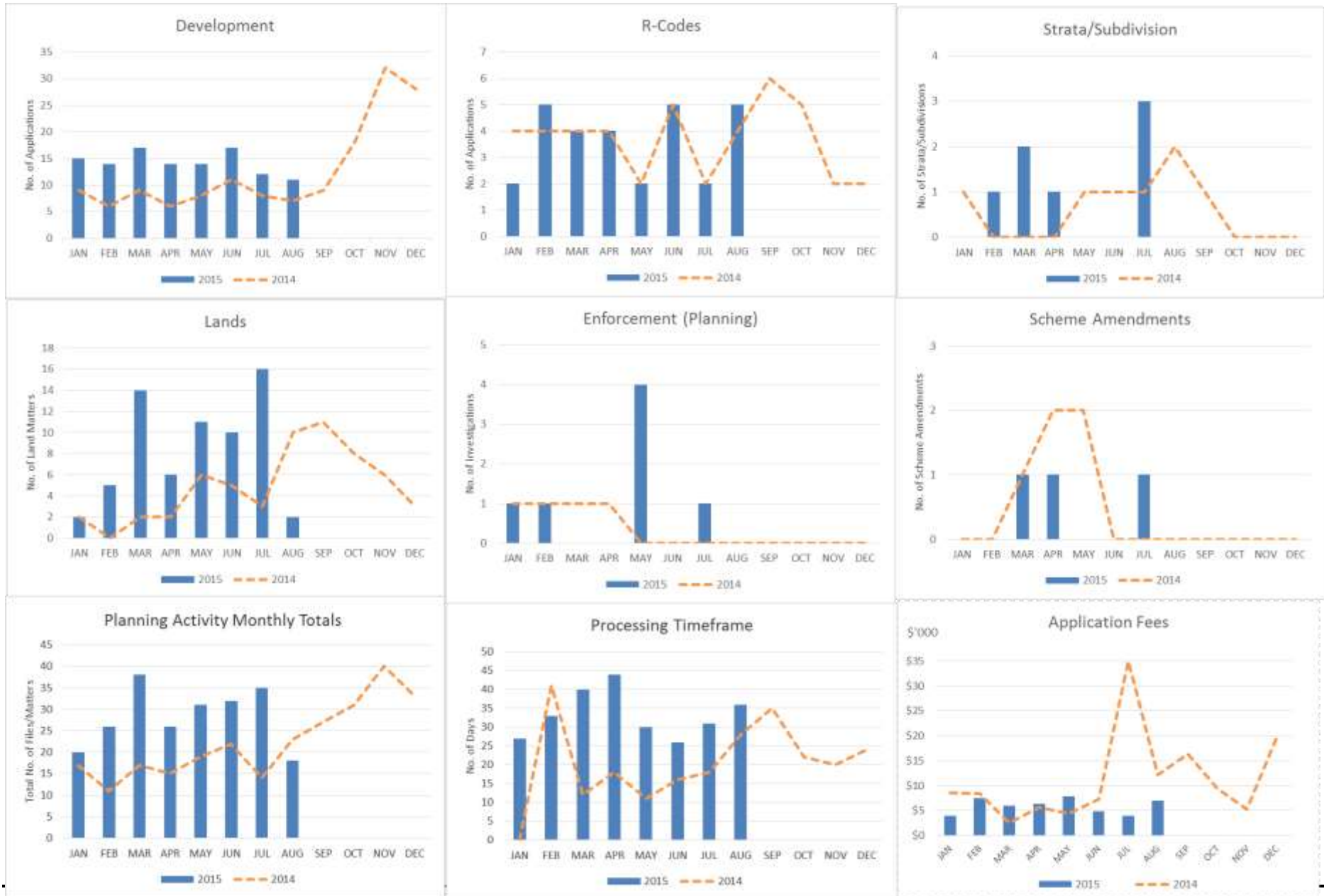
To advise Council of the following planning decisions issued for the above period.

**STATUS OF CURRENT PLANNING DECISIONS ISSUED**

APP	DECISION	OWNER	APPLICANT	ADDRESS	APP TYPE	DEVELOPMENT
DA14080	APPROVED DELEGATE	TAMALYN FARMS PTY LTD	DEBORAH MCCARTHY	5 FORTESCUE CRESCENT DAMPIER	DEV	RESIDENTIAL BUILDING & HOME BUSINESS
DA14131	APPROVED DELEGATE	REDLAND BAY PTY LTD	SCRIBE DESIGN GROUP	LOT 1 DAMPIER ROAD GAP RIDGE	DEV	RESIDENTIAL BUILDING & ADDITIONS TO INTENSIVE AGRICULTURE
DA15113	APPROVED DELEGATE	RICHARD EDMUND FENNY	HURLEY ARCHITECTURE & PLANNING	19 WARAMBIE ROAD	DEV	BUILDING RENOVATIONS, ONSITE PARKING, VERGE PARKING AND LANDSCAPING
DA15138	APPROVED DELEGATE	KEMIBE HOLDINGS PTY LTD	LE ROBERTS DRAFTING & DESIGN	UNIT 8 L985 WOODBROOK ROAD KIE	DEV	FRONT WORKSHOP AND OFFICE
DA15142	APPROVED DELEGATE	LARGESTAR INVESTMENTS	LARGESTAR INVESTMENTS	LOT 2000 RESOURCE ROAD GAP RIDGE	DEV	STORAGE FOR VEHICLES
DA15146	APPROVED DELEGATE	LOU VINCENT HEALES	GEMMA KAYE MALATIOS-HEALES	9 DEGREY CRESCENT DAMPIER	DEV	HOME OCCUPATION – REMEDIAL MASSAGE
DA15147	APPROVED DELEGATE	SWS CAPITAL PTY LTD	EVOLUTION LOUNGE BAR	UNIT 3 3 WARAMBIE ROAD	DEV	FENCE
DA15148	APPROVED DELEGATE	ROBE RIVER MINING CO PTY LTD	AMANDA CAMERON	18 THALGU ENTRANCE WICKHAM	DEV	HOME OCCUPATION – BAKED GOODS
DA15150	APPROVED DELEGATE	PAMELA FLORENCE & GARRY JOHN QUINN	DERRYN HUYNH	UNIT 40 5-15 SHARPE AVENUE	DEV	FITNESS STUDIO
DA15151	APPROVED DELEGATE	AARON SCOTT DYKES & TONNILLE CHERIE HAWKE	TONNILLE CHERIE HAWKE	31 HUNT WAY BULGARRA	DEV	HOME OCCUPATION – REMEDIAL MASSAGE
DA15155	APPROVED DELEGATE	WAYNE JOHN CHARLES	CHELSEA BROWN	3 SEASNAKE COURT NICKOL	DEV	HOME OCCUPATION – BEAUTY SALON
DA15157	APPROVED DELEGATE	ROBE RIVER MINIG CO PTY LTD	TRASAN CONTRACTING	1 RAMIREZ COURT WICKHAM	DEV	PATIO

**PLANNING SERVICES ACTIVITY REPORT**

<b>2015</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD</b>
<b>CATEGORIES</b>													
Development	15	14	17	14	14	17	12	11					114
R-Codes	2	5	4	4	2	5	2	5					29
Strata/Subdivision		1	2	1	0	0	3	0					7
Lands	2	5	14	6	11	10	16	2					66
Enforcement	1	1	0	0	4	0	1	0					7
Scheme Amendments	0	0	1	1	0	0	1	0					3
<b>Monthly total</b>	<b>20</b>	<b>26</b>	<b>38</b>	<b>26</b>	<b>31</b>	<b>32</b>	<b>35</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>226</b>
<b>Processing Timeframe - Days</b>													
<b>Development Applications</b>	<b>27</b>	<b>33</b>	<b>40</b>	<b>44</b>	<b>30</b>	<b>26</b>	<b>31</b>	<b>36</b>					<b>267</b>
<b>2014</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD</b>
<b>CATEGORIES</b>													
Development	9	6	9	6	8	11	8	7	9	18	32	28	151
R-Codes	4	4	4	4	2	5	2	4	6	5	2	2	44
Strata/Subdivision	1	0	0	0	1	1	1	2	1	0	0	0	7
Lands	2	0	2	2	6	5	3	10	11	8	6	3	58
Enforcement	1	1	1	1	0	0	0	0	0	0	0	0	4
Scheme Amendments	0	0	1	2	2	0	0	0	0	0	0	0	5
<b>Monthly total</b>	<b>17</b>	<b>11</b>	<b>17</b>	<b>15</b>	<b>19</b>	<b>22</b>	<b>14</b>	<b>23</b>	<b>27</b>	<b>31</b>	<b>40</b>	<b>33</b>	<b>269</b>
<b>Processing Timeframe - Days</b>													
<b>Development Applications</b>	<b>0</b>	<b>41</b>	<b>12</b>	<b>18</b>	<b>11</b>	<b>16</b>	<b>18</b>	<b>28</b>	<b>35</b>	<b>22</b>	<b>20</b>	<b>24</b>	<b>245</b>
<b>APPLICATION FEES</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD</b>
<b>2015</b>	\$3,942	\$7,455	\$5,937	\$6,397	\$7,814	\$4,827	\$3,943	\$7,048					\$47,363
<b>2014</b>	\$8,547	\$8,397	\$2,575	\$5,718	\$4,388	\$7,270	\$34,992	\$12,147	\$16,310	\$9,389	\$5,348	\$19,730	\$134,811



**13.6 MONTHLY ENVIRONMENTAL HEALTH STATISTICS**

**File No:** LE.288  
**Responsible Executive Officer:** Director Development Services  
**Reporting Author:** Manager Regulatory Services  
**Date of Report:** 1 September 2015  
**Disclosure of Interest:** Nil

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**PURPOSE**

To provide Annual Environmental Health Statistics for the Council's information.

<b>Environmental Health Statistics</b>		<b>2015</b>												<b>Environmental Health Statistics</b>												<b>2014</b>											
<b>CATEGORY</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD</b>	<b>2014 - YTD</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>											
<b>Inspections/reinspections/audits</b>														<b>136</b>	11	11	37	14	4	28	17	4	19	14	36	23											
Food premises inspection/reinspection	20	17	18	13	16	14	7	6					111	41	0	0	1	17	2	8	3	0	3	5	1	0											
Lodging house inspection	0	0	1	6	2	11	6	1					27	7	0	0	0	3	1	0	4	0	0	0	0	0											
Camping/caravan park inspection	0	0	0	0	0	1	0	0					1	0	0	0	3	27	1	36	6	0	9	1	1	1											
Public building inspection	0	2	4	14	8	9	4	1					42	28	1	0	0	0	0	0	0	0	0	0	2	18											
Swimming pool inspection	2	0	0	0	0	0	0	0					2	3	5	0	2	1	0	1	1	0	0	5	1	0											
Hairdressers inspection	0	2	2	1	3	3	0	2					13	9	3	1	8	0	0	2	0	0	0	3	3	1											
Beauty therapy/skin penetration inspection	0	1	2	1	5	1	0	3					13	0	0	0	1	0	0	0	0	0	0	0	0	0											
Septic tank inspections	0	0	0	0	0	0	0	0					0	23	8	1	5	2	0	7	5	1	3	4	5	1											
Closed premises	3	5	2	4	1	0	2	2					19	247	28	13	57	64	8	82	36	5	34	32	49	44											
<b>Monthly total</b>	<b>25</b>	<b>27</b>	<b>29</b>	<b>39</b>	<b>35</b>	<b>39</b>	<b>19</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>228</b>	<b>Health nuisances/complaints investigated</b>																							
<b>Health nuisances/complaints investigated</b>														Air Pollution	11	0	0	1	0	1	0	0	3	0	0	0	0										
Air Pollution	0	1	0	0	0	1	1	1					4	Building & Accommodation	26	1	1	5	0	2	1	3	0	0	1	3	1										
Building & Accommodation	2	4	0	2	2	0	5	0					15	Effluent & Water Pollution	0	2	3	1	0	0	1	1	0	0	0	1	1										
Effluent & Water Pollution	0	1	0	0	0	2	3	0					6	Food Safety	44	0	2	0	0	0	2	2	1	2	6	0	0										
Food Safety	0	1	0	0	0	0	1	1					3	Noise Pollution	37	1	3	0	1	0	5	5	3	0	0	0	0										
Noise Pollution	0	1	1	1	3	0	5	3					14	Nuisance	28	3	7	0	3	0	2	0	1	0	0	1	1										
Nuisance	0	10	2	1	0	0	1	1					15	Pest Control	34	2	4	0	0	0	1	0	0	1	2	0	0										
Pest Control	0	3	0	0	3	2	0	0					8	Refuse & Litter	10	1	1	0	0	0	1	0	0	0	2	0	0										
Refuse & Litter	0	0	1	0	0	0	1	2					4	Skin Penetration	2	1	1	0	0	0	1	1	0	0	0	0	0										
Skin Penetration	0	3	0	0	0	0	1	1					5	Stallholders & Traders	6	0	2	0	0	0	0	0	1	0	1	0	0										
Stallholders & Traders	0	1	0	0	0	0	0	0					1	Other	66	0	0	0	0	0	0	0	0	0	1	0	0										
Other	0	0	0	0	0	0	0	0					0	<b>Monthly total</b>	<b>264</b>	<b>11</b>	<b>24</b>	<b>7</b>	<b>4</b>	<b>3</b>	<b>14</b>	<b>12</b>	<b>8</b>	<b>4</b>	<b>12</b>	<b>6</b>	<b>3</b>										
<b>Monthly total</b>	<b>2</b>	<b>25</b>	<b>4</b>	<b>4</b>	<b>8</b>	<b>5</b>	<b>18</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>75</b>	<b>Notifiable infectious diseases</b>																							
<b>Notifiable infectious diseases</b>														Ross River Virus (RRV)	4	0	2	13	2	3	4	4	1	4	2	4	1										
Ross River Virus (RRV)	6	5	1	0	2	3	2	3					22	Barmah Forest Virus (BHV)	12	0	0	0	0	0	0	1	0	0	0	0	1										
Barmah Forest Virus (BHV)	1	0	0	0	0	0	0	0					1	Salmonellosis	4	2	0	2	3	1	1	4	0	2	0	1	0										
Salmonellosis	3	3	1	3	4	0	2	2					18	Campylobacteriosis	1	3	1	3	0	1	0	1	0	1	2	0	1										
Campylobacteriosis	5	4	4	3	1	2	2	1					22	Cryptosporidiosis	3	0	0	1	0	0	0	0	0	0	0	0	1										
Cryptosporidiosis	2	4	19	4	2	0	0	0					31	Other	0	0	0	0	0	0	0	0	0	0	0	0	1										
Other	1	1	1	0	0	0	1	1					5	<b>Monthly total</b>	<b>24</b>	<b>5</b>	<b>3</b>	<b>19</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>10</b>	<b>1</b>	<b>7</b>	<b>4</b>	<b>5</b>	<b>5</b>										
<b>Monthly total</b>	<b>18</b>	<b>17</b>	<b>26</b>	<b>10</b>	<b>9</b>	<b>5</b>	<b>7</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>99</b>	<b>Other health</b>																							
<b>Other health</b>														Assess development applications	61	3	9	2	3	1	1	2	3	3	12	7	0										
Assess development applications	0	0	0	2	4	9	5	3					23	Assess building applications	3	0	0	0	0	0	0	0	0	0	8	0	0										
Assess building applications	0	0	0	0	0	0	0	0					0	Respond to swimming pool positive detections	9	3	3	8	1	1	0	4	0	5	4	1	2										
Respond to swimming pool positive detections	6	14	17	3	2	1	3	1					47	Healthy dog day	4	0	1	0	0	1	0	0	1	0	0	1	0										
Healthy dog day	0	1	0	0	1	0	0	1					3	Chicken bleeding	24	2	2	2	3	2	2	2	2	2	2	2	2										
Chicken bleeding	2	2	2	2	2	2	2	2					16	<b>Monthly total</b>	<b>101</b>	<b>8</b>	<b>15</b>	<b>12</b>	<b>7</b>	<b>5</b>	<b>3</b>	<b>8</b>	<b>6</b>	<b>10</b>	<b>26</b>	<b>11</b>	<b>4</b>										
<b>Monthly total</b>	<b>8</b>	<b>17</b>	<b>19</b>	<b>7</b>	<b>9</b>	<b>12</b>	<b>10</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>89</b>																								



**13.7 MONTHLY RANGER STATISTICS**

**File No:** LE.245  
**Responsible Officer:** Director Development Services  
**Author Name:** Manager Regulatory Services  
**Disclosure of Interest:** Nil

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**PURPOSE**

To advise Council of Ranger matters / statistics update since the last Council Meeting as follows:

	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	6	2	0	8
Abandoned vehicles	13	14	20	47
Animal (dogs/other)	51	44	25	120
Cats	7	9	6	22
Camping	9	26	13	48
Cyclone	0	0	0	0
Fire	2	2	0	4
Litter	24	1	0	25
Parking	70	7	7	84
Off Road Vehicles	4	7	2	13
Total Action requests	186	112	73	371

There were no “Three Dog Applications” received during the previous month.

