



**ORDINARY COUNCIL MEETING**

**MINUTES**

**NOTICE IS HEREBY GIVEN that an  
Ordinary Meeting of Council will be held  
in the Council Chambers, Welcome Road, Karratha,  
on Monday 18 May 2009 at 6.30pm**

A handwritten signature in blue ink, appearing to read 'Allan Moles', is positioned above a horizontal line.

**Allan Moles  
CHIEF EXECUTIVE OFFICER**

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## 1 OFFICIAL OPENING

The Ordinary Meeting of Council held in the Council Chambers, Welcome Road, Karratha on 18 May 2009 was declared open at 6.30pm. Cr Snell also acknowledged the traditions of the Ngarluma people, on whose land we are gathered here today.

## 2 PUBLIC QUESTION TIME

Note: This is not a verbatim record of questions asked and answers given. It is a summary only.

**Marg Todd (Pilbara and Kimberley Care Inc.) on behalf of Tracey Budd – addressed Councillors on benefits of a hydrotherapy pool and tabled a petition.**

*Q. Is Council considering a hydrotherapy pool and when would be built in Karratha?*

A. Simon Kot, Executive Manager of Community Services responded, stating that Brad Snell and himself had a meeting with Ms Budd and discussed the need of a hydrotherapy pool and that Council has previously agreed a very broad design brief for new facilities and the request will be considered as part of the new facility.

**Peter Long Chairman of St Luke's College Redevelopment Committee – addressed Councillors concerning St Luke's Oval.**

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**6.35pm - Before Public Question commenced on this matter, Cr Snell declared a financial interest as he is an employee of St Lukes College and left the room and did not hear public questions, speak or vote on the item.**

**Cr Snell vacated the Chair and handed over the meeting to Cr Rothe**

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*Q. That Council give consideration to St Luke's College for an interest free loan for two years to build the oval and will the Shire continue to support the oval project?*

A. To be considered as Agenda Item 8.1.1

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**6.38pm - Cr Snell returned to Chambers and resumed the Chair.**

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**Peta Mott – addressed Councillors concerning the Karratha Cinema Complex.**

*Q. The Cinema Complex loan application – most questions have been answered in the agenda but is it a short term or long term proposal?*

A. Simon Kot, Executive Manager of Community Services responded that there was an announcement from the State Government today for proposed funding for the Learning and Leisure Precinct Project which will impact considerably on the Cinema Complex proposal.

**Ray Ward - addressed Council concerning Rubbish Collection delays.**

*Q. I would like to know why the rubbish is not being picked up on Thursdays and being left until Saturdays in the Nickol area on a regular basis.*

A. Troy Davis, Executive Manager of Technical Services advised that delays are caused by resource issues and suggested that Ray contact Customer Services who would be able to advise of delays and the expected pick up times.

**Jo Pritchard – addressed Councillors on the Staff Housing Issue**

*Q Why was the Council Agenda item 8.1.1 from the Ordinary Council meeting dated 20 April 2009 for the Tender G08/09 for the construction of 5 executive 4x2 dwellings attachments dealt with as a confidential Evaluation and Recommendation Report and was it appropriate to include \$250,000 for swimming pools?*

A Cr Snell responded that the decision to build a higher specification for executive staff was for long term retention of Staff.

A Allan Moles, CEO responded that the tender evaluation report was considered a confidential document due to the commercial nature of the information and that only the details of the successful tender were available to the public.

*Q. Can the motion be rescinded?*

A. Cr Snell responded that under the Local Government Act the motion could be rescinded but would be difficult as this has already gone to Tender and that it would have to be an absolute majority vote.

*Q. Did Section 5.70 of the Local Government Act concerning Disclosure of Interest by staff apply regarding this item?*

A. Allan Moles, CEO responded that although an oversight in the agenda the executive staff present at the meeting declared an interest in the item, as it concerned staff housing, and this was reflected in the minutes.

**Nan Williams (Manager Pilbara Community Legal Service) – addressed Councillors concerning Item 10.1.1 Mixed Use Development Proposal Balmoral Road, Karratha and asked that the following statement be minutes.**

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**6.55pm - Before Public Question commenced on this matter, Cr Lewis and Cr Hipworth declared an interest and left the room and did not hear public questions, speak or vote on the item.**

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I'm Nan Williams, I am the Manager of Pilbara Community Legal Service. Six of our staff – soon to be seven as at 1<sup>st</sup> July, occupy the major section of the frontage of Welcome Lotteries House. **We believe our staff and our clients will suffer unreasonable adverse impact by the granting of approval of planning application PA2020 – Agenda item 10.1.1 - Mixed use development proposal Balmoral Road, Karratha.** I ask that that statement be duly minuted for future reference.

The Shire's Planning Services' percentage rated Summary of objections to this development indicate that the main issues, each at 11% were:

1. Car Parking – offsets too generous
2. Excessive Bulk/Height
3. New Traffic Management Plan Required
4. Inconsistent with DP9 and draft DP9 objectives.

My questions relate to these objections:

**Objections 1 & 4 - Car Parking and the submissions' inconsistencies with DP9 and draft DP9 objectives**

The Agenda item states “*that until the draft policy DP9 is adopted (tonight’s Agenda item 10.1.2) and notice of such adoption published, it is **not operative in accordance with the provisions of TPS8.***”

Objective 3 of the current DP9 TPS8 states “*To discourage non-commercial residential development and development incompatible with retail, office or entertainment uses*”. We are also told that **where possible** the developer’s submission has been assessed against **TPS 8 and the provisions of draft DP9, so, which one is it?**

If objective 3 of the current DP9 TPS8 is not being applied, then it must have been assessed as conforming to **draft DP9** so, why does **draft DP9 not** also apply to the calculation of the parking bays for the development?

The submission from the Developer calculates the number of required parking bays at the old standard width of 2.5 metres. The **draft DP9** calls for parking bays to be 2.7 metres which will effectively increase the current shortfall **and** the generous concessions **already** given ie. **47 in total**. The 17 Bays Holiday Accommodation Visitors parking requirement of TPS8 (Page 58) are not included, staff parking is not included whereas on plans of PA1714 ground floor of the original 9-storey development 8 bays were allocated for staff parking – they seem to have disappeared?

*I have provided Councillors with a detailed breakdown of the requirements of the Residential Codes of Western Australia (RCWA) highlighted in blue, details of the TPS 8 highlighted in green, the concessions provided highlighted in pink with the variations highlighted in red. This, I hope along with other highlighted attachments may help clarify the reasoning behind my questions.*

#### **MY QUESTION:**

**If Agenda Item 10.1.2 “Final Adoption of TPS8 Local Planning Policies”, receives absolute majority this evening, will the Developer be required to accordingly recalculate the number of parking bays or will the developer be required to reduce the height of the building by 2 storeys to conform with the current DP9 ?**

*Note: Had the developer been available to attend the consultation workshop, this crucial point maybe could have been negotiated and an amicable resolution for everyone achieved.*

A. In determining applications for planning approval Council must assess applications on the basis of the planning provisions applicable at the time that the application was submitted.

#### **Objection 2 - Excessive Bulk/Height**

**At the Consultation Workshop, it was agreed by the Shire’s Planning Services that the proposed new building was far inferior in appearance to the originally proposed 9-storey development.**

The height **is** still excessive, visual impact on the Town Centre **has not been, and cannot be** fully substantiated because there is **no Town Centre Plan**.

Setback under the R40 Residential Design Code of W.A. for multiple dwellings is **4 metres from the primary Road, and 1.5 metres from the secondary road**. The submission for this development states that the **primary Road (that is Balmoral Road) setback is 2 metres and the secondary road (ie Morse Court) set back is 1 metre!?**

#### **MY QUESTIONS:**

**Is the proposed floor space and height of the proposed development excessive?**

**Does the density of the development exceed the plot ratio limitations and/or meet the Performance Criteria as prescribed for multi-use developments under the Acceptable Development provisions of Clause 7.2.1 of the Residential Design Codes of WA?**

**Would the proposed development achieve an appropriate balance between development and amenity as prescribed under Clause 1.5(a) of the general scheme objectives of TPS8 ?**

**Will the development have a negative impact on the streetscape in the immediate vicinity of the development site and an unreasonably impact on the amenity of the Karratha Town Centre ?**

A. The provisions of TPS8 and the R-Codes were taken into account in the assessment of the application. The assessment of the aesthetics of the building is a matter of personal taste however the impact of the proposed development is not considered to be inappropriate for a site within the Karratha town centre zone.

### **Objection 3. New Traffic Management Plan required during and after construction**

Point 7 Page 58 of tonight's Agenda calls for the Developer or their agents to submit a Traffic Management Plan to the Shire for endorsement for **any construction works** that may in the opinion of the Shire affect the roads in the vicinity of the development site or the operation of the Lotteries House car park.

### **MY QUESTIONS**

**Will there be a Traffic Management Plan or a report or any information made available on the potential affects of the development on the roads in the vicinity of the development or the operation of the Lotteries House car park after construction?**

**Have current traffic flow readings been taken to substantiate Planning Services statement that the current roads are able to cope with extra traffic from this development?**

**Will a new Traffic Management Plan with 2009 statistics be prepared? And will the new Traffic Management Plan include the Public Access Way (PAW) realignment plan as there was some confusion before, and to-night's agenda report "*does not revisit its appropriateness*".**

**What plans are in place for any potential car parking overflow in the vicinity of Balmoral and Morse Court during and after construction?**

A. Further traffic assessment and a possible contribution by the developer to road works in Balmoral Road have been included in the recommended conditions if approval is granted.

**Ray Ward – addressed Councillors concerning the planning workshop on the proposed Balmoral Rd proposal.**

*Q. I want to know why I had not received any feedback from the Shire?*

A. Bob Sharkey, Executive Manager Development Services replied that the workshop was intended to be an informal briefing to get feedback and address issues from the community and that these issues were adequately discussed at the workshop.

**Jack Renault addressed Councillors on the building standards of the Balmoral Road proposal.**

*Q. Is the proposal being designed to withstand cyclones and a potential explosion from the Gas plant on the Burrup?*

A. Bob Sharkey, Executive Manager Development Services replied that the building would be assessed in accordance with the relevant Building Code requirements at the time a Building License application was lodged.

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**COUNCIL RESOLUTION**

**Res No** : **14618**  
**MOVED** : **Cr White-Hartig**  
**SECONDED** : **Cr Bailey**

**That Council bring Agenda Item 10.1.1 Mixed Use Development Proposal Balmoral Road, Karratha forward to Public Question Time.**

												<b>CARRIED</b>
FOR	:	Cr	Snell,	Cr	Rothe,	Cr	Bailey,	Cr	Cechner,	Cr	Lally,	
			Cr	Lockwood,	Cr	Vertigan,	and	Cr	White-Hartig			
AGAINST	:	Nil										



**10.1 PLANNING SERVICES****10.1.1 MIXED USE DEVELOPMENT PROPOSAL BALMORAL ROAD, KARRATHA****File No:** PA2020**Attachment(s):** Copies of objections**Responsible Officer:** Bob Sharkey  
Executive Manager Development Services**Author Name:** Joel Gajic  
Manager Planning Services**Disclosure of Interest:** Cr Hipworth declared a financial interest as his business could expect to be involved with the development if constructed.

Cr Lewis declared an interest as he is an employee of a business that would tender for work on the development if constructed.

**REPORT PURPOSE**

For Council to consider a report and recommendation to determine an application for planning approval to develop lots 1950, 1952 and part lot 4472 Balmoral Road, Karratha for a mixed use development comprising 49 serviced apartments, 21 multiple dwellings, guest and residents facilities, a café/restaurant, and 710m<sup>2</sup> commercial floor space.

**Background**

A report was presented at the March 2008 Ordinary Council Meeting regarding the development of the land by Vicon Properties for a nine [9] storey mixed use development requiring the acquisition of a public access way (PAW). Council resolved that this development should be supported in principle and that the Department of Planning and Infrastructure should commence the public exhibition of the PAW closure. The subsequent application for planning consent for the development of the land (PA1714) was determined at the July 2008 Ordinary Council Meeting. Council resolved that the mixed use development, including amalgamation and partial transfer of the PAW, be conditionally approved. Vicon has not proceeded with the approved development.

A substantially revised development proposal (PA2020) was submitted in December 2008. The revised mixed use development is summarised as follows:

<b>Ground Floor</b>	<b>Floor/Plot Ratio Area</b>
Lobbies/reception/office	150m <sup>2</sup>
Services (storerooms, plant rooms, toilets)	N/A
132 car parking bays, 12 motorcycle parking bays in addition to a drop down and collection bay	N/A
<b>First Floor</b>	
Office/commercial tenancies	710m <sup>2</sup>
Café/ Restaurant – dining area	124.5m <sup>2</sup>
back of house (kitchen area)	47m <sup>2</sup>
Gymnasium (residents use only)	94m <sup>2</sup>
Communal lounge (residents use only)	115m <sup>2</sup>
External terrace/ podium	N/A
External terrace and 25m by 5m swimming pool	N/A
<b>Second, Third and Fourth Floors</b>	

14 two bedroom serviced apartments	78.87m <sup>2</sup> per apartment
<b>Fifth Floor</b>	
7 two bedroom serviced apartments	78.87m <sup>2</sup> per apartment
7 two bedroom multiple dwellings	78.87m <sup>2</sup> per dwelling
<b>Sixth Floor</b>	
14 three bedroom multiple dwellings	88.24m <sup>2</sup>

The fundamental difference between the originally approved development and the new proposal is a significant reduction in scale with the number of serviced apartments being reduced from 95 to 49, the area of commercial floor space being reduced from 1527m<sup>2</sup> to 710m<sup>2</sup> and the below ground car park being deleted. The management of the facility including the letting and servicing of the serviced apartments is to accord with that proposed for the originally approved development. The body of this report addresses the revisions between the originally approved development and the current proposal.

PA2020 was advertised for public comment over a 28-day period to land owners in the immediate vicinity of the subject land and to those persons who had lodged a written submission in response to PA1714. Seven [7] written objections were received, full copies of which are attached to this report.

In addition a planning consultation workshop was held on Thursday 26 March, which was attended by the majority of objectors, Cr Lockwood and Development Services staff. The workshop provided a forum for the objectors to express their concerns and for Development Services staff to explain the administrative process and to clarify what aspects of the development forms part of the town planning assessment.

## Issues

### Previous Council Determinations

Council resolved on 17 March 2008 to:

1. *“Provide ‘in principle’ support for planning application PA1714 to redevelop lots 1950, 1952 and part lot 4472 Balmoral Road, Karratha Town Centre for a multistorey mixed use building requiring the realignment of a public access way and incorporating 95 serviced apartments, 21 multiple dwellings and resident’s facilities, restaurant and commercial tenancies; and*
2. *To direct Planning Services to seek the Department of Planning and Infrastructure (State Land Services) consent to commence the formal public exhibition of planning application PA1714 as owner of lot 4472.”*

Council resolved on 21 July 2008 to:

- A: *“To approve the closure of Reserve 35210 and to support the transfer and amalgamation of the land, in the first part, to the owner of Lots 1950 and 1952 and, in the second part, in whole or part to either Reserve 40638 [Lotteries House], Lot 1 Warambie Road or Lot 3917 Warambie Road, subject to:*
1. *The written consent of the owner of Lot 1 Warambie Road [Trawlers Nightclub] and the strata company for Strata Plan 21043 to the relocation of the existing fire escape door that has direct access to Reserve 35210 and the issue of a building licence for the relocation of the rear fire door, or alternatively, the submission of another solution to fire access that is acceptable to Council and all affected parties.*

2. *The ownership and use of that part of Reserve 35210 that is not required to amalgamate the proposed development site being determined by the Council.*
  3. *The developer funding the full cost to Council and other affected parties for the closure of Reserve 35210 and the redevelopment of public access ways to replace the function of the existing public access and drainage located within Reserve 35210.*
- B: *That subject to the submission of a revised proposal that meets the car parking standards prescribed for the proposed development that Council approves planning application PA1714 subject to the following conditions of approval:*
1. *The development approval having no force or effect until such time as an agreement, satisfactory to Council, for the transfer of that part of Reserve 35210 as required to create the amalgamated development site has been agreed with the Department of Planning and Infrastructure and Council.*
  2. *The development approval having no force or effect until four [4] copies of an amended set of plans has been endorsed by Council.*
  3. *In accordance with the Shire of Roebourne’s Development Performance Guarantee Policy DP-2 (attached) a bank guarantee being submitted to Council prior to the issue of a building licence to ensure the satisfactory completion of the development. The development includes, but is not limited to, the construction of all car parking areas including delineation and signing of bays and erection of external lighting, construction of access driveways, pedestrian pathways, vehicular crossovers, the bin compound and wash down area, bicycle parking facilities, the establishment of reticulated landscaping, and realignment of the public access way inclusive of removal of all existing infrastructure in the reserve for access and drainage, realignment and reinstatement of fencing, lighting and construction of the 2100 mm wide dual use path, the relocation of the fire escape on lot 1 Warambie Road or alternative egress solution, and should the balance of the pedestrian access way be amalgamated into lot 4473 Morse Court [Lotteries House], construction and delineation of an additional two [2] parking bays and manoeuvring area, including the establishment of reticulated landscaping.*  
  
*The amount of the “Development Performance Guarantee” to be lodged shall be a Bank Guarantee in the sum of \$300,000.*  
  
*When the development has been completed to the satisfaction of Council the “Performance Guarantee” shall be repaid.*
  4. *Prior to the commencement of works the applicant or their agent(s) shall submit a suitably detailed proposal for the prior approval of Council to undertake and fund the full cost to Council and other affected parties for the closure of Reserve 35210 and the redevelopment of public access ways to replace the function of the existing public access and drainage located within Reserve 35210.*
  5. *Prior to the commencement of the works the applicant or their agent(s) shall submit a traffic management plan to Planning Services for endorsement for any construction works that may, in the opinion of Council, affect the roads in the vicinity of the development site. During the course of constructing of the development the applicant shall be responsible for:*
    - a) *All aspects of the works, including public safety and shall ensure adequate barricades, signage and other warning devices are in place at all times.*

- b) *Ensuring that all works within the road reserve shall be undertaken in accordance with the Traffic Management for Works on Roads Code of Practice – Main Roads WA February 2007.*
  - c) *Ensuring that Council and any landowner or occupier who, in the opinion of Council, may be affected by any proposed road closure or the restriction of movements on publicly controlled lands being notified in writing at least forty-eight [48] hours in advance of any temporary closure of Morse Court.*
  - d) *Ensuring that Balmoral Road remains open to traffic at all times.*
6. *Prior to the commencement of works the applicant or their agent(s) shall submit an external colour and finishes schedule to Council for endorsement. The external surfaces of the building, including wall materials, external glazing and shutters, must be finished and maintained in muted colours and non-reflective finishes to avoid reflection that may cause nuisance to neighbours or passing motorists to the satisfaction of Council.*
7. *Prior to any use of the mixed use building commencing the following shall be completed to the satisfaction of Council:*
- a) *Ancillary works including, but not limit to, the construction of all car parking areas including delineation and signing of bays and erection of external lighting, construction of access driveways, pedestrian pathways and vehicular crossovers.*
  - b) *The bin compound and wash down area.*
  - c) *The bicycle parking facilities.*
  - d) *The establishment of reticulated landscaping.*
8. *Noise attenuation measures shall be incorporated into the design of the building in accordance with the report prepared by Acoustic Logic Consultancy Pty Ltd dated 12 October 2006.*
9. *Standard and site specific conditions of approval as deemed appropriate.”*

#### Context of this Report in Light of the Approval of PA1714

In light of Council supporting the closure of the PAW and having approved PA1714, which was for a development of considerably greater scale, this report does not revisit the appropriateness of the PAW closure or the proposed use of the site. Only new grounds of objection, or those specific to the proposed differences between the two development proposals have been addressed in this report.

#### Grounds of Objection New or Specific to the Revised the Design and Layout

1. Whether adequate car parking has been provided, including for people with disabilities has again been raised. A detailed assessment of the number of parking bays required for each individual component of the development and parking offsets based on differing hours of peak operation is provided under the separate heading 'Parking Requirements' and sub heading 'Car Parking Assessment'.
2. The aesthetic merits and perceived adverse visual impact of the proposed development have again been raised. Whilst the aesthetic appeal of the building is somewhat subjective, it is fair to say that the reduction in scale and change in design would result in a building that would be less of a landmark structure than the originally approved design. The dark and sombre colours of the building in the elevations and perspectives submitted does not portray the ultimate finished product and it should be acknowledged that the final colours and finishes of the proposed building have yet to be determined and will need to be submitted for endorsement prior to construction commencing. The

- use of light non-reflective external finishes and materials will present a much more aesthetically acceptable finished product than is portrayed in the developers submission
3. The reduction in the commercial floor space component of the development to the extent that PA2020 should not be defined as ‘mixed business’ was raised. Whilst the commercial floor space has been substantially reduced, PA2020 meets the generally accepted definition of mixed use development as defined in the Residential Design Codes of Western Australia 2008 (R Codes).
  4. The question of whether PA2020 protects the flood plain, confronts the social divide, facilitates sustainable development, contributes to a clean, safe and vibrant town, and to a reduction in crime was raised. It is unquestionable that these ideals should be aspired to whenever possible; however, they are not necessarily criteria applicable to the assessment of a planning application under WA law. The subject land is not on a flood plain, nor is it the responsibility of private developers to confront the social divide unless specific adopted policy is in place to achieve this outcome. The closure of the PAW is; however, anticipated to reduce the occurrence or graffiti and anti-social behaviour. The commercial component of the development and serviced apartments will arguably contribute to the town’s level of service and the vibrancy of the town centre.

**PARKING REQUIREMENTS**

<u>Land Use</u>	<u>Car Parking Standards</u>	<u>Required Bays</u>
Multiple Dwellings [21]	Residential Design Codes of Western Australia (R Codes)	40.0
2- Bedroom Serviced Apartments [49]	TPS8 Discretion [1.75 bays]	85.8
Office/ Commercial [710m <sup>2</sup> ]	TPS8 [1 bay: 30m <sup>2</sup> ]	23.7
Restaurant [123.5m <sup>2</sup> dining area]	TPS8 [1 bay: 6m <sup>2</sup> dining area]	20.6
Private Facilities		
Gymnasium [94m <sup>2</sup> ]	at Council’s discretion	Nil ❶
Lounge [115m <sup>2</sup> ]	at Council’s discretion	Nil ❷
Reception Area [132.5m <sup>2</sup> ]	none specified	Nil ❸
<b>Total Car Parking Bays Requirements</b>		<b>170.1</b>

**PARKING OFFSETS**

<u>Land Use</u>	<u>Mechanism for Offset</u>	<u>Number of Bays</u>
Multiple Dwellings	R Codes (7.2.1 A1(iii))	19.0 ❹
Office/ Commercial	Shire of Roebourne Town Planning Scheme No. 8 (TPS8)	8.6 ❺
Restaurant/ Café	TPS8	7.2 ❻
Motorcycle Bays [11]	TPS8	3.1 ❼
<b>Total Offsets</b>		<b>39.9</b>
<b>Total Required Car Parking Bays</b>		<b>132.2</b>

## CAR PARKING BAYS PROVIDED

Car Parking Bays	130 ⑧
Universally Accessible (Disabled) Bays	2
TOTAL	132

## Notes

- ① The gymnasium will not be open to the public; the use of the gymnasium by the public would need to be subject to Shire consent.
- ② The lounge is not anticipated to generate any additional parking demand; the use of the lounge by the public would need to be subject to Shire consent.
- ③ Parking demand generated by the reception area is considered to have already been provided for through the parking requirement generated by the serviced apartments.
- ④ The Acceptable Development provisions of the R-Codes allow for the number of parking spaces required for multiple dwellings in a mixed use development to be reduced to one [1] per dwelling where on-site parking required for other uses is available outside of normal business hours.
- ⑤ An off-set of 10% of the parking spaces provided for the serviced apartments was applied to account for at least 10% of those spaces being available for other users, principally office/ commercial tenants and their clients, during normal business hours.
- ⑥ Given that a proportion of the restaurant/ café clientele would be multiple dwelling owner/ occupiers or serviced apartment guests who will already be on-site, and will therefore not require any additional car parking bays, a 35% offset has been allowed.
- ⑦ The 3.1 car parking offset allowed is based on the methodology applied to PA1714. On that basis motorcycle bays are provided at a maximum rate of one [1] motorcycle bay per 21.3 car parking bays with each motorcycle bay offsetting no more than 0.0235 car parking bays.
- ⑧ A taxi stand and drop down area has been provided but has not been included in the calculation of car parking requirements or provisions.

Car Parking Assessment

PA2020 provides for a sufficient number of car parking bays, in addition to a higher ratio of motor cycle bays than the previously approved development. A service/ loading bay and a short term parking/ bus drop down area have also been provided.

The methodology for determining the number of on-site car parking bays required for PA2020 was reviewed to ensure any offsets granted did not exceed those applied to PA1714, in both number or as a percentage of the total number of parking bays provided.

The car parking layout is generally compliant with Australian Standard AS2890.1 *Parking Facilities - Off-street Parking* (the Standard) such that Planning Services are satisfied that the layout is workable.

The accepted ratio of dedicated parking bays for people with disabilities for commercial/ retail developments are 1-2% of the total bays. PA2020 provides for two [2] dedicated disabled parking bays, which is meets the prescribed standard.

The 2500 mm height clearance provided for the under croft parking area is such that height detection devices (flexible striker bars) and low clearance signs will likely not be necessary; however, the minimum available clearance will need to be posted at all entries in accordance with the Standard. The 4500 mm clearance provided above the service/ loading bay accords with the Standard.

Directional signage and flush kerbing to delineate the principal circulation roadways is identified on the site and ground floor plan to demonstrate the safe manoeuvring of vehicles at ground level. It is noted; however, that when bulk and wheelie bins are being collected that the two-way operation of the principle circulation roadway will be restricted.

#### Local Planning Policy DP-9 and Draft Local Planning Policy DP9 'Town Centre Zone Development Requirements'

The current adopted policy forms part of the planning policy framework for assessing development applications. While an amended policy for the Town Centre has been advertised as part of the current review of all Local Planning Policies until the draft policy is adopted, and notice of such adoption published in a locally circulated newspaper, it is not operative in accordance with the provisions of TPS8 and precedent established by the State Administrative Tribunal.

PA2020 is deemed to meet the objectives and provisions of the current adopted policy.

#### R Codes Requirements

PA2020 is deemed to satisfy the Performance Criterion 7.2.1 pertaining to 'Dwellings in Mixed Use Developments' that states:

*"Dwellings combined with non-residential uses on the same site that provide comparable standards of amenity to other multiple dwellings taking into account of the need to:*

- *satisfy streetscape objectives'*
- *provide open space in accordance with resident needs; and*
- *provide car parking to satisfy reciprocal requirements of residents and other users."*

Local planning policy DP9 allows for the Building Code of Australia (BCA) to control side and rear building setback.

*"As prescribed by the Building Code of Australia (generally relates to the type of construction and class of building). Issues of access to the side and rear will also need to be taken into account."*

The BCA allows buildings to be built to the boundary if adequately fire-rated, and to three [3] metres in other cases. PA2020 has an absolute minimum side setback of five [5] metres at one point. There is no minimum prescribed front setback.

The open space requirements are adequately addressed through the provision of balconies well in excess of the minimum 10m<sup>2</sup> and the residents' facilities including a gymnasium, swimming pool and outdoor terrace areas, and the communal lounge.

Car parking has been adequately provided, with each multiple dwelling required to have one [1] dedicated (reserved) car parking bay as well as access to the shared car parking spaces provided. Each multiple dwelling has been allocated an externally accessible store room of at least 4m<sup>2</sup> in floor area.

#### **Options**

Council has the following options available:

1. To conditionally approve planning application PA2020.

2. To refuse planning application PA2020 on grounds to be determined by Council, which it is suggested could include one or more of the following grounds of refusal:
  1. That the density of the development exceeds the plot ratio limitations prescribed for multi-use developments under the Acceptable Development provisions of Clause 7.2.1 of the Residential Design Codes of WA.
  2. That the density of the development does not meet the Performance Criteria for multi-use developments specified under the provisions of Clause 7.2.1 of the Residential Design Codes of WA.
  3. The proposed development would not achieve an appropriate balance between development and amenity as prescribed under Clause 1.5(a) of the general scheme objectives of TPS8.
  4. That in accordance with Clause 6.6.3 of TPS8 Council has taken account of the other matters specified as being relevant to development within the Town Centre zone, namely, floor space limitations, setbacks from boundaries and the height of structures, and has formed the view that the proposed floor space and height of the proposed development is excessive.
  5. That the development would negatively impact on the streetscape in the immediate vicinity of the development site and throughout the Karratha Town Centre.
  6. That the development would prejudice the maintenance of the established low-rise character of the Karratha Town Centre.
  7. That the development would unreasonably impact on the amenity of the Karratha Town Centre.



### **Policy Implications**

Policy numbers DP2, DP6 and DP9, respectively titled Development Performance Guarantee, Landscaping for Industrial and Commercial Areas, and Town Centre Development Requirements are relevant to this matter.

### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

### **Financial Implications**

There are no financial implications resulting from this report.

### **Conclusion**

Council has recently granted approval for a mixed use development of a greater scale on the subject land under the same planning policy framework that is currently in place. Whilst arguably a less iconic building, the new application has been assessed as being equally workable and essentially provides for commercial and residential opportunities as previously approved.

In the opinion of Planning Services the submissions received in response to public advertising have not made a compelling case as to how any person will suffer unreasonable adverse impact, or why the development should be refused. The submissions have been considered when drafting the conditions of the recommended planning approval.

It is recommended that PA2020 be approved as the application either satisfies, or can satisfy the criteria relevant to the assessment of a mixed-use development proposal within the Karratha Town Centre.

### **Voting Requirements**

Simple.

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### **RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : 14619  
**MOVED** : Cr Cechner  
**SECONDED** : Cr Lally

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### **That Council -**

**A:** “Approves the closure of Reserve 35210 and supports the transfer and amalgamation of the land, in the first part, to the owner of Lots 1950 and 1952 and, in the second part, in whole or part to either Reserve 40638 [Lotteries House], Lot 1 Warambie Road or Lot 3917 Warambie Road, subject to:

- 1.** The written consent of the owner of Lot 1 Warambie Road [Trawlers Nightclub] and the strata company for Strata Plan 21043 to the relocation of the existing fire escape door that has direct access to Reserve 35210 and the issue of a building licence for the relocation of the rear fire door, or alternatively, the submission of another solution to fire access that is acceptable to the Shire and all affected parties.

2. **The ownership and use of that part of Reserve 35210 that is not required to amalgamate the proposed development site being determined by the Shire.**
  3. **The developer funding the full cost to the Shire and other affected parties for the closure of Reserve 35210 and the redevelopment of public access ways to replace the function of the existing public access and drainage located within Reserve 35210.**
- B: Approves the development of lots 1950, 1952 and part lot 4472 Balmoral Road, Karratha subject to:**
1. **The development approval having no force or effect until such time as an agreement, satisfactory to the Shire, for the transfer of that part of Reserve 35210 as required to create the amalgamated development site has been agreed with the Department of Planning and Infrastructure and the Shire.**
  2. **Prior to the issue of a building licence the developer or their agent(s) shall submit two [2] copies of a report by a suitably qualified engineer confirming that the stormwater system has been designed in accordance with the “Australian Rainfall and Runoff Manual” for a 1 – 20 year storm event to ensure that no stormwater run-off discharges onto any adjacent private property.**
  3. **In accordance with the Shire of Roebourne’s Development Performance Guarantee Policy DP-2 a bank guarantee being submitted to the Shire prior to the issue of a building licence to ensure the satisfactory completion of the development. The development includes, but is not limited to, the construction of all car parking areas including delineation and signing of bays including one [1] dedicated car parking bay per multiple dwelling unit, erection of external lighting, construction of access driveways, vehicular crossovers, pedestrian pathways, the storerooms and plant rooms, bicycle parking facilities, the establishment of reticulated landscaping, and realignment of the public access way inclusive of removal of all existing infrastructure in the reserve for access and drainage, realignment and reinstatement of fencing, lighting and construction of the 2100 mm wide dual use path, the relocation of the fire escape on lot 1 Warambie Road or alternative egress solution, and should the balance of the pedestrian access way be amalgamated into lot 4473 Morse Court [Lotteries House], construction and delineation of an additional two [2] parking bays and manoeuvring area, in addition to the establishment of further reticulated landscaping.**

**The amount of the “Development Performance Guarantee” to be lodged shall be a Bank Guarantee in the sum of \$300,000.**

**When the development has been completed to the satisfaction of the Shire the “Performance Guarantee” shall be repaid.**
  4. **Prior to the issue of a building licence the developer or their agent(s) shall submit two [2] copies of a revised Letting Deed to the Shire for endorsement. The revised Letting Deed shall:**
    - i) Delete and/or modify clause 3.2 (b)(i) so as to ensure all serviced apartments are let by a sole Letting Agent to be appointed by the strata company.*
    - ii) Include in clause 5 ‘Covenants by Letting Agent’ reference to the provision or contracting of cleaning and linen services to each*

serviced apartment. The cleaning and linen services must be provided at least once per week.