For this month there was 49 calls forwarded from our after-hours call centre. Thirty-six (36) of those calls required an immediate after hour response.

Rangers Statistics 2015													Ranger Statistics 2014														
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	2014 TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
<b>Inspections/reinspections/audits</b>														<b>Inspections/reinspections/audits</b>													
Activities on City Properties	4	0	3	0	1	2	6	8					24	34	0	0	0	0	2	1	0	0	0	1	7	23	
Abandoned vehicles	13	46	20	11	35	20	38	47					230	344	25	56	14	26	15	22	35	20	35	57	19	20	
Animal (dogs/etc)	97	101	147	113	99	123	86	120					886	950	62	53	50	53	48	73	71	94	110	124	130	82	
Cats	13	16	35	31	30	22	20	22					189	263	30	22	22	20	19	23	21	19	24	30	18	15	
Camping	28	16	44	41	22	30	48	48					277	81	0	1	7	4	2	1	3	4	15	13	11	20	
Cyclone	2	6	3	1	0	1	0	0					13	258	3	0	0	1	0	0	0	0	57	166	13	18	
Fire	5	6	3	7	11	8	9	4					53	146	1	0	0	0	1	3	2	1	61	70	2	5	
Litter	27	47	135	27	41	18	37	25					357	220	10	15	31	13	8	11	13	8	34	30	28	19	
Parking	79	72	231	95	106	84	142	84					893	436	21	16	9	18	22	38	16	3	47	74	105	67	
Off Road Vehicles	30	30	40	11	34	0	16	13					174	59	0	2	2	1	1	1	3	3	8	15	12	11	
<b>Monthly total</b>	<b>298</b>	<b>340</b>	<b>661</b>	<b>337</b>	<b>379</b>	<b>308</b>	<b>402</b>	<b>371</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3096</b>	<b>2791</b>	<b>152</b>	<b>165</b>	<b>135</b>	<b>136</b>	<b>118</b>	<b>173</b>	<b>164</b>	<b>152</b>	<b>391</b>	<b>580</b>	<b>345</b>	<b>280</b>	
<b>Infringements Issued</b>														<b>Infringements Issued</b>													
Bushfire	0	0	4	0	0	1	2	0					7	8	3	1	0	0	0	1	0	0	1	1	1	0	
Activities on City Properties	0	0	0	0	0	0	0	0					0	1	0	0	0	0	0	1	0	0	0	0	0	0	
Animal Environment & Nuisance	0	1	24	1	8	7	0	0					41	0													
Animal (dogs/cats/etc)	6	13	15	34	38	45	20	11					182	115	3	0	3	6	1	18	7	4	12	22	16	23	
Camping	0	0	1	0	0	0	0	2					3	14	0	1	1	2	0	4	0	2	4	0	0	0	
Litter	2	3	4	0	0	1	0	0					10	27	3	0	2	8	4	1	2	1	4	1	1	0	
Parking	9	14	86	19	77	56	65	33					359	180	18	30	7	12	48	12	3	2	8	10	14	16	
<b>Monthly total</b>	<b>17</b>	<b>31</b>	<b>134</b>	<b>54</b>	<b>123</b>	<b>110</b>	<b>87</b>	<b>46</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>602</b>	<b>345</b>	<b>27</b>	<b>32</b>	<b>13</b>	<b>28</b>	<b>53</b>	<b>37</b>	<b>12</b>	<b>9</b>	<b>29</b>	<b>34</b>	<b>32</b>	<b>39</b>	
<b>Infringements</b>														<b>Infringements</b>													
Infringements Paid							18	5																			
Value of Infringements Paid							2390	800																			
Infringements withdrawn							5	3																			
Infringements sent to FER							0	76																			
<b>Impounded Dogs</b>														<b>Impounded Dogs</b>													
Central	5	9	6	11	8	12	10	9					70	188	16	13	9	12	15	19	15	15	23	18	16	17	
East	0	14	7	8	21	18	2	3					73	103	10	4	7	6	4	28	7	8	7	11	10	1	
West	15	8	2	8	16	20	8	6					83	146	12	11	9	13	10	17	10	17	14	5	16	12	
<b>Monthly total</b>	<b>20</b>	<b>31</b>	<b>15</b>	<b>27</b>	<b>45</b>	<b>50</b>	<b>20</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>226</b>	<b>437</b>	<b>38</b>	<b>28</b>	<b>25</b>	<b>31</b>	<b>29</b>	<b>64</b>	<b>32</b>	<b>40</b>	<b>44</b>	<b>34</b>	<b>42</b>	<b>30</b>	
Released to Owner	10	14	5	18	17	27	15	10					116	196	13	14	12	16	10	27	21	14	15	19	16	19	
Rehomed to SAFE	1	6	2	4	15	5	4	0					37	118	14	10	7	7	4	13	9	10	14	12	15	3	
Euthanised by Ranger	5	8	0	5	0	17	1	3					39	83	10	2	5	6	7	24	1	3	13	0	6	6	
Euthanised by Vet	3	1	0	0	9	0	0	0					13	8	1	2	1	0	2	0	1	0	1	0	0	0	
<b>Monthly total</b>	<b>19</b>	<b>29</b>	<b>7</b>	<b>27</b>	<b>41</b>	<b>49</b>	<b>20</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>205</b>	<b>405</b>	<b>38</b>	<b>28</b>	<b>25</b>	<b>29</b>	<b>23</b>	<b>64</b>	<b>32</b>	<b>27</b>	<b>43</b>	<b>31</b>	<b>37</b>	<b>28</b>	
<b>Impounded Cats</b>														<b>Impounded Cats</b>													
Central	10	2	2	6	12	7	3	4					46	98	2	17	7	9	10	8	7	12	3	15	5	3	
East	2	0	1	5	1	3	0	2					14	138	16	3	19	5	18	26	6	4	2	20	7	12	
West	2	0	3	4	2	3	4	5					23	45	5	5	0	7	1	8	3	1	3	4	2	6	
<b>Monthly total</b>	<b>14</b>	<b>2</b>	<b>6</b>	<b>15</b>	<b>15</b>	<b>13</b>	<b>7</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>83</b>	<b>281</b>	<b>23</b>	<b>25</b>	<b>26</b>	<b>21</b>	<b>29</b>	<b>42</b>	<b>16</b>	<b>17</b>	<b>8</b>	<b>39</b>	<b>14</b>	<b>21</b>	
Released to Owner	1	0	0	0	0	0	1	0					2	9	0	3	0	1	0	0	1	0	1	1	2	0	
Rehomed to SAFE	7	2	2	4	0	1	2	5					23	75	4	3	11	10	9	4	10	5	5	6	0	8	
Euthanised by Vet	6	0	2	11	12	5	3	4					43	113	6	16	13	10	10	6	5	8	2	13	12	12	
Euthanised by Ranger	0	0	0	0	0	7	1	2					10	72	13	3	2	0	0	32	0	3	0	19	0	0	
<b>Monthly total</b>	<b>14</b>	<b>2</b>	<b>4</b>	<b>15</b>	<b>12</b>	<b>13</b>	<b>7</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>78</b>	<b>269</b>	<b>23</b>	<b>25</b>	<b>26</b>	<b>21</b>	<b>19</b>	<b>42</b>	<b>16</b>	<b>16</b>	<b>8</b>	<b>39</b>	<b>14</b>	<b>20</b>	

**13.8 ECONOMIC DEVELOPMENT UPDATE**

<b>File No:</b>	<b>ED.1</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Economic Development Advisor</b>
<b>Date of Report:</b>	<b>7 September 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

**PURPOSE**

To inform Council of economic development activities for the month of August 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. The City's 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, facilitated commentary for VIP/investor tours, economic data provision and collaboration with key stakeholders: For the month of August, the Economic Development Advisor has attended:

- KDCCI and Business Centre Pilbara Board Meetings
- Karratha Business Incubator Subcommittee Meeting
- Tourism WA representatives Tour
- ICN Geelong Pilbara Visit
- Business Local WA Pilbara Manager Visit
- AEC Group Start-up meeting for Tourism Venture Feasibility Study
- Teleconference with ACBC to discuss Chinese Consul Visit in September
- Tourism Advisory Group Meeting
- Tourism Venture Feasibility field visit with AEC Group lead consultant
- eQuotes Project Kick-off meeting with WALGA and Magnetized Markets
- NAB Senior Economist Australian Economy presentation
- North West Economic Summit – Port Hedland The Next Tide
- Meeting with LandCorp NW Manager re tourism initiatives
- Meeting with PDC re Pilbara Connect Trade Mission

**2. Coming Business Events and Workshops**

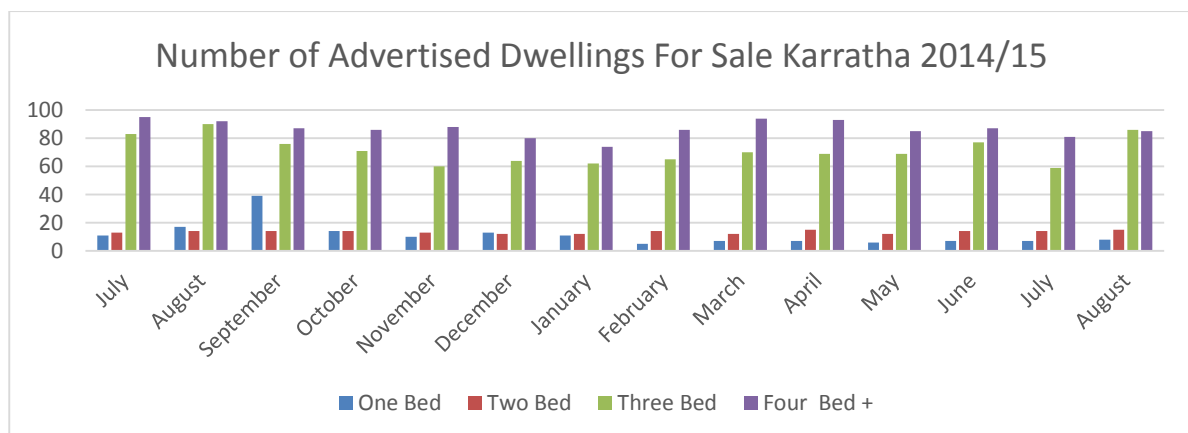
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>	<b>Contact</b>
12 Sept	6:00 pm	Business Excellence Awards	Tambrey Tavern and Function Room	admin@kdcci.asn.au 9144 1999
16 Sept	5:30 pm	Business After Hours	TBC	admin@kdcci.asn.au 9144 1999
14 Oct	TBA	Procurement workshop	KLP	admin@kdcci.asn.au 9144 1999
21 Oct	5:30 pm	Business After Hours	Pam Buchanan FC	admin@kdcci.asn.au 9144 1999

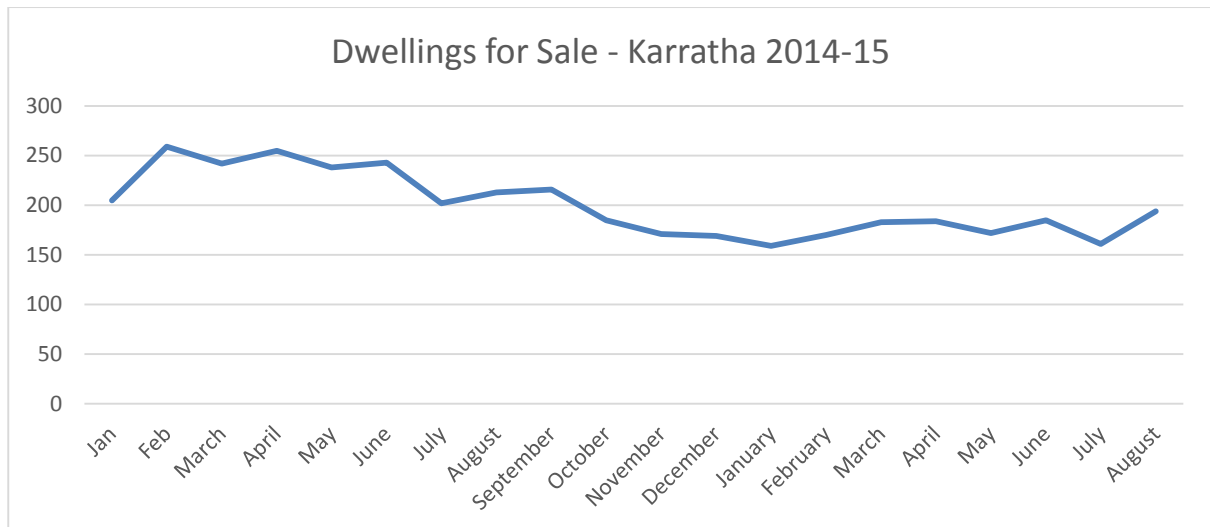
**3. Karratha and Districts - Housing and Land Development April Update**

**3.1 Residential Homes and Apartments Advertised For Sale**

Location	July				August			
	No.	Min \$	Max \$	Avg \$	No.	Min \$	Max \$	Avg \$
<b>Karratha</b>								
One Bed	7	\$150,000	\$545,000	\$347,500	8	\$150,000	\$545,000	\$347,500
Two Bed	14	\$170,000	\$429,000	\$250,000	15	\$120,000	\$455,000	\$287,500
Three Bed	59	\$272,000	\$738,000	\$505,000	86	\$259,000	\$738,000	\$498,500
Four Bed +	81	\$310,000	\$935,000	\$622,500	85	\$310,000	\$935,000	\$622,500
<b>Total</b>	<b>161</b>				<b>194</b>			
<b>Dampier</b>								
Two Bed	2	\$385,000	\$550,000	\$468,000	2	\$385,000	\$550,000	\$468,000
Three Bed	13	\$390,000	\$750,000	\$570,000	18	\$435,000	\$750,000	\$592,500
Four Bed +	0	n/a	n/a	n/a	0	n/a	n/a	n/a
<b>Total</b>	<b>15</b>				<b>20</b>			
<b>Wickham</b>								
Three Bed	5	\$299,000	\$390,000	\$345,000	2	\$325,000	\$390,000	\$357,500
Four Bed	2	\$450,000	N/A	\$450,000	1	\$450,000	\$450,000	\$450,000
<b>Total</b>	<b>7</b>				<b>3</b>			
<b>Pt Samson</b>								
Four Bed +	3	\$700,000	\$700,000	\$700,000	3	\$700,000	\$700,000	\$700,000
<b>Total</b>	<b>3</b>				<b>3</b>			
<b>Roebourne</b>								
Two bed	1	\$290,000	\$290,000	\$290,000	1	\$290,000	\$290,000	\$290,000
Three Bed	1	EOI	EOI	EOI	1	EOI	EOI	EOI
Four bed	0				0			
<b>Total</b>	<b>2</b>				<b>2</b>			
<b>City Total</b>	<b>188</b>				<b>222</b>			

(Courtesy of Realestate.com.au)





**3.1.1 Dwelling Asking Sale Price Index for 6714 Postcode for August 27 2015**

Housing type	Asking price	Change on previous week	12 month % change	3 year % change
All houses	\$475,500	4.5%	-25.3%	-41.3%
3 br houses	\$447,600	0%	-17.5%	-40.3%
All units	\$297,300	-1.8%	-33.9%	-48.9%
2 br units	\$351,500	0%	-19.1	-46.4%

(Courtesy of SQM research.com.au)

**3.1.2 Recent House Sales (As at August, 2015)**

Baynton	Nickol	Millars Well	Pegs Creek	Bulgarra	Dampier
<b>January 2015 (14 total)</b>					
3	3	3	3	2	0
<b>February 2015 (14 total)</b>					
0	3	2	4	3	2
<b>March 2015 (15 total)</b>					
3	2	1	3	6	0
<b>April 2015 (10 total)</b>					
6	1	1	0	2	0
<b>May 2015 (9 total)</b>					
3	0	1	0	3	2
<b>June 2015 (17 total)</b>					
6	2	1	2	4	2
<b>July 2015 (16 total)</b>					
4	1	5	1	4	1
<b>Median Price (August)</b>					
\$579,000	\$417,500	\$390,000	\$430,000	\$407,000	\$610,000

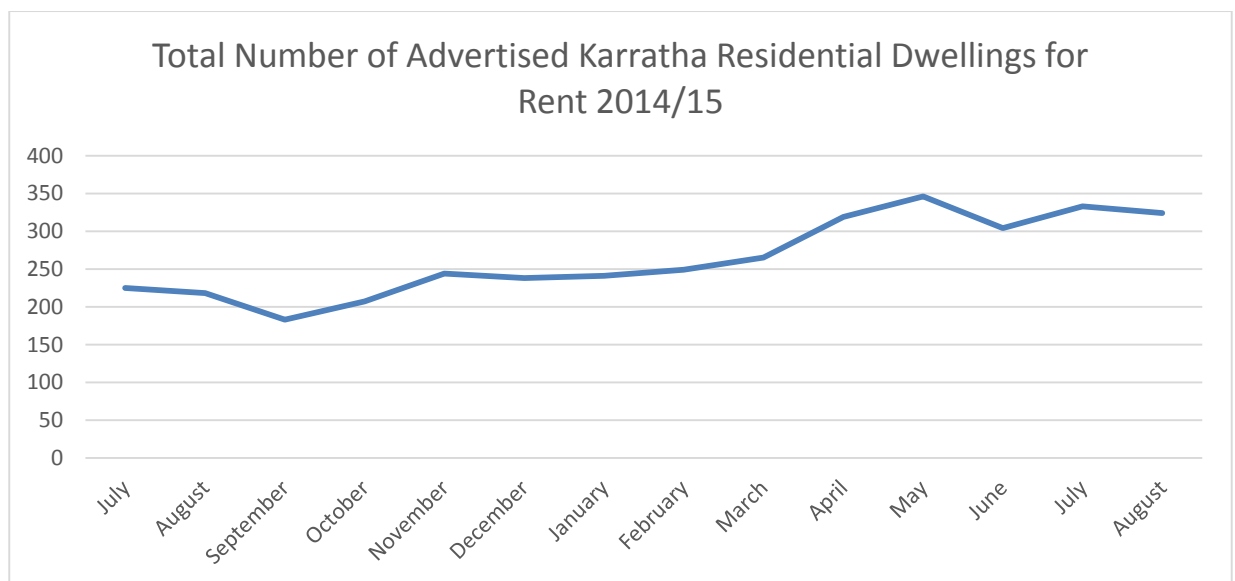
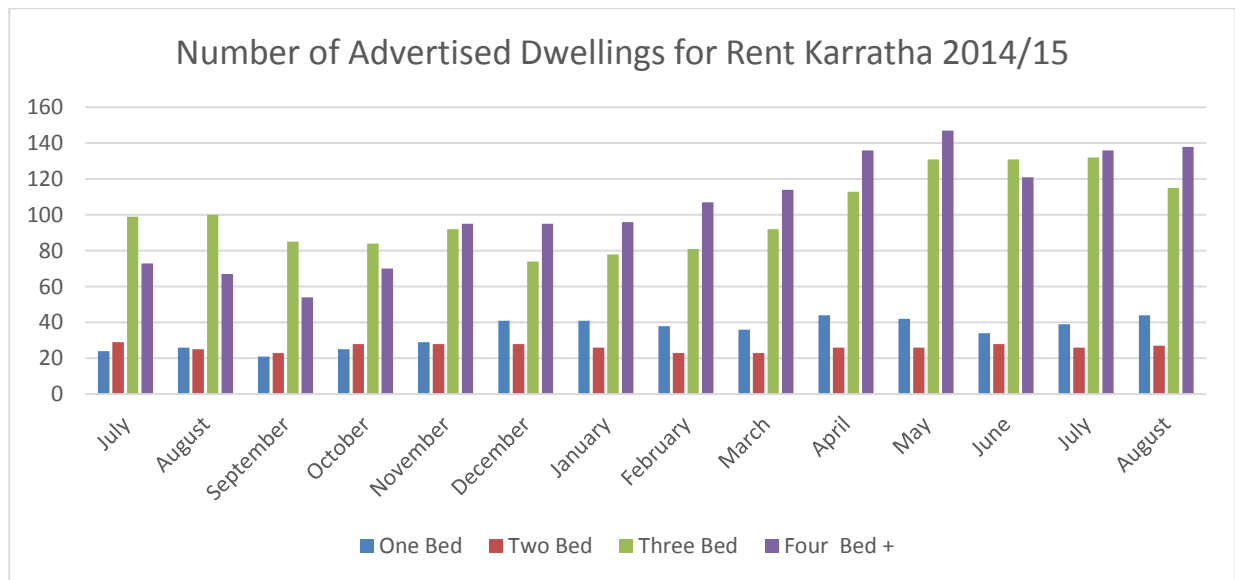
(Source: REIWA)

### 3.1.3 Dwellings for Sale Commentary

Averaging 14 property sales per month for 2015 calendar year. June and July sales figures picking up from April- May. Additional 34 dwellings on the market this month compared to July.

### 3.2 Residential For Rent (Karratha) – Asking Rents

Karratha	July 2015				August 2015			
	No	Min \$	Max \$	Avg \$	No	Min \$	Max \$	Avg \$
One Bed	39	\$170	\$1000	\$585	44	\$190	\$950	\$570
Two Bed	26	\$320	\$1200	\$760	27	\$260	\$1200	\$730
Three Bed	132	\$300	\$1400	\$850	115	\$300	\$1400	\$850
Four Bed +	136	\$400	\$1800	\$1100	138	\$380	\$1350	\$865
<b>Karratha Total</b>	<b>333</b>				<b>324</b>			



**3.2.1 Dwelling Weekly Asking Rent Index for 6714 Postcode August 27 2015**

Housing type	Weekly Rents	3 year % change
All houses	\$850	-43.4%
3 br houses	\$758	-41.9%
All units	\$550	-50.1%
2 br units	\$626	-42.0%

*(Courtesy of SQM research.com.au)*

**3.2.2 Rental Property Commentary**

Rental prices continuing to soften with a slight drop in availability.

**4. Economic and Business News**

**4.1 Pilbara Trade Training Centre – St Lukes Karratha**

The Pilbara Trade Training Centre has been completed at St Lukes College. It is designed to provide a quality educational and training facility for secondary students in the Pilbara providing a pathway into the Electrical Trades. Courses such as the Certificate II in Electro technology are currently being delivered to students of Karratha at the centre. The aim of the centre is to improve the choice and quality of education options for secondary school students locally in the provision of quality training in Electronics.

The centre is a Federal Government initiative, with financial support provided by Royalties for Regions, Woodside Burrup Pty Ltd and Woodside Energy Ltd. The Pilbara Trade Training Centre is a shared facility with Karratha Senior High School, with stakeholders such as Pilbara Institute who will be responsible for the delivery of courses.



**4.2 Monadelphus wins work on Gorgon**

Monadelphus Group recently was awarded a three year contact for operation and maintenance of support facilities, buildings, vehicles, plant and equipment at the Chevron operated Gorgon Gas Plant on Barrow Island. The project is expected to employ around 500 workers and brings Monadelphus contracts to approximately \$250 m worth of work on Gorgon in the last two years.

*(Source: Business news.com August 2015)*

**4.3 Tempo wins work at Cape Lambert and Gorgon**

Tempo Australia has been awarded \$50 m worth of contract extensions for structural, piping and mechanical work both on the Gorgon Project and Rio Tinto’s Cape Lambert Port B expansion project in the Pilbara.

*(Source: Business news.com August 2015)*

## 5. Tourism Venture Feasibility Study Underway

The City of Karratha via the Economic Development Unit, is progressing a study into the viability of potential tourism ventures within the municipality. AEC Group has been engaged to develop a feasibility study to identify those products/ventures that have the greatest chance of development over the short-term and that can provide the most value to the local economy.

The lead consultant from AEC Group met with key tourism stakeholders and Tourism Advisory Group members over 16-18 August and will undertake two further field trips to Karratha over the period of the consultancy.

The project seeks to provide a strong platform upon which the City can market existing tourism product/venture opportunities to attract public and private sector investment and generate jobs. It is expected that the report will be completed during Q4, 2015.

## 6. North West Economic Summit

On Friday 21 August, the Town of Port Hedland held the North West Economic Summit which explored the next wave of economic activity expected to drive regional growth and prosperity for future generations via three themed sessions: Diversity, Enabling and Value Adding. The Mayor, CEO and Economic Development Advisor received invitations from the Town of Port Hedland to attend.

Key presentations included:

- Dr Stefan Hajkowicz, Principal Scientist, CSIRO spoke to his recent megatrends report “Our Future World” which identified six drivers of international change impacting Australia over the coming decades. Of particular relevance to the Pilbara were:
  - Digital immersion – already having an impact on the Pilbara with remote operations, driverless trucks and trains
  - Energy consumption – LNG huge growth area
  - Planetary push back – North is getting wetter and cyclones becoming more intense
  - More from less – growth in Asian middle classes leading to increased calorie intake and need for food imports
  - Silk Highway – demand for education, tourism from Asian countries
  - Porous Boundaries –activating networks to solve problems
- David De Garis, Senior Economist National Australia Bank provide and in-depth analysis of the Australian and World Economies, markets for key commodities, employment, retail trade, real estate trends and general business activity.
- Simon Current AM, Chairman of the Tourism Council of Tasmania gave some fascinating case studies of successful world class tourism ventures that he has developed in Tasmania including Strahan Village, Peppermint Bay, Cradle Mountain and Pumphouse Point which have been the result of innovative thinking and the ability to create iconic tourism ventures which capture the interest of the tourism market.
- Dr Huang Qinguo, Chinese Consul, spoke of the importance of the China Australia Free Trade Agreement and emerging potential for further agricultural trade with Australia.
- Le Viet Duyen, Vietnamese Consul general spoke of the emerging economic importance of Vietnam which could result in significant outcomes for tourism, agriculture, education and cultural links to the Pilbara. Vietnam has 90 million population, \$200b GDP and its middle class will rise from 15 million to 33 million by 2020.



- John Stanley, Author of “Ghost Town, Clone Town, Home town” gave some insightful experience in how to create an engaging, activated community which caters for the local consumer providing local job opportunities and business development. Pointed out that “millennials” are the new market. Key attractors are entertainment, local fresh food, green spaces, WIFI.
- Kim Collard, Owner of Kooya Consultancy provided an overview of his consultancy firm which provides Aboriginal training and education.
- Tom Potter, Founder of Eagle Boys Pizza provided an inspirational and informative presentation as to how he overcame numerous obstacles along the way to become one of the most outstanding retailers in Australia with over 200 franchises in Australia, new Zealand and Fiji.

The Town of Port Hedland is to be congratulated on organising this relevant event which was highly successful and well attended.

**7. Business Centre Pilbara (BCP) - CofK Partnership - Annual Report**

The City of Karratha and the Business Centre Pilbara have engaged in a successful partnership over the last two financial years the outcome of which has been the delivery of small business information and support services to the local community above and beyond what is normally provided via the business centre program and with a specific focus on home based business. For the 2014/15 FY the services provided by the BCP included:

- a) Facilitation of four Home Based Business Workshops on behalf of the City with relevant presentations and content.