Once endorsed, the revised Letting Deed shall for part of this approval.

5. Prior to the issue of a Certificate of Classification the developer or their agent(s) shall pay to the Shire an amount of \$250,000 in accordance with draft State Planning Policy 3.6 *Development Contributions for Infrastructure*. In the event of the Shire identifying safety or traffic congestion issues on Balmoral Road or Morse Court deemed to be a direct result of this approved development, all or part of the development contribution may be used to undertake works to address these issue(s) whether or not forming part of a broader Development Contributions Plan. Should the Shire identify safety or traffic congestion issues on Balmoral Road or Morse Court deemed to be a direct result of this approved development, the Shire will advise the developer in writing and provide evidence of this determination. Furthermore, should no such issues be indentified within twelve [12] months from the use of the approved development commencing, the Shire shall return the development contribution in full.

6. Prior to the commencement of the approved development the developer or their agent(s) shall submit a suitably detailed proposal for the prior approval of the Shire to undertake and fund the full cost to the Shire and other affected parties for the closure of Reserve 35210 and the redevelopment of public access ways to replace the function of the existing public access and drainage located within Reserve 35210. Should Reserve 35210 be in whole or part transferred or amalgamated into to Reserve 40638 [Lotteries House], the detailed proposal must have regard to the improvements to the Lotteries House car park and grounds.

Once endorsed, the detailed proposal shall form part of this approval.

7. Prior to the commencement of the approved development the developer or their agent(s) shall submit a Traffic Management Plan to the Shire for endorsement for any construction works that may, in the opinion of the Shire, affect the roads in the vicinity of the development site or the operation of the Lotteries House car park. During the course of construction the developer shall be responsible for:
  - a) All aspects of the works, including public safety and shall ensure adequate barricades, signage and other warning devices are in place at all times.
  - b) Ensuring that all works within the road reserve shall be undertaken in accordance with the *Traffic Management for Works on Roads Code of Practice – Main Roads WA February 2007*.
  - c) Ensuring that the Shire and any landowner or occupier who, in the opinion of the Shire, may be affected by any proposed road closure or the restriction of movements on publicly controlled lands being notified in writing at least forty-eight [48] hours in advance of any temporary closure of Morse Court.
  - d) Ensuring that Balmoral Road remains open to traffic at all times.

Once endorsed, the Traffic Management Plan shall form part of this approval.

8. Prior to the issue of a building licence the developer or their agent(s) shall submit four [4] copies of a Colour Schedule documenting all external

finishes and materials to the Shire for endorsement. The external finishes and materials of the approved development shall be clad in a pre-finished material or painted in a colour of natural or earth tones to complement the existing building(s), surroundings, and/or adjoining developments, in which the development is located, and shall incorporate materials that minimise reflection to the satisfaction of the Shire.

Once endorsed, the Colour Schedule shall form part of this approval.

9. Prior to the commencement of the approved development the developer or their agent(s) shall submit four [4] copies of a revised Landscaping Plan detailing the height and canopy cover of all selected species upon maturity (photographic documentation preferred) and, if proposed to be established in the vicinity of the adjacent road reserves, the propensity to drop limbs or damage underground infrastructure to the Shire for endorsement.

Once endorsed, the Landscaping Plan shall form part of this approval.

10. Prior to the commencement of the approved development the developer or their agent(s) shall submit two [2] copies of a Construction Environmental Management Plan (CEMP) to the Shire for approval. The CEMP must have regard to the Department of Environmental Protection publication a *guideline for the prevention of dust and smoke pollution from land development sites in Western Australia* November 1996 and demonstrate what provisions and mitigation measures will be in place during construction to control noise emissions, erosion and siltation from stormwater flows, air borne dust and smoke and, if required, advise neighbours when these works are to occur and who to contact should dust become a nuisance.

Once endorsed, the CEMP shall form part of this approval.

11. Prior to any use of the approved development commencing the developer or their agent(s) shall submit an Operational Environmental Management Plan (OEMP) to the Shire for endorsement. The OEMP must outline what design response and management measures are in place to control noise emissions having regard to the *Environmental Protection (Noise) Regulations 1997*.

Once endorsed, the OEMP shall form part of this approval.

12. Prior to any use of the approved development commencing all ancillary and incidental works deemed necessary by the Shire shall be completed to the satisfaction of the Shire. The ancillary and incidental works shall include, but not be limited to:

- i)* The construction of all car parking and manoeuvring areas including delineation and signing of bays including one [1] dedicated car parking bay per multiple dwelling unit;
- ii)* the erection of external lighting;
- iii)* the construction of new vehicular crossovers and decommissioning of existing crossovers;
- iv)* the construction of pedestrian pathways;
- v)* the construction of the storerooms and plant rooms;
- vi)* the provision of bicycle parking facilities;
- vii)* the establishment of reticulated landscaping;

- viii)* the realignment of the public access way inclusive of all works forming part of the endorsed detailed proposal; and
  - (ix)* should the balance of the pedestrian access way be amalgamated into lot 4473 Morse Court [Lotteries House], construction and delineation of an additional two [2] parking bays and manoeuvring area, in addition to the establishment of further reticulated landscaping.
13. Noise attenuation measures shall be incorporated into the design of the building generally in accordance with the report prepared by Acoustic Logic Consultancy Pty Ltd dated 12 October 2006 and should the OEMP deem that further noise attenuation measures are necessary those measures shall be installed in addition to those prescribed by the Acoustic Logic Consultancy report.
  14. The restaurant/ café shall not serve food outside of the designated service areas without the prior written consent of the Shire.
  15. Wheelie bins shall not be temporarily or permanently stored or collected from the adjacent road reserve, principle circulation roadway, parking or manoeuvring areas, pedestrian paths, or landscaped areas, without the prior written consent of the Shire.
  16. Should a minimum 2500 mm height clearance not be available within the under croft parking area due to fixtures, pipe works or the like, height detection devices (flexible striker bars) and low clearance signs must be provided. Regardless of whether a minimum 2500 mm height clearance is available, the minimum available clearance will need to be posted at all entries in accordance with Australian Standard AS2890.1.
  17. Standard and site specific conditions of approval as deemed appropriate by the Chief Executive Officer.

**MOTION LOST**

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FOR	:	Cr Snell, Cr Rothe, Cr Lally
AGAINST	:	Cr Bailey, Cr Cechner, Cr Lockwood, Cr Vertigan, and Cr White-Hartig

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**Reason For Decision**

**Council did not support the Staff Recommendation because of the following issues.**

1. That the density of the development exceeds the plot ratio limitations prescribed for multi-use developments under the Acceptable Development provisions of Clause 7.2.1 of the Residential Design Codes of WA.
2. That the density of the development does not meet the Performance Criteria for multi-use developments specified under the provisions of Clause 7.2.1 of the Residential Design Codes of WA.
3. The proposed development would not achieve an appropriate balance between development and amenity as prescribed under Clause 1.5(a) of the general scheme objectives of TPS8.
4. That in accordance with Clause 6.6.3 of TPS8 Council has taken account of the other matters specified as being relevant to development within the Town Centre zone, namely, floor space limitations, setbacks from

boundaries and the height of structures, and has formed the view that the proposed floor space and height of the proposed development is excessive.

5. That the development would negatively impact on the streetscape in the immediate vicinity of the development site and throughout the Karratha Town Centre.
6. That the development would prejudice the maintenance of the established low- rise character of the Karratha Town Centre.
7. That the development would unreasonably impact on the amenity of the Karratha Town Centre.

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**COUNCIL RESOLUTION**

Res No : 14620  
 MOVED : Cr Bailey  
 SECONDED : Cr Lally

That Council take a 5 minute break before commencing with the rest of the Agenda.

**CARRIED**

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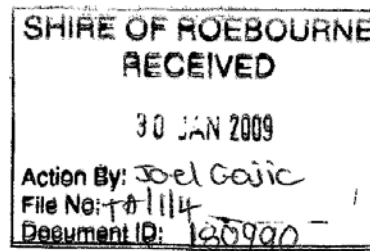
FOR :Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Lally,  
 Cr Lockwood, Cr Vertigan and Cr White-Hartig  
 AGAINST : NIL

## ATTACHMENT 1 – AGENDA ITEM 10.1.1 MIXED USE DEVELOPMENT PROPOSAL BALMORAL ROAD, KARRATHA

### Letters of Objection

28<sup>th</sup> January 2009

Troy Davis/Simon Kot  
Acting Chief Executive Officer  
Shire of Roebourne  
Karratha



### RE: 7 STOREY MIXED USE DEVELOPMENT – BALMORAL ROAD – KARRATHA

Dear Troy/Simon,

Once again, I wish to object to this development on a number of grounds.

1. **DP9** is our current policy and has been for a period, last reviewed in October 2008. The objective has four points and it clearly states in Point 3: 'To discourage non-commercial residential development and development incompatible with retail, office or entertainment uses.' This proposed development has 21 x residential apartments, which is in stark contrast with our town centre planning policy and should be grounds enough alone for non-approval.

There are 7 x 2brm permanent resident apartments = estimate being 14 to 21 people and 14 x 3brm permanent resident apartments = @ 56 people the total of @ 70 to 80 permanent residents on the top two floors. (Assuming that the 3 brm apartments are for families and that their will be children, where will these children play? On the busy streets below? Perhaps hang around the shops or nearby businesses?) There is a reason for the DP9 policy and that is permanent residents ARE not compatible with commerce and trade.

I see from the new plans submitted by the developer that they have based their latest proposal on the Draft DP9 and not the current DP9 Policy (see 4.2 Development Standards Draft DP9 on their application). 'The Draft DP9 sets an absolute maximum height of 32m or 8 storeys (whichever is the lesser) in the Karratha Precinct'. This is a draft copy only – it has not been gazetted nor adopted by our Shire yet. Therefore this section of this new proposal is not relevant and the current DP9 should prevail. Will the Shire be changing Point 3 in DP9 to accommodate this development? How can a local ratepayer of many years be knocked back for much smaller density residential apartments (and not multi storey) in Morse Court when the Shire can approve permanent residential apartments only metres away?

2. **TPS 8 – Karratha Objectives.** Item (iv) Develop the Town Centre as the civic and commercial node for Karratha, the Shire and the West Pilbara. As I see it the town centre is located between Balmoral/Searipple/Warambie & Welcome Roads – there is no room to extend beyond these roads because of residential areas and coastal flats. So our town centre is very limited for further commerce and civic development that really do enhance a town centre. Why are we putting permanent residents in an area that is so preciously scarce.

This brings us to the Shire endorsed Karratha 2020 Plan (December 2008). There is a town centre enhancement scheme that has had significant public input and planning. The formation of a main street along Sharpe Avenue with 2- 3 storey mixed use development is an excellent idea – so why are we allowing a seven storey construction to happen to our town centre now. At this time our buildings in the town of Karratha are low scale and if we proceed with Karratha 2020 then the same is also true – low scale. We do actually have a town theme in place even if it is not apparently obvious. Well over 500 people signed a petition to this effect in July, and about the same amount of people responded to the Karratha 2020 Survey indicating what they wanted to see in our town. So this is no longer a subjective topic it is what we want our Shire to implement. Not seven storey buildings of any description.

3. **Mixed Use Development** – a definition is needed here. The new plans show that retail/commerce areas have been reduced considerably. Of the overall 7259sm only 882sm of this development is actually 'mixed use business'. 209sm of this development is for in-house guests only so cannot be included as 'mixed use business'. The permanent residents outweigh the commercial factor by far. So the wording of 'mixed use development' has been stretched as far as possible by the developers to get their plans through with least objection. A small proportion only of this development is truly mixed business use. We have minimal commercial vs moderate residential vs mainly short term stay. Certainly a very dilute mixture of business in the commercial sector of town. If this development should proceed I would like to see more commercial amenities available to the general public. I.e: Full restaurant.

4. Currently there are in excess of 170 houses on the market in the Karratha/Dampier area and plenty of rental opportunities, more becoming available by the week with the downturn in the economic market. There is no longer the dire need or urgency to provide high density permanent accommodation willy nilly, especially in the town centre. Even short term stay requirement is becoming debatable when some of our established "short term accommodation" facilities are now discounting rates to attract patrons and some are only 30% of capacity.

5. This development does not offer the community at large anything. The restaurant is now a café and from the size of it on the plans will not be offering the general public anything, even parking, given that the developer states "...that a substantial amount of the restaurant patronage will be from residents, guests & visitors for whom parking bays have already been provided on site. Parking is an issue – for example if a hire car business were to rent the commercial space on the first floor would it be a stipulation in the lease agreement that they not use vacant car parking bays to house their vehicles during the course of their business? Or is this sort of thing not the Shire's business but left to the discretion of the Management of this construction to intervene.... Who will police the parking is my direct question?

The developer has once again taken liberties with our Shire and forced rocks into wedges of opportunity – this time they have used the Draft DP9 as gospel in their public submission. As far as I am aware the councillors and the general public have not had the opportunity to view or even adopt this as a new policy! Nor did I know that a Draft DP9 was on the drawing board until I read the the latest proposal from our savvy developer.

Yours sincerely

Dianne Lockett  
PO Box 1424  
Karratha







**WELCOME**



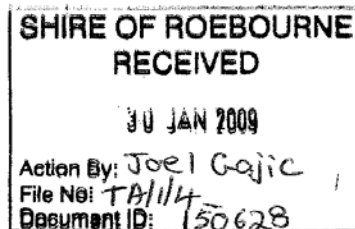
*Lotteries House Inc.*

7 Morse Court  
KARRATHA WA 6714

Ph: 9144 4366  
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[wh@welcomehouse.com.au](mailto:wh@welcomehouse.com.au)  
BankWest  
Bsb: 306 093  
Acct: 011 344 0

28<sup>th</sup> January 2009

The CEO  
Shire of Roebourne  
P O Box 219  
KARRATHA WA 6714



**Re: The land affected by the application is:** Lot 1950, 1952 and Part Lot 4472.  
**The Application is for approval for a:** 7 Storey Mixed Use Development (49 Serviced Aparatments, 21 Multiple Dwellings, Residents Facilities and Commercial Tenancies

**The applicant for the permit is:** O<sup>3</sup> Capital Pty Ltd

We write in regard to the above referenced mixed-use development.

Should Council proceed with the development, we provide the following objections:

We strongly object to the total number of parking bays provided (132) total number of car bays required are 170 as per your 4.8 Car parking and traffic management report. By reducing the amount to 132 on the basis of the reciprocal use offset. It is quite unrealistic to allocate 10.3 parking bays for the restaurant. Due to the shortage of restaurants in Karratha we feel this restaurant will have extensive patronage from the locals in excess of the 10 bays allowed.

The current Lotteries House car park has on most days proved to be inadequate to meet the parking requirements for the House

The reason for this objection is self evident. The current usage of the Welcome Lotteries House car-park and the obvious fact that the seven-storey development parking will without fail seek to overflow into the Welcome Lotteries House car park or alternatively encourage on street parking in an area of high traffic flow. It is not desirable to have multiple vehicle crossings. They also reduce the availability of kerbside parking (this is already occurring in Morse Court due to car-park overflow)



Use of the House's Conference Room is one of high demand resulting in, parking bays being taken up predominantly by large four-wheel drive vehicles and on occasion's busses. Please note, Welcome Lotteries House parking is used day and night by the community. Meeting/Conference rooms are hired out during the day and evenings. On Thursday 29<sup>th</sup> January at 9am all parking bays were occupied with overflow. What will be the parking/traffic effect on the commercial occupiers of Morse Court?

As a community based complex we are conscious of a duty of care to our patrons and over-usage of our parking area will essentially increase the potential for accidents.

In addition we believe that an impact on the availability of parking and therefore access to the House will impact on our client's satisfaction with us as a provider of conferencing facilities. This reduction in satisfaction will result in a reduction in usage and therefore income for the House.

This may result in us not being able to fulfil our primary obligation to provide subsidised office accommodation for not-for-profit organisations within Karratha.

#### **Closure of the Public Access Walkway.**

Closure of the public access way (Lot 4472) proposed to be relinquished by the Shire with part being sold to the proponent and the remainder being amalgamated in Welcome Lotteries House's current car park will remove the safer cyclist & pedestrian access and encouraging such access via the Welcome Lotteries House car park.

The closure of the proposed public access way will see pedestrians, cyclists, and people with disabilities having to access the remaining public access way via the Welcome Lotteries House car park which is already full to capacity in parking use.

With the exception of staff car parking, any increase in pedestrian usage of the car-park as a result of the closure of the PAW may create a danger for patrons and may well render the Shire liable.

The Traffic Management Plan and Public Access Way Realignment as proposed by Murray F Young & Associates and used by the Developer show approximate statistics from 2004 provided by the Shire of Roebourne. Welcome Lotteries House whose car park is filled to capacity on most days was built in May 2004.

Our Major objection to the application is the fact that no traffic impact statements have been prepared for the proposed development for the period of it s construction or for the proposed development if and when it ahs been constructed.

**New Access Way along drainage reserve**

The proposed new access way along drainage reserve will be parallel to a much heavier traffic area possibly contravening safety regulations for all pathway users including users with disabilities and limited mobility. Children (cyclists/pedestrians) attending the Karratha swimming pool from the western part of town will need to cross a busy medical centre car park at two points, dodging traffic.

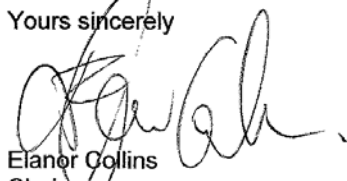
Aligning the access way parallel with Welcome Lotteries House boundary fence will increase the potential of vandalism and unsocial behaviour as well as increase the current hazardous littering of the drainage reserve which is always strewn with shopping trolleys and discarded heavy items.

Should the Shire of Roebourne accede to the Developer's request, we would need to demonstrate a responsibility to our tenants and patrons from a security and duty of care perspective and to this end will only concede if the following is agreed to :-

- The PAW along the western side of Welcome Lotteries House be assigned to the Lotteries House, resurveyed and developed as an extension to the existing car park at no cost to the Welcome Lotteries House.
- In addition the existing garden area on the Western side of the house adjacent to the PAW also be re-surveyed and redeveloped as an extension to the existing car park at no cost to the Welcome Lotteries House
- The entire perimeter of Welcome Lotteries House including the Car-park be fenced as a structural colour bond fence with security gate access for tenants and patrons only. This is at no cost to the Welcome Lotteries House but style and colour of fencing (and security gates) must be to the satisfaction of the Welcome Lotteries House.
- If the proposed closure of the PAW proceeds, it cannot be to the detriment of increased pedestrian and cyclist usage of the Welcome Lotteries House Car-park. We would therefore require the proposed closure of the PAW to be extended to the bridge on the Western side and the decommissioning of the bridge
- For the reasons provided in our above objections we cannot agree to the proposed new access way along the drainage reserve adjacent to Welcome Lotteries House.

Should there be an opportunity for further discussion in regard to the objections and proposals we have raised, we would welcome the opportunity.

Yours sincerely



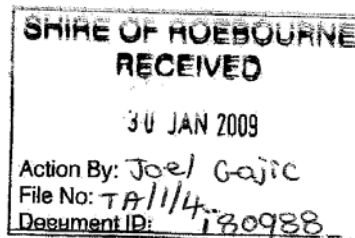
Eleanor Collins  
Chairperson  
Welcome Lotteries House

ABN: 43 336 581 511

# PILBARA COMMUNITY LEGAL SERVICE



Our Ref: NW:SOR.2009 .  
 Your Ref: TA/1/4(077575)JG.gh  
 Date: 29 January 2009



The Chief Executive Officer  
 Shire of Roebourne  
 P O Box 219  
 KARRATHA WA 6714

Attention Mr Joel Gajic, Manager, Planning Services

**Re: Application for Planning Consent  
 Lot 1950, 1952 and Part Lot 4472  
 7 Storey Mixed Use Development (49 Serviced Apartments,  
 21 Multiple Dwellings, Residents' Facilities and  
 Commercial Tenancies  
 O,Capital Pty Ltd**

I write on behalf of the Management Committee and staff of Karratha Community Legal Service Inc,

We are a non-profit Government funded service. We provide a range of services to the people of the Pilbara region. We operate four offices, Karratha, Roebourne, Hedland and Newman. Services include tenancy advocacy, supported housing assistance, financial counselling, and legal advice. Our Karratha office employs six staff and operates from "Welcome" Lotteries House. We occupy the major section of the frontage of the "Welcome" Lotteries House building. We believe that we will be affected by the granting of the consent for the approval by Council of the above referenced application. Moreover, the granting of the consent will have a major effect on our clients and those who seek our service.

Our major objection to the application is the fact that no traffic impact statements have been prepared for the proposed development for the period of its construction or for the proposed development if and when it has been constructed.

We are conscious of the fact that the traffic statistics used by the developer are from 2004. Dramatic changes have occurred in this immediate area in the last 4 years (*some of them very recent*) with the establishment of a Medical Centre off Balmoral Road, a Gymnasium off Balmoral Road, Woodside's Town Centre Office in Morse Court, and the mixed use facilities including a take-away restaurant also off Balmoral Road. In total these businesses provide for no less than four traffic "turn-offs" out or into Balmoral Road on the Western side and three traffic "turn-offs" out or into Balmoral Road on the Northern side, all in the immediate vicinity of the above-referenced proposed new development and is central to two major roundabouts. Turning out of Morse Court at peak periods is already a traffic hazard.

South Hedland Office  
 PO Box 2506  
 South Hedland WA 6722  
 Phone: 08 9140 1613  
 Fax: 08 9172 2333

Roebourne Office  
 PO Box 269  
 Roebourne WA 6718  
 Phone: 08 9182 1169  
 Fax: 08 9182 1180

Newman Office  
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We are concerned that the Planning Application submission related to Policy DP9 and Draft DP9. The Shire Manager Planning Services has confirmed “that the proposed draft DP-9 policy is not a public document as Council has not yet resolved to exhibit it for public comment, so it may be subject to substantive change”. An extract of the draft document pertaining to site cover and building height states: “Site Cover: Maximum site cover of 70%, Maximum plot ratio of 3.0. Building Height in the Town Centre zone is determined by reference to the precinct of the Shire in which the building is located ie Karratha Precinct: Absolute maximum height 32 metres or 8 storeys (whichever is the lesser) measured from the natural ground level to the highest point of the building”. We suggest to Council that since the application will be assessed against TPS8 and the provisions of the new **Draft DP9** which is yet to be adopted by Council (*which is considered to be the key guiding document for the town centre*), **that Council first call a conciliation meeting with ratepayers/interested parties**, chaired by a council officer to consider what ratepayers and residents might find acceptable. Councillors are blatantly aware that there were major objections to the granting of planning approval to the initial development and we respectfully point out that finding out what might be generally acceptable prior to approving this new proposal may provide a favourable outcome for both the developer and Council’s electors. Compromise is often better!

In support of this suggestion, we point out that after the taking of the 5 to 4 vote in the motion for the initial 9-storey development, several councillors complained that their Agenda at that time did not have an option to vote against the 9-storey building, only “for the development”. The “alternative motion” was only tabled at the meeting and despite this very valid 6-point motion to “not approve”, the motion was subsequently lost by one vote. We further point out that a petition containing 548 signatures and a copy of a letter written by concerned residents to the then Hon Minister for Planning and Infrastructure was not included in the Agenda.

In the meantime, we further object to the development for the following reasons:

- **Car parking and traffic.** It is not desirable to have multiple vehicle crossings. They also reduce the availability of kerb side street parking (this is already occurring in Morse Court due to car-park overflow) Parking is one indication of over-development.  
*(Please note Lotteries House parking is used day and night by the community (our clients). Meeting rooms are hired out during day and evenings. Thursday 29<sup>th</sup> January 2009 – 9.00am all parking bays occupied with overflow. There was also an over-flow from the Medical Centre and the gymnasium off Balmoral Road). What will be the parking/traffic effect on the commercial occupiers of Morse Court?*
- The **density** of the development is **excessive**.
- We object to the **form and extent** of the proposed development.
- **Height and mass/bulk are visually unacceptable.** The development will negatively impact on the streetscape in the immediate vicinity of the development site and throughout the Karratha Town Centre.
- The development **overlooks and/or overshadows adjoining residences**, i.e. specifically “Welcome Lotteries House and more specifically the working environment of our organisation. Shadow diagrams indicate shadows cast at the equinox as an “average” estimate of shading. Shadowing at the winter solstice is the time of year when solar penetration is most desirable and may have adverse **affects on the energy efficiency** of “Welcome” Lotteries House.
- The proposed development **does not integrate with the neighbourhood character**. Important characteristics include **roof form, building height, building materials and visual affect**.

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We further suggest that the information contained in the planning application is misleading. The proposal does not accord in significant ways with the guidelines and general scheme objectives of TPS8.

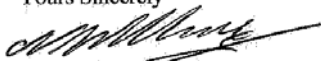
In its deliberations we ask Council to consider the following:

- Does this development contribute to our town's improved livability ?
- Does it improve the Town Centre ?
- Does it protect the flood plain ?
- Does it link up the bits ?
- Does it confront the social divide?
- Does the design optimise comfortable living and facilitate sustainable development?
- Does it overpopulate? Will it create/increase social problems, environmental problems and destroy community life as some of us know it? Research clearly demonstrates that over-populating does increase social problems. (Note: Pilbara News 21/01/09 Karratha Village Shopping Centre tenants up in arms due to vandalism – they call for closure of foot-bridge)!
- Will it contribute positively to removing crime and anti-social behaviour?
- Is it based on a community decision-making pioneering process? (Note: the new planning application was advertised over the Christmas New Year period and there is no prominent sign visible on the site – most people are unaware that there is now a new planning application before Council).
- Will it contribute positively to a sustainable safe community that provides a future for our children and their children?
- Will it contribute to a clean, safe, sustainable and vibrant town ?
- Is it suitably scaled and appropriately designed and laid out having regard to location and landform?
- Is the car-parking waiver and the lack of a traffic management plan reasonable? Are there dedicated bays for visitors, overflow parking spaces, bays for disabled. WHERE WILL THE OVERFLOW GO?
- Does it respect the region's climate and landscape ?

Pilbara Community Legal Service and its clients will be affected if this development goes ahead. The service we provide to the community caters for families, helps provide them with affordable housing that encourages them to stay and enable our town to grow as a community and a place where people want to stay, it provides access to information, education, financial counselling, advice and advocacy within a non-threatening, confidential, human rights based service delivery model.

We ask that you give our objection to this development due consideration and conscientiously evaluate whether the granting of the consent reflects the will of the community.

Yours Sincerely



Nanette (Nan) Williams  
Manager

**PILBARA COMMUNITY LEGAL SERVICE INC**  
(A non-profit Government funded Community Agency)

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PILBARA PROTECTION COMMITTEE

MAIL: PO BOX 304  
KARRATHA, WA 6714

PHONE: (0891) 85 1390  
FAX: (0891) 44 1994

30-1-09

SHIRE OF ROEBOURNE  
RECEIVED  
3 FEB 2009  
Action By: Joel Gajic  
File No: Tally  
Document ID: 181016

The Chief Executive Officer  
Shire of Roebourne  
Karratha, WA 6714

Dear Sir:

Vicon's Proposed 7 Story  
Development on Balmoral Road

Before any decision is made regarding the 7 story building development which Vicon is now proposing for Balmoral road, the Shire Council must consider the following:

1. Though this development is being proposed to take the place of the development previously given planning approval on 21/7/08, it is a very different concept and has to be treated and assessed as an entirely new proposal.

2. Visual Impact: The 3d illustration of the proposed development shows a massive conglomeration of concrete structures consisting of what is described as a "series of interlinked 6 storey simple forms which are grounded by the generous 1st floor pedestrian podium". The earlier proposed development's building was an eyesore. The new concept is just plain ugly and is completely out of tune for Karratha which is a pleasant 2 storey town. On paper it looks terrible and we are certain it will look much worse if it is ever built.

To visualize what this mass of concrete will look like if it is ever erected in the centre of our town, the developers or the Shire have to provide the residents of Karratha perspectives from various points on Dampier Road, Karratha Road, Searipple Road, Millstream Road, Balmoral Road and from observation points at the water tanks above the Visitors Centre. This is what the residents will have to look at every day for years to come if it is built and they should have more than an architect's concept image on paper to judge it by.

3. Landscaping: Including the "generous set of steps" leading to the first floor level as part of the landscape space requirement is stretching the concept of landscaping a long way. If that area is not considered to be part of the landscape, will massive concrete development on that small site meet the Shire's landscaping requirements?

4. Sewerage: We doubt the present sewerage system is large enough to accomodate the additional excrement from the building. If so, will the sewerage system be replaced for the area? By whom? At what cost?

- 2 -

5. Parking: Now that the underground car park will no longer be used for parking, will the car parking area provided actually be adequate for this building's residents and visitors so that there will be no overflow onto Morse Court, Balmoral Road or adjacent properties?

6. Traffic: Balmoral Road is a main artery. This building will be between two roundabouts and there will be additional traffic. How much will the road have to be widened and, if widening is required, who will pay for it?

7. Telstra: Will this building interfere with transmissions to and from the Telstra Tower which is adjacent to the proposed buildings?

This is of considerable importance to the residents of Karratha.

8. Disasters: Will the building be able to withstand the forces generated by :

A. Category 5 cyclones exceeding 200 km per hour?

B. Explosion of the LNG plants.

1. When the Pluto LNG plant is in operation, there will be energy equivalent to over 200 fifteen Kiloton atom bombs stored on the Burrup Peninsula. The energy released when one such 15 kiloton bomb was exploded over Hiroshima, Japan in 1945 caused 70-80,000 deaths and devastated the city. It could happen to Karratha.

9. Necessity for another hotel:

a. This was the basis on which the previous project was sold to the Shire Council. We assume that is still the basis for this project - that it will relieve the accommodation crisis.

b. Before the Council can make a realistic decision, we believe it has to determine the facts. These facts are:

1. The number of existing accommodation facilities and their capacity.

a. Hotels - four.

b. Caravan Parks - three

c. Caravan Parks - sites

d. Transient workforce accommodation

e. Private housing.

2. Number of people in the Shire two to three years from now when the building, if built, would be completed:

a. Permanent residents

b. Temporary residents

3. The status of the economy in the Pilbara in two or three years.

a. The economic "boom" in the world and in the Pilbara has collapsed. It will be years before "recovery" occurs. An empty 6-7 story building would present a lot of problems not only for the owners of the site but also for the Shire.



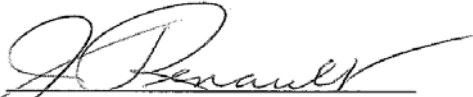
- 3 -

10. Financing: In the current, and on-going, world financial crisis where banks are now very, very careful about whom they lend to, for what, and how much, does Vicon have the financing required? Will Vicon provide the Shire with a bank guarantee to that effect?

11. Finally, our Committee believes that the over-powering size of the buildings, their location in the centre of the town and the numerous effects such a development will have on all the residents of Karratha for years, requires the Shire Council to leave the decision regarding approval of this development to all the residents of Karratha in the form of a REFERENDUM. DOES KARRATHA NEED, OR WANT, SUCH A DEVELOPMENT IN THE CENTRE OF THE TOWN? That is the question and we do not believe the Shire Council should make that decision. The decision must come from all the residents. We want a vote on it not by the Shire Council but by the residents and electors of the Shire.

Respectfully yours,

PILBARA PROTECTION COMMITTEE

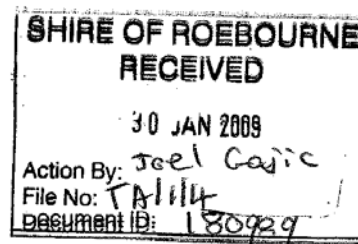


J. Renault

PO Box 520  
KARRATHA WA 6714

30<sup>th</sup> January 2009

Acting Chief Executive Officer  
Shire of Roebourne – Simon Kot  
PO Box 219  
ROEBOURNE WA 6714



**SHIRE OF ROEBOURNE PLANNING APPLICATION PA 2020**  
7 Storey Buildings - Lots 1950, 1952 and Part Lot 4472 Balmoral Road, Karratha - Mixed Use Development – 49 Serviced Apartments & 21 Multiple Dwellings.

I am lodging my objections to planning application PA2020 on the grounds.

- The density of the 7 storey building is excessive and does not fit with the low rise character of the area.
- The current written application from the developer is basing his assessment on a draft DP9 which has not been passed by council.
- The current DP9 says Objective is 3: To discourage non commercial residential development and development incompatible with retail office or entertainment uses. This means that you are going against your own recommendation in the Development Plan for the Town Centre.
- The infrastructure ie. single lane road in Balmoral road in the Town Centre with not be able to handle the large volumes of traffic from this development.
- The traffic management plan is based on the old development and a new plan has not been advertised. How does the pedestrian access way fit into this new building?
- The advertisement of the planning application 2020 does not mention anywhere in the advertisement that the development consists of fourteen seven storey buildings. The advert also has no closing date.