<b>Workshop</b>	<b>Commentary</b>	<b>Attendees</b>
1. Home Business Basics	Fundamentals of starting a home based business from start-up idea through to business case, setting up and marketing.	13
2. Business Financials	Basics of business financial management including cash flow, profit & loss, balance sheet reporting. Well regarded workshop.	13
3. Marketing your Business	Basics of marketing, focussing on your target markets, reviewing and refining your marketing plan.	16
4. Business Financials & Cloud Based Accounting Services	Basics of business financial management including cash flow, profit & loss, balance sheet reporting with added segment of using cloud based accounting services.	12

- b) Provision of data on the number of small businesses that enter and exit the City. The report shows that 50 new business start-ups occurred during 2014/15 FY with a survival rate of 96.55% and a total of 60 jobs created.
- c) Provide data and database of home based businesses that the BCP becomes aware of during its workshops and day to day client contact sessions.
- d) Enhance the home based business resources section of the BCP website.

In addition, the BCP has provided the City with a copy of the inaugural Client Survey Report 2014 which presents the findings of the BCP Client Survey ascertaining business growth and progress since initial visit to the BCP.

**8. Pilbara Connect Trade Mission**

The Pilbara Connect Program is an initiative of the Industry Capability Network (ICN), Victorian Government and the Engineering Network Geelong (ENG), part of the Geelong Manufacturing Council. The program aims to build beneficial relationships with key Pilbara organisations, associations and companies to achieve bi-lateral benefits for both Pilbara and Victorian industry. The key initial initiative was a Trade Mission to Karratha during 10-14 August, 2015 by a party including representatives from eight Victorian businesses, ICN and a consultant/facilitator. The City of Karratha was invited to participate in a forum at the Karratha Leisureplex which included the KDCCI and local businesses. The Mayor provided an official welcome to the tour party and the Economic Development Advisor provided an economic overview of the region with key business opportunities.

The visiting firms were very impressed with the quality of the conversations and they received significant benefits through understanding the circumstances which may lead to opportunities for their individual firms. The Economic Development Advisor has since followed up with the Pilbara Development Commission in regard to further initiatives including the potential for a reciprocal visit to Victoria by Pilbara businesses.

**9. Pilbara Business Boot Camp**

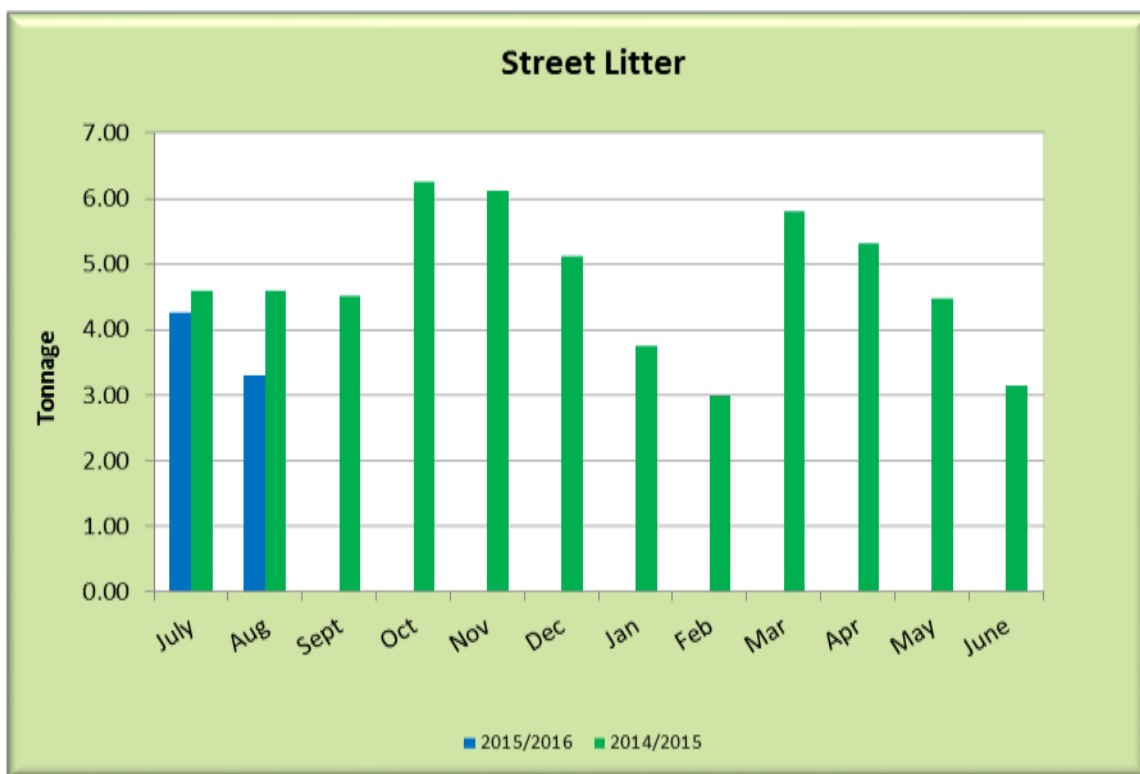
The City of Karratha was a sponsor of the KDCCI's inaugural Pilbara Business Boot Camp held on 23 July 2015 at the Karratha Leisureplex. The Boot camp was shaped to address concerns from KDCCI members and included sessions on finance, web/digital technology, strategic business development and procurement. More than 80 attendees participated in this intensive one day training opportunity which provided expert advice from some of Australia's leading entrepreneurs and business specialists. The event has been described as insightful and well organised with a high level of client satisfaction and 100% of post event survey respondents said they would attend again.

**13.9 WASTE SERVICES DATA**

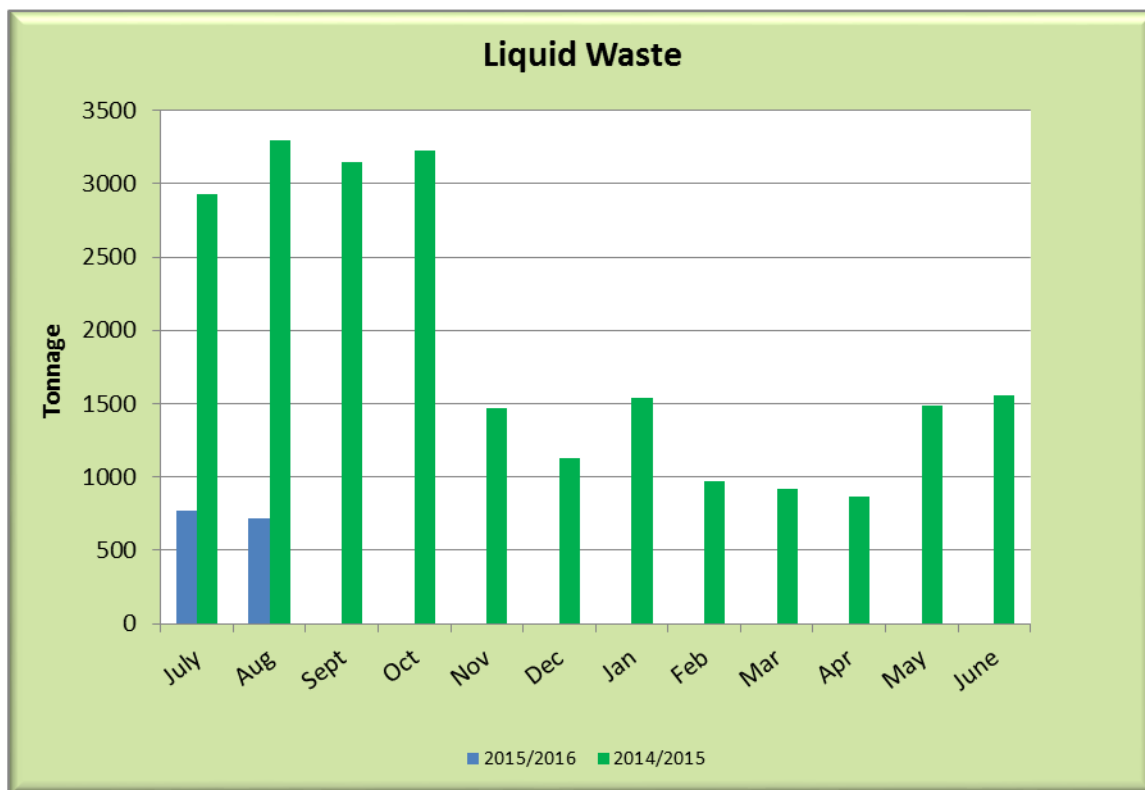
**File No:** WM.2  
**Responsible Executive Officer:** Director Strategic Projects & Infrastructure  
**Reporting Author:** Waste Services Office Supervisor  
**Date of Report:** 1 September 2015  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

**PURPOSE**

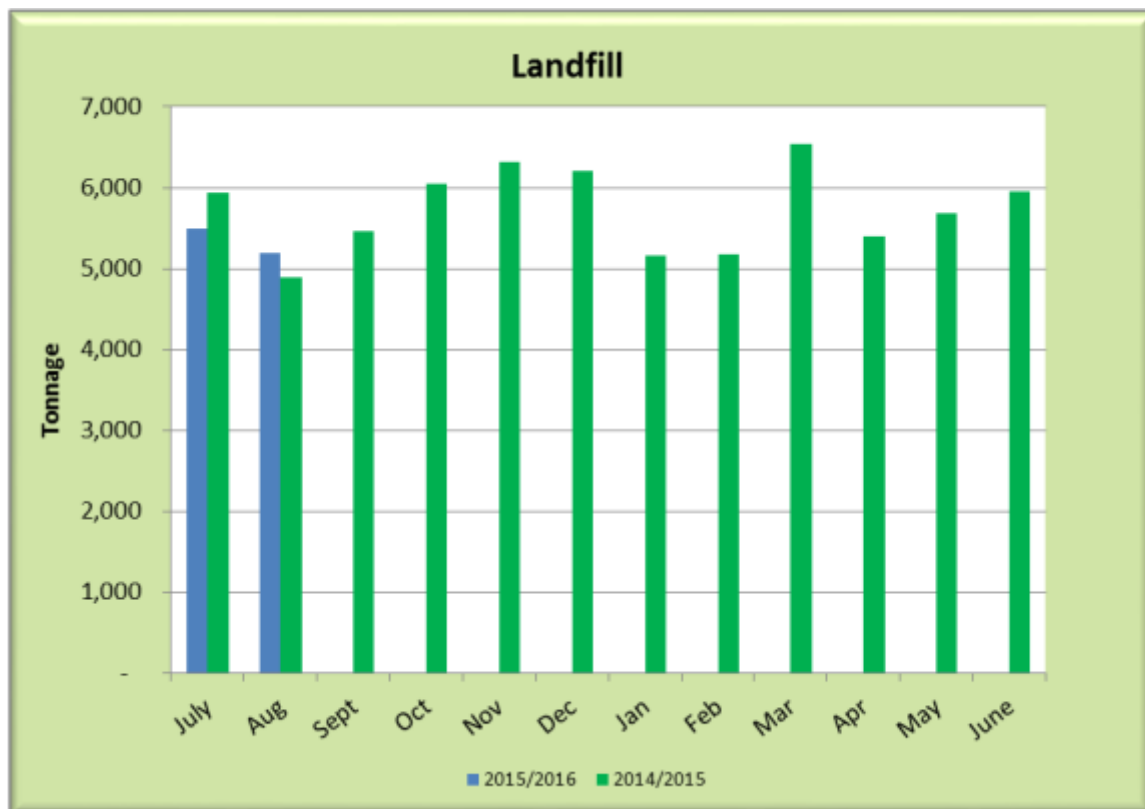
To provide an illustration of Waste Services data collected for the 2015/16 year with comparisons against previous year.



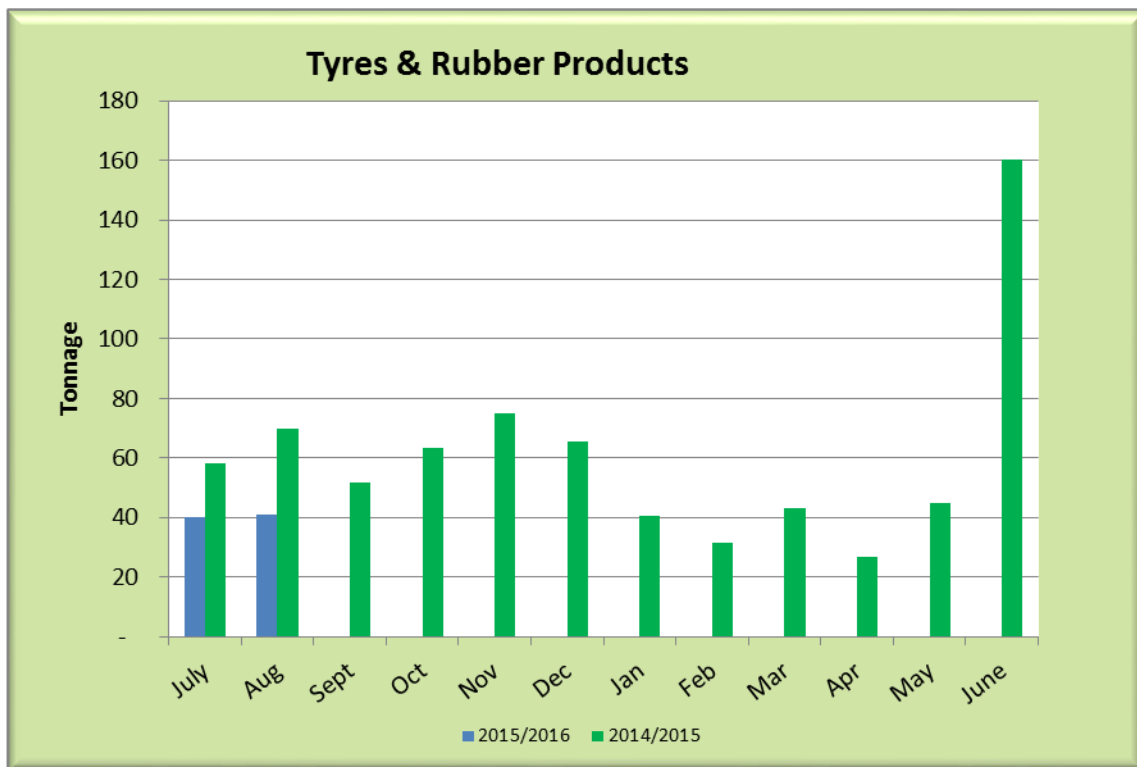
Street Litter collected and delivered to the 7 Mile Waste Facility.



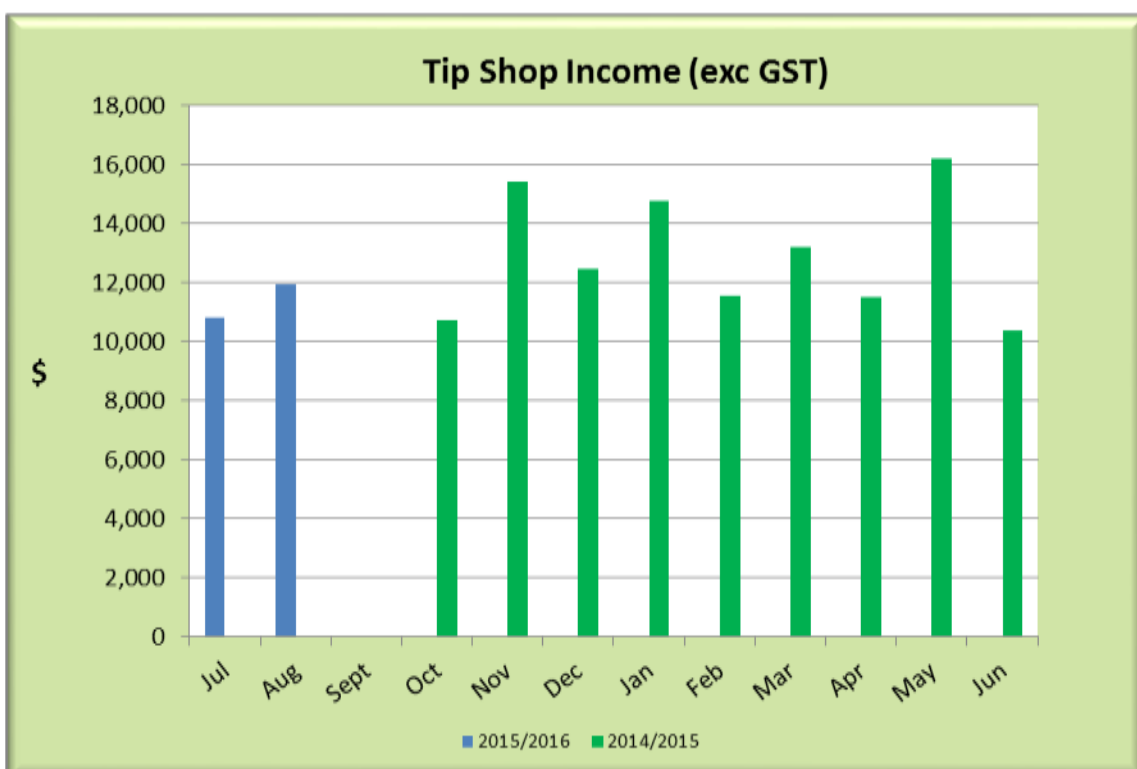
Liquid Waste delivered to the 7 Mile Waste Facility. Significant drop from 2014/2015 due to Karratha Environmental Crushing commencing operation of liquid waste ponds and the reduction in camp utilisation.



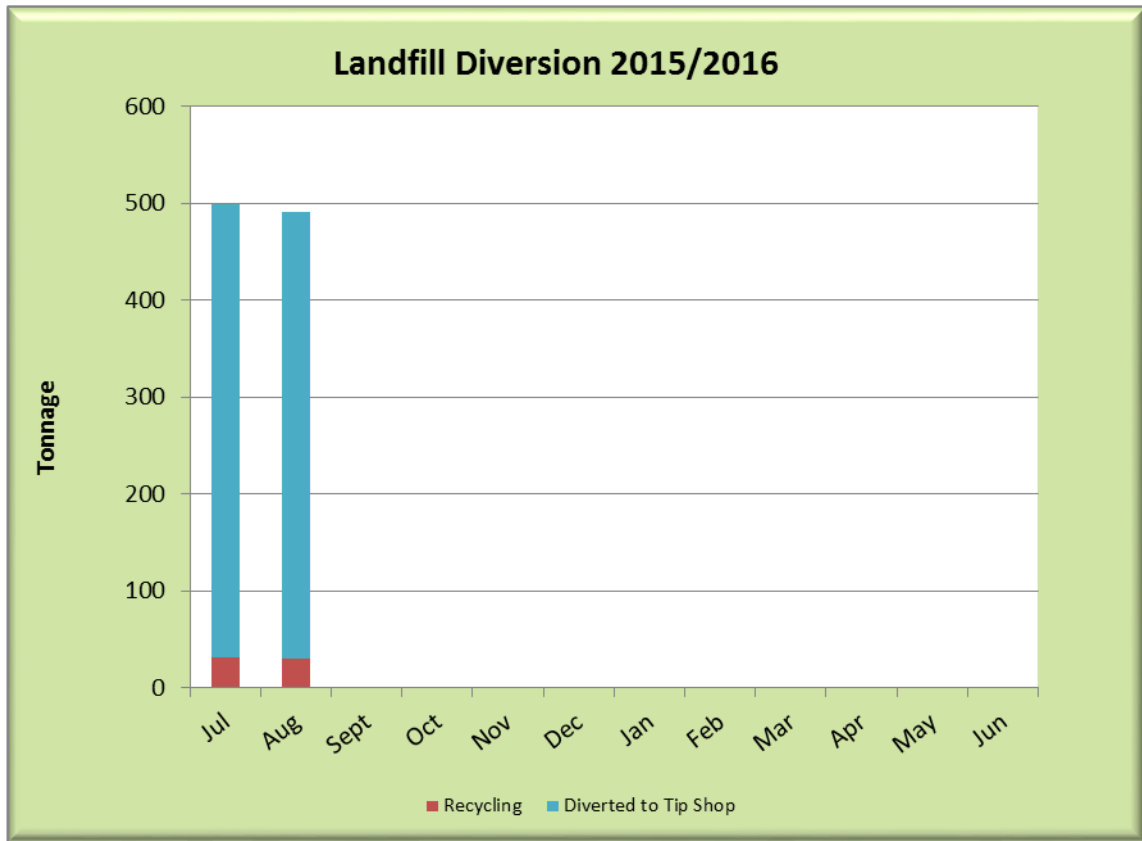
Total waste, excluding liquid waste and clean fill, delivered to the 7 Mile Waste Facility.



Tyres and Rubber products delivered to the 7 Mile Waste Facility. The spike in rubber products in June was due to the large quantity of rubber floating hoses received.



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. There is no comparison provided for the 2014/15 financial year as the Tip Shop and Transfer Station did not open until mid-October 2014. This will be reflected in the data provided from November this year.

**13.10 COMMUNITY SERVICES UPDATE**

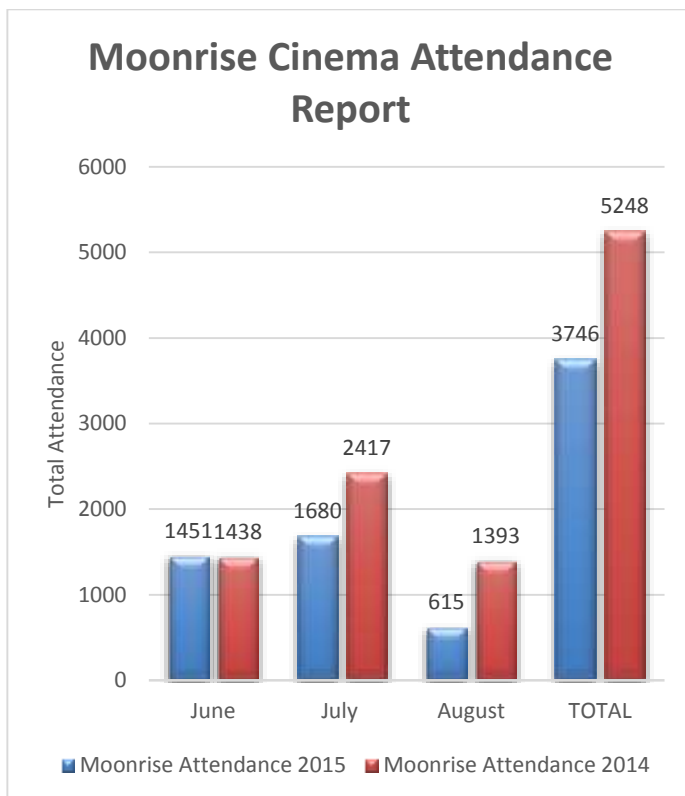
**File No:** August 2015  
**Responsible Executive Officer:** Director Community Services  
**Reporting Author:** Director Community Services  
**Date of Report:** 31 August 2015  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

**PURPOSE**

To provide Council an update on activity for Community Services.

**1. LEISURE SERVICES**

**1.1 Moonrise Cinema**



Moonrise attendance is down due to demolition and reduced maximum capacity. Recent cancellations were due to a faulty screen which is Pilbara Institute asset.

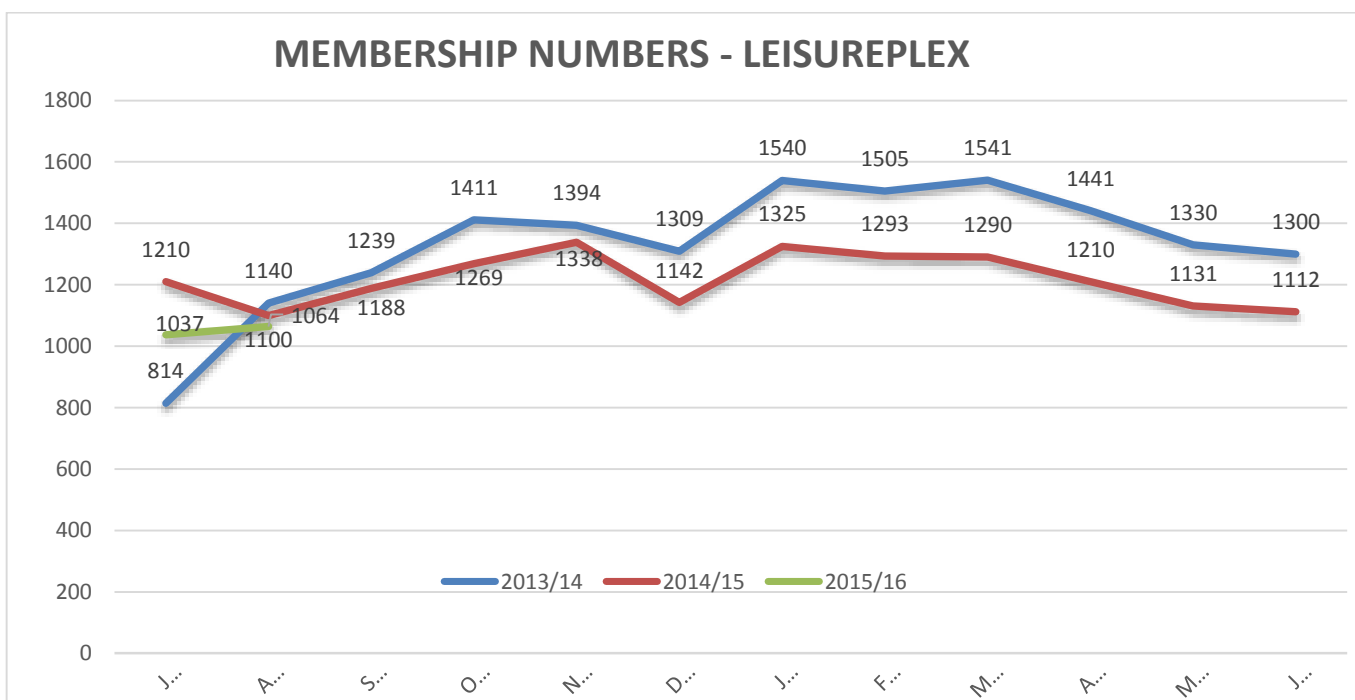
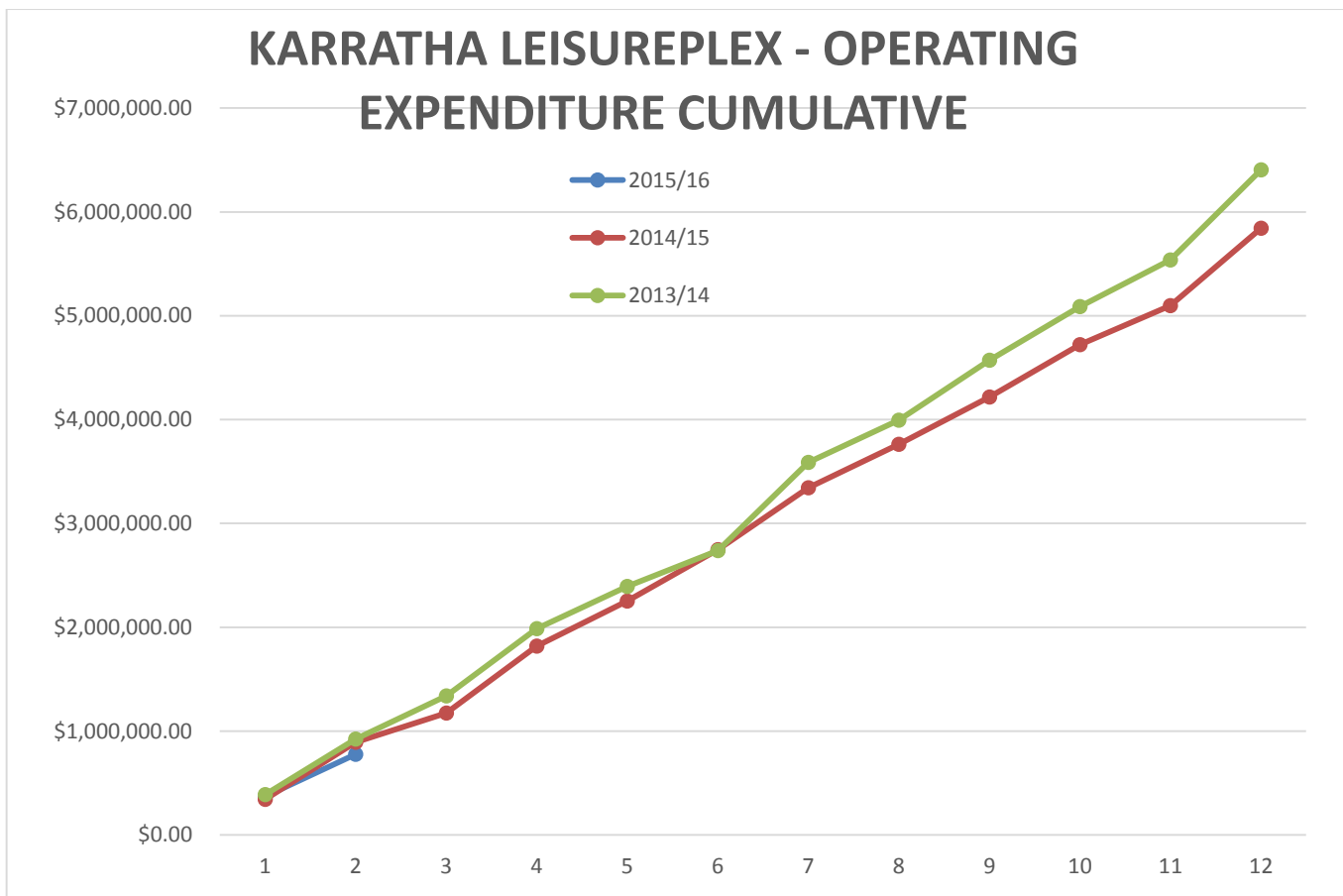
Moonrise Attendance June - August		
	2015	2014
	250	57
	172	318
	255	63
	137	306
	162	49
	112	20
	109	156
	79	368
	93	101
	82	
<b>June</b>	<b>1,451</b>	<b>1,438</b>
	250	355
	80	213
	252	174
		339
		404
	250	
	235	
	250	407
	226	231
	50	86
	87	208
<b>July</b>	<b>1,680</b>	<b>2,417</b>
	25	317
	255	16
	147	148
	14	162
	38	49
	74	76
	62	186
		158
		232
		49
<b>August</b>	<b>615</b>	<b>1,393</b>