- There seems to be large credits given for the office and restaurant parking. This is going to be at the detriment to the surrounding businesses especially the not for profit Lotteries House car park. As there are no "No Parking" signs in Morse Court this will encourage on street parking. What steps are in place for this to be remedied?
- There was a sign erected on the premises for the old building but there was not one erected for the new building. Why is this?
- I contacted Vicon directly to get a copy of the drilling report and they confirmed that a copy was sent to the Shire of Roebourne Planning Department. When I was trying to inspect the plans for the proposed building I asked for a copy of the drilling report. The Planning Officer could not find the drilling report. What is going on?
- I personally came into view all the Developers Plans and the Planning Officer said the only plans that the Shire of Roebourne had were online. I am not very computer literate that is why I personally came into the Shire to view them.
- In my opinion this application should not go to council before all the questions are answered. There is currently no planning strategy in place for the Town Centre. Will this now open the flood gates for 10 storey buildings to be placed on small plots of land within the Shire of Roebourne?

Yours sincerely



Ray Ward

**Planning Application PA 2020**

Lots 1950, 1952, Part Lot 4472 Balmoral Road Karratha.  
 7 Storey Mixed Use Development  
 49 x Serviced 2 Bedroom Apartments  
 21 x (7 x 2 Bedroom & 14 x 3 Bedroom) Residential Apartments.  
 Restaurant/Café, Offices/Commerical Tenancies.

**RCWA = Residential Codes of Western Australia**  
**TPS8 = Shire of Roebourne Town Planning Scheme**  
**BCA = Building Codes of Australia**

**The Shire of Roebourne Town Planning Scheme No 8 (TPS8) can be viewed on the shire's website at (a) [www.roebourne.wa.gov.au](http://www.roebourne.wa.gov.au)**

- (b) Go to "Services A-Z" (on left hand side of the screen)**  
**(c) Scroll down to "T" heading then select "Town Planning Scheme No 8"**

**View Plans & written submission for Planning Application on Balmoral Road Karratha.**

- (a) Go to shire website [www.roebourne.wa.gov.au](http://www.roebourne.wa.gov.au)**  
**(b) Click on "Balmoral Road development on front page to view Plans, elevations etc.**

**Parking Credits (Parking Offset)**

19.00 – Multiple Dwellings credit which is allowable as per RCWA  
 19.90 - Office (reason differing hours of peak operation between Resid. & Commercial .  
 10.00 – Restaurant (reason In house guests using facilities)  
**48.90 - Total use the figure 49 bay parking credit.**

40.00 – Original Parking Bay allocation for 21 x Multiple Dwellings

19.00 – Credit of Parking bays as RCWA

21.00 – Total number of parking bays for 21 x Multiple Dwellings.

This will mean that there will only be 21 parking bays for (7 x 2 bedroom & 14 x 3 bedroom for 21 x Multiple Residential Units!!!! What about shiftworkers,families in residential units during the day.

- 1 No dedicated bays for visitors and Multiple Dwelling car park spaces, No overflow parking spaces. 2 bays for disabled is not enough for a mixed use development. No parking bays for taxis, Staff.
- 2 Office parking 75% discount is excessive!!!
- 3 Restaurant 50% discount - The café/restaurant is going to be open to the public is it? Why such a large car parking credit?

With such a large credit to the parking bays this will increase parking elsewhere in the street as there are no "No Parking" signs in Morse Court and Balmoral Road . This will have a detrimental effect on other parking spaces in Lotteries House and surrounding business car parks.

**Traffic Management Plan.**

The written submission Page 4 states the area of landscaping is 1740spm which represents 32% of the site area. This landscaping area includes the raised podium and steps as we consider this to be a landscaping feature. The submission does not describe the percentage of vegetation. The podium and steps seem to take up a large proportion of the 1740spm.

**Density of Buildings** – Need to work on this more. The current building has a maximum site coverage of 70% of the site. It does not meet the requirements of R40 Medium density code rather a high density code. Refer **Table 1 – General Site requirements RCWA Page 11.**

**TPS8 Clause 6.6.4 Page 24.** states: The density of Residential development in the Town Centre, Tourism, and Mixed Business zones shall not exceed R40.

**RCWA – 7.2 Mixed Use Development (Explanatory Notes Part 7-Page 5)** It states – Where the Scheme applies density codings to non-residential areas the provision of Table 1 would apply. However, the plot ratio requirements of Table 1 should be applied to both residential and non-residential components, with the exception of Ground Level non-residential floor space, to avoid the overbuilding of a site

**Motion passed at July 2008 meeting** – The previous building did not meet. Use this!!! This is a copy of the motion that was moved by Cr Vertigan at Monday's Council meeting.

*"That Council resolves to not approve planning application PA1714 on the following grounds:*

1. *That the density of the development exceeds the plot ratio limitations prescribed for multi-use developments under the Acceptable Development provisions of Clause 7.2.1 of the Residential Design Codes of WA.*
2. *That the density of the development does not meet the Performance Criteria for multi-use developments specified under the provisions of Clause 7.2.1 of the Residential Design Codes of WA.*
3. *The proposed development would not achieve an appropriate balance between development and amenity as prescribed under Clause 1.5(a) of the general scheme objectives of TPS8.*
4. *That in accordance with Clause 6.6.3 of TPS8 Council has taken account of the other matters specified as being relevant to development within the Town Centre zone, namely, floor space limitations, setbacks from boundaries and the height of structures, and has formed the view that the proposed floor space and height of the proposed development is excessive.*
5. *That the development would negatively impact on the streetscape in the immediate vicinity of the development site and throughout the Karratha Town Centre.*
6. *That the development would prejudice the maintenance of the established low-rise character of the Karratha Town Centre.*
7. *That the development would unreasonably impact on the amenity of the Karratha Town Centre."*

- potential impact of the development and takes into account calendar events which may detract from the effective advertising of the proposal or the preparation of submissions.
- (b) Determine the level of notice required as one or more of the following:
    - (i) Serving notice of the proposed development, adequately describing and illustration the proposal, on the owners and occupiers as likely to be affected by granting of planning approval stating that submissions may be made to the Council within the submission period.
    - (ii) Publishing notice to the proposed development, adequately describing and illustration the proposal, in a local newspaper circulating in the Scheme area, stating that submission may be made to the Council with in the submission period. Which may be 14 days or longer as determined by Council pursuant to 4.3.3 (b)
    - (iii) Erecting a sign or signs displaying notice of the proposed development, adequately describing and illustrating the proposal, in a conspicuous position on the land for the duration of the submission period; and
  - (c) give notice of the proposed development in accordance with its determination pursuant to clause 4.3.3 (b).

The advertisement for Planning Application in Pilbara News 7/1/2009 does not adequately describe the building that it is a 14? X 7 Storey multi form building.

The advertisement was placed in the newspaper when it historically known that in the North West the majority of the residents take their annual leave at Christmas holidays. This will detract from the effective advertisement of the application.

The wording in the advertisement an objection is encouraged to include the reason for the objection and how you would be affected is .....It should not be worded how you would be affected as you if are asking for public comment.

There is no sign on the proposed development. Only the old advertisement that was placed on the front electrical substation which is not in a conspicuous position and did not have an illustration. It should have been placed in the middle of the verge on star pickets not attached to the substation.

**Landscaping: Definitions:**

**RCWA – State Planning Policy 3.1 - Appendix 1 Page 5**

Landscape, landscaping or landscaped

Land developed with garden beds, shrubs and trees, or by the planting of lawns, and includes such features as rockeries, ornamental ponds, swimming pools, barbeque areas or playgrounds and any other such area approved of by the council as landscaped area.

**TPS8 Page 50 – Landscaping or Landscaped**

Land developed with or by the planting of vegetation, the recontouring or cut and fill of land irrigation, placement of rocks, paving or laying of pathways and hard surfaces, creation of streams, wetlands and water features, including swimming pools and may include other fixtures such as shelters or sculpture and art installation.

As it is a new planning application the old plans cannot be used as they show traffic movement around the old single structure building, and the old car parking layout. A new plan needs to be drawn up with the layout of the new building and new car parking layout for the ground floor and the whole site. The new buildings consist of a series of 14 x 7 storey interlinked buildings. The old Traffic Management Plan quoted traffic statistics from 2004 with there being a dramatic traffic increase in the last 4 years. The new plan should consist of new traffic management plans, parking layout, traffic generation forecasts, deliveries, bicycles & pedestrians (internal & external), traffic distribution, **Pedestrian Access way (PAW) Closure, Realignment - Plan of new route**. It should also state the parking/traffic effect on the commercial occupiers of Morse Court.

There were **no Ground Floor Plans on the Shire Website** for PA 2020 which would show the vehicle access/egress (traffic flow in & out of the site), with the car parking layout for the ground floor and the whole site, including commercial space/storage.

**Written Submission. (Misleading)**

- 1 The current written submission is assessing its criteria to a re-draft DP9 which has not been adopted by Shire of Roebourne Council, Exhibited to the public for comment and gazetted as a current policy. **This is very misleading!!!!** The current DP9 is the Current DP 9 Policy. The current Planning Assessment should be assessed that it meets all the requirements of TPS8, RCWA, and Local Government Act, Planning & Development Act 2005 not a draft DP9.
- 2 The current DP9 (Town Centre Zone Development Requirements. It states the objective is: 3. To discourage non commercial residential development and development incompatible with retail office or entertainment uses. Why do we have residential dwellings in the Town Centre?
- 3 Advertisement for Planning Application in Pilbara News 7/1/2009. states it is a 7 Storey Mixed use building. The Written submission states it is a 6 Storey development.
- 4 Page 4 of written submission states that the subject land is zoned 'Town Centre Multiple Dwellings are rated as an 'AA' requiring Council to grant planning approval for these uses. This is misleading as TPS8 Clause 4.1 Zoning Table - 'Town Centre'. Page 9 - Multiple Dwellings are rated as a 'SA' the development is not permitted unless the Council has granted planning approval after giving notice in accordance with clause 4.3. (4.3 Advertising of Applications)
- 5 The written submission does not adequately describe the building. It consists of 14? x 7 storey multi-linked simple form buildings.

**Advertising of Application**

**TPS8 (Page 13) 4.3 Advertising of Applications it states:**

- 4.3.1 Where an application is made for planning approval to carry out development which involves an "SA" use, the Council shall not grant approval to that application unless notice of the application is first given in accordance with the provisions of sub-clause 4.3.3.
- 4.3.2 Where the Council is required or decides to give notice of an application for planning approval the council shall:
  - (a) Determine a submission period of not less than 14 days which appropriate to the



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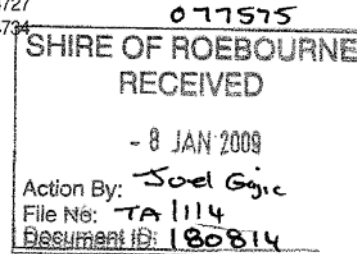
Facsimile: (08) 9144 4734

Shire of Roebourne  
P.O Box 219  
KARRATHA 6714

6/1/2009

Att Joel Gajic

Dear Joel



Re Your Ref PA2020:TA/1/4(O77575)JG:gh  
Town Planning Application Lots 1950 & 1952 & Reserve 35210 Balmoral Road.

Let us start by saying we are not against any development of Karratha's CBD but we have concerns.

1. Parking – with 70 apartments the parking bays of 136 would not be ½ enough to accommodate residents and transients let alone customers of the coffee shop and or the Business Offices that would require parking. This would mean the overflow would come into the Adventure Sport/Elks Surveys car parks and the Harvey Norman/Universal Chinese restaurant parking areas.

An inconvenience we have suffered for the last 20years with 6 non rateable premises without sufficient parking already on our door steps. (See diagram attached)

2. Traffic Congestion – you are possibly not aware but Leanne & I have been residents of Karratha for 25 & 30 years each and have seen some changes. Take for instance the Welcome Road, Balmoral Road & Hillview Road round about. We have 4 emergency response service providers on this intersection Police, Fire, Ambo's & Fesa/SES. We have already seen these services use the footpaths, lawn (in front of our shop) and the road reserve on Balmoral Road to avoid traffic to head off in the course of there emergencies. Being as these people except for Police are volunteers and must drive to the service provider's place of departure to start with. We think that the current road infrastructure would not be able to cope with extra traffic generated by the new development. Currently at peak hours 8 -8.30am and 4 - 5.15pm Balmoral Road can be banked up to Dampier Road and right through to Warambie Road in both directions, with no chance for emergency vehicles.

3. Visual Aspect – Our last concern would be the colour of the structure i.e. concrete wall colours. As you are no doubt aware Karratha has had quite a problem with graffiti & tagging and the Shire and its rate payers have paid considerable amounts of \$\$\$ to clean the mess I hope we are not creating another easel. Back to the colours vibrant colours would be our choice to break up the pindan pink we have had to put up with for years.



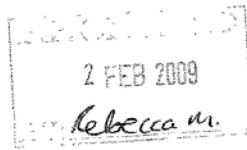
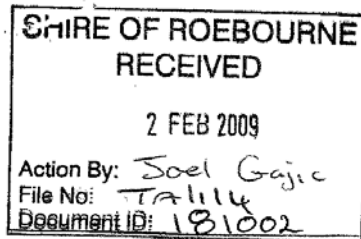


We hope that before the Shire rubber stamps this new proposal they address each of the concerns we have pointed out, as we have not even mentioned the suburban growth in Karratha and population increase that is impacting daily.

Yours Faithfully

Two handwritten signatures in black ink. The first signature is 'Ian Weir' and the second is 'Leanne Rogers'. They are written in a cursive, flowing style.

Ian Weir & Leanne Rogers  
Home Hardware Karratha  
3813 Balmoral Road  
Karratha 6714



14 McWhirter Way  
KARRATHA WA 6714

30<sup>th</sup> January 2009

Acting Chief Executive Officer  
Shire of Roebourne–Simon Kot  
PO Box 219  
KARRATHA WA 6714

RE: SHIRE OF ROEBOURNE PLANNING APPLICATION PA 2020  
7 Storey Buildings - Lots 1950, 1952 and Part Lot 4472 Balmoral Road Karratha  
Mixed Use Development–49 Serviced Apartments & 21 Multiple Dwellings.

My objections to planning application PA2020 are:

The proposed development is not in harmony with its Pilbara Outback surroundings or is compatible the low rise character of the area. With the Development using a 70% maximum site coverage the density and visual bulk is very excessive and exceeds the R40 definition of Medium Density requirements for Residential Development in Western Australia.

A three storey development would be more in keeping with the Town Centre's low rise character.

The written submission from the developer is very misleading in that:  
Particulars:

1. On Page 3 the developer is assessing the above Planning Application on the criteria from a Draft Development Plan DP9 which has not been exhibited for public comment, been adopted by the Shire of Roebourne and gazetted as a legal binding and approved Development Plan. (Appendix 1.)
2. On Page 3 it states 'the subject land is zoned "Town Centre" with 'Multiple Dwellings" under the Town Planning No 8 are rated as an "AA" requiring Council to grant planning approval for these uses. Under the Town Plan Scheme No 8 - Clause 4.1 (Page 9/10) Zoning Table – "Town Centre" It states Multiple Dwellings are rated as a 'SA' in that the development is not permitted unless the Council has granted planning approval after giving notice in accordance with Clause 4.3 (4.3 being advertising of Application) (Appendix 1 & 2A/2B.)
3. The written submission does not fully describe that the planning application buildings which consists of 14 x 7 storey interlinked buildings.
4. On page 2 the proposed development is described as a 6 storey building but is being advertised as a 7 storey building. (Appendix 3. & 4.)
5. On Page 1 it states "a copy of the Geotechnical report prepared by Douglas Partners was attached" to the written submission but when I requested a copy of



this report the Planning Department confirmed they had not received a copy of the Geotechnical report. (Appendix 5.)

**The development fails to meet the 'Residential Codes of Western Australia'.**

**Particulars:**

**Table 1. (Table 3) - General Site Requirements**

1. R40 Medium Density minimum setbacks of 4 metres for the Primary Street (Balmoral Road) and 1.5 metres for the Secondary Street (Morse Court) for Residential Development. The proposed development is only 2 metres at its closest point on the South West corner and 1.0 metre at its closest point to the Morse Court boundary the setback to the balconies to the units on the South East corner. (Appendix 6.)

**Parking Requirements**

1. The written submission does not state that there are any dedicated parking bays for the exclusive use of residents of the Multiple Dwellings. **6.5.1 (A1) (iii) Access and Parking Requirements page 14/15. part 6. (Appendix 7A/7B.)**
  2. The written submission does not state that there are any dedicated parking bays for the exclusive use of visitors of the residents of the Multiple Dwellings. **6.5.1 (A1) (iii) (Appendix 7A/7B.)**
  3. The written submission does not state that the Residential Dwelling parking spaces are fully concealed from the street or public place. **6.5.3 Design of Parking spaces (A3.4) (Appendix 8.)**
- **Objective 6.1 - Housing Density Requirements. (page 3. part 6.)** To ensure that residential development occurs in line with community expectations about its type and density. There were a total of **605 objections** to the previous 9 storey building. The total comprised of 548 valid signatories to a petition, 10 written objections, 47 objections to Cr Gary Wieland's personal email survey, and one letter of non-objection. This is an overwhelming statement that high density multi-storey developments are not what the community want in the Pilbara. (Appendix 9.)
  - **Objective 6.7.1 – Building Height Requirements (Performance Criteria 1). (page 20. part 6.)** To ensure that the height of buildings is consistent with the desired scale in a given locality. The building height is not consistent with the desired height of buildings in the locality as they are only single and two storey structures. (Appendix 10.)

**The development fails to meet 'Shire of Roebourne Town Planning Scheme No 8**

**Particulars:**

- **Section 4.3 Advertising of applications (Page 13).**
  1. The planning application was advertised when the majority of the town's residents were on their annual Christmas holidays. It is historical known that the majority of the Shire of Roebourne's residents take extended leave

- at this time of year. This has seriously detracted from the effective advertisement of the application. **(See 4.3.3 (a) (Appendix 11.)**
2. The advertisement in the Pilbara News on the 7<sup>th</sup> January & 21<sup>st</sup> January 2009 did not adequately describe the building being 14 x 7 storey interlinked buildings **(Appendix 4.)**
  3. There were no illustrations of the proposed building in the Pilbara News Planning application 2020 advertisement or a story on the new development in the Pilbara News. **(See 4.3.3 (ii) (page 13) (Appendix 11.)**
  4. There were no signs erected in a conspicuous position adequately describing, illustrating the proposed new development for the duration of the submission period. **(See 4.3.3 (iii) (page 13) (Appendix 11.)**
- The proposed development would not achieve an appropriate balance between development and amenity as prescribed under **Clause 1.5(a) (page 5)** of the general scheme objectives. **(Appendix 12.)**
  - That in accordance with **Clause 6.6.3 Commercial Zones (page 24)** that the floor space limitations, setbacks from boundaries and height of the proposed structures are excessive. **(Appendix 13.)**
  - **Parking Bay Credits**
    1. A total of 49 parking bays credits are excessive. It consists of a 50% discount for Dwellings (allowable under Residential Codes of WA), then a 50% discount for Restaurant users as they will be dine in customers who have already onsite parking bays, Then a 75% discount for Offices due to the differing hours of operation between residential and commercial uses.
    2. **Multiple Dwellings:** With a 50% discount this will mean that there will **only be 21 dedicated parking bays** for 7 x 2 bedroom and 14 x 3 bedroom Residential Multiple Dwellings.
    3. No due consideration has been given to the fact that the Residential Units and Serviced Apartments may be occupied by shift workers who will be using the allocated parking bays during the day. The Restaurant to be viable would need to be open to the public for lunch and dinner requiring additional parking spaces.
  - **Parking Requirements:**
    1. There are only 2 disabled parking bays which are insufficient for such a multi-use development.
    2. There are no dedicated taxi bays, visitor bays for residential apartments, overflow car parking bays, and no dedicated staff parking for the whole complex.

#### **The Development fails to meet Development Plan DP9**

##### **Particulars:**

- The current Development Plan DP9 - Town Centre Zone Development Requirements clearly states: **Objective 3. To discourage non-commercial residential development** and development incompatible with retail office or entertainment uses. So why are there residential Multiple Dwellings being allowed in the Town Centre? **(Appendix 14.)**



#### **Other Particulars in relation to the development**

- As of 30<sup>th</sup> January 2009 the old planning application PA1714 sign had not been removed from the site and is still erected on the electrical substation on the new proposed development. (**Appendix 15.**)
- The advertisement in the Pilbara News for the 7<sup>th</sup> & 21<sup>st</sup> of January 2008 did not specify a specific closing date. (**Appendix 4.**)
- The Shire's **DP2 – Development Performance Guarantee** clearly states that the Development Performance Guarantee cash bond to be lodged by a developer is 25% Cash Bond of the estimated cost of works to be guaranteed. Why was the previous 9 storey development cash guarantee only \$300,000? This means that the new estimated works for the 7 storey building is \$24 Million (25% of \$24 Million) = \$960,000 cash bond ?. (**Appendix 16.**)
- A new traffic Management Plan for the site has not been publicly exhibited. The old traffic Plan cannot be used as it relates to the traffic movement around the old single structure building with underground parking. The new building consists of 14 x 7 storey buildings with ground level parking. The statistics used in the old traffic management plan was from 2004. Now 5 years later in 2009 the traffic has increased dramatically.
- The closure pedestrian access way (PAW) was not publicly re-exhibited. There was some confusion of where it was going to be located at the Ordinary Meeting of the Shire of Roebourne on the July 21<sup>st</sup> 2008. The advertised route was not the route talked about at the Shire meeting. The proposed closure of the Pedestrian access way will reduce the level of safety for children, the elderly, people with disabilities and adult pedestrians. As it is a new application it should be re-advertised showing the new PAW route so there is no confusion.
- The ground floor plans for the proposed development were not publicly exhibited on the Shire of Roebourne website. Only the first to the sixth floor plans including a roof plan were advertised on the Shire of Roebourne website. Why was this missing from the website? This plan would show the layout for the ground level parking, the vehicle access/egress and traffic flow in and out of the site.
- I requested a copy of the Draft DP9 that was given to the Developer to base his written submission on but as it was not a public document we were denied access. How did the developer have access to this document to base his written submission on? The developer has been given an unfair advantage.
- **Landscaping**: The written submission (Page 4) states that the area of landscaping is 1740sqm which represents 32% of the site area. Included in the landscaping site is the raised podium. There are no figures on the percentage of vegetation and hard surfaces. The podium seems to consist of a large area of concrete which in our very hot climate will become a heat sink and contribute to "Heat Island Effect" due large areas of concrete and asphalt.



- Elevated temperatures caused by the “Heat Island Effect” can effect the community environment and quality of life of the tenants and users of this development. More vegetation is needed in the landscaping percentage to prevent this from happening.

It is quite evident that the Shire of Roebourne needs a Local Planning Strategy for the whole of the municipality with a long term planning vision that will establish a planning direction for the shire in the years to come. A review of the Town Planning scheme No 8 will need to be put into place to achieve the aims of the strategy. Only then should there be a review of the Development Plans.

I ask that you consider my objections to Planning Application PA2020 as there are many questions to be answered. I have taken photos of the 7 storey 1970's building in South Hedland to give the councillors some idea of its height. It is situated on a huge acreage site while the 7 storey development in Balmoral Road Karratha is only 5309 sq metres of land. A three storey development in the Town centre is more in keeping with the low rise character of the area. (Appendix 17 . & 18.)

We face hard economic times in the future as the recession hits hard with jobs being lost throughout Australia:

Is this development going to be a white elephant?

Does the Developer have experience and a good track record of building Multi-storey developments?

In the event that the developer cannot meet his obligations will the shire rate payers have to foot the bill?

It is now in your hands to make the decision.

Yours sincerely

Joanne Pritchard

3 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE

**Councillors:** Cr Brad Snell [President]  
 Cr Des Rothe [Deputy President]  
 Cr Fay Cechner  
 Cr Nicole Lockwood  
 Cr Harry Hipworth  
 Cr Garry Bailey  
 Cr Fiona White-Hartig  
 Cr Ben Lewis  
 Cr Sharon Vertigan  
 Cr John Lally

**Staff:**

Allan Moles	Chief Executive Officer
Ray McDermott	Exec Manager, Corporate Svces
Simon Kot	Exec Manager, Community Svces
Bob Sharkey	Exec Manager, Development Svces
Troy Davis	Exec Manager, Technical Svces
Ronnie Bursey	Minute Secretary

**Apologies:** Cr Wieland

**Members of Public:** Marg Todd, Tracy Budd, Ray Ward, Peter Long, Karen McGivern, Peta Mott, Peter Muriwai, Jo Pritchard, Nan Williams, Brandt Bamford.

**Members of Media:** Eliza Stephens & Orla Doyle, Pilbara Echo.

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**COUNCIL RESOLUTION**

**Res No** : 14621  
**MOVED** : Cr Lewis  
**SECONDED** : Cr Lockwood

**That Cr Bailey be granted leave of absence for the next Ordinary Council Meeting, 15 June 2009.**

**CARRIED**

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<b>FOR</b>	:	Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Hipworth, Cr Lally, Cr Lewis, Cr Lockwood, Cr Vertigan, and Cr White-Hartig
<b>AGAINST</b>	:	Nil

4 PETITIONS/DEPUTATIONS/PRESENTATIONS

A Petition was tabled by Marg Todd concerning “The need for having a hydrotherapy pool built near the public swimming pool in Karratha, for the use of the aged and disabled in our community”.

5 CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING

**RECOMMENDATION**

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**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No : 14622**  
**MOVED : Cr Lally**  
**SECONDED: Cr Hipworth**

**That the Minutes of the Ordinary Meeting of Council held on 20 April 2009 be confirmed as a true and correct record of proceedings.**

**CARRIED**

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FOR : Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Hipworth, Cr Lally, Cr Lewis, Cr Lockwood, Cr Vertigan, and Cr White-Hartig  
 AGAINST : Nil

6 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

- 22 Apr Youth Festival Dinner-7.30pm-Cr Snell
- 23 Apr Lunch with Attorney General-7.30pm Location-MillarsWell,Yaandina-Sobering Up Shelter, Roebourne-Cr Snell
- 28 Apr Citizenship Ceremony-4pm-Shire Office-Cr Snell
- 28 Apr Official Opening of St Lukes College-5.30pm-Cr Snell
- 25 April Anzac Day 6am & 9am
- 2 May WALGA Ethnic Training – Cr Lally
- 4 May Meeting with Chief Justice, Wayne Martin – Cr Snell
- 12 May WALGA Teamwork Training – Cr Cechner, Cr Hipworth & Cr Snell
- 18 May Audit Committee – Lally, Rothe, Snell, Ray McDermott & Lynette Reeves
- 29 May Underage Rage – Tambrey
- 5 July Official renaming of Millars Well Oval to Kevin Richards Memorial Oval



## 7 COUNCILLORS' REPORTS

### 7.1 ADOPTION OF FUNCTIONAL REVIEW – REPORT ON FINDINGS AND RECOMMENDATIONS AND IMPLEMENTATION PLAN

**Responsible Officer:** Allan Moles  
Chief Executive Officer

**Author Name:** Cr Lockwood

**Disclosure of Interest:** Nil

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#### REPORT PURPOSE

For Council to consider the adoption of the Shire of Roebourne Functional Review – Report on Findings and Recommendations and Implementation Plan.

#### BACKGROUND

Councillors were concerned that for some time the Shire may not have been operating at an optimal level or with appropriate customer focus in accordance with their mission statement.

As a result Council sought an independent assessment of the Shire's focus and management of core business, with a view to refocus the organisation and lead to an improved quality of service.

In accordance with the Shire of Roebourne's vision, key areas that are were to be assessed during this review included:

- a) Customer focus and leadership within the community;
- b) Teamwork culture across the organisation; and
- c) Internal and external communication practises and effectiveness.

Ron Bogan from Business Improvements was engaged by the Council to undertake the assessment.

To guide the consultant during the Review a small Reference Group of four, headed by the Shire President was established among the Councillors.

A cross section of staff to be interviewed was drawn from all Divisions and all levels in the Shire. The list was agreed in consultation with Councillors and the Chief Executive Officer (CEO).

The list included Councillors, the CEO, Senior Executives, Managers, Administration staff and some Depot staff. A number of former employees were also identified to be interviewed. As well, during the interview process the consultant met collectively with several depot field staff to gain a broader perspective of performance and issues from the front line.

All up the consultant interviewed a total of around 30 people as part of the information collection process.

The consultant then compiled that information and identified a series of themes and trends. From those themes a number of recommendations were developed. The consultant prepared a report on his findings and recommendations. Included in that report is an Implementation Action Plan to guide the implementation of the priority recommendations.

#### Issues

There are no issues.

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**Options**

Having reviewed the Report and Implementation Plan the Council has the following options available:

1. Endorse the findings of the Shire of Roebourne Functional Review – Report on Findings and Recommendations and adopt the Report and Implementation Plan.
2. Reject the findings of the Shire of Roebourne Functional Review – Report on Findings and Recommendations and not adopt the Report and Implementation Plan.

**Policy Implications**

There are no relevant Policy implications relating to this matter.

**Legislative Implications**

There are no relevant legislative implications relating to this matter.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

Nil

**Voting Requirements**

Simple

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**COUNCILLOR RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14623**  
**MOVED** : **Lockwood**  
**SECONDED** : **Lewis**

**That Council endorse the findings of the Shire of Roebourne Functional Review – Report on Findings and Recommendations and adopt the Report and Implementation Plan.**

**CARRIED**

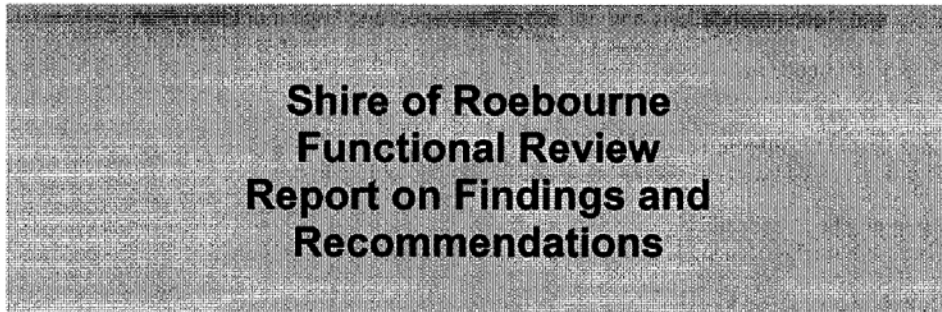
**FOR** : Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Hipworth, Cr Lally, Cr Lewis, Cr Lockwood, Cr Vertigan, and Cr White-Hartig  
**AGAINST** : Nil

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Shire of Roebourne Functional Review – Findings and Recommendations

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**ATTACHMENT 1 – ADDITIONAL AGENDA ITEM 7.1.1 ADOPTION OF FUNCTIONAL  
REVIEW – REPORT ON FINDINGS AND RECOMMENDATIONS AND IMPLEMENTATION  
PLAN**



**Prepared by Ron Bogan  
Business Improvements Pty Ltd**

**5 May 2009**

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**Shire of Roebourne Functional Review – Findings and Recommendations**

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Shire of Roebourne Functional Review – Findings and Recommendations

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**EXECUTIVE SUMMARY**

The Roebourne Shire Councillors were concerned that for some time the Shire may not have been operating at an optimal level or with appropriate customer focus in accordance with their mission statement.

As a result of Council concern the Councillors sought an independent assessment of the Shire's focus and management of core business, with a view to refocus the organisation and lead to an improved quality of service.

The Consultant brief was as follows:

In accordance with the Shire of Roebourne's vision, those key areas that are to be assessed during this assessment include:

- d) Customer focus and leadership within the community;
- e) Teamwork culture across the organisation; and
- f) Internal and external communication practises and effectiveness.

Ron Bogan from Business Improvements was engaged by the Council to undertake the assessment.

To guide the consultant during the Review a small Reference Group of four, headed by the Shire President was established among the Councillors.

A cross section of staff to be interviewed was drawn from all Divisions and all levels in the Shire. The list was agreed in consultation with Councillors and the Chief Executive Officer (CEO).

The list included Councillors, the CEO, Senior Executives, Managers, Administration staff and some Depot staff. A number of former employees were also identified to be interviewed. As well, during the interview process the consultant met collectively with several depot field staff to gain a broader perspective of performance and issues from the front line.

All up the consultant interviewed a total of around 30 people as part of the information collection process.