**1.2 Karratha Leisureplex**

**a) Leisureplex Membership YTD Activity update**

	Sept 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	April 2015	May 2015	June 2015	July 2015	Aug 2015	Aug 2014		
<b>CURRENT MEMBERS</b>	1,118	1,206	1,206	915	1,490	1,256	1,224	1,135	1,057	1,029	974	1,000	1,049		
<b>SUSPENDED MEMBERS</b>	70	63	70	227	50	37	66	75	74	83	63	64	51		
<b>TOTAL MEMBERS</b>	1,188	1,269	1,338	1,142	1,540	1,293	1,290	1,210	1,131	1,112	1,037	1,064	1,100		
<b>TREND</b>	8%	7%	5%	-15%	18%	-2%	0%	-6%	-7%	-2%		7%	-9%		
<b>MEMBER VISITS</b>															
<b>FULL MEMBER</b>	2,745	3,550	4,052	2,584	3,737	3,566	3,480	2,588	2,204	2,016	1,559	1,909	2,597		
<b>GYM MEMBER</b>	1,763	1,898	1,898	1,457	1,515	1,533	1,668	1,651	1,429	1,429	1,429	1,522	1,675		
<b>POOL MEMBER</b>	917	1,789	1,816	1,203	2,100	2,029	1,382	667	420	346	254	510	410		
<b>GROUP FITNESS MEMBER</b>	432	477	529	331	267	611	540	337	464	394	315	345	351		
<b>24 HOUR MEMBER</b>	2,665	2,747	2,761	2,359	3,140	3,027	2,827	2,782	2,668	2,393	2,523	2,233	2,346		
<b>TOTAL MEMBER VISITS</b>	8,522	10,461	11,056	7,934	10,019	10,766	9,897	8,025	7,185	6,475	6,079	6,519	7,379		
<b>TREND</b>	15%	23%	6%	-28%	26%	7%	-8%	-19%	-10%	-10%		7%	10%		
<b>MEMBER VISIT RATIO / MONTH</b>	7.6	8.7	8.7	8.7	7.9	8.6	8.1	7.1	6.8	6.3	6.2	6.5	7.0		
	<b>TOTAL15/16 Fin Year</b>		<b>Sept 2014</b>	<b>Oct 2014</b>	<b>Nov 2014</b>	<b>Dec 2014</b>	<b>Jan 2015</b>	<b>Feb 2015</b>	<b>March 2015</b>	<b>April 2015</b>	<b>May 2015</b>	<b>June 2015</b>	<b>July 2015</b>	<b>Aug 2015</b>	<b>Aug 2014</b>
<b>AQUATIC</b>	2,808	24%	9,477	15,915	20,724	14,655	16,301	16,577	15,677	6,711	3,597	3,218	2,808	4,731	5,317
<b>GYM</b>	5,087	44%	6,191	6,867	7,054	5,443	6,497	6,709	6,636	6,054	5,511	5,031	5,087	5,099	5,652
<b>PERSONAL TRAINING</b>	78	1%	275	305	455	254	234	334	292	327	264	278	78	65	75
<b>GROUP FITNESS</b>	1,640	14%	2,844	3,119	3,415	1,920	1,921	3,647	3,335	1,876	2,884	2,977	1,640	2,402	2,020
<b>CRECHE</b>	801	7%	1,414	1,805	1,608	954	1,108	1,559	1,425	1,086	1,170	366	801	1,072	1,174
<b>MINI GOLF</b>	718	6%	344	469	385	592	482	262	381	598	278	290	718	298	381
<b>HOLIDAY PROGRAM</b>	375	3%	119	518	0	322	497	53	437	324	7	213	375	23	0
<b>TOTAL RECORDABLE VISITS</b>	11,507	97%	20,664	28,998	33,641	24,140	27,040	29,141	28,183	16,976	13,711	12,703	11,507	13,691	14,619
<b>OTHER VISITS</b>	16,056		20,296	29,217	34,427	18,250	10,287	28,832	34,743	18,964	30,596	36,005	16,056	26,625	14,386
<b>TOTAL VISITS</b>	27,563		40,960	58,215	68,068	42,390	37,327	57,973	62,926	35,940	44,307	48,030	27,563	40,316	29,005
<b>TREND</b>			41%	42%	17%	-38%	-12%	55%	9%	-43%	23%	8%	-42%	46%	10%
<b>Group Fitness av / class</b>			12.7	13.1	14.72	13.33	16.58	18.61	16.27	12.94	14.14	13.74	10.06	13.27	12.05
<b>Swim school participants</b>			422	786	786	786	798	798	798	431	431	431	255	255	422





**WICKHAM SPORTING PRECINCT**

	Nov 2014	Dec 2014	Jan 2015	Feb 2015	March 2015	April 2015	May 2015	June 2015	July 2015	Aug 2015
<b>TOTAL MEMBERS</b>	212	188	188	171	162	155	141	154	156	154
<b>POOL ATTENENDANCE</b>	1,796	1,711	1,743	1,781	1,424	695	260	182	112	271
<b>GROUP FITNESS AVERAGE/CLASS</b>	6.3	4.9	7.4	8.2	7.7	4.2	4.9	6.4	7	7.4
<b>GROUP FITNESS CLASSES</b>	66	52	48	46	45	41	57	51	41	36
<b>GROUP FITNESS TOTAL PARTICIPANTS</b>	415	253	356	375	345	172	282	328	287	265
<b>GYM ATTENDANCE</b>		323	485	463	437	529	526	432	528	558

**ROEBOURNE AQUATIC CENTRE**

	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	April 2015	May – August 2015
<b>POOL ATTENDANCE</b>	2,094	1,793	1,428	1,658	1,537	1,510	549	CLOSED

**COSSACK ACCOMMODATION**

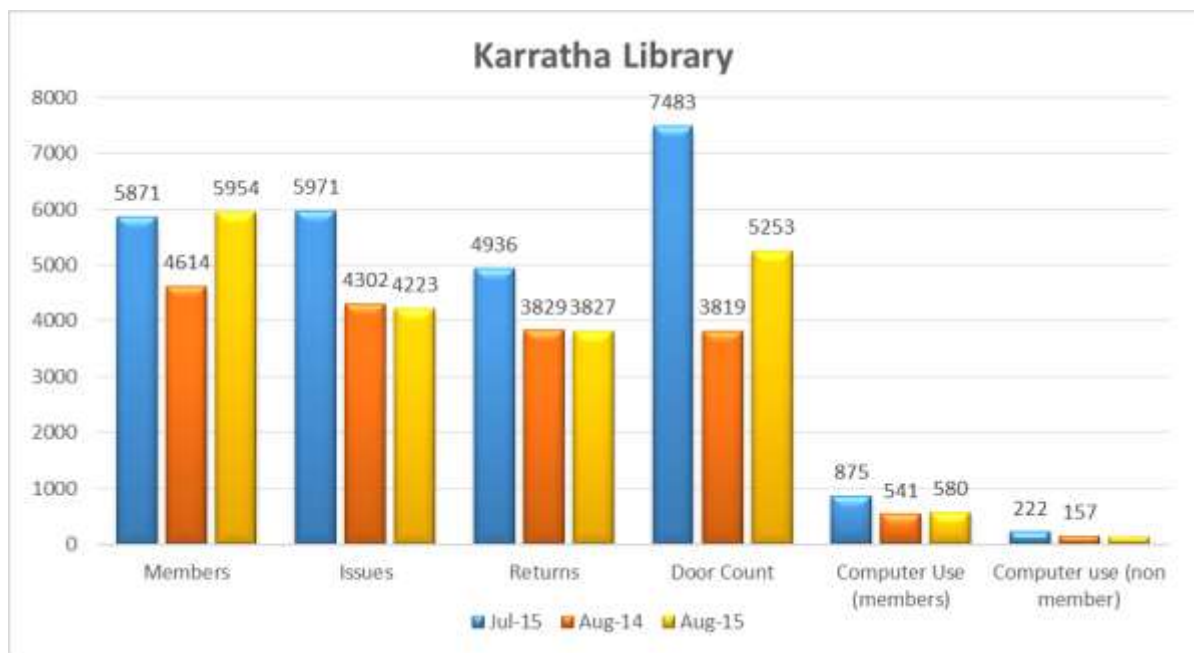
	March 2015	April 2015	May 2015	June 2015	July 2015	August 2015
<b>Accommodation bed nights</b>	21	22	33	40	21	22

**2. COMMUNITY AND ENGAGEMENT**

**2.1 LIBRARIES**

**a) Karratha Library Statistics**

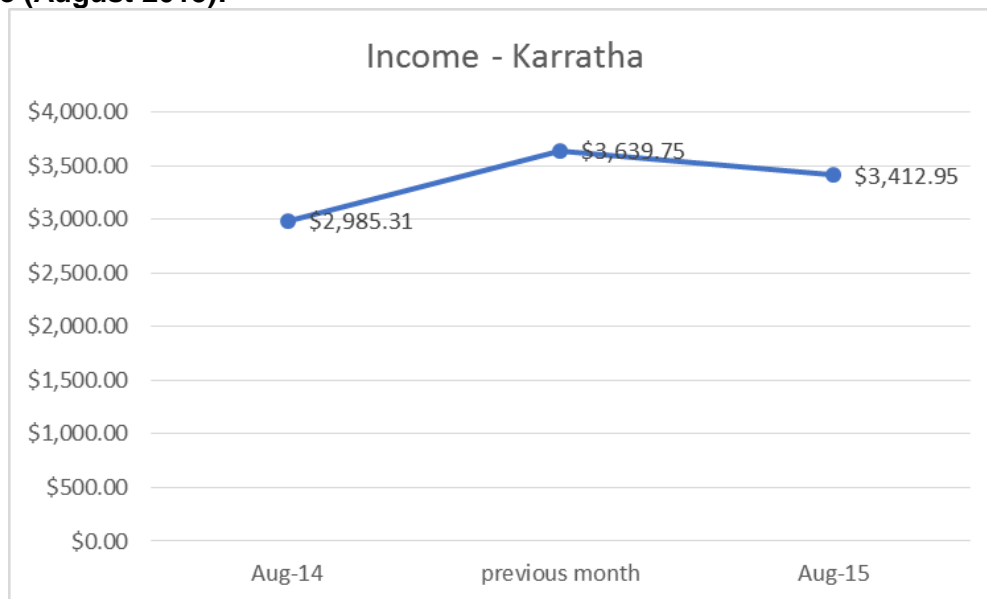
Week	No of Members	Issues	Returns	New Patrons	Door	Library Outreach	Computer usage (Members)	Computer usage (non-Members)
3 - 9 Aug	5899	887	1067	25	1177	100	121	36
10 - 16 Aug	5914	1194	1010	15	1350	No event	158	38
17 - 23 Aug	5931	956	809	17	1242	110	138	24
24 - 30 Aug	5954	1186	941	22	1484	60	163	32
<b>TOTALS</b>	<b>5954</b>	<b>4223</b>	<b>3827</b>	<b>79</b>	<b>5253</b>	<b>270</b>	<b>580</b>	<b>130</b>



**Other information:**

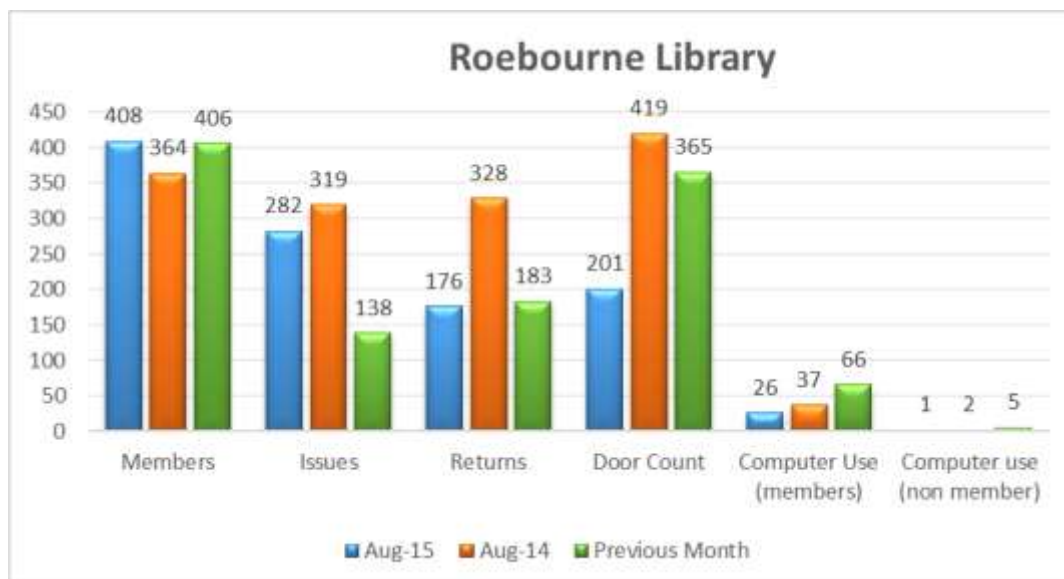
- 2 Guest speaker events (visiting author – David Caddy, workshops for children and 1 writing workshop for adults): 111 people attended.
- 3D printing and computer lessons: 23 people paid to attend
- Displays/promotions: Book Week, macular disease, organ donor week, photography, artwork in foyer (paid display)
- Outreach programme (better beginnings): 108 bags issued.
- Outreach programme (Tambrey ELC, St Pauls, Karratha Primary): 160 children attended.