An analysis of the interview notes identified a number of recurring themes and threads and the summary of these is as follows:

KEY THEMES	THREADS
What's working well	<ul style="list-style-type: none"> <li>• Some good work has been accomplished by the Shire</li> <li>• Staff are dedicated and there is still goodwill</li> </ul>
Strategic Direction	<ul style="list-style-type: none"> <li>• Lack of a shared strategic direction, plan and priorities for the medium term</li> <li>• SOR is too project focussed and not program or outcome focussed</li> </ul>

Shire of Roebourne Functional Review – Findings and Recommendations

Leadership, Accountability and Consistency	<ul style="list-style-type: none"> <li>• Lack of leadership direction and decision making by Councillors and the Shire</li> <li>• Poor Delegation of Accountability – Management</li> <li>• Lack of clarity of accountability at the senior management group</li> <li>• Boundary issues between Council and Shire</li> </ul>
Performance of the Shire and Management	<ul style="list-style-type: none"> <li>• Performance Issues facing the Shire not addressed</li> <li>• Operational issues at the Depot</li> <li>• No measurable KPI's for senior managers or performance management process</li> <li>• Current staff performance management process is cumbersome</li> <li>• Project management capability is lacking</li> </ul>
Staff Culture and Capability Building	<ul style="list-style-type: none"> <li>• No contracts for senior managers</li> <li>• Organisation culture is a weakness</li> <li>• Communication with staff and the community is poor</li> <li>• Human Resources is working to address issues</li> </ul>
Systems and Processes	<ul style="list-style-type: none"> <li>• Synergy system is being rolled out</li> <li>• Procurement system issues exist</li> <li>• No work process mapping</li> <li>• Continuous improvement not embedded</li> <li>• EBA process issues</li> <li>• HR systems need improvement</li> </ul>
Service delivery to the Community	<ul style="list-style-type: none"> <li>• The Shire has focused on projects rather than service delivery programs and achieving service outcomes</li> <li>• Council/Shire may be too Karratha centric</li> </ul>
Councillor Role and Accountability	<ul style="list-style-type: none"> <li>• Council direction not set</li> <li>• Councillor performance needs improving</li> <li>• Some tensions between staff and Councillors</li> </ul>

A number of the higher priority findings from the functional review are:

On the positive side of the ledger, the Shire has delivered a number of key projects which will bring benefits to the community and the organisation including; the airport extension, the upgrade of the child care facilities, Cossack Art Awards, a number of community development activities, a number of infrastructure developments in Roebourne, Wickham and Point Samson and the endorsement of the Karratha 2020 Plan. As well, the roll out of Synergy software system will bring the Shire into the 21<sup>st</sup> Century, however the challenges ahead will be to streamline and gain efficiencies in core work processes, ahead (process redesign) of the roll out of the system across all areas of the Shire's operations.

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Shire of Roebourne Functional Review – Findings and Recommendations

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Shire staff are seen as dedicated employees who have put in long hours and effort during the recent staff shortages. The goodwill of staff has been tested.

On the other hand a number of critical gaps exist in the Shire's performance, management and operations and these are:

There is no shared strategic direction, key goals and priorities agreed by Council and the Shire Management for the medium term to guide the operations and focus of the Shire. **This is a critical gap that must be addressed as a priority.**

As well, there are no service standards or community charter agreed between Council and the Shire. As such, there is a lack of work improvement programs for many of the Shire's operations, especially in Technical Services.

There are no hard or measurable Key Performance Indicators (KPI's) set for the CEO or Executive Managers by the Council. This is in part due to the lack of strategic direction, goals or priorities. It is also due to the fact that Council has not set its expectations for performance from the Shire, as evidenced from a lack of service standards. There are no formal or regular performance review meetings between the Shire President and the CEO to discuss the overall performance of the Shire, its goals and achievements.

Technical Services Division has struggled to deliver and meet its basic requirements for the Shire. There are significant issues to be addressed in this Division, especially in the Depot. There are issues with plant and equipment and its maintenance. The depot looks in poor shape without any pride taken in its appearance. There are a number of issues with managers in the depot that is impacting on staff and the performance of the Depot. **This is a priority issue and a key risk for Council and the Shire where immediate action must be taken.**

Internal communication and access to consistent information about the Shire's performance, achievements and its future direction is seen as a major gap by most staff. There has never been an all staff briefing about the "state of the nation" held by the CEO or any form of regular staff updates.

The Depot staff "feel apart from the Shire not a part of it".

The EBA process is flawed without any genuinely independent support to the negotiation team. There is also a significant power imbalance with front line staff "negotiating" directly with the CEO, without independent facilitation. The current EBA process has been drawn out having commenced in mid 2008 and is still not finalised. Staff are frustrated with the process and progress. It shows a lack of commitment to genuine negotiation by the Shire. This process must be reviewed and redesigned for the next negotiation. **The current negotiation should be resolved as a priority.**

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Shire of Roebourne Functional Review – Findings and Recommendations

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There has been no benchmarking of the Shire's service delivery performance to the various communities across a range of services and programs. This means the Shire is not able to gauge performance gaps, priorities and effort needed to improve its overall performance. The Shire is perceived as not being responsive to the general needs of community in terms of such basic services as the condition of parks, ovals, roads, streetscapes, etc. **There are large gaps to be addressed.**

Councillors have yet to take the lead in developing a shared position on the strategic direction for the SOR and determining the acceptable standards for service delivery for the Shire organisation. **This is a significant gap for Council and the Shire organisation and is a priority to be addressed.**

Council is seen as focusing on operational matters because there is no strategic direction in place.

Council is not always seen as "speaking with one voice" on key corporate matters affecting the Shire. The internal organisational arrangements of the Council are not clear and focused and there are boundary issues between the Council and the Shire organisation. There is fractionalisation amongst Councillors.

The following recommendations address the key findings from the Functional Review. A number of these recommendations will be the accountability of the Council and others the Shire organisation, or specifically the CEO as the head of the Shire organisation. An assessment of the priority of recommendations has been made based on their importance to the Shire's future, using the following criteria:

- Will address the key findings from the Review.
- Critical to improving the organisation's operational performance.
- Can be readily completed and implemented over the next 9 to 12 months.
- Will send a strong signal to the staff and the community that the SOR will listen to its constituents, will change and will improve its performance.

The following have been assessed by the consultant as being of the highest priority for the SOR and are presented in the recommended priority order. Naturally, the Reference Group and or Council may have a different perspective on these priorities, however the consultant would recommend this ranking in order to achieve the best possible outcomes for the community and the SOR.

- a) Development of a shared view of the future for the SOR by developing a strategic plan which sets out key goals, milestones, risks and performance indicators for the medium term, say to 2012 or 2013. Council should initiate this process and engage with the Executive and other staff as part of the commitment building and engagement process. As well it will be important that Council and Shire Management develop and implement an engagement strategy to build common understanding of the plan, its goals and priorities with all Shire staff and the broader community. The Shire should then develop an Operational Plan to implement the first year's goals, milestones and priorities from the Strategic Plan. The Operational Plan should be approved by the Council to ensure it is consistent with the agreed strategic direction.



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Shire of Roebourne Functional Review – Findings and Recommendations

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- b) The Shire develops a comprehensive set of service standards to guide its level of performance and delivery to the SOR community. While the Executive Management Team should develop these standards, they should be assessed by the Council who will set the “level of the bar” to be achieved by the Shire. Service standards ought to be set to determine the service level that the Shire should be providing to communities for key services, including but not limited to:
- i. All Parks, ovals, verges, gardens and golf course, relevant reticulation systems,
  - ii. Waste and rubbish management,
  - iii. Shire buildings and houses,
  - iv. Templates for issues or business papers to Council,
  - v. Maintenance of SOR plant, equipment and infrastructure (whole of life preventative maintenance),
  - vi. Road and street maintenance,
  - vii. Planning and Building approvals and environmental health,
  - viii. Community development,
  - ix. Access to community services and facilities including recreational facilities (e.g. pools, etc), and
  - x. Administration services including reporting of complaints by ratepayers, response times for turnaround of correspondence, HR services including exit interview trends, performance management, etc.
- c) Development and implementation of written works improvement programs for SOR staff to operate by, covering regular maintenance and development of SOR assets as outlined above in point (b). These would be designed to meet the agreed service standards. Council and the CEO will monitor the performance and implementation of these programs regularly by Managers. However they must be delivering a significant improvement in the condition and maintenance of the agreed assets during the third and fourth quarters of 2009, to clearly demonstrate the improvements Council is making. These programs must be adopted as the corporate approach of the SOR to the maintenance and condition of Shire assets.
- d) The CEO is to conduct one full combined briefing of all SOR staff (administration and depot) on the current financial and operational performance of the Shire. The briefing should present the short-term deliverables and future plans (yet to be fully advised by Council) to be developed by the organisation. At the combined briefing it will be agreed that for the next 12 months at least, there are two combined briefings per year conducted by the CEO. At this meeting the views of staff on the format and type of information to be presented will be sought and agreed.

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Shire of Roebourne Functional Review – Findings and Recommendations

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- e) Finalise the EBA process by 1 June 2009. Develop a proposal to improve the EBA negotiation and timelines, including mechanisms to resolve the “power relationship difference” between the CEO and the negotiation team. The improved process and mechanisms should have input from and be support and approved by the current negotiation team. It should be discussed with staff at the full staff meeting to be held in (d) above.
- f) Council will work on its internal arrangements to improve its operational and team performance with a particular focus on:
- i. The most effective internal structure of Council (consider allocation of Councillors to particular portfolios or formal committees),
  - ii. Its internal ground rules for working more effectively together including meetings, communication, issues of decision making and how these are represented to the wider community, etc,
  - iii. Set Key Performance Indicators for Councillors and the Council as a whole and agree the mechanism to evaluate these,
  - iv. Internal communication mechanisms,
  - v. Development of Councillor capabilities,
  - vi. Agreeing and communicating the expectations Council has for the CEO and Executive Team for briefings and presentation of issues papers and the operation of Council meetings and agenda's, and
  - vii. Agreeing the mechanism and the process for evaluating the performance of the CEO and developing this system and advising the CEO how this will happen in the future
  - viii. Finalising the Key Performance Indicators (KPI's) and assessment process for the CEO and Executive Managers. Briefing the CEO and the Executive Team on these KPI's and the assessment and monitoring process.
- g) Secure the funding and a commitment for a new recreational facility at Karratha consistent with the Karratha 2020 Plan, to be commenced by the second quarter of 2010. As well, the Shire will have obtained the funding from the Federal Government and have completed by the 30 September the following projects as announced by Minister Albanese in Karratha. The CEO will report back to Council on progress toward the September deadline. These projects include:
- i. *Federal Projects*
    - Nickol West Skate Park
    - Dampier Pavilion
    - Pt Samson Centenary Park
    - Wickham Skate Park Shade
    - Roebourne Community Centre

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*ii. State Funding*

- Hunt Way
- h) Improve effective decision making and delegation of accountabilities across the Shire. Commence this process by having a facilitated meeting to agree the accountabilities between Council and the CEO and then the full Executive Team. Use the proposed accountability matrix framework recommended by the consultant and conduct a series of facilitated meetings between the various parties to agree the outcome. This process should progressively be negotiated down to Coordinator level across all Divisions. It is important that they be agreed by negotiation rather than top down direction. This will ensure improved buy-in and understanding.
- i) The Executive Team will work on its internal arrangements to improve its operational and team performance with a particular focus on:
- i. Its internal working relationship and the changes needed in how it works together to deliver on the accountabilities,
  - ii. The behaviours the Executive needs to model to staff to commence a shift in the culture,
  - iii. They will work together to delivery the KPI's, particularly associated with this Review,
  - iv. Changes needed to improve the briefings to Council, and
  - v. Proposal to set indicators and monitor performance of the team to measure success.
- j) Develop a costed business case proposal to conduct two surveys, the first being a community survey, and the second a staff survey to be conducted during 2009. The proposal should include sample size and methodology as well as the objectives, outcomes, survey themes, process/methodology and likely organisations that could undertake these surveys for the Shire. It should also propose an engagement strategy to feedback results to the community and Shire staff. These surveys will form the benchmark from which improvements can be gauged over time. It is recommended that both surveys be conducted annually so improvements in performance can be continually gauged by Council and the Shire organisation and key gaps can be addressed through planned interventions.
- k) Individual Executive Managers are to meet with a cross section of staff (Managers and front line staff) to agree and draft a plan to address the key issues and finding from this Review. These plans should take each issue or finding and propose how these matters will be addressed and implemented. At these meetings other issues should be raised and considered as part of the

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overall plan. A template action plan will be used for each of these plans. These plans are to be presented to a joint meeting of the Reference Group and the CEO where they will be approved and signed off. Once approved, each Executive Manager will conduct a full briefing with all staff to outline the plans. Managers are to report monthly to the CEO on progress achieved for their plans.

An implementation and action plan has been drafted by the consultant for consideration and approval by Council. As such timeframes have not yet been set, as this will be done in consultation with the Council and or Reference Group.

The CEO will be primarily accountable for overseeing the implementation and achievement of the recommendations outlined in this report. He will report monthly to Council on progress using a traffic light system, which will be agreed between the Reference Group and the CEO. Naturally, Executive Managers will be accountable for specific aspects of these recommendations for which specific KPI's will be set.

During implementation it is critical to success that Council agrees with and involves the Executive Team on the process and mechanisms to guide implementation. Also important will be the setting of Key Performance Indicators to guide the implementation process and how these will be measured and assessed by Council during this phase of the Review. These indicators will be different to the specific Key Performance Indicators set for the CEO and the Executive Team.

As with any change program, building traction for delivery of outcomes is the most important and most difficult to achieve. It requires a specific set of conditions to be in place – critical success factors. For the Shire of Roebourne these factors are:

- i. That the full Council is fully committed to the change recommendations, the implementation process and speaks “with one voice” on these.
- ii. That the CEO and the Executive Team are fully committed and support the recommendations and implementation proposed process. They will need to work together as one, to drive and build traction for each of the recommendations.
- iii. Staff are involved in the changes and are regularly consulted and genuinely engaged in the delivery of the recommendations and changes.
- iv. An agreed implementation process is agreed up front and support is provided to both Council and the Shire organisation to assist with implementation.

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## 1. BACKGROUND

The Roebourne Shire Councillors were concerned that for some time the Shire may not have been operating at an optimal level or with appropriate customer focus in accordance with their mission statement. The mission statement is as follows:

**Mission:** *“To nurture a unique balance of lifestyle and industry”*

The Shire Vision is to create a close knit community whose growth is not totally dependent on major industry, with expansion into tourism and other business areas, without detriment to the environment. Key elements of the Vision are:

- To be an integrated community where all people feel welcome and want to live long term.
- To have quality lifestyles for everyone within the Shire of Roebourne.
- To value our cultural diversity.
- To retain the delicate eco-system of the archipelago, so that recreation, business and industry develop hand-in-hand with the environment.
- To have diversity in the range, type and size of business and industry.
- For Council to have a strong leadership role, ensuring that the region is governed for the benefit of the local people and shares in the wealth that is generated by major industry.

(Note: extracted from website)

As a result of Council concern the Councillors sought an independent assessment of the Shire's focus and management of core business, with a view to refocus the organisation and lead to an improved quality of service.

The Consultant brief was as follows:

In accordance with the Shire of Roebourne's vision, those key areas that are to be assessed during this assessment include:

- g) Customer focus and leadership within the community;
- h) Teamwork culture across the organisation; and
- i) Internal and external communication practises and effectiveness.

Ron Bogan from Business Improvements was engaged by the Council to undertake the assessment.

## **2. APPROACH**

The consultant developed a proposal to respond to the brief as follows:

### **2.1 Scope and deliverables**

Undertake a high level functional review of Shire's four business Divisions and their operation, management and the Council to assess:

- What's working well and why,
- What's not working and why,
- Assess key governance issues,
- Identify areas of work that are core business for Council,
- Identify areas of work that may not be core business for Council,
- Management's perception of its current performance and key gaps in delivery,
- The level of effective communication between the Chief Executive Officer (CEO) and the elected body, as well as, within and across the organisation,
- Management's goals, plans, key priorities and timeframes and how it will achieve these for 2009/10.
- Opportunities for improvement in Council's service delivery, organisation performance and organisation culture. A set of recommendations and a plan of how these may be improved.
- A brief report to Council that sets out a road map (with recommendations) for:
  - The strategic management issues facing Council,
  - Addressing key gaps, and
  - Proposing an approach to build traction for delivery and organisation improvement and change.

### **2.2 Consultation Mechanisms**

To guide the consultant during the Review a small Reference Group of four, headed by the Shire President was established among the Councillors.

During the Review a number of feedback sessions were conducted between the consultant, the Shire President and the CEO, to provide a briefing of the preliminary themes emerging from the information gathering step.

The consultant also briefed the Reference Group, as well as provided a briefing to the full Council on the preliminary findings and themes.

### **2.3 Information Collection/Interviews**

A cross section of staff to be interviewed was drawn from all Divisions and all levels in the Shire. The list was agreed in consultation with Councillors and the Chief Executive Officer (CEO).

The list included Councillors, the CEO, Senior Executives, Managers, Administration staff and some Depot staff. A number of former employees were also identified to be interviewed. As well, during the interview process the consultant met collectively with several depot field staff to gain a broader perspective of performance and issues from the front line.

All up the consultant interviewed a total of around 30 people as part of the information collection process.

A list of general questions was prepared by the consultant, which were designed to gather relevant information to address the brief. A number of notes were drafted to advise staff of the review process and to prepare those staff to be interviewed by the consultant. These notes stressed that the details of the interviews would remain strictly anonymous.

### **2.4 Analysis of Information Collected**

The consultant mainly conducted one-on-one interviews with staff and Councillors during April 2009.

All interview notes were reviewed and key themes emerged from that analysis and these themes and the detailed summaries have been presented in Appendix 1. Within each theme a number of common threads were identified and these were also captured in the notes in italics in Appendix 1.

Key findings have been drawn from the themes and threads and these are presented in the report in Section 3. The findings underpin the development of recommendations set out in section 4 of the report.

The analysis and findings are based on the views, statements and opinions of the wide cross sectional group of people interviewed for the Review. The consultant has accepted these views as being an accurate assessment of the Shire's operations and performance. In the briefings conducted with the CEO there was broad acceptance of the themes that emerged from the analysis.

Shire of Roebourne Functional Review – Findings and Recommendations

**3. FINDINGS**

A total of nine key themes and numerous threads emerged from the analysis of interview notes and these are as follows.

**3.1 Key themes and threads – A Summary**

<b>KEY THEMES</b>	<b>THREADS</b>
What's working well	<ul style="list-style-type: none"> <li>• Some good work has been accomplished by the Shire</li> <li>• Staff are dedicated and there is still goodwill</li> </ul>
Strategic Direction	<ul style="list-style-type: none"> <li>• Lack of a shared strategic direction, plan and priorities for the medium term</li> <li>• SOR is too project focussed and not program or outcome focussed</li> </ul>
Leadership, Accountability and Consistency	<ul style="list-style-type: none"> <li>• Lack of leadership direction and decision making by Councillors and the Shire</li> <li>• Poor Delegation of Accountability – Management</li> <li>• Lack of clarity of accountability at the senior management group</li> <li>• Boundary issues between Council and Shire</li> </ul>
Performance of the Shire and Management	<ul style="list-style-type: none"> <li>• Performance Issues facing the Shire not addressed</li> <li>• Operational issues at the Depot</li> <li>• No measurable KPI's for senior managers or performance management process</li> <li>• Current staff performance management process is cumbersome</li> <li>• Project management capability is lacking</li> </ul>
Staff Culture and Capability Building	<ul style="list-style-type: none"> <li>• No contracts for senior managers</li> <li>• Organisation culture is a weakness</li> <li>• Communication with staff and the community is poor</li> <li>• Human Resources is working to address issues</li> </ul>
Systems and Processes	<ul style="list-style-type: none"> <li>• Synergy system is being rolled out</li> <li>• Procurement system issues exist</li> <li>• No work process mapping</li> <li>• Continuous improvement not embedded</li> <li>• EBA process issues</li> <li>• HR systems need improvement</li> </ul>
Service delivery to the Community	<ul style="list-style-type: none"> <li>• The Shire has focused on projects rather than service delivery programs and achieving service outcomes</li> <li>• Council/Shire may be too Karratha centric</li> </ul>
Councillor Role and Accountability	<ul style="list-style-type: none"> <li>• Council direction not set</li> <li>• Councillor performance needs improving</li> <li>• Some tensions between staff and Councillors</li> </ul>



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KEY THEMES	THREADS
The consultant asked what changes would people make to deliver an improvement in the Shire's performance?	<ul style="list-style-type: none"> <li>• Improved information sharing</li> <li>• Community information</li> <li>• Set and deliver strategic direction and service standards</li> <li>• Improve management performance and delegation</li> <li>• Improved training and coordination</li> <li>• Performance management</li> <li>• Resolve depot issues</li> </ul>

**3.2 Key findings - Details**

From a detailed review of the analysis in Appendix 1, a number of key findings and concerns have emerged about the leadership, management and operation of the Shire and these are set out below. These findings are at the highest level in this section of the report and they have been categorised under the key themes in the table over.

**3.2.1 What's working well**

The Shire has achieved and delivered for the organisation and the community in a range of areas including the airport, a new childcare centre, the rollout of the new Synergy software system, community development activities, the Cossack Art Awards and the development and initiation of the Karratha 2020 Plan.

Staff are seen as dedicated and there is a level of goodwill still present, in spite of the pressure on staff from staff shortages in some areas.

However, there are significant risks of increased staff turnover especially from the depot operations if improvements and changes are not embraced and implemented.

**3.2.2 Strategic Direction**

There is no shared strategic direction, key goals and priorities agreed by Council and the Shire Management for the medium term to guide the operations and focus of the Shire. **This is a critical gap that must be addressed as a priority.**

As well, there are no service standards or community charter agreed between Council and the Shire. As such, there is a lack of work improvement programs for many of the Shire's operations, especially in Technical Services. The one exception is the draft Community development Plan 2008-2010, which while a draft has been developed by that Division. Unfortunately with the absence of a strategic plan it has been developed in a vacuum with no clear link to the overall Shire Plan.

The Shire is project focused and not program or outcomes focused. Therefore the condition of much of the SOR infrastructure, buildings and facilities (parks, ovals, etc) is in poor condition. This is also due to the lack of agreed service standards and the absence of work improvement plans. The towns are seen as "looking shabby".

Councillors at times are prone to delve into the detail of how things happen in the Shire, because of the absence of a strategic direction. What ought to happen is to have Council set the strategic direction, goals and priorities ("the what") and then holding Shire accountable for delivery of agreed outcomes.

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### **3.2.3 Leadership, Accountability and Consistency**

There are no hard or measurable Key Performance Indicators (KPI's) set for the CEO or Executive Managers by the Council. This is in part due to the lack of strategic direction, goals or priorities. It is also due to the fact that Council has not set its expectations for performance from the Shire, as evidenced from a lack of service standards. There are no formal or regular performance review meetings between the Shire President and the CEO to discuss the overall performance of the Shire, its goals and achievements.

The Shire has used the past staff shortage as a rationalisation for the lack of performance of the condition of the Shire, the lack of service standards and work improvement programs.

The CEO retains a number of key accountabilities that could reside with Executive Managers. Therefore some "decisions get sucked up to the top" and aren't dealt with promptly. As a consequence decision-making is perceived as being at times slow and cumbersome and not delegated to Executive Managers "who could get on with the job". There is also a lack of delegation of accountabilities further down the organisation from other Managers to their staff.

At the moment senior management are seen as too operationally focused and by their own admission there has been little attention given by the senior team to strategic issues.

The Executive Team is perceived as not being unified or pulling in the same direction. The Councillors also have issues with fractionalisation amongst its group. As such with the Executive Group they are perceived as operating in silos with little consistency across the organisation.

There has been insufficient promotion of the Shire with key organisations, government and key stakeholders from the CEO. The Pilbara is a rich region and delivers significant royalties and returns to the State and the Commonwealth, yet the towns look like poor communities in terms of services and facilities.

There is no contemporary performance management process and system in place for Executive Managers. There has been a basic attempt at 360-degree feedback without markers, guidelines or benchmarks. The Shire's culture is not ready for 360-degree feedback.

There are leadership issues associated with the operation and performance of the Council, although the functional review is the commencement of the change process to improve the operation of the SOR.

The accountabilities and boundaries between the Council and the Shire are unclear and need to be resolved. Councillors do not have any internal measures of their own performance or effectiveness, except at the ballot box.

### **3.2.4 Performance of the Shire and Management**

There are several issues associated with the operation of the general management team including:

- The Shire operates in reactive and project mode and does not have integrated plans and programs in place,
- No Executive Manager has signed or seen their final individual contracts,

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- There are no clear role profiles setting out deliverables for Executives or Managers,
- Council is unhappy with the operation of the Shire,
- There is no continuous improvement embedded in the mode of operation of the organisation,
- There are key gaps in nature of briefings given by Executives to Council, and
- Several projects have been rolled over for successive budgets and have not been delivered. There is a lack of traction in delivery.

Technical Services Division has struggled to deliver and meet its basic requirements for the Shire. There are significant issues to be addressed in this Division, especially in the Depot. There are issues with plant and equipment and its maintenance. The depot looks in poor shape without any pride taken in its appearance. There are a number of issues with managers in the depot that is impacting on staff and the performance of the Depot. **This is a priority issue and a key risk for Council and the Shire where immediate action must be taken.**

Community Development while having a Community Plan has gaps in the provision of services to communities outside Karratha. There is no community engagement plan or strategy in place.

Planning and Building Division is very focused on delivering to the major companies in the Shire. The Executive Manager is too operationally focused.

Finance and Human Resources are now regearing with new Managers at the helm. The roll out of Synergy system is a positive initiative for the Shire and will resolve a number of issues over time. The staff performance management process is clumsy and cumbersome. Recruitment and training and development need to be better managed for consistency and risk by Human Resources rather than by the Divisions. New policies need to be developed and signed off.

The Shire does not maintain its infrastructure assets and facilities well, Shire housing is in poor condition, roads need attention, ovals and parks are poorly maintained and verges are unsightly.

### **3.2.5 Staff, Culture and Capability Building**

Internal communication and access to consistent information about the Shire's performance, achievements and its future direction is seen as a major gap by most staff. There has never been an all staff briefing about the "state of the nation" held by the CEO or any form of regular staff updates.

The Depot staff "feel apart from the Shire not a part of it".

The prevailing culture in the operation can be seen as:

- Silo mentality – people focus on their own Division,
- The Shire is project focussed,
- A gulf exists between the depot and Administration – "them and us mentality",

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- An un-cohesive Executive Management Team,
- At the depot “you turn up to find out what you are doing today” – no forward planning is evident to front line staff,
- Management bickering especially at the Depot,
- Some managers see retention of information as “power”.

The EBA process is flawed without any genuinely independent support to the negotiation team. There is also a significant power imbalance with front line staff “negotiating” directly with the CEO, without independent facilitation. The current EBA process has been drawn out having commenced in mid 2008 and is still not finalised. Staff are frustrated with the process and progress. It shows a lack of commitment to genuine negotiation by the Shire. This process must be reviewed and redesigned for the next negotiation. **The current negotiation should be resolved as a priority.**

There are no individual development plans for staff drawn from the performance management system. Training is managed by then Divisions without a focus on overall capacity building across the Shire organisation. This is currently under redevelopment by human resources. There are opportunities yet to be taken to assess the critical capability gaps across the Shire.

### **3.2.6 Systems and Processes**

The roll out of Synergy software system will bring the Shire into the 21<sup>st</sup> Century, however the challenges ahead will be to streamline and gain efficiencies in core work processes, ahead (process redesign) of the roll out of the system across all areas of the Shire's operations.

There are opportunities to streamline and gain efficiencies in the operational aspects of the procurement process, especially in the Depot. The current system is too restrictive, especially for the procurement of regular and large consumable items (e.g. fuel).

### **3.2.7 Service delivery to the Community**

There has been no benchmarking of the Shire's service delivery performance to the various communities across a range of services and programs. This means the Shire is not able to gauge performance gaps, priorities and effort needed to improve its overall performance. The Shire is perceived as not being responsive to the general needs of community in terms of such basic services as the condition of parks, ovals, roads, streetscapes, etc. **There are large gaps to be addressed.**

There have been no measurable performance indicators set by Council for the CEO or Executive Managers to guide performance and performance improvement in terms of service delivery to the community in the short term or the medium term.

Regular and consistent communication and feedback with the broader community around services and service delivery has not been a strong point for the Shire to date. There is a perception that the Council and the Shire may be too Karratha centric. For example there are still significant issues associated with housing, indigenous youth issues and indigenous health in Roebourne.

### **3.2.8 Councillor Role and Accountability**

Councillors have yet to take the lead in developing a shared position on the strategic direction for the SOR and determining the acceptable standards for service delivery for the Shire organisation. **This is a significant gap for Council and the Shire organisation and is a priority to be addressed.**

Council is seen as focusing on operational matters because there is no strategic direction in place.

Council is not always seen as “speaking with one voice” on key corporate matters affecting the Shire. The internal organisational arrangements of the Council are not clear and focused and there are boundary issues between the Council and the Shire organisation. There is fractionalisation amongst Councillors.

In a small community such as SOR, some Councillors need to be aware they are firstly and foremost seen as Councillors. There are difficulties for Councillors trying to wear two or more hats in a small community.

Council needs to examine its internal communication and information sharing mechanisms and its contact with the Shire and Executive Managers.

There is no protocol system within the Shire to effectively manage matters raised by ratepayers to Councillors on specific issues they need to have clarified. Councillors see the current method from the Shire as unsatisfactory. There is a working group that has been recently set up to examine improvements in this area.

Council has not set its clear expectation to the Executive Team of what it requires of them in terms of briefings, preparation of position papers, business cases and requirements for Council meeting agenda's and formats. Councillors are unhappy with the current performance of Executive Managers at the briefings prior to Council meetings.

### **3.2.9 Changes that would make a difference to the Shire's Performance**

It was encouraging to note that all staff and Councillors interviewed put forward a significant range and number of ideas that if implemented they believe would improve the performance of the Shire.

A number of these ideas have been addressed in Section 4, Key Recommendations, however it is important that those other ideas suggested not be lost by either Council or the Shire organisation. It will be proposed that a small working group be established to review and progress these over time.

*The key categories for ideas are:*

- Information sharing to the community and the Shire,
- Community engagement and expectations including improving infrastructure and services,
- The need to establish a shared strategic direction and key goals for the Shire,
- Improvement in the management and operation of the Shire Organisation,
- Training, development and promotion,
- Performance management for Executive Management and staff, and

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- Improvements in the operation of the Depot.

As well, a number of staff interviewed proposed ideas, which would be symbolic in nature, that is, they would send a strong signal to the staff and the community that change will actually happen from this Functional Review. The general thrust of these ideas were:

- Developing a strategic plan and goals for the Shire and involving staff in its development,
- Improving staff communication and information sharing,
- An improvement in the amenity, service standards and development of improvement work programs for the SOR community facilities, SOR houses and town assets (clean streets, mown parks, ovals, etc), and
- Resolving the pool issue for Karratha.

There is a significant concern from staff that lack of support and commitment by Council and the Senior Executives will prevent any change happening.

#### 4. RECOMMENDATIONS

The following recommendations address the key findings from the Functional Review. A number of these recommendations will be the accountability of the Council and others the Shire organisation, or specifically the CEO as the head of the Shire organisation. An assessment of the priority of recommendations has been made based on their importance to the Shire's future, using the following criteria:

- Will address the key findings from the Review.
- Critical to improving the organisation's operational performance.
- Can be readily completed and implemented over the next 9 to 12 months.
- Will send a strong signal to the staff and the community that the SOR will listen to its constituents, will change and will improve its performance.

The following are the Priority recommendations, which must be addressed before the end of Calendar year 2009.

##### 4.1 Priority Recommendations

The following have been assessed by the consultant as being of the highest priority for the SOR and are presented in the recommended priority order. Naturally, the Reference Group and or Council may have a different perspective on these priorities, however the consultant would recommend this ranking in order to achieve the best possible outcomes for the community and the SOR.

- a) Development of a shared view of the future for the SOR by developing a strategic plan which sets out key goals, milestones, risks and performance indicators for the medium term, say to 2012 or 2013. Council should initiate this process and engage with the Executive and other staff as part of the commitment building and engagement process. As well it will be important that Council and Shire Management develop and implement an engagement strategy to build common understanding of the plan, its goals and priorities with all Shire staff and the broader community. The Shire should then develop an Operational Plan to implement the first year's goals, milestones and priorities from the Strategic Plan. The Operational Plan should be approved by the Council to ensure it is consistent with the agreed strategic direction.
- b) The Shire develops a comprehensive set of service standards to guide its level of performance and delivery to the SOR community. While the Executive Management Team should develop these standards, they should be assessed by the Council who will set the "level of the bar" to be achieved by the Shire. Service standards ought to be set to determine the service level that the Shire should be providing to communities for key services, including but not limited to:
  - i. All Parks, ovals, verges, gardens and golf course, relevant reticulation systems,

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- ii. Waste and rubbish management,
  - iii. Shire buildings and houses,
  - iv. Templates for issues or business papers to Council,
  - v. Maintenance of SOR plant, equipment and infrastructure (whole of life preventative maintenance),
  - vi. Road and street maintenance,
  - vii. Planning and Building approvals and environmental health,
  - viii. Community development,
  - ix. Access to community services and facilities including recreational facilities (e.g. pools, etc), and
  - x. Administration services including reporting of complaints by ratepayers, response times for turnaround of correspondence, HR services including exit interview trends, performance management, etc.
- c) Development and implementation of written works improvement programs for SOR staff to operate by, covering regular maintenance and development of SOR assets as outlined above in point (b). These would be designed to meet the agreed service standards. Council and the CEO will monitor the performance and implementation of these programs regularly by Managers. However they must be delivering a significant improvement in the condition and maintenance of the agreed assets during the third and fourth quarters of 2009, to clearly demonstrate the improvements Council is making. These programs must be adopted as the corporate approach of the SOR to the maintenance and condition of Shire assets.
- d) The CEO is to conduct one full combined briefing of all SOR staff (administration and depot) on the current financial and operational performance of the Shire. The briefing should present the short-term deliverables and future plans (yet to be fully advised by Council) to be developed by the organisation. At the combined briefing it will be agreed that for the next 12 months at least, there are two combined briefings per year conducted by the CEO. At this meeting the views of staff on the format and type of information to be presented will be sought and agreed.
- e) Finalise the EBA process by 1 June 2009. Develop a proposal to improve the EBA negotiation and timelines, including mechanisms to resolve the “power relationship difference” between the CEO and the negotiation team. The improved process and mechanisms should have input from and be support and approved by the current negotiation team. It should be discussed with staff at the full staff meeting to be held in (d) above.
- f) Council will work on its internal arrangements to improve its operational and team performance with a particular focus on:



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- i. The most effective internal structure of Council (consider allocation of Councillors to particular portfolios or formal committees),
  - ii. Its internal ground rules for working more effectively together including meetings, communication, issues of decision making and how these are represented to the wider community, etc,
  - iii. Set Key Performance Indicators for Councillors and the Council as a whole and agree the mechanism to evaluate these,
  - iv. Internal communication mechanisms,
  - v. Development of Councillor capabilities,
  - vi. Agreeing and communicating the expectations Council has for the CEO and Executive Team for briefings and presentation of issues papers and the operation of Council meetings and agenda's, and
  - vii. Agreeing the mechanism and the process for evaluating the performance of the CEO and developing this system and advising the CEO how this will happen in the future
  - viii. Finalising the Key Performance Indicators (KPI's) and assessment process for the CEO and Executive Managers. Briefing the CEO and the Executive Team on these KPI's and the assessment and monitoring process.
- g) Secure the funding and a commitment for a new recreational facility at Karratha consistent with the Karratha 2020 Plan, to be commenced by the second quarter of 2010. As well, the Shire will have obtained the funding from the Federal Government and have completed by the 30 September the following projects as announced by Minister Albanese in Karratha. The CEO will report back to Council on progress toward the September deadline. These projects include:

*Federal Projects*

- Nickol West Skate Park
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- Pt Samson Centenary Park
- Wickham Skate Park Shade
- Roebourne Community Centre

*State Funding*

- Hunt Way

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- h) Improve effective decision making and delegation of accountabilities across the Shire. Commence this process by having a facilitated meeting to agree the accountabilities between Council and the CEO and then the full Executive Team. Use the proposed accountability matrix framework recommended by the consultant and conduct a series of facilitated meetings between the various parties to agree the outcome. This process should progressively be negotiated down to Coordinator level across all Divisions. It is important that they be agreed by negotiation rather than top down direction. This will ensure improved buy-in and understanding.
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  - i. Its internal working relationship and the changes needed in how it works together to deliver on the accountabilities,
  - ii. The behaviours the Executive needs to model to staff to commence a shift in the culture,
  - iii. They will work together to delivery the KPI's, particularly associated with this Review,
  - iv. Changes needed to improve the briefings to Council, and
  - v. Proposal to set indicators and monitor performance of the team to measure success.
- j) Develop a costed business case proposal to conduct two surveys, the first being a community survey, and the second a staff survey to be conducted during 2009. The proposal should include sample size and methodology as well as the objectives, outcomes, survey themes, process/methodology and likely organisations that could undertake these surveys for the Shire. It should also propose an engagement strategy to feedback results to the community and Shire staff. These surveys will form the benchmark from which improvements can be gauged over time. It is recommended that both surveys be conducted annually so improvements in performance can be continually gauged by Council and the Shire organisation and key gaps can be addressed through planned interventions.
- k) Individual Executive Managers are to meet with a cross section of staff (Managers and front line staff) to agree and draft a plan to address the key issues and finding from this Review. These plans should take each issue or finding and propose how these matters will be addressed and implemented. At these meetings other issues should be raised and considered as part of the overall plan. A template action plan will be used for each of these plans. These plans are to be presented to a joint meeting of the Reference Group and the CEO where they will be approved and signed off. Once approved, each Executive Manager will conduct a full briefing with all staff to outline the plans. Managers are to report monthly to the CEO on progress achieved for their plans.

## 5. IMPLEMENTATION

The CEO will be primarily accountable for overseeing the implementation and achievement of the recommendations outlined in this report. He will report monthly to Council on progress using a traffic light system, which will be agreed between the Reference Group and the CEO. Naturally, Executive Managers will be accountable for specific aspects of these recommendations for which specific KPI's will be set.

An implementation and action plan has been drafted by the consultant for consideration and approval by Council. As such timeframes have not yet been set, as this will be done in consultation with the Council and or Reference Group.

During implementation it is critical to success that Council agrees with and involves the Executive Team on the process and mechanisms to guide implementation. Also important will be the setting of Key Performance Indicators to guide the implementation process and how these will be measured and assessed by Council during this phase of the Review. These indicators will be different to the specific Key Performance Indicators set for the CEO and the Executive Team.

As with any change program, building traction for delivery of outcomes is the most important and most difficult to achieve. It requires a specific set of conditions to be in place – critical success factors. For the Shire of Roebourne these factors are:

- v. That the full Council is fully committed to the change recommendations, the implementation process and speaks “with one voice” on these.
- vi. That the CEO and the Executive Team are fully committed and support the recommendations and implementation proposed process. They will need to work together as one, to drive and build traction for each of the recommendations.
- vii. Staff are involved in the changes and are regularly consulted and genuinely engaged in the delivery of the recommendations and changes.
- viii. An agreed implementation process is agreed up front and support is provided to both Council and the Shire organisation to assist with implementation.

Shire of Roebourne Functional Review – Findings and Recommendations

**5.1 Implementation Action Plan (Note: Timelines and dates to be set in consultation with Council)**

Recommendation/Action Plan	Prime Accountability	Milestone	Timeframe
<p><b>a) Develop strategic plan</b></p> <ul style="list-style-type: none"> <li>• Pre-planning activities for planning session developed</li> <li>• Council meets in a facilitated session to develop draft plan over 1-2 day session (SWOT, designing the future for SOR, goal development, service standards, culture and behaviours needed for delivery, etc)</li> <li>• Plan drafted with goals, milestones, risks and performance indicators.</li> <li>• Executive Managers complete pre-work based on draft.</li> <li>• Executive Team and Council meet to discuss and agree the key goals, milestones, risks and performance indicators.</li> <li>• Commitment and consultation plan prepared by Council and Executive Team and signed off.</li> <li>• Consultation with staff and community</li> <li>• Executive Managers prepare Divisional Operational Plans for Year 1 of the Plan. Operational plans reviewed with Council for consistency and KPI's set and agreed with Council. Monitoring of performance agreed between Council and CEO.</li> </ul>	<ul style="list-style-type: none"> <li>• Shire President and CEO</li> </ul>	<ul style="list-style-type: none"> <li>• Draft Plan prepared by Council</li> <li>• Executive Team develops response to pre-work</li> <li>• Agreement between Council and Executive Team to the draft Plan</li> <li>• Commitment and consultation plans signed off by Council and Executive Team</li> <li>• Consultation with staff and the community</li> <li>• Operational Plans for Year 1 prepared and signed off by CEO and Council.</li> <li>• Meetings held with staff and the community to present the Strategic Plan</li> <li>• Regular monitoring of performance shows improvements being achieved on the ground</li> </ul>	<p>19 June 09 26 June 09</p> <p>10 July 09 10 July 09</p> <p>By end July 09</p> <p>Adoption of budget - mid August 09</p> <p>Commenced by 10 August 09</p> <p>Commence August 09</p>

Shire of Roebourne Functional Review – Findings and Recommendations

Recommendation/Action Plan	Prime Accountability	Milestone	Timeframe
<p><b>b) Service Standards</b></p> <ul style="list-style-type: none"> <li>• Executive Team meets in session to develop a comprehensive set of service standards covering all services identified in section 4 Recommendations.</li> <li>• Draft given to Reference Group for consideration. Executive Team and Reference Group meet to discuss the draft standards and agreement reached or changes agreed</li> <li>• Reference Group refers to standards set by Council. Presentation to full Council by CEO and Executive Managers.</li> <li>• Plans agreed for consultation with SOR staff and broad community.</li> <li>• Implementation of consultation plan completed</li> <li>• Audit of asset and facilities condition identifies priority areas.</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• Bench mark audit conducted on sample areas with Councillors and Executive Staff</li> <li>• Draft service standards prepared and sent to Council for consideration</li> <li>• Review by reference Group</li> <li>• Service standards signed off by Council</li> <li>• Consultation plans prepared and signed off by Council</li> <li>• Feedback from community and staff taken on board</li> <li>• Audit of SOR assets, services - Priority gaps being addressed and improvements noted.</li> </ul>	<p>30 June 09</p> <p>30 June 09</p> <p>7 July 09</p> <p>20 July 09</p> <p>31 July 09</p> <p>30 September 09</p> <p>1 December 09</p>

Shire of Roebourne Functional Review – Findings and Recommendations

Recommendation/Action Plan	Prime Accountability	Milestone	Timeframe
<p><b>c) Improvement Work Plans</b></p> <ul style="list-style-type: none"> <li>• Executive Managers prepare draft improvement plans, which addresses priority and other areas for ongoing maintenance and condition.</li> <li>• Plans agreed by Executive Team and presented to Council for sign off.</li> <li>• Monitoring system to gauge condition improvement proposed by Executive Management and agreed by Council.</li> <li>• Implementation of work plans proceeds and monitoring improvement is reported monthly to Council.</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• Draft improvement plans developed by all Divisions which address gaps and ongoing maintenance</li> <li>• Signed off by Council</li> <li>• Monitoring delivers significant improvements and priority gaps addressed.</li> </ul>	<p>30 June 09</p> <p>20 July 09</p> <p>Commences 1 August 09 every 2 weeks.</p>

Recommendation/Action Plan	Prime Accountability	Milestone	Timeframe
<p><b>d) Combined briefing of all staff by CEO</b></p> <ul style="list-style-type: none"> <li>• Prepare for meeting agenda and process</li> <li>• Conduct combined staff briefing</li> <li>• Obtain feedback from staff</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting held and staff give positive feedback</li> </ul>	<p>By 31 August 09</p>

Shire of Roebourne Functional Review – Findings and Recommendations

Recommendation/Action Plan	Prime Accountability	Milestone	Timeframe
<p><b>e) Council's internal arrangements agreed</b></p> <ul style="list-style-type: none"> <li>Councillors to meet to agree internal arrangements to improve effectiveness</li> <li>Set KPI's for all Councillors</li> <li>Agree expectations and standards for CEO and Executive Managers</li> <li>Agree performance management process for CEO and Executive Managers</li> </ul>	<ul style="list-style-type: none"> <li>Shire President</li> </ul>	<ul style="list-style-type: none"> <li>All internal arrangements agreed</li> <li>Performance Management process drafted and discussed with CEO and Executive Team plus expectations required of Executives by Council.</li> <li>Assessment of internal Council arrangements shows compliance being achieved to agreed arrangements</li> </ul>	<p>Completed and operating by 30 June 09</p> <p>1 July 09</p> <p>30 August 09</p>

Recommendation/Action Plan	Prime Accountability	Milestone	Timeframe
<p><b>f) Delivery of Priority Projects</b></p> <ul style="list-style-type: none"> <li>Identify priority projects for delivery in 09/10 financial year</li> <li>Source the funds and prepare plans for the expenditure of initiatives</li> <li>Execution of contracts and other arrangements for the construction of the listed projects</li> <li>Report progress for each infrastructure development reported to the Council by the CEO using the traffic light system each month.</li> <li>Monitor progress against plans</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> </ul>	<ul style="list-style-type: none"> <li>Council to endorse list of projects to be delivered in 09/10</li> <li>Plans have been prepared and endorsed by Council by the due date.</li> <li>Projects to be completed before the expiry date attached to the funding</li> </ul>	<p>At pre-budget meeting – June 09</p> <p>As applies to the project</p> <p>As applies to the project</p> <p>As applies to the project</p> <p>Reporting commences end May 09</p>
<ul style="list-style-type: none"> <li>Each Council meeting should also have a report on progress against milestones and expenditure for all the infrastructure projects.</li> </ul>		<ul style="list-style-type: none"> <li>Project to be constructed by the due date and to standard</li> <li>Regular progress</li> </ul>	

Shire of Roebourne Functional Review – Findings and Recommendations

		reports using traffic light system to Council showing all projects green and on target.	
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Recommendation/Action Plan	Prime Accountability	Milestone	Timeframe
<p><b>g) Re-arrangement of accountabilities across the organization</b></p> <ul style="list-style-type: none"> <li>Reference Group to brief Council on draft accountabilities between Council and CEO</li> <li>Using the accountability matrix conduct a series of negotiated and facilitated meetings commencing with Reference Group and CEO, then CEO and Executive Managers and so on down to Coordinators and front line staff.</li> <li>Each meeting to be signed off by the next level up.</li> <li>Each division to then brief all staff of agreed accountability outcomes.</li> <li>Establish a mechanism to ensure accountabilities have been implemented and are operationalised.</li> <li>Monitor operation and performance of accountabilities at Executive management meetings.</li> </ul>	<ul style="list-style-type: none"> <li>Shire President</li> <li>Then CEO</li> </ul>	<ul style="list-style-type: none"> <li>Agreement of accountabilities between Council and CEO</li> <li>Drafted matrix agreed and signed off for each organisational level</li> <li>Operationalised accountabilities in place</li> </ul>	<p>15 June 09</p> <p>30 July 09</p> <p>30 August 09</p>



Shire of Roebourne Functional Review – Findings and Recommendations

Recommendation/Action Plan	Prime Accountability	Milestone	Timeframe
<p><b>h) Executive Team arrangements for effectiveness</b></p> <ul style="list-style-type: none"> <li>• A series of meetings between the CEO and the Executive Team to discuss and improve operational performance and harmony.</li> <li>• Development of Team Performance Indicators</li> <li>• Assessment of Performance Indicators for the team to gauge success continues throughout the year.</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• Agreement reached on strategies and mechanisms to improve the effectiveness of the executive Team</li> <li>• Measurable improvement in effectiveness gauged – review meetings scheduled with full Executive Team</li> </ul>	<p>1 July 09</p> <p>Commences 30 August 09</p>

Recommendation/Action Plan	Prime Accountability	Milestone	Timeframe
<p><b>i) Finalise EBA negotiation</b></p> <ul style="list-style-type: none"> <li>• Plan and conduct a half day or full day meeting which finalises the EBA negotiation</li> <li>• Meet with the negotiation team to agree improvement of the process for the next agreement.</li> <li>• Finalise the drafting of the EBA document ready for briefing with staff</li> <li>• Conduct briefing sessions with all staff to explain the new arrangement</li> <li>• Voting carried out</li> <li>• Registration of the document</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>	<ul style="list-style-type: none"> <li>• Delivery of the negotiated EBA by the agreed date (1 June 2009),</li> <li>• The EBA has the support of staff demonstrated by the vote of acceptance from administration and field staff, and</li> <li>• A proposal drafted to outline a process to improve the EBA negotiation and timelines, including mechanisms to resolve the “power relationship difference” between the CEO and the</li> </ul>	<p>By 1 June 09</p> <p>1 June 09</p> <p>30 June 09</p> <p>31 August 09</p>

Shire of Roebourne Functional Review – Findings and Recommendations

		<p>negotiation team.</p> <ul style="list-style-type: none"> <li>The improved process and mechanisms has the input from and be supported by the current negotiation team.</li> <li>New arrangements forms part of CEO briefing of all staff.</li> </ul>	
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Recommendation/Action Plan	Prime Accountability	Milestone	Timeframe
<p><b>J) Conduct a Community Survey and a Staff Survey in 2009</b></p> <ul style="list-style-type: none"> <li>Develop a plan to conduct the two surveys and include relevant tender specifications</li> <li>These plans and the specifications to be presented to Council for endorsement by the 1 June 2009.</li> <li>Engage contractors or other arrangements in place to conduct the survey (by 1 July 2009) and report back on the survey results by the 30 September 2009.</li> <li>The report must identify the highest priority gaps (top 3 to 5 and then second order 2 to 3) for the community as well as staff.</li> <li>Present report to Council with an action plan (spelling out specific actions, milestones, accountability, timeframes, resource needs, costs and performance assessment for implementation) prepared by Shire Management for staff survey and community survey.</li> <li>Prepare an engagement plan to be presented Council for feeding back the results to staff and the broader</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> </ul>	<ul style="list-style-type: none"> <li>Plans and specifications prepared and presented to Council for sign off</li> <li>Contractors engaged to conduct the survey(s).</li> <li>Surveys completed and report prepared and presented to Council</li> <li>Engagement plan for feedback endorsed by Council</li> <li>Implementation of top priority gaps in community and staff survey</li> <li>Benchmark of data outcomes for comparison with surveys to be conducted annually to gauge improvement in performance and gaps to be addressed.</li> </ul>	<p>15 June 09</p> <p>15 June 09</p> <p>21 September 09</p> <p>21 September 09</p> <p>1 December 09</p> <p>1 December 09</p>

Shire of Roebourne Functional Review – Findings and Recommendations

<p>community by the 30 September 2009.</p> <ul style="list-style-type: none"> <li>• Implementation of the top level priority items should be completed or well advanced by the 1 December 2009.</li> <li>• Regular reporting against the action plan by the regular monthly meeting between the Council President and the CEO using the traffic light system to report against milestones and delivery.</li> </ul>			
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Recommendation/Action Plan	Prime Accountability	Milestone	Timeframe
<p><b>k) Individual Divisional Plans for improvement</b></p> <ul style="list-style-type: none"> <li>• Executive Managers establish working group comprising staff from each organisational level and develop scope and objectives</li> <li>• Groups to meet and agree strategies and changes needed to address issues from the Review</li> <li>• Representatives from each group to meet to discuss integration and consistency issues. Resolve and agree.</li> <li>• Plans endorsed by Executive Manager including integration issues across the Shire</li> <li>• Divisional wide meeting with staff to present plans and actions</li> <li>• Implement changes and monitor changes and improvements</li> </ul>	<ul style="list-style-type: none"> <li>• Executive Managers</li> </ul>	<ul style="list-style-type: none"> <li>• Working groups established and project scope signed off</li> <li>• Plans for improvement agreed and signed off</li> <li>• All staff briefed on proposals</li> <li>• Implementation of changes in place and improvements identified especially by staff</li> </ul>	<p>1 June 09</p> <p>30 June 09</p> <p>Mid July 09</p> <p>30 September 09</p>

## 8 CORPORATE SERVICES

### 8.1 FINANCE

#### 8.1.1 KARRATHA CINEMA COMPLEX YOUTH CENTRE – PUBLIC SUBMISSIONS

<b>File No:</b>	<b>AA/4/1</b>
<b>Responsible Officer:</b>	<b>Ray McDermott Executive Manager Corporate Services</b>
<b>Author Name:</b>	<b>Ray McDermott Executive Manager Corporate Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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#### REPORT PURPOSE

To seek Council's consideration of Public Submissions pertaining to Council's intent to borrow funds for the purpose of financing the purchase of the Karratha Cinema Complex for the purpose of a Youth Centre.

#### Background

At a Special Council Meeting 5 March 2009 Council resolved:

#### *That Council:*

- 1. Amend the 2008/2009 budget to enable the purchase and redevelopment of the Karratha Cinema complex for the purpose of a Youth Centre with a budget allocation of \$3,500,000 sourced from borrowings.***
- 2. Advertise it's intention to source a new loan for the purpose of the purchase and redevelopment of the Karratha Cinema complex in accordance with the Act.***
- 3. Delegate authority to the Chief Executive Officer to negotiate the purchase of the Karratha Cinema complex within the parameters set by Council.***

Local Public Notice of the intent to borrow was undertaken with the period for submissions having closed on 28 April 2009. One email submission was received, being from Peta Mott, a copy of which is attached for Council consideration.

The Executive Manager Community Services and Cr Hipworth met with community representatives on the 5th May to broadly discuss the proposal. Key issues raised at the meeting included;

- How is the purchase and proposed use of the Cinema related to the K2020 Plan?
- If the needs of youth, parents and children are to met in this project does this mean that those needs won't be considered at the Karratha Learning and Leisure site or as a stand-alone Youth Centre in the town Centre as depicted in the K2020 Plan?
- Strategically, is this a short or long term decision of Council? Eg Is the intent to provide this amenity for residents now and then sell the building when other facilities are provided?
- Has Council considered a lease option of property if the intent is short term?

- How does this purchase compromise financial ability of the Shire to deliver a Youth Centre as a stand-alone project, the Karratha Learning and Leisure Precinct project or any other priority?
- What is Councils approach to the maintenance and security to the premises?

**Issues**

There are no issues.

**Options**

Having received submissions Council has the following options available:

1. Proceed with intent to borrow funds for the purpose of purchasing the Karratha Cinema complex for the purpose of a Youth Centre.
2. Resolve not to proceed with the intent to borrow.

**Policy Implications**

There are no relevant Policy implications pertaining to this matter.

**Legislative Implications**

Section 6.20(2)(a) – where Council proposes to borrow funds one month’s local public notice of the proposal is required.

**Financial Implications**

Nil

**Conclusion**

Rates will be to hand at the Council meeting and then a determination can be made as to which financial organisation will be successful.

**Voting Requirements**

Absolute

**RECOMMENDATION**

**That Council resolve to, having considered public submissions, proceed with its advertised intent to borrow funds for the purchase and redevelopment of the Karratha Cinema Complex for the purpose of a Youth Centre.**

**COUNCIL RESOLUTION**

**Res No : 14624**  
**MOVED : Cr Cechner**  
**SECONDED : Cr Hipworth**

**MOTION LOST**

**FOR : Nil**  
**AGAINST : Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Hipworth, Cr Lally, Cr Lewis, Cr Lockwood, Cr Vertigan, and Cr White-Hartig**

**Reason for Decision**

**The State Budget announcement of funding towards the Learning and Leisure Precinct project has changed the priority of this project.**

**ATTACHMENT 1 – AGENDA ITEM 8.1.1 KARRATHA CINEMA COMPLEX YOUTH CENTRE – PUBLIC SUBMISSIONS****Helen Nielsen**

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**From:** petamott@westnet.com.au  
**Sent:** Sunday, 29 March 2009 3:02 PM  
**To:** Helen Nielsen  
**Cc:** Brad Snell; Gary.Weiland@roebourne.wa.gov.au; Nicole.Lockwood@roebourne.wa.gov.au; Ben.Lewis@roebourne.wa.gov.au  
**Subject:** Shire Purchase of Cinemas in Karratha

Dear Councillors,

I read in the paper this week the shire's intention to purchase the cinema building for a youth centre.

Whilst I agree there is a great need for a centre and facilities for the youth in Karratha, I'm not convinced this is the right location. There has been quite a lot of concern by proprietors in the Village complex about youth causing vandalism / graffiti and the complex wanting the pedestrian accessway removed because of this. Encouraging large numbers of youth into one area that is tucked away from sight is not, I believe, in the community's best interest.

Is there a plan for this facility at all? With land in the town centre at such a premium is this the best use of this building?

I don't think Council need rush into this purchase and should seek further public input before developing a plan and a costing so that an informed decision can be made.

Regards

Peta Mott

**8.1.2 LOAN 94 STAFF HOUSING**

<b>File No:</b>	<b>AA/4/1</b>
<b>Responsible Officer:</b>	<b>Ray McDermott Executive Manager Corporate Services</b>
<b>Author Name:</b>	<b>Ray McDermott Executive Manager Corporate Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**REPORT PURPOSE**

To seek Council's consideration of Loan 94 for the purpose of financing the construction of 14 residences, 12 being for the purpose of Staff Housing and 2 as part of the Medical Services Incentive Scheme.

**Background**

At the budget meeting held 28 July 2008 it was resolved to borrow \$4,500,000 for the purpose of construction of 14 residences, 12 being for the purpose of Staff Housing and 2 as part of the Medical Services Incentive Scheme.

Letters have been sent to 6 financing organisations seeking proposals to fund the loan based on the following information:

<b>Loan No.</b>	94
<b>Purpose:</b>	Staff Housing
<b>Amount:</b>	\$4,500,000
<b>Term:</b>	15 years
<b>Details:</b>	Equal Half Yearly Repayments
<b>Drawn Down Date:</b>	19 May 2009
<b>1st Payment Date:</b>	19 November 2009

Proposals for this loan do not close until 1.00pm Monday 18 May 2009. Figures will be presented to the Council meeting.

**Issues**

There are no issues.

**Options**

Council has the following options available:

1. Accept the lowest quote
2. Accept a quote received from another institution
3. Resolve not to proceed with the loan

**Policy Implications**

There are no relevant Policy implications pertaining to this matter.

**Legislative Implications**

Process for raising the loan has been carried out in accordance with State Treasury procedures and the loan was advertised in the budget.

**Financial Implications**

The loan was included in the budget.

**Conclusion**

Rates will be to hand at the Council meeting and then a determination can be made as to which financial organisation will be successful.

**Voting Requirements**

Simple

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**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14625**  
**MOVED** : **Cr Hipworth**  
**SECONDED** : **Cr Lally**

**That the loan proposal from WA Treasury Corporation for Loan No 94 for \$4.5m for 15 years for the purpose of construction of 14 residences, 12 being for the purpose of Staff Housing and 2 as part of the Medical Services Incentive Scheme be accepted.**

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**CARRIED**

**FOR** : Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Hipworth, Cr Lally, Cr Lewis, Cr Lockwood, Cr Vertigan, and Cr White-Hartig  
**AGAINST** : Nil



### 8.1.3 COSSACK RATES CONCESSION

**File No:** AA/5/1

**Responsible Officer:** Lynette Reeves  
Manager Financial Services

**Author Name:** Belinda Tussler  
Revenue Accountant

**Disclosure of Interest:** Nil

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#### REPORT PURPOSE

For Council to consider writing off previous financial year rates equal to the Cossack Concession for those years and penalty that has accrued on those rates for Lots 121, 144, 145, 151, 152, 153, 167 and 170 amounting to \$21,265.31.

#### Background

At the 2005 Budget meeting Council adopted the Cossack rates concession as follows,

*That Council grant a concession of \$580.00 upon receipt of rates payment of \$176 in respect of the rates on each property in the Cossack town site, in recognition of the fact that the properties are not serviced and they are part of the heritage precinct. The concession will only apply to properties where the rates have been paid prior to 30th June 2006. Normal penalties will apply until payment is received.*

At the 2006 Budget meeting Council adopted the Cossack rates concession as follows,

*That Council grant a concession of \$580.00 upon the receipt of rates payment of \$218 in respect of the rates on each property in the Cossack town site, in recognition of the fact that the properties are not serviced and they are part of the heritage precinct. The concession will only apply to properties where the rates have been paid prior to the 30th June 2007. Normal penalties will apply until payment is received.*

Council then received correspondence from the landowner of Lots 121, 144, 145, 151, 152, 153, 167 and 170 in Cossack regarding the outstanding rates on these properties.

At its meeting held 16 October 2006 resolution # 14000 (copy attached) Council resolved to:

- 1. Write off \$580.00 in rates on Lots 121, 144, 145, 151, 152, 153, 167 and 170 in Cossack, which is an amount equivalent to the 2005/2006 Cossack rates concession, subject to all other rates, penalties and the Emergency Services Levy being paid prior to the 30 June 2007.*
- 2. Amend the budget accordingly.*
- 3. Not amend the amount of the 2006/2007 Cossack rates concession.*

Payment was not forthcoming.

At the 2007 and 2008 Budget meetings Council adopted the Cossack rates concession to enable the Cossack Landholders to pay only \$50 in rates plus the Emergency Services Levy on each property in the Cossack town site, in recognition of the fact that the properties are not serviced and they are part of the heritage precinct. The concession will only apply to

properties where the rates have been paid prior to 30<sup>th</sup> June 2008. Normal penalties to apply until payment is received.

Payments have now been received and the landowner is requesting the concession be applied for the 2005/06, 2006/07, 2007/08, 2008/09 years.

### **Issues**

Under Council's differential rates model properties are rated according to their zoning and land use. Council also applies a minimum rate across all properties. The Cossack rates concession has been applied for a number of years and is in recognition that the land at Cossack cannot currently be developed. The future development of Cossack is subject to the outcomes of the Master Plan project, which is being undertaken by consultants engaged by the State Government. All properties, with the exception of the abovementioned lots, received the rates concession in 2006, 2007, 2008 and 2009.

### **Options**

Council has the following options available:

1. advise that the rates are required to be paid in full
2. write off an amount equivalent to the 2005/2006, 2006/07 and 2007/2008 rates concession subject to all other penalties and Emergency Services Levy being paid totalling \$15,576.00, this will require a budget amendment increasing expense account 100200 Rate/Penalty Write-offs by this amount or
3. write off an amount equivalent to the 2005/2006, 2006/07 and 2007/08 rates concession and all penalty that has accrued to date on these properties totalling \$21,265.31, thereby allowing the 2008/09 Cossack Concession to be applied and the rates paid in full. This will require a budget amendment increasing expense account 100200 Rate/Penalty Write-offs by this amount.

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

### **Legislative Implications**

Local Government Act 1995 s6.47.

### **Financial Implications**

The write off of a debt is effectively an expense to the Council as the money has been shown as income in a previous year therefore it will have a negative effect on the surplus/deficit position. A budget amendment resolved by Absolute Majority will be required.

### **Conclusion**

As Council has previously resolved to write off the concession for the 2005/06 rates it would seem prudent to do so for the 2006/07 and 2007/08 years going with option 3.

**Voting Requirements**

Absolute.

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**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14626**  
**MOVED** : **Cr White-Hartig**  
**SECONDED** : **Cr Hipworth**

**That Council write off an amount equivalent to the 2005/2006, 2006/2007 and 2007/2008 rates concession and all penalty that has accrued to date on these properties totalling \$21,265.31, thereby allowing the 2008/2009 Cossack Concession to be applied and the rates paid in full and amend the budget on account 100200 accordingly.**

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**CARRIED BY ABSOLUTE MAJORITY**

**FOR** : **Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Hipworth, Cr Lally, Cr Lewis, Cr Lockwood, Cr Vertigan, and Cr White-Hartig**  
**AGAINST** : **Nil**

### 8.1.4 ADOPTION OF PERCENTAGE OR VALUE FOR REPORTING MATERIAL VARIANCES

<b>File No:</b>	<b>MAY 09</b>
<b>Attachment(s)</b>	<b>NIL</b>
<b>Responsible Officer:</b>	<b>Lynette Reeves Manager Financial Services</b>
<b>Author Name:</b>	<b>Lynette Reeves Manager Financial Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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#### REPORT PURPOSE

For Council to adopt a percentage or value for reporting material variances which is to be used in the monthly Statement of Financial Activity. This needs to be set for the 2009/10 financial year.

#### Background

Regulation 34 (5) of the Local Government (Financial Management Regulations) 1996 requires Council to, each year, adopt a percentage or value to be used in statements of financial activity for reporting material variances.

The material variance is between the budget estimates to the end of the reporting period and the actuals to the end of the reporting period.

Definition of material as taken from AASB1031 paragraph 9

“Information is material if its omission, misstatement or non-disclosure has the potential to adversely affect:

- a) decisions about the allocation of scarce resources made by users of the financial report or
- b) the discharge of accountability by the management or governing body of the entity.”

#### Issues

Council needs to decide on the amount to be used for reporting material variances. A combination of percentage (equal to or greater than 10%) or value (equal to or greater than \$10,000) would capture all major variances and eliminate small variances. These variances would be reported on each month in conjunction with the monthly financial reporting.

#### Options

Council has the following options available:

- 1) adopt a material variance of percentage (equal to or greater than 10%) or value (equal to or greater than \$10,000)
- 2) adopt a material variance of 10%
- 3) adopt another percentage variance

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

As per section 34(5) of the Local Government (Financial Management Regulations) 1996.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

A combination of percentage (equal to or greater than 10%) or value (equal to or greater than \$10,000) would capture all major variances and eliminate small variances.

**Voting Requirements**

Simple.

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**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14627**  
**MOVED** : **Cr Lockwood**  
**SECONDED** : **Cr Lewis**

**That Council adopt a level of materiality of percentage (equal to or greater than 10%) or value (equal to or greater than \$10,000) for the 2009/10 financial year.**

**CARRIED**

**FOR** : Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Hipworth, Cr Lally, Cr Lewis, Cr Lockwood, Cr Vertigan, and Cr White-Hartig  
**AGAINST** : Nil

**8.1.5 LIST OF ACCOUNTS FOR APRIL 2009**

**File No:** LOA0307  
**Attachment(s)** List of Accounts April '09  
**Responsible Officer:** Jim Goulias  
 Manager Financial Services  
**Author Name:** Tricia Solari  
 Creditors Officer

**REPORT 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 electronic lodgement.

**Issues** – None.

**Options** – None.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion** – None.

**Voting Requirements**

Simple.