**Income (August 2015):**



**b) Roebourne Library Statistics**

Week	No of Members	Issues	Returns	New Patrons	Door	Computer usage (Members)	Computer usage (non-Members)
3 - 9 Aug	408	39	26	2	49	7	1
10 - 16 Aug	408	94	41	0	40	3	0
17 - 23 Aug	408	94	58	0	63	9	0
24 - 30 Aug	408	55	51	0	49	7	0
<b>TOTALS</b>	<b>408</b>	<b>282</b>	<b>176</b>	<b>2</b>	<b>201</b>	<b>26</b>	<b>1</b>



**Other Information:**

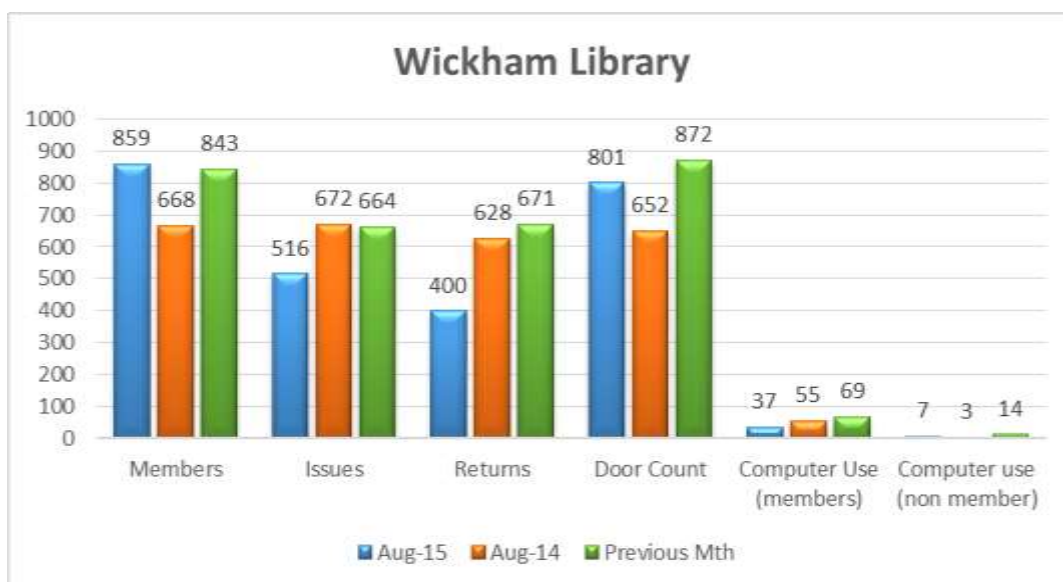
- Displays: Bookweek
- Roebourne staff undertook a Better beginnings outreach to the schools for the first time. 40 better beginnings bags were delivered and 31 people attended on the day.
- Assisting local history staff with transcriptions commenced.

**Income (August, 2015):**



**c) Wickham Library Statistics**

Week	No of Members	Issues	Returns	New Patrons	Door	Library Outreach	Computer usage (Members)	Computer usage (non-Members)
3 - 9 Aug	848	116	99	5	137	32	8	0
10 - 16 Aug	853	126	130	4	161	32	5	1
17 - 23 Aug	853	141	109	1	273	32	10	4
24 - 30 Aug	859	133	62	6	230	32	14	2
<b>TOTALS</b>	<b>859</b>	<b>516</b>	<b>400</b>	<b>16</b>	<b>801</b>	<b>128</b>	<b>37</b>	<b>7</b>



**Other Information:**

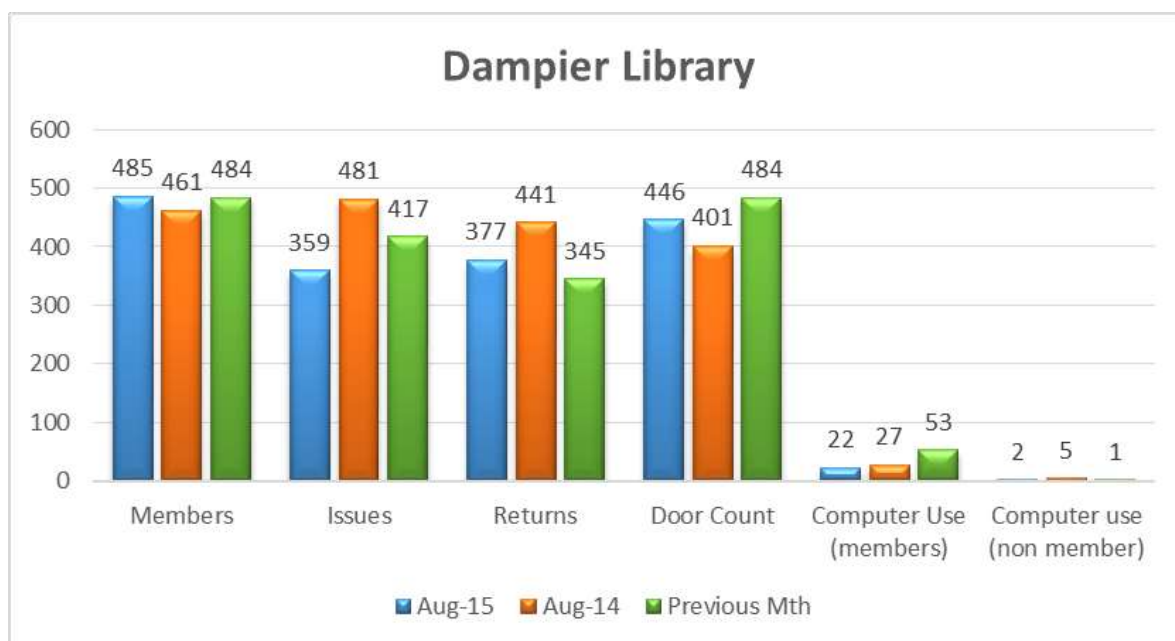
First 3D printing sessions held at Wickham – 110 people attended

**Income (August, 2015):**



**d) Dampier Library Statistics**

Week	No of Members	Issues	Returns	New Patrons	Door	Computer usage (Members)	Computer usage (non-Members)
3 - 9 Aug	484	72	69	0	77	8	1
10 - 16 Aug	484	130	112	0	102	9	0
17 - 23 Aug	485	106	116	1	81	4	1
24 - 30 Aug	485	51	80	0	186	1	
<b>TOTALS</b>	<b>485</b>	<b>359</b>	<b>377</b>	<b>1</b>	<b>446</b>	<b>22</b>	<b>2</b>



**Other Information:**

- Telstra fault resulted in a lower computer use this month.
- Door count continues to trend positively.
- Outreach from local history staff at Dampier Library saw 85 people attend (talk on Red Dog).

**Income (August 2015):**



**e) Story Time and Rhyme Time**

**Combined attendance – August 2015**

Week	Rhyme Time*	Story Time*
3 - 9 Aug	79	100
10 - 16 Aug	91	63
17 - 23 Aug	67	53
24 - 30 Aug	68	87
<b>Total</b>	<b>305</b>	<b>303</b>

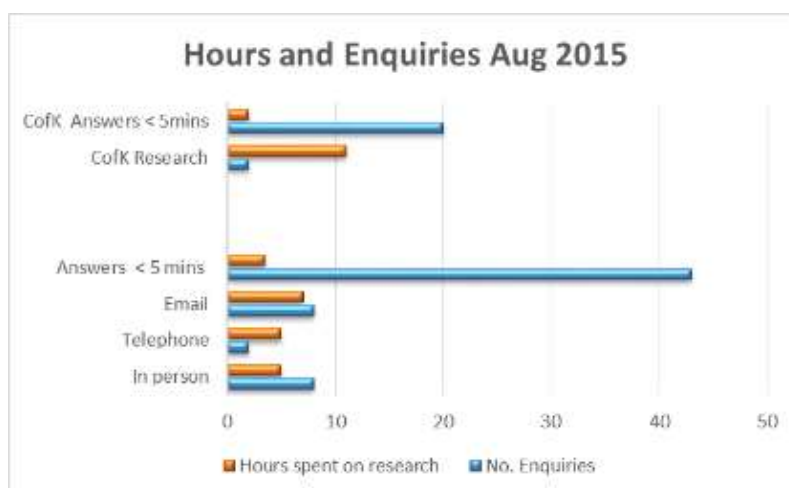
*Rhyme time not conducted at Roebourne Library. Story time conducted weekly in all libraries.*

Resourcing

- 898 items added to the collection (excluding eresources)
- 282 items deleted from stock (including exchange items)

**f) Local History**

Month	Internal (CoK)	External (directed to LH staff)	Tourist enquiries across libraries only (not LH staff)
June 2015	22 (46 hours)	47 (16 hours)	74
July 2015	31 (43 hours)	40 (21.5 hours)	85
August 2015	22 (13 hours)	61 (20.5 hours)	63



**Other information:**

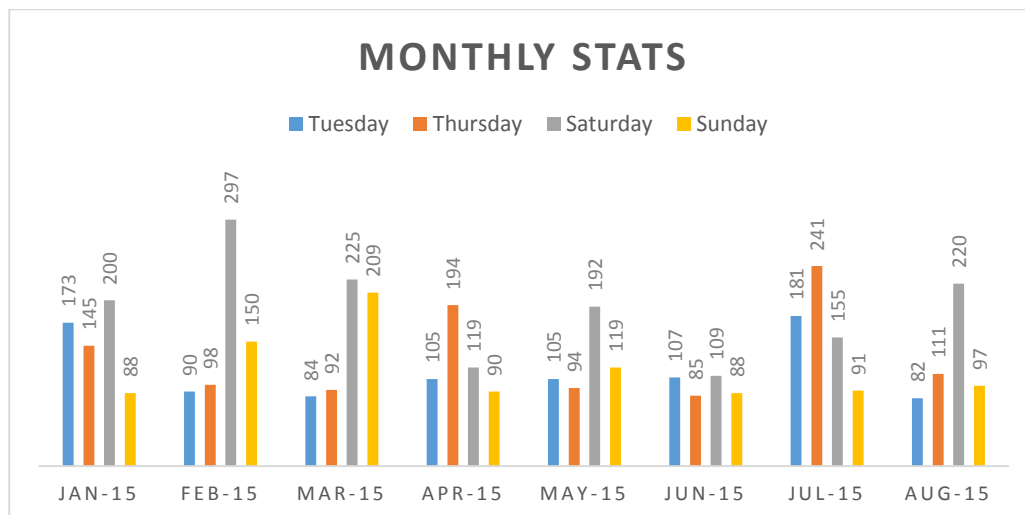
- Art valuation completed – waiting on Consultants report.
- 8 new panels hung at Cossack Gaol and Cossack Courthouse – project complete.
- Participated in Cossack Community Day and school excursions (outreach programme).

**3. COMMUNITY DEVELOPMENT**

**a) Community Workshops**

The City of Karratha, with the support of the Disability Services Commission held two free Community workshop that taught inclusion beyond “access”. This Inclusion workshop explored the richness of life and the ways we can support others with disability to share in that richness. The workshop covers topics including: appropriate language, understanding the theory behind inclusion; your role in inclusion; the three phases of inclusion – a framework; and connecting with community. The workshops were well attended with strong positive feedback. The workshop has raised the question, is our DAIP truly inclusive, or does it just promote Access and Functionality? A DAIP review is required.

**b) Community Bus**

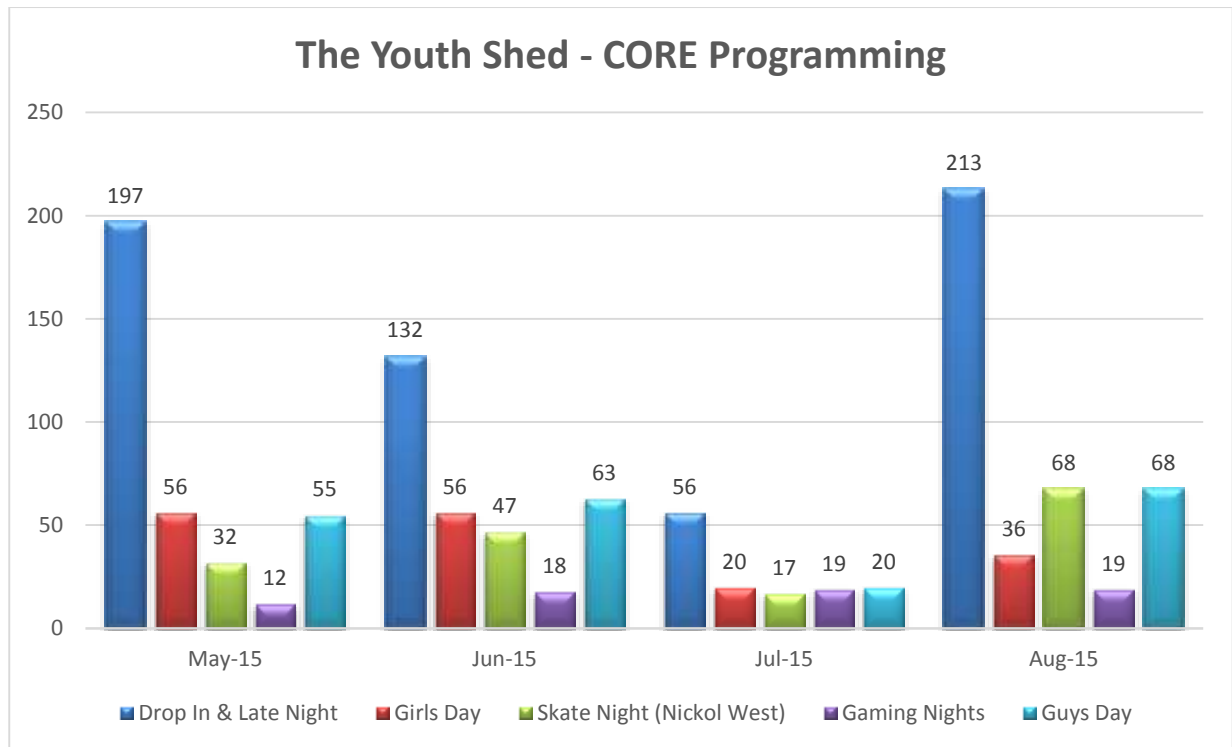


- Community bus service were offered as per the scheduled timetable.