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : 14628  
**MOVED** : Cr Hipworth  
**SECONDED** : Cr Cechner

**That Voucher numbers 70520 to 70701 and EP002916 to EP003095 inclusive, totalling \$5,551,958.22 submitted and checked with vouchers, be passed for payment.**

**CARRIED**

**FOR** : Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Hipworth, Cr Lally, Cr Lewis, Cr Lockwood, Cr Vertigan, and Cr White-Hartig  
**AGAINST** : Nil

Date	Chq/EFT	Name	Description	Value
03/04/2009	EFT3096	Aspen Parks Property Management	Payroll Deductions	\$ 588.00
03/04/2009	EFT3097	Coles, Nina	07/08 Travel - N. Coles	\$ 1,900.00
03/04/2009	EFT3098	The Cove Caravan Park	Payroll Deductions	\$ 1,360.00
03/04/2009	EFT3099	Dept Of Housing & Works- Rent	Payroll Deductions	\$ 250.00
03/04/2009	EFT3100	Dept Of Housing & Works- Rent	Payroll Deductions	\$ 760.00
03/04/2009	EFT3101	Dept Of Housing & Works- Rent	Payroll Deductions	\$ 514.60
03/04/2009	EFT3102	Chambers, Scott	08/09 Travel	\$ 1,980.00
03/04/2009	EFT3103	Fox, Chris	C46-08/09 Conference Expenses	\$ 150.90
03/04/2009	EFT3104	Gajic, Joel Lee Dieter	C07-08/09 Conference Expenses	\$ 455.45
03/04/2009	EFT3105	Karratha Caravan Park	Payroll Deductions	\$ 1,600.00
03/04/2009	EFT3106	Lee, Wayne	06/07 Travel	\$ 1,493.29
03/04/2009	EFT3107	Mcewan, Shelley Anne	08/09 Travel	\$ 1,980.00
03/04/2009	EFT3108	Oatway & Osborn, Damien & Nicola	Payroll Deductions	\$ 600.00
03/04/2009	EFT3109	Sharkey, Robert Brian	08/09 Conference Expenses	\$ 187.15
03/04/2009	EFT3110	Wardell-Johnson, Hayley	08/09 Travel	\$ 1,980.00
03/04/2009	EFT3111	Tony Dodd	08/09 Travel	\$ 1,980.00
03/04/2009	EFT3112	Osborne, Richard Noel	Payroll Deductions	\$ 500.00
03/04/2009	EFT3113	Vertigan, Sharon	08/09 Conference Expenses	\$ 649.35
09/04/2009	EFT3114	Australian Taxation Office	GST February 2009	\$ 68,528.00
09/04/2009	EFT3115	Amnet It Services	9/4-9/5/09 : Broadband Access	\$ 145.00
09/04/2009	EFT3116	All Food Equipment	Upright Storage Freezer - Airport	\$ 5,670.00
09/04/2009	EFT3117	Glen Bonanno,	Reimburse-Relocation Exp, Flight, Accom ,Care, Clearance	\$ 1,177.90
09/04/2009	EFT3118	Booth, Michael	Reimburse - Msic Card, Dampier Port	\$ 190.00
09/04/2009	EFT3119	Commander Australia Limited	Keystation & 5 Phones	\$ 3,151.10
09/04/2009	EFT3120	Clarke, Vicki Anne	Reimburse - Airfares:Financial Mgmt. Workshop	\$ 180.00
09/04/2009	EFT3121	ISPX	Broadband Internet Access 1/4-30/6/09	\$ 542.55
09/04/2009	EFT3122	Moore, Kevin	Reimburse-Tech Reference Manuals	\$ 189.95
09/04/2009	EFT3123	Megan Nash	Reimburse - Relocation Insurance	\$ 515.00
09/04/2009	EFT3124	Boundaries WA	Fencing & Gates-Millars Well Daycare	\$ 12,895.16
09/04/2009	EFT3125	Custom Service Leasing Pty Ltd	Lease-Vehicle : Pilbara Area Cons.	\$ 735.63
09/04/2009	EFT3126	Department Of Environment & Conservation	Renew Licence - 7Mile Waste Disposal Facility	\$ 8,311.23
09/04/2009	EFT3127	Trasan Contracting	Prog.Claim#1 - Pt.Samson Ablution Works	\$ 247,719.27
09/04/2009	EFT3128	Wormald Australia Pty Ltd	Repair System Fault/Fire Doors - Airport	\$ 2,383.43
09/04/2009	EFT3129	Downer EDI Works Pty Ltd	Progress Claim 11 - Airport Upgrade	\$ 378,529.56
14/04/2009	EFT3130	Australian Taxation Office	Payroll Deductions	\$ 89,400.13
14/04/2009	EFT3131	Child Support Agency	Payroll Deductions	\$ 347.85
16/04/2009	EFT3132	Aspen Parks Property Management	Payroll Deductions	\$ 588.00
16/04/2009	EFT3133	The Cove Caravan Park	Payroll Deductions	\$ 1,360.00
16/04/2009	EFT3134	Dept Of Housing & Works- Rent	Payroll Deductions	\$ 250.00

<b>Date</b>	<b>Chq/EFT</b>	<b>Name</b>	<b>Description</b>	<b>Value</b>
16/04/2009	EFT3135	Dept Of Housing & Works- Rent	Payroll Deductions	\$ 760.00
16/04/2009	EFT3136	Dept Of Housing & Works- Rent	Payroll Deductions	\$ 514.60
16/04/2009	EFT3137	Lockwood, Nicole	08/09 Conference Expenses	\$ 171.60
16/04/2009	EFT3138	Oatway & Osborn, Damien & Nicola	Payroll Deductions	\$ 600.00
16/04/2009	EFT3139	Osborne, Richard Noel	Payroll Deductions	\$ 500.00
22/04/2009	EFT3140	Australian Taxation Office	Payroll Deductions	\$ 88,757.23
22/04/2009	EFT3141	Child Support Agency	Payroll Deductions	\$ 490.86
17/04/2009	EFT3142	Ascott, Nicole	Student Practicum Placement Allowance	\$ 400.00
17/04/2009	EFT3143	British American Tobacco Australia Ltd	Tobacco Stock-TTI	\$ 5,717.76
17/04/2009	EFT3144	Drake Australia Pty Ltd	Temp Staff 2/3 to 22/3/09 - TTI	\$ 12,516.14
17/04/2009	EFT3145	Karratha Tavern	Liquor Stock-TTI	\$ 37,467.33
17/04/2009	EFT3146	Pilbara Iron Company (Services) Pty Ltd	Electricity 13.01.09 To 9.03.09 Wickham Library & Clinic	\$ 4,118.05
17/04/2009	EFT3147	Parry'S Merchants	Stock-TTI	\$ 9,068.98
17/04/2009	EFT3148	Shell Company Of Australia	Fuel Cards 16/3/09-22/3/09	\$ 6,482.84
17/04/2009	EFT3149	St Andrews Medical Group	Staff - Pre Employment Medical	\$ 150.00
17/04/2009	EFT3150	Assetic Australia Pty Ltd	Building Works Management Software Setup	\$ 5,500.00
17/04/2009	EFT3151	Abcb Publications	Building Codes of Australia Volumes 1 & 2 And Guide	\$ 695.00
17/04/2009	EFT3152	CJD Equipment	Filters & Belts	\$ 527.50
17/04/2009	EFT3153	Centurion Transport Co Pty Ltd	Freight	\$ 634.31
17/04/2009	EFT3154	Comgroup Australia Pty Ltd	Base Site Rental For 3 Months At Karratha	\$ 3,212.32
17/04/2009	EFT3155	E & MJ Rosher Pty Ltd	Grass Catcher & Boot Kit	\$ 5,231.60
17/04/2009	EFT3156	Fuel Fix Pty Ltd	Check/Repair Bowser Ktha Airport	\$ 775.50
17/04/2009	EFT3157	Institute Of Public Works Engineering, A	Systems Plus Subscription 1/4/09-31/3/10	\$ 550.00
17/04/2009	EFT3158	Indigenous Hip Hop Projects	Artist Fees & Expenses - Hip Hop Project	\$ 12,100.00
17/04/2009	EFT3159	Worley Parsons	Feb 2009 - Engineering Serv. Effluent Reuse Scheme Mngmnt Plan	\$ 4,488.21
21/04/2009	EFT3160	Western Australian Treasury Corp	Loan No. 91 Repayment instalment	\$ 421,788.87
21/04/2009	EFT3161	GFI Asia Pacific Pty Ltd	Software Renewals - Mail Archiver Up To 125 Mailboxes	\$ 4,820.75
22/04/2009	EFT3162	Associate Contracting Electrical	Disconnect & Removal Of Telstra Service	\$ 264.00
22/04/2009	EFT3163	Atrium - Cambridge	Conference Accommodation Training	\$ 902.00
22/04/2009	EFT3164	Baker's Temptation	Bakery Stock-TTI	\$ 1,744.45
22/04/2009	EFT3165	British American Tobacco Australia Ltd	Tobacco Stock- TTI	\$ 812.35
22/04/2009	EFT3166	Bullivants	Degreaser	\$ 51.74
22/04/2009	EFT3167	Corporate Express Australia Limited	Stationery and supplies	\$ 5,063.95
22/04/2009	EFT3168	Chandler Macleod	Temp Staff 2/3 to 22/3/09 - TTI	\$ 11,639.90
22/04/2009	EFT3169	James Cutfield	Entertainment-Bushfire Appeal	\$ 1,150.00
22/04/2009	EFT3170	Core Entertainment	Live Entertainment - Twilight Tunes	\$ 100.00
22/04/2009	EFT3171	Drake Australia Pty Ltd	Temp Staff 18.03.09 - 29.03.09 KEC	\$ 2,382.25



Date	Chq/EFT	Name	Description	Value
22/04/2009	EFT3172	Editorial And Publishing Consultants	Annual Subscription Renewal: Engineering /Waste Mngmt	\$ 198.00
22/04/2009	EFT3173	Finchers	A1 Bond Paper	\$ 151.80
22/04/2009	EFT3174	Goulias, James	Reimb Airfares Kta - Per Return 25.4.09- 4.05.09 & 027.05.09 - 7.06.09	\$ 836.69
22/04/2009	EFT3175	GHD Pty Ltd	Fesa Karratha - Height Training Tower	\$ 5,082.00
22/04/2009	EFT3176	Geraldton Building Services & Cabinets	Excavate Site And Complete Footings To Design Spec Given	\$ 222,344.42
22/04/2009	EFT3177	Gajic, Joel Lee Dieter	Reimburse - Taxi Fare; Fuel For Hire Car	\$ 81.95
22/04/2009	EFT3178	Grabski, James	Student Practicum Placement Allowance	\$ 400.00
22/04/2009	EFT3179	Harvey World Travel	Staff Airfares Kta - Pth Return	\$ 1,323.99
22/04/2009	EFT3180	Karratha Florist	Flower Supply 16.03.09 -16.04.09 - TTI	\$ 135.00
22/04/2009	EFT3181	Karratha News agency	Newspapers & Mags W/E 5.04.09 - TTI	\$ 12,078.41
22/04/2009	EFT3182	Karratha Visitors Centre	May 2009 Funding	\$ 24,774.39
22/04/2009	EFT3183	Karratha Tile Centre	Tiling Around New Trough-Staff house	\$ 319.00
22/04/2009	EFT3184	Karratha Tavern	Liquor Stock - TTI	\$ 12,643.24
22/04/2009	EFT3185	LRW'S Electrical	Parts - Depot	\$ 294.80
22/04/2009	EFT3186	Leisure Institute Of WA Aquatics (Inc)	North West Seminar Regn Pool Staff x2	\$ 160.00
22/04/2009	EFT3187	WALGA (Market force)	Advertising - February '09	\$ 42,938.76
22/04/2009	EFT3188	New Wave Caterers	Catering Council Meeting - 16/03/09	\$ 1,069.00
22/04/2009	EFT3189	Hotel Ibis Perth	Staff x2 Training-Accommodation : 25-27/2/09	\$ 1,076.00
22/04/2009	EFT3190	Philip Morris Limited	Tobacco Stock - TTI	\$ 1,580.50
22/04/2009	EFT3191	Water 2 Water	Tubing	\$ 197.50
22/04/2009	EFT3192	Poinciana Nursery	Planter Boxes & Plants - Airport	\$ 2,390.08
22/04/2009	EFT3193	SFD Plumbing & Gas	Replace Corroded Section Copper Water Main	\$ 1,797.40
22/04/2009	EFT3194	SAI Global Ltd	Document Download 2021-00	\$ 102.51
22/04/2009	EFT3195	The Shell Company Of Australia Limited	Unleaded Petrol - Depot Stock	\$ 2,285.14
22/04/2009	EFT3196	Reliance Petroleum	Diesel 13,000 litres Dept Stock	\$ 15,867.53
22/04/2009	EFT3197	Sealanes	Office Kitchen Refreshments- Admin.	\$ 515.39
22/04/2009	EFT3198	Technical Irrigation Imports	Reticulation Program Controllers	\$ 2,266.66
22/04/2009	EFT3199	The Royal Life Saving Society Australia	Re-Qualifications Lifeguard Course - Pool Staff	\$ 1,550.10
22/04/2009	EFT3200	TNT Express	Freight	\$ 375.09
22/04/2009	EFT3201	Truck Centre (WA)Pty.Ltd	Gasket	\$ 271.17
22/04/2009	EFT3202	Toll Express	Freight	\$ 18.34
22/04/2009	EFT3203	Whelans	Prog Clm#5: Millars Well Subdvision	\$ 2,420.00
22/04/2009	EFT3204	Worksense Safety & Workwear	Staff Uniforms	\$ 195.84
22/04/2009	EFT3205	Atom Supply	Water Bottles With Taps	\$ 850.71
22/04/2009	EFT3206	Atkins Carlyle Ltd	Riggers Gloves	\$ 535.16
22/04/2009	EFT3207	Auslec	Halagoen Globes : Ktha Airport	\$ 286.00

Date	Chq/EFT	Name	Description	Value
22/04/2009	EFT3208	Computelec Pty Ltd	Symc Backup Server & Software Renewal 2009	\$ 829.08
22/04/2009	EFT3209	Protector Alsafe	Staff Uniforms	\$ 1,414.34
22/04/2009	EFT3210	SGS Australia Pty Ltd	Water Analysis	\$ 3,685.00
22/04/2009	EFT3211	Attorney-General'S Department	Airport Auschecks For March 2009	\$ 616.00
22/04/2009	EFT3212	Australian Art Collector	Advertising - Cossack Art Awards	\$ 700.00
22/04/2009	EFT3213	Boc Limited	7 X Gas Bottles For KAC BBQ'S	\$ 2,331.57
22/04/2009	EFT3214	Beaurepaires	Tyre X 1	\$ 834.09
22/04/2009	EFT3215	BC Lock & Key	Deadlock	\$ 1,002.10
22/04/2009	EFT3216	Wickham Service Station	Fuel	\$ 588.60
22/04/2009	EFT3217	CJD Equipment	Idler And Screw	\$ 62.13
22/04/2009	EFT3218	Centurion Transport Co Pty Ltd	Freight	\$ 2,721.28
22/04/2009	EFT3219	Coventry Group Ltd	Misc Stock	\$ 1,762.01
22/04/2009	EFT3220	Coral Coast Print & Design	Business Cards X 2750	\$ 1,050.50
22/04/2009	EFT3221	E & MJ Rosher Pty Ltd	Blades And Bolts	\$ 1,137.35
22/04/2009	EFT3222	Gym Care: Commercial Fitness Specialists	Repair Alternator On Gym Bike - KEC	\$ 467.50
22/04/2009	EFT3223	Handy Hands Pty Ltd	Regular Garden Maintenance For Shire Offices & Degrey Place	\$ 2,849.00
22/04/2009	EFT3224	Haines Norton (WA)Pty Ltd	Registration For 28Th & 29Th May 2009 Accounts Workshops	\$ 2,860.00
22/04/2009	EFT3225	Haden Engineering Pty Ltd	Repair U/S Chiller - Kta Airport	\$ 12,378.71
22/04/2009	EFT3226	Holt Music	Glow Sticks - Hip Hop Project	\$ 412.50
22/04/2009	EFT3227	Hammel International	Transport/Hire - Demo Of Hammel Primary Shredder	\$ 11,000.00
22/04/2009	EFT3228	Impay Pty Ltd	Vehicle Repairs - Rangers	\$ 675.00
22/04/2009	EFT3229	Jasol Australia	Gleem Lotion	\$ 176.16
22/04/2009	EFT3230	Karratha Tyre Service	Tyre Repairs for Council Vehicles	\$ 1,727.00
22/04/2009	EFT3231	Karratha Auto Electrics	Locate Fault With A/C/ Replace Condenser Fan Assembly	\$ 5,502.03
22/04/2009	EFT3232	Karratha Fluid Power	Replaces Hoses On Loader	\$ 3,548.89
22/04/2009	EFT3233	Karratha Contracting Pty Ltd	Wickham Day Care Major Roof Repairs & Assorted Other Electrical Repairs	\$ 117,179.87
22/04/2009	EFT3234	Loscam Limited	Pallet Hire - TTI	\$ 15.84
22/04/2009	EFT3235	Landgate	Gross Rental Valuations	\$ 3,299.04
22/04/2009	EFT3236	Moxham Motors	Reflector	\$ 21.05
22/04/2009	EFT3237	NBS Signmakers	Advert Signage - TTI	\$ 121.00
22/04/2009	EFT3238	Pilbara News	Feb'09 Advertising	\$ 2,029.55
22/04/2009	EFT3239	Redwave Media Ltd	Avert: Cyclone Awareness March 2009	\$ 1,253.23
22/04/2009	EFT3240	Northwest Copier & Fax Services	Okii Drum & Toner	\$ 1,949.17
22/04/2009	EFT3241	Orica Australia Pty Ltd	Chlorine Gas for Gap Ridge Effluent Scheme	\$ 1,943.70
22/04/2009	EFT3242	Pilbara Distributors	Kiosk Stock - KAC	\$ 1,991.60
22/04/2009	EFT3243	Pilbara Motor Group	Hub Nut	\$ 11.51
22/04/2009	EFT3244	Pilbara Echo	Community Bus Logo Design Package	\$ 1,153.90
22/04/2009	EFT3245	Skipper Truck Parts	Fan Assembly	\$ 467.12
22/04/2009	EFT3246	Sigma Chemicals	1000W Spa Blower: RAC	\$ 219.00
22/04/2009	EFT3247	Statewide Access Pty Ltd	Scissor Lift Hire 17.03.09 - 31.03.09 Kta Airport	\$ 2,784.33

Date	Chq/EFT	Name	Description	Value
22/04/2009	EFT3248	Seasons Of Perth	Conferences Accommodation 11.03.09 to 14.03.09 & 29.3.09 to 31.03.09	\$ 895.00
22/04/2009	EFT3249	Telford Industries	Chem Chlor	\$ 624.80
22/04/2009	EFT3250	Tru-Blue Torque Australia Pty Ltd	Hire Scissor Lift 28.02.09-12.03.09: Airport	\$ 2,057.65
22/04/2009	EFT3251	Transoft Solutions (Aust) Pty Ltd	Autoturn Upg Single 5.0 & Map - I.T.	\$ 3,300.00
22/04/2009	EFT3252	Vantage Systems Pty Ltd	Hire Conference Room - 12/2/09	\$ 926.20
22/04/2009	EFT3253	Westrac Equipment Pty Ltd	Antifreeze	\$ 293.23
22/04/2009	EFT3254	Woolworths (WA) Ltd	Stock-TTI	\$ 3,052.08
22/04/2009	EFT3255	Wa Chainsaws & Mower Centre	Air Filter	\$ 145.00
22/04/2009	EFT3256	Wormald Australia Pty Ltd	Fault Repairs - Fire Panel Ktha Airport	\$ 756.80
22/04/2009	EFT3257	Downer EDI Works Pty Ltd	Footpaths/Road repairs & Dampier Pram Ramps. Concrete works Tender:M2-08/09	\$ 166,289.20
22/04/2009	EFT3258	West-Sure Group	Cash in Transit Services March 2009	\$ 1,996.50
22/04/2009	EFT3259	Zetta Florence	Gallivant Archive Boxes - Local History Office	\$ 362.54
23/04/2009	EFT3260	Business Improvements Pty Ltd	Consulting Services Mar 2009 To 6th April 2009	\$ 22,828.43
24/04/2009	EFT3261	Karratha First National Real Estate	Rent - 20E & 20F Kallama Parade & 25 Marsh Way	\$ 16,250.00
24/04/2009	EFT3262	Karratha City Real Estate	Rent - 5B Bergin Way & 5 Nelson Court	\$ 8,255.95
24/04/2009	EFT3263	Pilbara Real Estate	Rent - 28 Walkington Circle & 18 Bowerbird Drive	\$ 17,163.69
24/04/2009	EFT3264	Ray White Real Estate	Rent - 13 Gecko Circle, 4 Flannelbush, 4 Petrel, 52 Desert Pea.	\$ 30,815.83
24/04/2009	EFT3265	Shell Company Of Australia	Fuel Cards For 23.03.09 - 31.03.09	\$ 8,316.93
24/04/2009	EFT3266	LJ Hooker Karratha	Rent 1/5 - 31/5/09 : 13 Nickol Road	\$ 5,200.00
24/04/2009	EFT3267	Vibra Industrial Filtration Australasia	Air Filters	\$ 811.80
30/04/2009	EFT3268	Aspen Parks Property Management	Payroll Deductions	\$ 588.00
30/04/2009	EFT3269	Crawford-Ferguson, Desiree	08/09 Travel Assist	\$ 1,980.00
30/04/2009	EFT3270	Crawford-Ferguson, Ian	08/09 Travel Assist	\$ 1,980.00
30/04/2009	EFT3271	The Cove Caravan Park	Payroll Deductions	\$ 1,360.00
30/04/2009	EFT3272	Dept Of Housing & Works- Rent	Payroll Deductions	\$ 250.00
30/04/2009	EFT3273	Dept Of Housing & Works- Rent	Payroll Deductions	\$ 760.00
30/04/2009	EFT3274	Dept Of Housing & Works- Rent	Payroll Deductions	\$ 514.60
30/04/2009	EFT3275	Fox, Chris	08/09 Conference Expenses	\$ 225.25
30/04/2009	EFT3276	Lockwood, Nicole	08/09 Conference Expenses	\$ 189.65
30/04/2009	EFT3277	Nielsen, Helen Elizabeth	08/09 Travel Assistance	\$ 1,980.00
30/04/2009	EFT3278	Oatway & Osborn, Damien & Nicola	Payroll Deductions	\$ 600.00
30/04/2009	EFT3279	Wright, Allan Steven	08/09 Conference Expenses	\$ 225.25
30/04/2009	EFT3280	Valerie Maas	08/09 Conference Expenses	\$ 311.00
30/04/2009	EFT3281	Osborne, Richard Noel	Payroll Deductions	\$ 500.00
30/04/2009	EFT3282	Belinda Anne Stayt	08/09 Travel Assistance	\$ 1,980.00
01/05/2009	EFT3283	Snell, Brad	08/09 Conference Expenses	\$.....340.30
01/05/2009	EFT3284	Information Services & Technology	V. Maas Training 4.05.09 - 5.05.09	\$.....220.00
06/05/2009	EFT3285	Australia Taxation Office	Payroll deductions	\$ 90691.17
06/05/2009	EFT3286	Child Support Agency	Payroll deductions	\$.....490.86

Date	Chq/EFT	Name	Description	Value
06/05/2009	EFT3287	Shire of Roebourne Social Club	Payroll deductions	\$ 1540.20
17/04/2009	69876	Cancelled Cheque		
21/04/2009	70363	Cancelled Cheque		
17/04/2009	70552	Cancelled Cheque		
17/04/2009	70617	Cancelled Cheque		
19/03/2009	70702 - 70736	Cancelled Cheques	Bank cheque used for creating crystal reports-Synergy Soft	
8/04/2008	70737 - 70742	Cancelled Cheques	Bank cheque used for creating crystal reports-Synergy Soft	
08/04/2009	70743	Shire Of Roebourne	Recoup Petty Cash To 2/4/09	\$ 1,136.05
08/04/2009	70744	Horizon Power	5 Nelson Court-Recovered From Wages	\$ 253.50
08/04/2009	70745	Cancelled Cheque		-
09/04/2009	70746	Chefmaster Australia	Bin Liners	\$ 1,643.50
09/04/2009	70747	Karratha Family Centre	Community Cultural Grant Payment	\$ 457.33
09/04/2009	70748	Autotrans Express Pty Ltd	Relocation Costs - Staff Vehicle	\$ 1,910.12
14/04/2009	70749	Shire Of Roebourne	Payroll Deductions	\$ 445.96
16/04/2009	70750	Shire Of Roebourne	Payroll Deductions	\$ 445.96
17/04/2009	70751	Awesome Plumbing & Gas Pty Ltd	Repairs To Effluent Retic Line	\$ 14,450.04
17/04/2009	70752	Austral Mercantile Collections Pty Ltd	Debt Collection Services	\$ 90.24
17/04/2009	70753	Esplanade Hotel Fremantle	Staff Training Accommodation 24/2/09	\$ 200.00
17/04/2009	70754	Point Samson Community Association Inc	Annual Community Sponsorship 08/09 (Acs/20)	\$ 5,500.00
17/04/2009	70755	Savannah Engineers (WA) Pty Ltd	Fabricate & Install Luggage Screening Frame	\$ 14,883.00
17/04/2009	70756	Telstra	20/01/09 - 19/02/09: Satellite Phones	\$ 538.53
17/04/2009	70758	Horizon Power	Electricity - Council Facilities & Street Lights Feb/March 2009	\$ 137,466.72
17/04/2009	70759	Water Corporation	04.02.09 - 06.03.09: Karratha Airport, Roebourne School Oval and Other Council Facilities Water Usage	\$ 26,874.30
17/04/2009	70760	Australasian Performing Right Assoc.	Licence Background Music Ktha Airport	\$ 550.00
17/04/2009	70761	Carroll & Richardson	Australian Flag/WA Flag - Reception	\$ 190.00
17/04/2009	70762	Earthhouse Pty Ltd	Design Concept- Snake Gully Pk	\$ 2,520.00
17/04/2009	70763	State Library Of Western Australia	Recoveries Of Lost & Damaged Books - Roebourne Library	\$ 350.90
17/04/2009	70764	Dept Of Planning Infrastructure-	SOR Plates	\$ 135.00
17/04/2009	70765	Pioneer Medical Centre	Staff Pre Employment Medical	\$ 132.00
17/04/2009	70766	Super K Mart	DVD's - Dampier Library	\$ 384.43
17/04/2009	70767	Wickham Newsagency	Papers/Mags - Wickham Library Feb'09	\$ 112.80
17/04/2009	70768	WA Library Supplies	Chairs X 4 - Roebourne Library	\$ 228.00
22/04/2009	70769	Australia Post	March'09 Postage Charges	\$ 1,714.55
22/04/2009	70770	Avis Australia	Staff - Vehicle Hire	\$ 897.22
22/04/2009	70771	Bull Bar Foods Pty Ltd	Stock - TTI	\$ 278.40
22/04/2009	70772	Chefmaster Australia	Bin Liners	\$ 388.90
22/04/2009	70773	Choice	09/10 Magazine Subscription - Wickham Library	\$ 78.00

Date	Chq/EFT	Name	Description	Value
22/04/2009	70774	Thorn Dnt Airfield Lighting Pty Ltd	Secondary Cable - Kta Airport	\$ 1,155.00
22/04/2009	70775	Dampier Plumbing And Gas	Maintenance Ktha Airport: Check & Repair Water Flow	\$ 9,215.80
22/04/2009	70776	Everbetter Pty Ltd T/As Eaton Building	Vehicle Crossover Subsidy	\$ 561.00
22/04/2009	70777	Westralia Airports Corporation Pty Ltd	ASIC Cards X 11	\$ 550.00
22/04/2009	70778	First Steps Playgroup	Community Cultural Grant Payment	\$ 124.35
22/04/2009	70779	Freo Machinery	Transport Of Loader	\$ 431.20
22/04/2009	70780	Garrards Pty Ltd	Biflex Ultra	\$ 825.00
22/04/2009	70781	Harvey Norman	USB Card Readers X 3, 320Gb My Passport X 3	\$ 689.72
22/04/2009	70782	Healthy Building Systems	Mould Remediation - Depot	\$ 20,167.33
22/04/2009	70783	Karratha Adventure Sports	Steel Pegs X 100 - Airport	\$ 110.00
22/04/2009	70784	Karratha International Hotel	Consultant - Accommodation 20-25/3/09	\$ 1,431.50
22/04/2009	70785	Karratha Speech Pathology Clinic	Hearing Tests - D.Wilson, H. De Beer, W.Smith, C.Thompson	\$ 540.00
22/04/2009	70786	Best Western Karratha Central Apartments	Consultant - Accommodation 5/4-9/4/09 (Synergy)	\$ 980.00
22/04/2009	70787	Lil'S Retravision Karratha	Belkin Universal Ups X 2	\$ 1,383.00
22/04/2009	70788	Local Government Managers Australia	Staff Conference - Regn. 2009 LGMA Finance Conference	\$ 1,003.00
22/04/2009	70789	Manpower Services (Aust) P/L	Labour Hire X 4 X 154.90 Hours W/E 8/3/09	\$ 12,137.56
22/04/2009	70790	Market Creations Pty Ltd	Advert: KEC Gym 2009-2010 Kta Business/Community Directory	\$ 948.15
22/04/2009	70791	Maphaka, Sammi	Peformance Fee - Dampier Twilight Tunes 15.03.09	\$ 100.00
22/04/2009	70792	Pilbara Plant Hire	Wet Hire Of Truck	\$ 4,301.00
22/04/2009	70793	Professional Business Equipment Pty Ltd	Service OCE Planning Printer - S.O.R	\$ 1,959.99
22/04/2009	70794	Pixel It Network Solutions	Net Support Mngr. License & Maint.	\$ 5,390.00
22/04/2009	70795	Prime Health Group	Staff Pre Employment Medical	\$ 1,314.50
22/04/2009	70796	Bryan Retter	Entertainment - Twilight Tunes	\$ 100.00
22/04/2009	70797	Sheraton Perth Hotel	Staff Training Accommodation 25-26/3/09	\$ 480.00
22/04/2009	70798	St John Ambulance-Karratha	Training Equipment - KAC	\$ 950.70
22/04/2009	70799	Signswest, Stick With Us Sign Studio	Arc 60 Brackets	\$ 440.00
22/04/2009	70800	Telstra	01/03/09-31/303/09 : ISDN & Mobile Phone Charges	\$ 26,621.86
22/04/2009	70801	Travelworld Karratha	Airfares x 14 Booked- Kta/Per/Kta 4.03.09 to 15.4.09	\$ 6,634.00
22/04/2009	70802	3 Hutchison Telecommunications	26.03.09 - 25.04.09 SES Messaging	\$ 197.65
22/04/2009	70803	Video Ezy Karratha	Video's/DVD'S - Dampier Library	\$ 179.50
22/04/2009	70804	Horizon Power	Electricity usage - Effluent Schemes, Pavilions, Parks	\$ 8,062.40
22/04/2009	70805	Water Corporation	Gecko Circle - Headwork Charges	\$ 52,896.90
22/04/2009	70806	Wickham Primary School	Books, CD's For Roebourne Library	\$ 314.50
22/04/2009	70807	West Pilbara Junior Cricket Association	Refund - 2009 Light Tokens	\$ 216.00
22/04/2009	70808	Whisson, Todd	Performance Fee - Dampier Twilight Tunes 15.03.09	\$ 100.00

Date	Chq/EFT	Name	Description	Value
22/04/2009	70809	BP Roebourne	Diesel	\$ 339.26
22/04/2009	70810	Bunzl Ltd	Toilet Tissue	\$ 2,090.67
22/04/2009	70811	Coca-Cola Amatil (Holdings) Ltd	Stock-TTI	\$ 10,868.28
22/04/2009	70812	Chadson Engineering Pty Ltd	Tablets Chlorine	\$ 641.08
22/04/2009	70813	Coates Hire	1 Day Hire: Mini Loader 09.10.08 (Stop Payment)	\$ 371.25
22/04/2009	70814	Dy Mark Pty Ltd	Spray & Mark White	\$ 150.74
22/04/2009	70815	De Neefe Signs Pty Ltd	Steel Bollards - Airport	\$ 1,320.00
22/04/2009	70816	Dc Project Services Pty Ltd	Refund Planning Application Fee	\$ 127.00
22/04/2009	70817	Dolphins	Catering - K2020 Launch	\$ 1,488.00
22/04/2009	70818	Scottish Pacific Business Finance P/L	Safety Glasses	\$ 836.98
22/04/2009	70819	Electronic Keying Australia	EKA Key Batts, Brushes & Authorizer - Airport	\$ 3,705.77
22/04/2009	70820	Home Hardware	Equipment For Youth Festival 4.04.09 & 5.04.09	\$ 832.20
22/04/2009	70821	Karratha Glass Service	Supply & Install New Window	\$ 814.00
22/04/2009	70822	Karratha Smash Repairs	Front Door Glass	\$ 539.04
22/04/2009	70823	Keyspot Services	Engraved Plaque For Opening Of Child Care Centre	\$ 600.00
22/04/2009	70824	Karratha Veterinary Hospital	Euthanasia & Burial Services	\$ 674.30
22/04/2009	70825	State Library Of Western Australia	7 X Digital Images - Local History	\$ 188.80
22/04/2009	70826	Mcleods & Co Barristers And Solicitors	Legal Advice - Health Act	\$ 410.85
22/04/2009	70827	Lovegrove Turf Services Pty Ltd	Operators & Plant To Slash Open Areas, Drains, Paths & Verges 9.03.09 to 5.04.09	\$ 56,342.00
22/04/2009	70828	Macdonald Johnston Engineering	Parts - Depot	\$ 588.50
08/04/2009	70829	Cancelled Cheque		-
22/04/2009	70830	North West Tree Services	Pruning Shrubs, Palms, Stump Grinding Services 13.03.09 to 26.03.09	\$ 13,299.00
22/04/2009	70831	Nuturf	Klin Up Biaquatic - Depot Stock	\$ 1,122.00
22/04/2009	70832	Peerless Jal Pty Ltd	Floor Pads -Depot Stock	\$ 55.11
22/04/2009	70833	Pilbara Glass	Grey Laminated Glass And Reglaze Door	\$ 601.61
22/04/2009	70834	Picton Press	Postage Paid Envelopes	\$ 1,849.10
22/04/2009	70835	Pilbara Tafe	March 2009 : Contributions Karratha Library	\$ 41,196.11
22/04/2009	70836	Cemex Australia Pty. Ltd.	Crusher Dust X 60.72 Tonne	\$ 2,337.72
22/04/2009	70837	Repcos Auto Parts	Trolley Jack, Truck/Trailer Lamp & Globes - Airport	\$ 148.98
22/04/2009	70838	Roy Galvin & Co Pty Ltd	Wire Brush & Pvc Gutter Grates - Kac	\$ 117.61
22/04/2009	70839	Statewide Bearings	Parts - Depot	\$ 305.79
22/04/2009	70840	Truck-Mart DMH	Check Cab Tilt And Tacho Faults	\$ 203.10
22/04/2009	70841	Tudor House	Banners-St.Georges Tce X 12	\$ 1,188.00
22/04/2009	70842	Total Eden Watering Systems Pty Ltd	Reticulation Parts	\$ 4,187.33
22/04/2009	70843	Thingz Gifts	Supplies - Hip Hop Project	\$ 1,000.00
22/04/2009	70844	Dept. Treasury & Finance, Building Ind. Development	Staff- Registration Fee BCA Regional Seminar	\$ 88.00
22/04/2009	70845	Vanguard Press	Time Cards X 15,000	\$ 1,749.00

<b>Date</b>	<b>Chq/EFT</b>	<b>Name</b>	<b>Description</b>	<b>Value</b>
22/04/2009	70846	WA Library Supplies	Stationery - Roe Lib	\$ 117.75
22/04/2009	70847	Wattleup Tractors	Solenoid	\$ 580.30
22/04/2009	70848	Welcome Lotteries House	Hire Venue - Video Conference 20/3/09	\$ 454.00
22/04/2009	70849	Woodhouse Legal Solicitors & Legal Consultant	Standard Leases - Kta Airport	\$ 2,282.50
22/04/2009	70850	Kristy Watts	Refund - 3Mths. Aerobic Membership	\$ 66.15
24/04/2009	70851	Lajanta Pty Ltd T/As Jamaicablue-Ktha	Gift Vouchers -Netball Grand Final (Reissue Chq.70363Cncl)	\$ 247.00
24/04/2009	70852	North West Realty	Rent 23/4 - 22/5/09 : 15 Gecko Circle	\$ 7,386.99
24/04/2009	70853	North West Realty	Rent 1/5 - 31/5/09 : 19 Leonard Way & 11B Swetman Way	\$ 9,559.52
24/04/2009	70860	Melbourne IT Ltd	Registration Domain Name - Karrathaairport.com.Au	\$ 140.00
30/04/2009	70861	Shire Of Roebourne	Petty Cash Recoup	\$ 1,255.70
30/04/2009	70862	Shire Of Roebourne	Payroll Deductions	\$ 1,700.91
30/04/2009	70863	Cancelled Cheque		-
01/05/2009	70864	CBUS Superannuation contributions	Superannuation contributions	\$ 824.42
01/05/2009	70865	WA Local Govt Superannuation Plan	Superannuation contributions	\$ 163,420.08
01/05/2009	70866	Australian Services Union (ASU/MEU DIV.)	Payroll deductions	\$ 429.60
01/05/2009	70867	AMP Life Limited	Superannuation contributions	\$ 1,362.62
01/05/2009	70868	AXA Australia	Superannuation contributions	\$ 554.40
01/05/2009	70869	Catholic Super & Retirement Fund	Superannuation contributions	\$ 188.39
01/05/2009	70870	H.E.S.T. Australia Ltd	Superannuation contributions	\$ 718.08
01/05/2009	70871	Health Super	Superannuation contributions	\$ 596.58
01/05/2009	70872	LG Super	Superannuation contributions	\$ 193.22
01/05/2009	70873	LGRCEU	Payroll Deductions	\$ 123.00
01/05/2009	70874	MTAA Superannuation Fund	Superannuation contributions	\$ 1,988.15
01/05/2009	70875	Navigator Australia Limited (Aviva Investment Services	Superannuation contributions	\$ 140.54
01/05/2009	70876	REST Superannuation	Superannuation contributions	\$ 1,443.68
01/05/2009	70877	Westscheme	Superannuation contributions	\$ 2,194.82
01/05/2009	70878	Water Corporation Superannuation Plan	Superannuation contributions	\$ 247.10
				\$3,172,499.56

Councillor Queries 18/5/09				
70770	Avis Australia	Staff - Vehicle Hire J Griffiths (Kta); H Neilson(Pth);R Sharkey (Pth)		\$ 897.22
3188	New Wave Caterers	Catering Council Meeting - 16/03/09;Briefing 12/3/09;Briefing 16/4/09;Council meeting 20/4/09		\$ 1,069.00
3187	Walga (Marketforce)	Advertising - January 2009 -Tech Officer Eng and Env Hlth Officer West Aust 17/1/2009 and 24/1/09	\$ 4,203.94	
		Advertising - January 2009 -Tenders (asphalt) West 14/01/09 & Pilbara News 21/1/09	\$ 1,394.02	
		Advertising - January 2009 -Tenders (Concrete Works) West 10/01/09 & Pilbara News 21/1/09	\$ 1,394.02	
		Advertising - January 2009 -Tenders (Freight Services) West 10/01/09 & Pilbara News 21/1/09	\$ 1,394.02	
		Advertising - January 2009 -Tenders West (Tyres repair & Fitting) 10/01/09 & Pilbara News 21/1/09	\$ 1,394.02	
		Advertising - January 2009 -other employment and tenders advertising West Aust & Pilbara News	\$ 5,703.37	\$ 15,483.39
		Advertising - February 2009 -Duty manager Aquatics x 2-West Aust 7/2/09 & 14/2/09	\$ 6,176.83	
		Advertising - February 2009 -Eng Works Coordinator-West Aust 7/2/09 & 14/2/09	\$ 6,536.23	
		Advertising - February 2009 -Manager Building Services-West Aust 21/2/09 & 28/2/09	\$ 6,448.18	
		Advertising - February 2009 -other employment and tenders advertising West Uust and Nor west telegraphPilbara News	\$ 8,294.13	\$ 27,455.37 \$ 42,938.76
3145	Karratha Tavern	Liquor Stock-All for TTI - 9 x weekly supplies 23/1/09 to 26/3/09		\$ 37,467.33
70843	Thingz Gifts	Supplies - Hip Hop Project - Youth festival prizes		\$ 1,000.00
3129	Downer EDI Works Pty Ltd	Progress Claim 11 - Airport Upgrade - \$2.5 Million to Go after this being paid 15/5/09 and 22/5/09		\$ 378,529.56
3160	Western Australian Treasury Corp	Loan No. 91 Admin Bldg Renovations Repayment instalment	\$ 288,258.34	
		Loan No. 95 Staff housing Repayment instalment	\$ 67,036.82	
		Loan No. 96 Cossack Infrastructure Repayment instalment	\$ 66,493.71	\$ 421,788.87
3176	Geraldton Building Services & Cabinets	Excavate Site And Complete Footings To Design Spec Given Dampier boat ramp	\$ 50,703.18	
		Repairs Roebourne Rec Club	\$ 27,620.72	
		Roebourne basket Ball courts	\$ 19,596.52	
		Repairs/Renovations Council Staff Houses x 8	\$ 78,633.93	
		Roebourne library repairs	\$ 11,923.42	
		Shire Office renovations	\$ 8,384.04	
		KEC repairs	\$ 6,062.62	
		Repairs to vandalised gates Bulgarra Oval	\$ 6,481.64	
		Repairs Shire Depot	\$ 7,611.91	
		Repairs tKta day care, RAC,Bulgarra Pavillion, KEC & old shire office	\$ 5,326.44	\$ 222,344.42
3213	Boc Limited	7 X Gas Bottles For KAC BBQ'S	\$ 972.17	
		Other gas bottles (oxy) and fittings and hand pieces	\$ 1,359.40	\$ 2,331.57
3225	Haden Engineering Pty Ltd	Repair U/S Chiller # 1- Kta Airport	\$ 5,501.50	
		Air con repairs TTI Kitchen Kta Airport	\$ 1,289.09	
		Install Air Con At Workshop Depot Office	\$ 1,156.23	
		Other repairs to minor faults to Council Buildings	\$ 4,431.89	\$ 12,378.71
3231	Karratha Auto Electrics	Locate Fault With A/C- Replace Condenser Fan Assembly- repairs on 8 items of plant		\$ 5,502.03
3233	Karratha Contracting Pty Ltd	Wickham Day Care Major Roof Repairs	\$ 58,470.94	
		Wickham Day Care Electrical Repairs	\$ 6,698.07	
		Wickham Day Care Remove & replace damaged verandah	\$ 15,950.00	\$ 81,119.01
		& Assorted Other Electrical Repairs	\$ 36,060.86	\$ 117,179.87
3257	Downer EDI Works Pty Ltd	Repair pot holes King bay Road Dampier	\$ 1,793.00	
		Repair pot holes Nolley Way, Harding Rd, Mardie Rd	\$ 1,936.00	
		Concrete works progress claim #1 March 2009	\$ 5,953.20	
		Footpaths Hill St Dampier- 684 metres plus 14 pram ramps	\$ 104,205.20	
		Bob Cat hire March 2009 Dampier lookout	\$ 3,696.00	
		Concrete works Tender:M2-08/09 Trevally Court and Wickham Drive	\$ 48,705.80	\$ 166,289.20
70782	Healthy Building Systems	Mould Remediation - Depot- provision and application of anti microbial solution, removal of mould affected materials, Flight Pth Kta return; accommodation 4 nights during time of remediation works and mycologists repts		\$ 20,167.33
70805	Water Corporation	Gecko Circle - Nickol lot 379 -Headwork Charges (in lieu of POS development Contribution)	\$ 40,215.50	
		Standpipe at 320 M WC HWY KTA Extension lot 65840 Feb 2009 consumption	\$ 10,894.40	
		Leed and Petries parks irrigation Dec 2008 to Apr 2009	\$ 1,787.00	\$ 52,896.90



**8.1.6 FINANCIAL STATEMENT FOR PERIOD ENDING 31 MARCH 2009**

<b>File No:</b>	<b>MAR 09</b>
<b>Attachment(s)</b>	<b>NIL</b>
<b>Responsible Officer:</b>	<b>Jim Goulias Acting Manager Financial Services</b>
<b>Author Name:</b>	<b>Vicki Clarke Expenditure Accountant</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**REPORT PURPOSE**

To provide Council with a summary of the financial position as at the specified period.

**Background**

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.

In accordance with the regulations, a report must be compiled on variances greater than the materiality threshold adopted by Council (10% or \$10,000).

With this report being composed at programme level, only a general comment can be made regarding the variances.

The Act states that a statement of financial activity, and accompanying documents, are to be;

- 1) presented to the Council;
  - (a) at the next ordinary meeting of council following the end of the month to which the statement relates; or
  - (b) if the statement is not prepared in time to present it to the meeting referred to in (a) above, to the next meeting of Council after that meeting; and
- 2) recorded in the minutes of the meeting at which it is presented.

As a consequence, the financial reports for the month ending March 2009 are presented to Council.

**Issues**

It should be noted that the Shire of Roebourne changed Accounting software during this period. All processing into InfoLGS ceased on 19<sup>th</sup> March, 2009 to allow IT Vision the time required to convert the 2007/08 and 2008/09 data into SynergySoft format. The March statements produced are as at 19<sup>th</sup> March as no further processing was done for March 2009. The Shire of Roebourne recommenced processing on 1 April, 2009 in SynergySoft. March 2009 transactions posted into the April period will be reported as at 30<sup>th</sup> April 2009.



**Shire Of Roebourne****Statement Of Financial Activity****for the period 1 July 2008 to 31 March 2009**

	Original Budget	Amended Budget	Year to Date Amended Budget	Year To Date Actual	Material Variance >=10%	\$10,000 or more
	\$	\$	\$	\$	%	\$
<b>Rate Setting Statement</b>						
<b>Operating</b>						
<b>Revenues (Sources)</b>						
General Purpose Funding (excluding Rates)	4,230,523	4,230,523	2,606,548	3,343,474	28.27%	-736,926
Governance	93,882	93,882	122,620	51,573	-57.94%	71,047
Law, Order And Public Safety	158,737	158,737	63,887	109,261	71.02%	-45,374
Health	17,715	17,715	14,559	8,828	-39.37%	-
Education and Welfare	437,782	437,782	398,036	289,012	-27.39%	109,025
Housing	492,438	492,438	71,575	102,288	42.91%	-30,713
Community Amenities	4,300,641	4,300,641	4,620,103	5,280,833	14.30%	-660,730
Recreation And Culture	4,322,122	4,322,122	2,705,249	1,583,892	-41.45%	1,121,357
Transport	14,868,036	14,868,036	10,615,456	10,478,875	-	136,581
Economic Services	714,597	714,597	911,505	1,113,239	22.13%	-201,734
Other Property And Services	444,150	444,150	567,620	605,403	-	-37,783
	30,080,623	30,080,623	22,697,158	22,966,676	-	-269,518
<b>Expenses (Applications)</b>						
General Purpose Funding	(524,677)	(524,677)	(302,773)	(266,118)	-12.11%	-36,655
Governance	(1,599,412)	(1,599,912)	(1,162,049)	(1,306,107)	12.40%	144,058
Law, Order And Public Safety	(1,189,311)	(1,189,311)	(969,623)	(807,167)	-16.75%	-162,456
Health	(834,206)	(834,206)	(586,888)	(539,530)	-	-47,358
Education and Welfare	(229,179)	(229,179)	(159,737)	(128,354)	-19.65%	-31,384
Housing	(2,300,349)	(2,300,349)	(1,056,145)	(444,782)	-57.89%	-611,363
Community Amenities	(5,699,801)	(5,702,348)	(4,043,014)	(3,663,950)	-	-379,064
Recreation And Culture	(12,097,806)	(12,170,565)	(8,005,179)	(6,606,533)	-17.47%	-1,398,646
Transport	(12,433,023)	(12,459,818)	(5,944,495)	(4,784,886)	-19.51%	-1,159,610
Economic Services	(1,127,382)	(1,133,382)	(864,962)	(861,348)	-	-
Other Property And Services	370,102	367,728	(132,063)	(513,130)	288.55%	381,067
	(37,665,044)	(37,776,019)	(23,226,928)	(19,921,904)	-14.23%	-3,305,024
<b>Capital</b>						
<b>Revenue</b>						
Proceeds From Disposal Of Assets	2,360,956	2,360,956	331,741	331,741	-	-
Tsf From Aerodrome Reserve	11,447,813	11,447,813	7,112,701	7,112,701	-	-
Tsf From Airconditioning Reserve	80,000	80,000	0	0	-	-
Tsf From Walkington Theatre Res	0	20,000	0	0	-	-
Tsf From Plant Replacement Reserve	657,000	657,000	0	0	-	-
Tsf From Dampier Drainage Reserve	0	0	0	0	-	-
Tsf From Infrastructure Reserve	6,318,942	6,318,942	0	0	-	-
Tsf From Waste Management Res	1,315,458	1,315,458	0	0	-	-
Tsf From Housing Reserve	929,815	929,815	0	0	-	-
Tsf From Parks, Ovals & Rec Facilities	106,864	106,864	0	0	-	-
Tsf From Information Technology Res	110,806	110,806	0	0	-	-
New Loans Raised	14,500,000	18,000,000	10,000,000	10,000,000	-	-
Repayments Of Self Supporting Loans	16,170	16,170	10,465	10,465	-	-
Repayments Of Interest Free Loans To Local Groups	20,616	20,616	19,212	19,212	-	-
	37,864,440	41,384,440	17,474,118	17,474,117	-	-

**Shire Of Roebourne****Statement Of Financial Activity (con't)****for the period 1 July 2008 to 31 March 2009****Expenses**

Purchase Of Assets - Land	(1,434,581)	(1,434,581)	(1,433,211)	(1,388,105)		-45,106
Purchase of Assets - Artwork	0	0	0	0		-
Purchase Of Assets - Buildings	(14,102,497)	(17,777,497)	(2,965,394)	(1,634,526)	-44.88%	-1,330,868
Purchase Of Assets - Equipment	(764,740)	(717,944)	(769,510)	(405,185)	-47.35%	-364,325
Purchase Of Assets - Furniture & Equip	(445,444)	(445,096)	(379,777)	(217,362)	-42.77%	-162,415
Purchase Of Assets - Plant	(2,710,072)	(2,763,970)	(1,823,561)	(1,477,281)	-18.99%	-346,280
Purchase Of Assets - Infrastructure	(30,747,834)	(30,747,834)	(20,491,954)	(14,919,255)	-27.19%	-5,572,699
Loan Principal Repayments	(1,135,236)	(1,135,236)	(695,939)	(349,535)		-346,404
Tsf To Aerodrome Reserve	(144,577)	(144,577)	(381,064)	(381,064)		-
Tsf To Airconditioning Reserve	(1,976)	(1,976)	(3,270)	(3,270)		-
Tsf To Dampier Drainage Reserve	(852)	(852)	(607)	(607)		-
Tsf To Plant Replacement Reserve	(925,008)	(925,008)	(35,676)	(35,676)		-
Tsf To Walkington Theatre Reserve	(191)	(191)	(669)	(669)		-
Tsf To Workers Compensation Reserve	(193,089)	(193,089)	(24,588)	(24,588)		-
Tsf To Infrastructure Reserve	(2,655,483)	(2,655,483)	(125,028)	(125,028)		-
Tsf To Waste Management Reserve	(214,626)	(214,626)	(66,773)	(66,773)		-
Tsf To Housing Reserve	(8,725)	(8,725)	(30,259)	(30,259)		-
Tsf To Parks, Ovals & Rec Facilities	(12)	(12)	(3,152)	(3,152)		-
Tsf To Aged Persons Home Reserve	(13,844)	(13,844)	(1,327)	(1,327)		-
Tsf To Information Technology	(28)	(28)	(6,108)	(6,108)		-
Tsf To Junior Sport Reserve	(4,160)	(4,160)	(1,657)	(1,657)		-
Tsf To Public Open Space Reserve	(1,191,626)	(1,191,626)	(14,690)	(14,690)		-
Tsf To Mosquito Control Reserve	(572)	(572)	(30)	(30)		-
Tsf To History & Cultural Publications Reserve	(3,124)	(3,124)	(1,314)	(1,314)		-
Tsf To Medical Services Assistance Package Reserve	(7,568)	(7,568)	(6,364)	(6,364)		-
Income Set Aside As Restricted Funds	(21,000)	(21,000)	0	(6,010)		-
	(56,726,865)	(60,408,619)	(29,261,920)	(21,099,835)	-27.89%	-8,162,085
<b>Adjustment For Non Cash Items</b>						
Depreciation	8,005,659	8,005,659	1,269,712	1,269,712		-
Amounts Set Aside To Provisions	24,636	24,636	0	0		-
Accrued Loan Interest	(6,613)	(6,613)	0	0		-
(Profit) / Loss On Disposal Of Assets	(194,073)	(194,073)	102,980	102,980		-
	7,829,609	7,829,609	1,372,692	1,372,692		-
<b>Surplus Brought Forward 1 July</b>	6,630,524	6,630,524	6,630,524	6,630,524		-
<b>Amount Raised From Rates</b>	12,372,764	12,372,764	12,763,721	13,225,390		-418,316
<b>Surplus / (Deficit)</b>	<b>386,051</b>	<b>113,322</b>	<b>8,492,717</b>	<b>20,647,660</b>	<b>143.12%</b>	<b>-12,154,943</b>

This statement is to be read in conjunction with the accompanying notes.

Operating revenue is over the year to date budget by \$269,518 which represents a variance of - 1.19%.

Operating Expenditure is under the year to date budget by \$3,305,024 which represents a variance of -14.23%.

From an end of year position Council has received 76.35% of its annual budgeted revenue. In relation to expenditure, Council has expended 52.89% of its annual budgeted expenditure.

In accordance with the materiality threshold adopted by Council for the reporting of variances by programme in the Statement of Financial Activity, the following comments are made to provide an explanation of the above variances.

It should be noted that this report is produced to show a comparison between the 31 March 2009 Year to Date Amended Budget and the Year to Date Actual as at 31 March 2009, keeping in mind the issues note above regarding the close off date for the new software, SynergySoft, transition being effectively 19 March 2009. Variances shown in this report will not necessarily create a variance in the Annual Budget figure and will only impact on the final surplus/deficit where indicated.

#### General Purpose Funding

##### *Revenue*

Revenue up 28.27% (\$736,926) due to interest on municipal investments being brought to account in January 2009 as investments matured.

##### *Expenditure*

Expenditure is showing a variance down 12.11% (\$36,655) which is due to Administration and Debt recovery costs being under expended.

#### Governance

##### *Revenue*

Revenue is down 57.94% (\$71,047) which is due primarily to the sale of assets not yet proceeding.

##### *Expenditure*

Expenditure is up 12.40% (\$144,058) which is primarily due to audit fees yet to be paid (\$11,455), under expenditure of Professional Development Allowance for Councillors (\$26,551) and under allocation of Administration costs to date (\$69,477) and includes unallocated administration costs for February and March 2009 due to SynergySoft implementation delaying this allocation.

#### Law, Order and Public Safety

##### *Revenue*

Revenue is up 71.02% (\$45,374) which is due to proceeds of sale of assets timing difference.

##### *Expenditure*

Expenditure is down 16.75% (\$162,456) which is primarily due to Cyclone Preparation expenses and administration expenses being down.

#### Health

##### *Revenue*

Revenue is down 39.37% (\$5,732) which is due to sale of assets not yet proceeding.

*Expenditure*

Expenditure is down 8.07% (\$47,358) which is due to Medical Services Incentive (\$16,667), Legal Expenses (\$20,503) and Administration Allocation (\$10,377) being under budget at this time.

Education and Welfare*Revenue*

Revenue is showing a variance of down 27.39% (\$109,025) due to a timing difference in receiving Millars Well Day Care funding (down \$70,000), Reimbursement for Seniors Accommodation (down \$18,025) and Contributions-Early Learning Specialists Community Scholarship (down \$21,000).

*Expenditure*

Expenditure is showing a variance of down 19.65% (\$31,384) which is due to Contributions to Seniors Accommodation (\$13,566), Day Care Centre Maintenance and Operating (\$3,661), Early Learning Specialists Community Scholarships (\$7,509) expenditures and Administration Allocation (\$5,188) under budget at this time

Housing*Revenue*

Revenue is showing a variance of up 42.91% (\$30,713) which is due to rent received from staff timing difference.

*Expenditure*

Expenditure is down 57.89% (\$611,363). The main variances are as follows:

- 1) \$198,358 down on leasing of staff housing
- 2) \$346,952 up on Staff Housing-Maintenance and Operating Costs
- 3) \$738,952 down on housing allocations. The reason for the significance variance is due to the reallocation of staff housing expenses to other business units (this amount is not included in the budget but shows in actual allocations).
- 4) \$15,561 down for Administration Allocation

Community Amenities*Revenue*

Revenue has a variance of up 14.30% (\$660,730) mainly due to increased revenue from Industrial/Commercial refuse fees, Hazardous Waste disposal fees and Liquid Waste disposal fees.

*Expenditure*

Expenditure is showing a variance of down 9.38% (\$379,064). The main variances are as follows:

- 1) \$55,000 down on Shire Coastal Plan Stage 1
- 2) \$20,000 down on 7 Mile Wash-Down Bay Maintenance
- 3) \$61,008 down on Litter Control Contracts and Initiatives
- 4) \$76,541 down on Refuse Sites Maintenance Operations
- 5) \$20,000 down on West Pilbara Disaster Mitigation Study
- 6) \$15,000 down on TP Scheme Review Number 8
- 7) \$16,604 down on Cemetery Maintenance and Burials
- 8) \$31,126 down on Administration Allocations.
- 9) \$36,692 down on Wickham Transfer Station operations
- 10) \$33,009 down on 7 Mile Tip Operations for Septic, Tyre Disposal, Hazardous Waste Disposal and Equipment Repair and Replacement
- 11) \$14,396 down of staffing salaries and other costs
- 12) \$12,728 down on Public Toilet maintenance and operating costs

## Recreation and Culture

### *Revenue*

Revenue has a variance of down 41.45% (\$1,121,357). The variance is due to income timing differences for Contribution to St Luke's Oval (\$245,000) as the project is deferred until 2009/2010, Education Department contribution for Roebourne Pool Contribution (\$165,000), Contribution for Indoor Cricket Facility (\$20,000) and Cossack Infrastructure State Government Grant (\$650,000) not yet being received, and Karratha Aquatic Centre (KAC) (\$26,137) and Karratha Country Club Golf and Bowling fees (\$9,799) Income down.

### *Expenditure*

Expenditure has a variance of down 17.47% (\$1,398,646). The main variances are as follows:

- 1) \$447,338 down on Contributions to St Luke's Oval construction
- 2) \$104,919 down on Library Operating costs
- 3) \$36,373 down on contribution to Walkington Theatre
- 4) \$78,125 down on Ovals and Water Treatment Operating costs
- 5) \$234,185 down on Parks Maintenance
- 6) \$12,760 down on Sports Funding Scheme
- 7) \$12,977 down on Cossack Building-Maintenance and Development Plan Costs
- 8) \$130,000 down on Roebourne Pool - Contribution to Education Dept
- 9) \$24,099 down on various Other Culture initiatives
- 10) \$8,053 down on Arts and Cultural initiatives
- 11) \$104,178 down on Karratha Entertainment Centre operation and maintenance costs
- 12) \$52,221 down on Karratha Aquatic Centre operation and maintenance costs
- 13) \$69,376 down on Roebourne Aquatic Centre operating and maintenance costs
- 14) \$19,180 down on Pavilions maintenance and operating costs
- 15) \$40,385 down on Cultural Planning And Development expenditure
- 16) \$18,584 down on Community Bus (Public Transport) Project

## Transport

### *Revenue*

Revenue shows a variance of down 1.29% (\$136,581). The main variances are as follows:

- 1) \$16,851 up on Direct Road Grants due to timing difference
- 2) \$147,600 down on Local Government Programs – Road Projects due to timing difference
- 3) \$150,000 down on Roads To Recovery - Grant Funding due to timing difference
- 4) \$44,954 down on Proceeds on Sale of Plant
- 5) \$10,000 down on Proceeds on Sale of Furniture and Equipment
- 6) \$177,082 up on landing fees
- 7) \$41,393 up on Tien Tsin Inne Kiosk Income
- 8) \$16,101 down on Karratha Airport Electricity Reimbursements

### *Expenditure*

Expenditure has a variance of down 19.51% (\$1,159,610). The main variances are as follows:

- 1) \$100,000 down on Karratha Drainage Study not yet expended
- 2) \$82,017 down on Town Street Maintenance Urban Sealed
- 3) \$16,054 down on Street Sign Maintenance
- 4) \$10,795 down on Street Tree Maintenance
- 5) \$30,000 down on Karratha Airport Sewerage Ponds Maintenance
- 6) \$13,000 down on Dampier Highway Median Island Maintenance
- 7) \$20,344 down on Street Cleaning Maintenance
- 8) \$174,600 down on Asphalt Overlays To Cul de sac various
- 9) \$28,684 down on Reseal - Various Roads
- 10) \$172,700 down on Sheeting - Roebourne-Wittenoom Road and Woodbrook Rd
- 11) \$15,461 down on Footpath Maintenance and Lighting Maintenance
- 12) \$7,772 down on Road Trees Maintenance

- 13) \$18,000 down on Karratha Airport Security & Safety Inspections/Exercise
- 14) \$70,000 down on Consultants for Studies at Karratha Airport
- 15) \$29,722 down on Roebourne - Runway And Grounds Maintenance
- 16) \$370,000 down on Interest on Karratha Airport Loan as draw down later than anticipated

### Economic Services

#### *Revenue*

Revenue has a variance of up 22.13% (\$201,734). The variance is due to Building Licence fees income.

#### *Expenditure*

Expenditure has a variance of down 0.42% (\$3,614) which is below the threshold to report.

### Other Property and Services

#### *Revenue*

Revenue has a variance of up 6.66% (\$37,783). The main variances are as follows:

- 1) \$27,159 up on Workers Compensation Claims & Insurance Rebates
- 2) \$11,123 up on Private Works Income

#### *Expenditure*

Expenditure has a variance of up 288.55% (\$381,067). The main variances are as follows:

- 3) \$29,529 down on net Superannuation paid and allocated
- 4) \$174,714 down on Plant Operating costs timing difference to YTD Budget
- 5) \$309,897 up on Plant Costs - under allocated - contributed to by February 2009 and March 2009 actuals not being allocated due to SynergySoft conversion.
- 6) \$193,734 up on Private Works
- 7) \$73,656 up on net Overheads allocated
- 8) \$10,947 up on Insurance claims

### Capital

#### *Revenue*

Capital Revenue shows a variance of 0.0% (\$ 0.00) which is below the threshold to report.

#### *Expenditure*

Capital expenditure shows a variance of down 27.89% (\$8,162,085). The main variances are due to timing differences as follows:

- 1) \$49,880 down on purchase of land for staff housing
- 2) \$28,071 down on Building Improvements - Karratha Admin Office
- 3) \$26,889 down on Staff Housing Building Improvements
- 4) \$106,758 down on Millars Well Daycare Centre Upgrade
- 5) \$300,000 down on Roebourne Community Centre Building Improvements
- 6) \$120,000 not yet spent on 7 Mile Tip Building Improvements
- 7) \$55,000 not yet spent on Karratha Airport-Freight Shed Improvements
- 8) \$133,678 not yet spent on Building Improvements-Karratha Depot
- 9) \$472,815 down on Point Samson Toilet Block Upgrade
- 10) \$68,520 down on Re-Development Karratha Leisure Centre
- 11) \$162,415 down on purchasing of Computer and Printing Equipment
- 12) \$85,887 down on purchasing of Equipment still to occur
- 13) \$278,437 down on Karratha Airport-Explosive Detection System purchase - job is complete
- 14) \$346,280 not yet spent on purchasing Plant
- 15) Infrastructure as follows:
  - a. \$258,650 not yet spent on Playground Replacement Programme
  - b. \$39,000 not yet spent on Karratha Depot Washdown Bay Facility upgrade, Fencing Upgrade and Water Cart Fill Area
  - c. \$241,532 not yet spent on RRG works-Central Avenue, Esplanade/High St, Withnell Bay Rd and Balla Balla Rd
  - d. \$58,877 not yet spent on Roads to Recovery Programme-Cinders Road



- e. \$20,574 not yet spent on Blackspot-Intersection Central/Church Road
  - f. \$104,186 not yet spent on Footpath upgrades
  - g. \$18,000 not yet spent on Waste Oil Collection Facility
  - h. \$14,990 not yet spent on Tip Directional Signage
  - i. \$6,389 not yet spent on Bore Holes-7 Mile Tip
  - j. \$39,563 not yet spent on Point Samson Foreshore & Park Upgrade
  - k. \$7,000 not yet spent on Pt Samson Skate Park
  - l. \$60,810 not yet spent on Snake Gully Park
  - m. \$203,125 not yet spent on Toilets-Dampier Boat Ramp
  - n. \$477,596 down on Johns Creek Boat Ramp Carpark Extension
  - o. \$250,000 not yet spent on Johns Creek Boat Ramp Replication
  - p. \$86,456 down on Construct Indoor Cricket Facility at Karratha Country Club
  - q. \$25,000 not yet spent on Reticulation at Karratha Golf Course and Bowling Club
  - r. \$75,000 not yet spent on Cleaverville Road Re-Alignment Planning
  - s. \$65,274 not yet spent on LIA Drainage Upgrade
  - t. \$439,100 not yet spent on Upgrade Effluent Systems
  - u. \$1,000,000 not yet spent on Cossack Trenching And Benching For Infrastructure Services
  - v. \$900,000 not yet spent on Karratha Airport - Low Voltage Power Upgrade
  - w. \$601,991 not yet spent on Karratha Airport Airside Upgrade
  - x. \$580,000 not yet spent on Karratha Airport – Car Parking Upgrade
- 16) \$346,404 not yet spent on Principal On Loan Repayment Karratha Airport as loan drawn down later than expected

#### RATES

Variance shown is up 3.27% (\$418,316) being additional back rates and interim rates levied.