**3.2 YOUTH SERVICES**

**a) The Youth Shed – Core Programming**

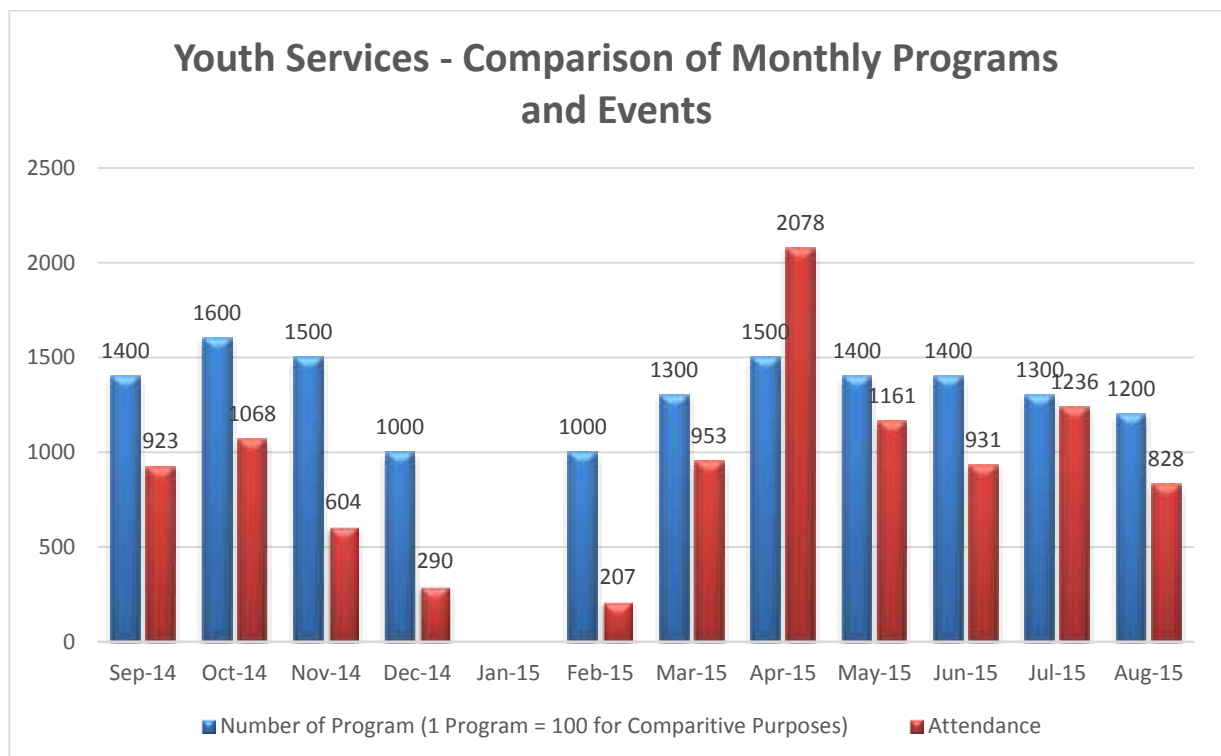




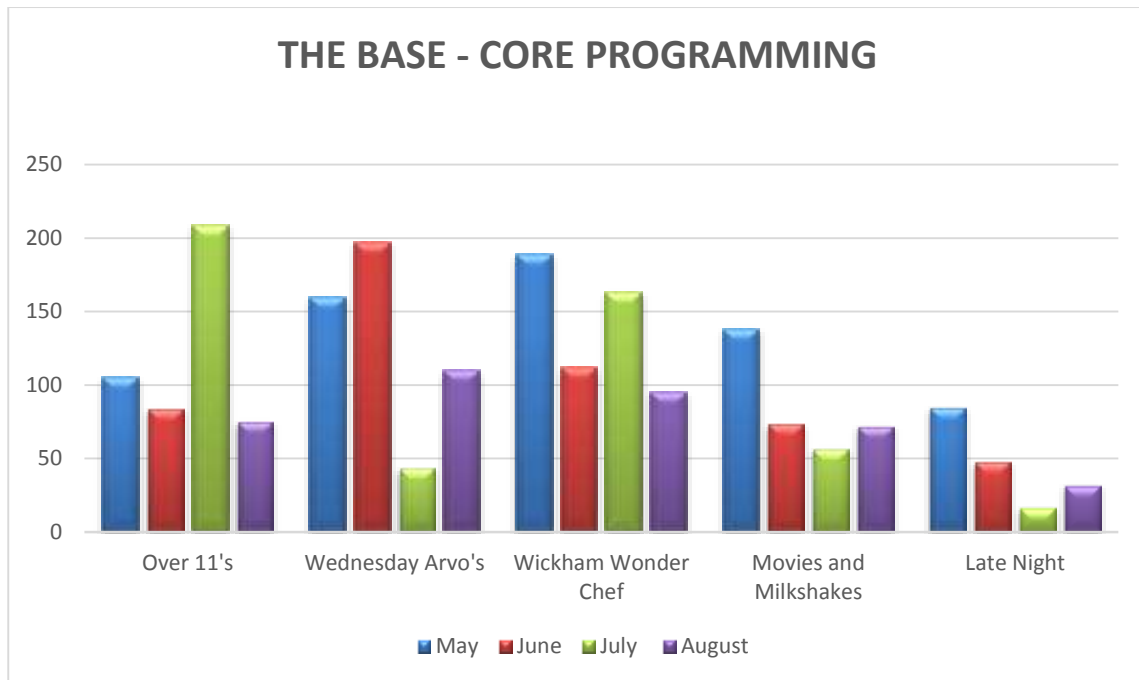
**b) Youth Shed – Youth Events (Programs change monthly)**

There were no Youth Events held during the month of August, just the core programs.

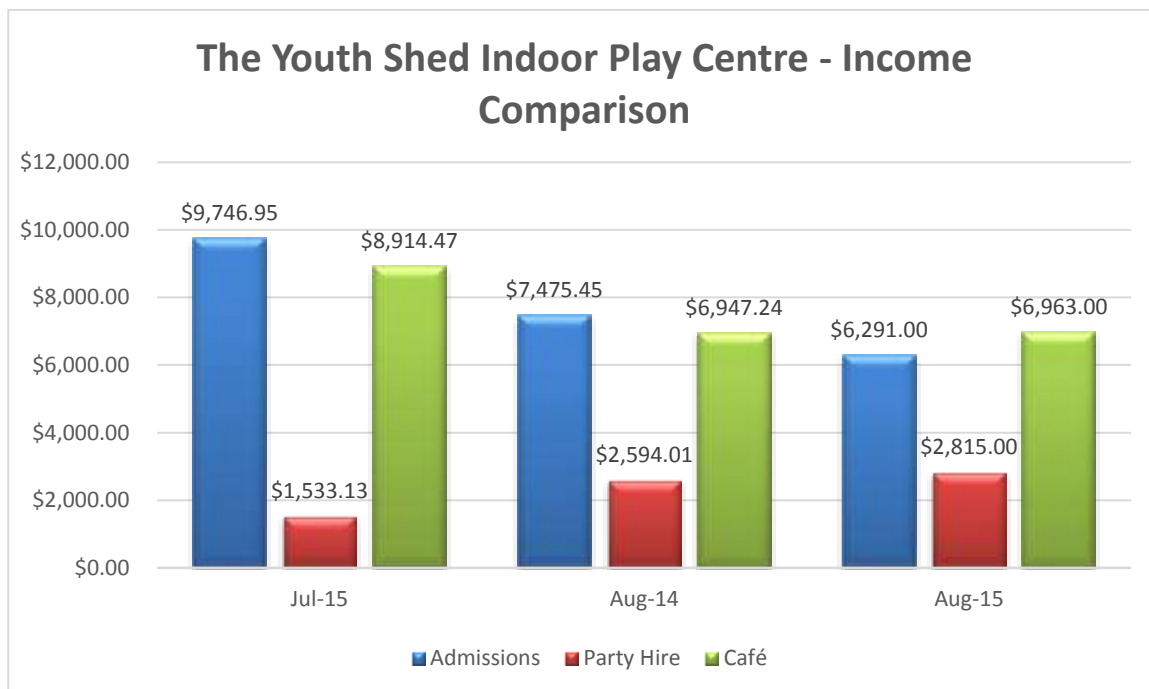
**c) Comparison of Monthly Programs & Events**



**d) Eastern Corridor Youth Services – Regular Programming**



**e) Youth Shed Indoor Play Centre**



**13.11 CLEANSWEEP TASKFORCE ANNUAL REPORT 2014-2015**

<b>File No:</b>	<b>CS.14</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Community Safety Coordinator</b>
<b>Date of Report:</b>	<b>7 September 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Cleansweep Annual Report July 2014 to June 2015</b>

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**PURPOSE**

To provide an overview on outcomes of programs and initiatives undertaken by the Cleansweep Taskforce during the 2014 – 2015 year and information on the strategic direction of the Cleansweep Taskforce.

**BACKGROUND**

The Cleansweep Taskforce reports to Council on a regular basis on the progress of the program. The Annual Report provides an overview of all projects, initiatives and strategies undertaken during the 2014-2015 year and the outcomes or performance of each project.

The Cleansweep Taskforce focus is determined by the Cleansweep Taskforce Strategic Plan 2012-2015 and the Cleansweep Taskforce Terms of Reference.

Considering the results of the City of Karratha community satisfaction survey in February 2015, which rated community safety the highest priority and the gap analysis which indicated that community safety performance had diminished, there appeared to be inconsistency in relation to project focus and outcomes of the Cleansweep Taskforce and community expectations for 2014 -2015.

To obtain an accurate assessment of community expectations, a more detailed community survey focussing on community safety was undertaken in July and August 2015 via an online survey. Nearly 700 completed responses have been received, which has been compiled into a report.

The Community Safety survey results will be used to assist with development of a new Strategic Plan. A Strategic Planning workshop, attended by Council representatives, Cleansweep Taskforce Steering Group members and other key stakeholders was conducted in September 2015.

**CONCLUSION**

A draft Cleansweep Taskforce Strategic Plan will be developed which will drive the direction of the Cleansweep Taskforce for the next 3 years. Once the draft Strategic Plan has been developed, the community safety survey results and the Strategic Plan will be provided to Council for information.

The Cleansweep Taskforce Annual Report was submitted to Cleansweep Taskforce Steering Group members on 9 September 2015.

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**13.12 UPDATE OF ROEBOURNE GOLF CLUB INC**

<b>File No:</b>	<b>LS.7</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Manager Leisure Services</b>
<b>Date of Report:</b>	<b>21 August 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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**PURPOSE**

To inform Council as to the current situation pertaining to the Roebourne Golf Club Inc.

**BACKGROUND**

The City has previously entered into a lease agreement with the Roebourne Golf Club Inc. (the Club) for a 21 year period concerning land on Dewitt Road. While the Roebourne Golf Club has been in various states of operation since the lease expiration in 1995, no renewal or new lease has been entered into.

At the September 2012 Ordinary Council Meeting Council resolved to (resolution number 152227):

1. AGREE to enter into a lease with the Roebourne Golf Club for Lots 178 and 285 contained within Deposited Plan 183082 under the following conditions:-
  - a) Lease fee at a peppercorn rental of \$10 per annum
  - b) Lease period for 5 years with the option of a 5 year extension by mutual agreement
  - c) The lessee is responsible for all outgoings relating to the premises
2. INSTRUCT the Chief Executive Officer to advertise the proposed lease intentions for a minimum of 2 weeks; and
3. That Council by ABSOLUTE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to DELEGATE to the Chief Executive Officer the ability to finalise the lease with the Roebourne Golf Club should no substantial public submissions be received following the 2 week advertising period.

Officers have been in negotiation with the Club surrounding a draft lease document for Lots 178 and 285 at 55 Point Samson-Roebourne Road Wickham since 26 November 2012. A number of enquires with the Club seeking comment on the draft lease, provision of associated insurance documents, determination of building ownership at the premises with the addition of Tropical Cyclone Christine and the subsequent uncertainty over the Club's immediate future have all extended the execution of the lease document by a considerable amount of time.

The City received an Advice of Adjustment Notice from the Water Corporation pertaining to water usage charges at the Club on 28 July 2014. The City received a Notice of Legal Action on 22 August 2014 from the Water Corporation requesting payment of the outstanding account within 7 days. The amount outstanding on the account as of 9 January 2015 was \$16,033.00 where Officers had requested and gained extensions from Water Corporation to the Notice of Legal Action pertaining to the account. The City paid all outstanding water

usage charges associated with the account as of 17 February 2015 amounting to \$16,537.91.

At the March 2015 Ordinary Council Meeting Council resolved to (resolution number 153084):

1. NOT to instigate a debt recovery process for excessive water usage charges against the Roebourne Golf Club, as per Water Corporation correspondence received by the City in 2014 and 2015.
2. To ADVISE the Roebourne Golf Club that the:
  - a) City is disenchanted that the extent of water usage and outstanding water bills were allowed to continue without the Club taking action to rectify the matter earlier.
  - b) Expectation is that the Roebourne Golf Club will conduct its operations with greater attention to its financial responsibilities and improve the Clubs organisational governance.
  - c) City will provide no additional financial consideration to the Club for utility payments in the future.
3. That Council by ABSOLUTE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to DELEGATE to the Chief Executive Officer the ability to finalise the lease with the Roebourne Golf Club should no substantial public submissions be received following the 2 week advertising period.

The City received reminder notices for overdue payments from the Water Corporation relating to the Club account for the months of March and April 2015 with consumption of approximately 5,000L per day. Correspondence was provided to the Club on Friday 29 May 2015 detailing the following:

- The Club is to complete all rectification works to enable the club to reopen by Friday 31 July 2015;
- The Club is required to provide the City with evidence that the club will be able to meet all outgoings and effectively manage future operations by Friday 31 July 2015;
- The City is not to receive any further notifications from the Water Corporation surrounding overdue payments or excessive water consumption.

The Club held a number of community and committee meetings throughout June and July and unfortunately was unable to gain enough community support to progress to a point of reopening or meet the requirements to enter into a lease agreement with the City.

The Club held a General Meeting on Tuesday 27 July 2015 where a resolution was passed to dissolve the Club. As an incorporated association the Club submitted the required documentation to the Department of Commerce for approval on Tuesday 11 August 2015 relating to the Clubs dissolution and distribution of assets. The Club has received correspondence from the Department of Commerce acknowledging receipt of the documentation but is yet to receive notification surrounding approval or otherwise of Club asset distribution, which the Club proposes to complete by Saturday 26 September 2015.

The Club has made no mention of any buildings or associated infrastructure on Lot 285 Reserve 37370 or Lot 178 Reserve 35972 within the asset distribution plan. Standard practice upon vacating a parcel of land is for the occupying organisation to distribute all assets, remedy the site and return the land to its natural state. The Club have made no indication through the asset distribution plan or correspondence to the City of plans to return the land to its natural state. Council should be aware it will likely be the ultimate responsibility of the City to clear the site of buildings and other debris, potentially replant vegetation on

cleared fairways and terminate services, as the City vests the land from the State. Water is still provided to the site, however the supply will be terminated once the club has officially completed dissolution.

**CONCLUSION**

Officers will investigate the state of any remaining Assets on Lot 285 Reserve 37370 and Lot 178 Reserve 35972 and determine viable options for Council to consider surrounding their future and that of the land parcels.





**14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**15 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

**16 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**



## **17 MATTERS BEHIND CLOSED DOORS**

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### **OFFICER'S RECOMMENDATION**

In accordance with Section 5.23 (2) (e) (iii) of the *Local Government Act 1995*, that Council move in camera to discuss item:

**17.1 CONFIDENTIAL ITEM – KARRATHA FLYING SERVICES LEASE NEGOTIATIONS**

Also included is the following:

**CONFIDENTIAL ATTACHMENT TO ITEM 12.1 KARRATHA AIRPORT AUTOMATED MACHINE (ATM) PROVIDER**

These matters if disclosed would reveal information about the business, professional, commercial or financial affairs of a person.



## **18 CLOSURE & DATE OF NEXT MEETING**

The meeting closed at \_\_\_\_\_.

The date of the next meeting is to be held on Monday, 26 October 2015 at 6:30pm at Council Chambers - Welcome Road, Karratha.