**Shire Of Roebourne**  
**Statement Of Financial Activity**  
**for the period ending 31 March 2009**

**Note 1. Net Current Assets**

	Note	Year To Date Actual \$	Brought Forward 1 July \$
<b>Current Assets</b>			
Cash and Cash Equivalents - Unrestricted	1	17,568,537	4,447,458
Cash and Cash Equivalents - Restricted	2	17,802,029	27,884,735
Trade and Other Receivables	3	3,957,805	5,425,366
Inventories		233,662	259,136
Total Current Assets		39,562,034	38,016,695
<b>Current Liabilities</b>			
Trade and Other Payables		1,082,211	7,130,698
Bank Overdraft		0	0
Short Term Borrowings		354,955	704,490
Short Term Provisions		1,465,568	1,465,568
Total Current Liabilities		2,902,733	9,300,756
<b>Net Current Assets</b>		<b>36,659,300</b>	<b>28,715,939</b>
<b>Plus (Minus) Items To Be Excluded</b>			
Take Out Reserve Funds		(17,488,364)	(23,898,489)
Take Out Restricted Cash - LSL Cash Backed		(313,666)	(307,656)
Add Back Non Cash Provisions		1,465,568	1,465,568
Take Out Restricted Cash - Roebourne Pool		(23,024)	(23,024)
Add Back Debtors Transferred to Deferred		0	10,480
Add Back Current Borrowings		354,955	704,490
Take Out Non Current Receivables		(7,109)	(36,785)
<b>Net Current Asset Position</b>		<b>20,647,660</b>	<b>6,630,523</b>

This statement is to be read in conjunction with the accompanying notes.

Note Explanation:

1) Includes amounts received for:

- unspent loan monies	2,056,383
- Contributions to Hillcrest Footpaths	159,679
- Contributions to Tambrey Footpaths	174,364
- PDC Art Consultancy	50,000
- PDC Hydrology Grant	40,000
- Contributions towards Doctors Housing	858,000
- Waterways contribution to St Luke's Oval	45,455
	3,383,881

2) Reserves and Long Service Leave Cash Backed

Includes amounts invoiced for: Nil

## **Shire Of Roebourne**

### **Balance Sheet**

**for the period ending 31 March 2009**

<b>Note 2: Balance Sheet</b>	<b>2008/09</b>
	<b>\$</b>
<b>Current Assets</b>	
Cash On Hand	17,990
Cash and Cash Equivalents - Unrestricted	17,550,547
Cash and Cash Equivalents - Restricted	17,802,029
Trade and Other Receivables	3,957,805
Inventories	<u>233,662</u>
<b>Total Current Assets</b>	<b>39,562,034</b>
<b>Non Current Assets</b>	
Trade and Other Receivables	122,285
Property, Plant And Equipment	<u>121,085,139</u>
<b>Total Non Current Assets</b>	<b>121,207,424</b>
<b>Total Assets</b>	<b><u>160,769,458</u></b>
<b>Current Liabilities</b>	
Bank Overdrafts	0
Trade and Other Payables	1,082,211
Short Term Borrowings	354,955
Short Term Provisions	<u>1,465,568</u>
<b>Total Current Liabilities</b>	<b>2,902,733</b>
<b>Non Current Liabilities</b>	
Long Term Borrowings	15,416,648
Long Term Provisions	<u>149,952</u>
<b>Total Non Current Liabilities</b>	<b>15,566,600</b>
<b>Total Liabilities</b>	<b><u>18,469,333</u></b>
<b>Net Assets</b>	<b><u>142,300,125</u></b>
<b>Equity</b>	
Accumulated Surplus	113,130,751
Asset Revaluation Reserve	11,681,010
Reserves	<u>17,488,364</u>
<b>Total Equity</b>	<b><u>142,300,125</u></b>

**Shire Of Roebourne**  
**Statement Of Financial Activity**  
**for the period ending 31 March 2009**

**Note 3: Cash and Cash Equivalents**

	\$	Rate
<b>Municipal Fund Bank</b>		
Cash On Hand	17,990.00	
Westpac on call	2,793,098.94	
Westpac - Maxi Direct	4,900,000.00	3.30%
Long Service Leave (term deposit)	313,665.90	7.50%
Term deposits	904,524.09	4.20%
	59,600.00	8.20%
	1,542,753.51	4.20%
	1,542,753.51	4.20%
	7,516,221.12	3.00%
	<u>19,590,607.07</u>	
<b>Reserves Fund Bank</b>		
Westpac on call	132,274.15	
	6,966,371.70	4.20%
	637,396.89	4.20%
	5,130,356.16	3.43%
	5,012,678.09	4.20%
	<u>17,879,076.99</u>	
<b>Trust Fund Bank</b>		
Westpac on call	490,777.68	
Term deposits (bonds)	576,907.36	
	<u>1,067,685.04</u>	
<b>Total Cash</b>	<u><u>38,537,369.10</u></u>	

## Note 4

**Shire Of Roebourne****Statement Of Financial Activity****by Divisions by Activities****for the period ending 31 March 2009**

	2008/2009 Budget	2008/2009 Amended	2008/2009 Year To Date Amended Budget	2008/2009 Actual To Date
	\$	\$	\$	\$
Note: Material Variance is Year to Date Amended Budget to Year to Date Actual ( => 10% or => \$10,000)				
<b>CORPORATE SERVICES</b>				
Net (Cost) Revenue to Council for Rates	12,373,564	12,373,564	12,740,834	13,149,306
Net (Cost) Revenue to Council for General Revenue	469,790	469,790	2,391,055	2,465,418
Net (Cost) Revenue to Council for Corporate Services	(510,557)	(511,860)	(821,589)	(1,014,189)
Net (Cost) Revenue to Council for the Proceed of Assets	10,000	10,000	10,000	(1,671)
Net (Cost) Revenue to Council for the Members of Council	(415,011)	(415,011)	(347,815)	(316,710)
Net (Cost) Revenue to Council for the Staff Housing	(4,005,668)	(4,005,668)	1,962,541	(1,871,678)
Net (Cost) Revenue to Council for Television and Radio Services	(19,851)	(19,851)	(8,780)	(13,269)
<b>COMMUNITY SERVICES</b>				
Net (Cost) Revenue to Council for Cossack Art Awards	(4,307)	(4,307)	(4,968)	(4,968)
Net (Cost) Revenue to Council for Tourism	(465,194)	(465,194)	(377,755)	(437,839)
Net (Cost) Revenue to Council for Community Sponsorships	(173,676)	(174,176)	(116,856)	(85,144)
Net (Cost) Revenue to Council for Ranger Services	(1,001,243)	(1,001,243)	(865,378)	(715,682)
Net (Cost) Revenue to Council for Aged Persons	(55,789)	(55,789)	(26,283)	(26,574)
Net (Cost) Revenue to Council for Child Health Clinics	(60,119)	(60,119)	(41,763)	(35,225)
Net (Cost) Revenue to Council for Daycare Centres	(522,611)	(522,611)	(1,227,929)	(1,190,586)
Net (Cost) Revenue to Council for Pavilions	(450,648)	(450,648)	(365,943)	(308,022)
Net (Cost) Revenue to Council for Other Buildings	(152,034)	(152,034)	(106,322)	(90,247)
Net (Cost) Revenue to Council for Karratha Entertainment Centre	(1,006,827)	(1,032,830)	(792,199)	(723,862)
Net (Cost) Revenue to Council for Bulgarra Pavilion	-	-	(2,740)	(2,740)
Net (Cost) Revenue to Council for Karratha Aquatic Centre	(583,670)	(583,670)	(485,100)	(375,503)
Net (Cost) Revenue to Council for Roebourne Aquatic Centre	(299,380)	(299,380)	(191,603)	(187,470)
Net (Cost) Revenue to Council for Recreation and Community Services	(1,330,488)	(1,338,244)	(955,362)	(842,220)
Net (Cost) Revenue to Council for Youth Development	(16,000)	(16,000)	(19,334)	(7,701)
Net (Cost) Revenue to Council for the Roebourne Youth Precinct	425,705	380,705	17,500	276,337
Net (Cost) Revenue to Council for Ovals and Hard Courts	(868,591)	(868,591)	(1,179,627)	(552,505)
Net (Cost) Revenue to Council for the Karratha Golf and Bowling Facilities	(261,257)	(261,257)	(232,473)	(198,745)
Net (Cost) Revenue to Council for St Lukes Oval	(279,455)	(279,455)	(333,000)	(131,362)
Net (Cost) Revenue to Council for the Libraries	(1,039,366)	(1,039,366)	(800,954)	(700,231)
Net (Cost) Revenue to Council for the Walkington Theatre	(212,254)	(192,254)	(181,898)	(145,524)
Net (Cost) Revenue to Council for Other Culture	(124,561)	(124,561)	(73,415)	(49,307)
Net (Cost) Revenue to Council for Camping Grounds	29,000	29,000	22,793	28,483
Net (Cost) Revenue to Council for Emergency Services	-	-	5,956	(9,410)
Net (Cost) Revenue to Council for Waste Collection	(965,172)	(965,172)	(371,532)	(235,978)
Net (Cost) Revenue to Council for Land Fill Operations	965,172	962,625	1,073,445	2,164,024
Net (Cost) Revenue to Council for Cossack Operations	(250,474)	(250,474)	(112,561)	(90,327)
Net (Cost) Revenue to Council for the Cossack Infrastructure Project	(720,792)	(720,792)	(403,683)	(53,683)

**Shire Of Roebourne**

**Statement Of Financial Activity (con't)**  
**by Divisions by Activities**  
**for the period ending 31 March 2009**

	2008/2009 Budget	2008/2009 Amended	2008/2009 Year To Date Amended Budget	2008/2009 Actual To Date
	\$	\$	\$	\$
<b>DEVELOPMENT SERVICES</b>				
Net (Cost) Revenue to Council for Health Services	(549,092)	(549,092)	(451,524)	(424,247)
Net (Cost) Revenue to Council for Town Planning	(321,525)	(321,525)	(148,472)	(90,876)
Net (Cost) Revenue to Council for Building Control	109,280	109,280	466,321	714,541
<b>TECHNICAL SERVICES</b>				
Net (Cost) Revenue to Council for Cemeteries	(93,682)	(93,682)	(62,096)	(46,934)
Net (Cost) Revenue to Council for Public Toilets	(175,923)	(350,923)	(619,716)	(134,173)
Net (Cost) Revenue to Council for Beaches, Boat Ramps and Jetties	(371,417)	(371,417)	(1,053,071)	(60,795)
Net (Cost) Revenue to Council for Parks and Gardens	(1,102,314)	(1,102,314)	(746,247)	(337,129)
Net (Cost) Revenue to Council for the Roebourne Enhancement Scheme	565	565	(90)	(90)
Net (Cost) Revenue to Council for Town Beautification	(1,342,894)	(1,342,894)	(790,830)	(582,470)
Net (Cost) Revenue to Council for Roads	(1,426,971)	(1,426,971)	(1,287,757)	(725,246)
Net (Cost) Revenue to Council for General Street Maintenance	(422,660)	(422,660)	(293,988)	(262,473)
Net (Cost) Revenue to Council for Vehicles and Plant	(679,129)	(685,883)	(797,399)	(592,229)
Net (Cost) Revenue to Council for Drainage	(548,063)	(548,063)	(455,327)	(297,095)
Net (Cost) Revenue to Council for Private Works And Reinstatements	46,940	46,265	232,225	49,676
Net (Cost) Revenue to Council for Footpaths and Bikepaths	(701,675)	(701,675)	(53,376)	60,271
Net (Cost) Revenue to Council for Depots	(225,723)	(226,119)	(366,273)	(177,145)
Net (Cost) Revenue to Council for Works Overheads	(50,495)	(50,495)	(95,958)	(168,114)
Net (Cost) Revenue to Council for Karratha Airport	2,868,339	2,841,544	(1,336,844)	9,132,018
Net (Cost) Revenue to Council for Tien Tsin Inne	154,220	154,220	252,756	299,375
Net (Cost) Revenue to Council for Other Aerodromes	(40,490)	(40,490)	(35,826)	(4,922)

**8.1.7 REPRESENTATIVE ON PILBARA DEVELOPMENT COMMISSION**

<b>File No:</b>	<b>EG/9/1</b>
<b>Attachment(s)</b>	<b>Nil</b>
<b>Responsible Officer:</b>	<b>Allan Moles Chief Executive Officer</b>
<b>Author Name:</b>	<b>Allan Moles Chief Executive Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**REPORT PURPOSE**

The Pilbara Development Commission (PDC) is seeking nominations to fill two Local Government vacancies on its Board of Management.

**Background**

In accordance with the Regional Development Commissions Act, the four local government authorities in the Pilbara are invited to nominate up to two Councillors for each vacant position. Both positions are for a term of up to three years from the date of appointment.

**Issues**

Nil.

**Options**

Council has the following options available:

To nominate one or more Councillors for consideration by the Minister.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

Nil

**Voting Requirements**

Simple

---

**RECOMMENDATION**

**That Council nominate the following Councillors for consideration for the Board of the Pilbara Development Commission.**

**COUNCIL RESOLUTION**

**Res No : 14630**

**MOVED : Cr Vertigan**

**SECONDED : Cr Lewis**

**That Council suspend Standing Orders to allow for open discussion of this item.**

**CARRIED**

**FOR : Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Vertigan, Cr Hipworth, Cr Lewis, Cr Lockwood, Cr Lally & Cr White-Hartig**

**AGAINST : Nil**

**COUNCIL RESOLUTION**

**Res No : 14631**

**MOVED : Cr Vertigan**

**SECONDED : Cr Cechner**

**That Council resume Standing Orders.**

**CARRIED**

**FOR : Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Vertigan, Cr Hipworth, Cr Lewis, Cr Lockwood, Cr Lally & Cr White-Hartig**

**AGAINST : Nil**

**COUNCIL RESOLUTION**

**Res No : 14632**

**MOVED : Cr Hipworth**

**SECONDED : Cr Lewis**

**That Council nominate Cr White-Hartig, Cr Lally and Cr Lockwood for consideration for the Board of the Pilbara Development Commission.**

**CARRIED**

**FOR : Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Vertigan, Cr Hipworth, Cr Lewis, Cr Lockwood, Cr Lally & Cr White-Hartig**

**AGAINST : Nil**



**COUNCIL RESOLUTION**

**Res No** : **14633**  
**MOVED** : **Cr Hipworth**  
**SECONDED** : **Cr Lockwood**

**That Council take a 5 minute break at 8.14pm before commencing with the rest of the Agenda.**

**CARRIED**

**FOR** : Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Vertigan, Cr Hipworth, Cr Lewis, Cr Lockwood, Cr Lally & Cr White-Hartig

**AGAINST** : NIL

**COUNCIL RESOLUTION**

**Res No** : **14634**  
**MOVED** : **Cr Lockwood**  
**SECONDED** : **Cr White-Hartig**

**That Council resume the meeting at 8.20pm.**

**CARRIED**

**FOR** : Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Vertigan, Cr Hipworth, Cr Lewis, Cr Lockwood, Cr Lally & Cr White-Hartig

**AGAINST** : NIL

## 9 COMMUNITY SERVICES

### 9.1 COMMUNITY SERVICES

#### 9.1.1 INTEREST FREE LOAN TO ST LUKES COLLEGE

**File No:****Attachment(s)**

Nil

**Responsible Officer:**Simon Kot  
Executive Manager Community Services**Author Name:**Simon Kot  
Executive Manager Community Services**Disclosure of Interest:**

Cr Snell declared a financial interest as he is an employee of St Lukes College.

At 8.20pm Cr Snell left the Chamber and Cr Rothe took the Chair.

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#### REPORT PURPOSE

To consider a request an interest free loan to St Luke College for the purpose of redeveloping the school oval.

#### Background

Council has a long standing commitment to the redevelopment of the St Lukes College Oval. The estimated project cost is \$700,000 to be joint fund by the Shire.

A Project Manager has been engaged to the project and construction is due to commence in July.

St Lukes College have formally approached Council seeking an interest free loan of \$222,000 to assist with cash flow to the project.

#### Issues

St Lukes College have requested Council provide one interest free payment of \$222,000 in 2009/2010 with St Lukes College making two repayments of \$128,000 in February 2010 and \$94,000 in February 2011.

The purpose of advancing the funds to St Lukes College is to enable them to meet the anticipated expenses of the project in 2009 as cash flow is an issue considering the recent construction of the College gymnasium.

A formal funding agreement would be developed to clarify the conditions of the interest free loan.

Council Staff do not anticipate any issues with St Lukes College and its ability to repay the funds in the requested timeframe.

---

**Options**

Council has the following options available:

Agree to enter in to an agreement with St Lukes College to provide an interest free loan of \$222,000 excluding GST for the purpose of the St Lukes College Oval Redevelopment;

Or

Resolve not to provide an interest free loan as requested.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

Council is scheduled to provide its commitment of \$350,000 to the St Lukes College in June 2009, prior to commencement of construction.

Should Council agree to providing an interest free loan of \$222,000, it is anticipated that the loan would be repaid in full by February 2011.

**Conclusion**

Nil

**Voting Requirements**

Simple.

**Cr Snell vacated the Chair and handed over the meeting to Cr Rothe.**

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No : 14635**  
**MOVED : Cr Lockwood**  
**SECONDED : Cr Cechner**

**That Council enter in to an agreement with St Lukes College to provide an interest free loan of \$222,000 excluding GST for the purpose of the St Lukes College Oval Redevelopment.**

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**FOR : Cr Rothe, Cr Bailey, Cr Cechner, Cr Vertigan, Cr Hipworth, Cr Lewis, Cr Lockwood, Cr Lally & Cr White-Hartig**  
**AGAINST : NIL**

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**Cr Snell returned to Chambers and resumed the Chair.**

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**9.1.2 NON STATUTORY DONATION UNBUDGETED EXPENDITURE**

**File No:** AA/8/5B

**Attachment(s)** NIL

**Responsible Officer:** Simon Kot  
Executive Manager Community Services

**Author Name:** Bobbie Laine  
Divisional Administration Officer - Community Services

**Disclosure of Interest:** Nil

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**REPORT PURPOSE**

To consider a Budget Amendment to provide dollars to \$2,500.00 ex GST to the Salvation Army Red Shield Appeal 2007/2008.

**Background**

Council at its Budget Meeting of the 23<sup>rd</sup> July 2007 resolved the Annual Community Sponsorship for the 2007/2008 financial year. As part of resolution Council resolved to donate \$2500 excluding GST to the Salvation Army Red Shield Appeal.

In acquitting the 2008/2009 Annual Community Sponsorship it has been noted that the Salvation Army did not claim for the 2007/2008 period and have subsequently requested Council provide this contribution.

Council again resolved to provide a donation of \$2500 excluding GST to the Salvation Army Red Shield Appeal for the period 2008/2009.

**Issues**

As Council has not budgeted for this previous donation in the 2008/2009 period, Council if agreed, is required to allocate an additional \$2500.00 in the current budget.

**Options**

Council has the following options available:

1. Council resolve by absolute majority to contribute an additional \$2500.00 ex GST from the Non Statutory Donations account 314200 as contribution to the 2007/2008 Salvation Army Red Shield Appeal and amend the budget accordingly.

Or

2. Council consider this request as part of the 2009/2010 budget process.

**Policy Implications**

Policy number CS6 titled Donations, Sponsorships & Community Funding is relevant to this matter.

**Legislative Implications**

Budget amendment by absolute majority is required.

**Financial Implications**

A budget amendment resolved by Absolute Majority will be required. for Council to fulfil its previous resolution.

**Conclusion**

Nil

**Voting Requirements**

Absolute.

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**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : 14636  
**MOVED** : Cr Cechner  
**SECONDED** : Cr Lally

**That Council resolve to contribute an additional \$2500.00 ex GST from the Non Statutory Donations (account 314200) as contribution to the 2007/2008 Salvation Army Red Shield Appeal and amend the budget accordingly.**

---

**CARRIED BY ABSOLUTE MAJORITY**

**FOR** : Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Vertigan, Cr Hipworth, Cr Lewis, Cr Lockwood, Cr Lally & Cr White-Hartig

**AGAINST** : NIL

## 10 TECHNICAL SERVICES

### 10.1 AIRPORT

#### 10.1.1 LEASE OF LOT 34- KARRATHA AIRPORT - HELIWEST GROUP

**File No:****Attachment(s)**                    **NIL****Responsible Officer:**            **Troy Davis**  
**Executive Manager Technical Services****Author Name:**                    **Chris Fox**  
**Airport Manager****Disclosure of Interest:**        **Nil**

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#### REPORT PURPOSE

The purpose of this report is for Council to consider a recent proposal by the Heliwest Group to enter into a lease arrangement for Lot 34 at Karratha Airport.

#### Background

Correspondence has been received dated 6 April 2009, from David Grimes, CEO of the Heliwest Group. Heliwest are an established Perth-based helicopter charter and flight training company seeking to enter the Karratha market. They have existing bases in Jandakot, Newman and Kalgoorlie.

Heliwest have requested to enter into a lease agreement with the Shire of Roebourne for Lot 34, which is located adjacent to the newly constructed western helicopter apron. They request a lease term of 15 years, plus an extended option term of 15 years. Their intention is to construct a hangar and office facility to establish their Karratha operations.

#### Issues

Lot 34 has been subject to a valuation undertaken by Independent Valuers in September 2008. This valuation was based on an assumption that full services to the lot were available, and the annual valuation was \$49,000p.a (excluding GST and indexed to CPI annually and reviewed to market 5-yearly). However, electrical services to the lot are not currently available, and an electrical upgrade will be required to deliver the provided services. A revised valuation amount may need to be considered based on the present lack of electrical services to the lot.

A larger concern however is that Lot 34 is beyond the physical extent of pavement on the existing western helicopter apron. If Council wish to proceed with this lease request, a commitment will need to be made in the 2009/10 budget to fund the extension of this apron to accommodate Lot 34, as well as any future helicopter operators that may wish to establish a presence at Karratha Airport.

It could be wise at the time that such works are undertaken, to extend the apron enough to allow the opening up of 2-3 further lots to allow for future growth. Although still in the planning

stage, there are indications that the Gorgon Joint Venture on Barrow Island could have a flow-on effect to offshore helicopter operations from Karratha Airport, justifying such an expansion, as well as to cater for growth in existing projects, such as Woodside's Pluto project.

This approach is consistent with future development of the aerodrome. In developing the existing helicopter apron in the current manner, the logical next step was to continue this expansion in a westerly direction, enabling the provision of future helicopter lots. An allocation of \$400,000 in the 2009/10 budget would appear reasonable to cover the expansion that is required.

### **Options**

Council needs to provide suitable apron area to provide for hangar developments like the one that is being proposed by Heliwest at Lot 34, as well as planning for future growth. The growth in offshore helicopter traffic has grown in recent times and Karratha Airport is the logical base for servicing these locations. Expansion of the apron area would allow for the opening up of future hangar lots.

Council has 2 options:

1. Deny the request from Heliwest to enter into a lease arrangement with the Shire of Roebourne for Lot 34 at Karratha Airport;
2. Approve the request from Heliwest subject to the provision of suitable funds in the 2009/10 budget and adoption by Council, to expand the apron area to service Lot 34 and future helicopter lots at Karratha Airport.

It appears to be in Council's best interest to consider this request subject to a commitment of funds to the western apron expansion, as part of the 2009/10 budget process. The addition of a new tenant and further growth in helicopter operations at Karratha Airport further underlines the importance of the airport to the region and the local economy.

### **Policy Implications**

The approach to expand the western apron appears to be consistent with the draft Karratha Airport Master Plan (2009) currently under review, and a previous commitment to continue rotary wing development at the western end of the aerodrome.

### **Legislative Implications**

Proposed lease would need to be subject to a public advertising period of 14 days under the requirements of Section 3.58 of the Local Government Act (1995).

### **Financial Implications**

Lease income of up to \$49,000 p.a.

### **Conclusion**

It appears to be in Council's best interest to approve this request, subject to funds in the 2009/10 budget being adopted by Council as part of the budget process, before a lease is finalised. The addition of a new tenant and further growth in helicopter operations at Karratha Airport further underlines the importance of the airport to the region and the local economy.

### **Voting Requirements**



Simple.

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**RECOMMENDATION**

**MOVED** : Cr Lockwood  
**SECONDED** : Cr Lally

That Council approve the entering into of a lease agreement with Heliwest for Lot 34 at Karratha Airport, for the annual lease fee of up to \$49,000p.a. (Indexed to CPI annually and reviewed to market 5-yearly), subject to the provision of suitable funds in the 2009/10 budget to fund the western apron expansion. Lease term to be an initial term of 15 years and an extended option term of a further 15 years.

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**PROCEDURAL MOTION**

**Res No** : 14637  
**MOVED** : Cr Hipworth  
**SECONDED** : Cr White-Hartig

That Item No 10.1.1 lay on the table until the Karratha Airport Master Plan has been endorsed by Council.

**CARRIED**

**FOR** : Cr Snell, Cr Rothe, Cr Bailey, Cr Cechner, Cr Vertigan, Cr Hipworth, Cr Lewis, Cr Lockwood, Cr Lally & Cr White-Hartig

**AGAINST** : NIL

## 11 DEVELOPMENT SERVICES

### 11.1.2 FINAL ADOPTION OF TPS8 LOCAL PLANNING POLICIES

<b>File No:</b>	<b>N/A</b>
<b>Attachment(s)</b>	<b>NIL</b>
<b>Responsible Officer:</b>	<b>Bob Sharkey</b> <b>Executive Manager Development Services</b>
<b>Author Name:</b>	<b>Joel Gajic</b> <b>Manager Planning Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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#### REPORT PURPOSE

To present the revised suite of TPS8 Local Planning Policies [LPP's] to Council for formal adoption following the advertising of the draft amended policies for public comment.

#### Background

LPP's are adopted by Council under the provisions of the Shire of Roebourne No 8 Town Planning Scheme (TPS8), to provide a greater level of detail on Council's requirements for specific forms of development or for development in nominated zones or geographic areas. TPS8 LPP's are reviewed as a part of the annual review of all Council policies.

#### Issues

##### Public Submissions

No submissions were received during or following the 42-day public exhibition period, despite the fact that advertising included both the required standard newspaper notices as well as large advertisements in the early general news sections of the "Pilbara News". A detailed summary of the proposed changes to the LPP's was also included in the Shire's monthly new column in March. The only communication relating to the policies that was received was a letter seeking clarification on some of the proposed changes to the existing policies, which has now been answered.

Whilst the lack of public response to the exhibition of the draft LPP's was disappointing, it should be understood that the views of stakeholders are noted as part of the on-going implementation of the LPP's throughout the year. All comments and suggestions from stakeholders are carefully considered as part of the annual review of all Council policies.

##### Further Review

The draft LPP's have now been further reviewed and some minor improvements have been included in the LPP's as tabled, which are summarised below:

DP7 – Residential Frontage; 'primary street setback area' now defined as ...*"the area between a dwelling or residential building and the primary street."*

DP9 – Town Centre Development Requirements; proposed R40 density restrictions applied to self-contained holiday accommodation (serviced apartments) in the draft policy relaxed to now apply solely to apartments of three [3] or more bedrooms.

DP14 – Point Samson Development Requirements; a map has now been included to more easily define the extent of the policy area.

### **Options**

Council has the following options available:

1. To adopt one or more of the fourteen [14] draft LPP's tabled with or without modification.
2. To not adopt one or more of the fourteen [14] draft LPP's tabled with or without modification.

### **Policy Implications**

Policy numbers DP1 – DP14 are the subject of this report.

### **Legislative Implications**

In accordance with Part V of the TPS the final adoption of draft LPP's must be advertised and where, in the opinion of Council, the provisions of any Policy affect the interests of the Western Australian Planning Commission (the Commission), a copy of the Policy shall be forwarded to the Commission.

### **Financial Implications**

There are no financial implications resulting from this report.

### **Conclusion**

The revised and newly created LPP's are designed to improve the level of information available to applicants on the policy framework applicable to planning applications for specific uses and in nominated zones and localities with the objective of improving the quality of planning applications and in turn the ease and speed of assessment and decision-making. The LPP's are recommended for approval as tabled.

### **Voting Requirements**

Absolute.

**RECOMMENDATION**

**That Council finally adopt the following Local Planning Policies as tabled:**

- DP1 – Crane Circle Mixed Business Zone Development Requirements**
- DP2 – Performance Guarantee**
- DP3 – Satellite Dishes, Wind Turbines and External Fixtures**
- DP4 – Home Occupations**
- DP5 – Industrial Zones and Industrial Development Requirements**
- DP6 – Landscaping Requirements for Industrial and Commercial Areas**
- DP7 – Residential Frontage**
- DP8 – Roebourne and Wickham Mixed Business Zone**
- DP9 – Town Centre Development Requirements**
- DP10 – Transient Workforce Accommodation**
- DP11 – Transportable Buildings in Residential Areas**
- DP12 –Commercial Zone Development Requirements**
- DP13 – Tourism Zone Development Requirements**
- DP14 – Point Samson Development Requirements**

**COUNCIL RESOLUTION**

**Res No : 14638**

**MOVED : Cr Lally**

**ACCEPTED : Cr Vertigan**

**That Council finally adopt the following Local Planning Policies as tabled:**

- DP1 – Crane Circle Mixed Business Zone Development Requirements**
- DP2 – Performance Guarantee**
- DP3 – Satellite Dishes, Wind Turbines and External Fixtures**
- DP4 – Home Occupations**
- DP5 – Industrial Zones and Industrial Development Requirements**
- DP6 – Landscaping Requirements for Industrial and Commercial Areas**
- DP7 – Residential Frontage**
- DP8 – Roebourne and Wickham Mixed Business Zone**
- DP9 – Town Centre Development Requirements (with an amendment to restrict the height of buildings to four stories within the Karratha Town Centre.**
- DP10 – Transient Workforce Accommodation**
- DP11 – Transportable Buildings in Residential Areas**
- DP12 –Commercial Zone Development Requirements**
- DP13 – Tourism Zone Development Requirements**
- DP14 – Point Samson Development Requirements**

**FOR : Cr Bailey, Cr Cechner, Cr Vertigan, Cr Lockwood, & Cr White-Hartig**

**AGAINST : Cr Lally, Cr Lewis, Cr Snell, Cr Rothe, Cr Hipworth and Cr Snell (Casting Vote)**

**LOST**

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**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14639**

**MOVED** : **Cr Rothe**

**SECONDED** : **Cr Lewis**

**That Council finally adopt the following Local Planning Policies as tabled:**

**DP1 – Crane Circle Mixed Business Zone Development Requirements**

**DP2 – Performance Guarantee**

**DP3 – Satellite Dishes, Wind Turbines and External Fixtures**

**DP4 – Home Occupations**

**DP5 – Industrial Zones and Industrial Development Requirements**

**DP6 – Landscaping Requirements for Industrial and Commercial Areas**

**DP7 – Residential Frontage**

**DP8 – Roebourne and Wickham Mixed Business Zone**

**DP9 – Town Centre Development Requirements**

**DP10 – Transient Workforce Accommodation**

**DP11 – Transportable Buildings in Residential Areas**

**DP12 – Commercial Zone Development Requirements**

**DP13 – Tourism Zone Development Requirements**

**DP14 – Point Samson Development Requirements**

**CARRIED**

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**FOR** : Cr Cechner, Cr Lockwood, Cr Lewis, Cr Snell, Cr Rothe & Cr Hipworth

**AGAINST** : Cr Vertigan, Cr Bailey, Cr White-Hartig & Cr Lally

Cr's Vertigan, Bailey White-Hartig & Lally wished recorded that they voted against the motion as they are against DP9 without a height limit of 4 stories.

**11.1.3 PROPOSED SEA CONTAINER HARRIET WAY, NICKOL**

<b>File No:</b>	<b>TA/1/8</b>
<b>Attachment(s)</b>	<b>Written submissions, Site plan</b>
<b>Responsible Officer:</b>	<b>Bob Sharkey Executive Manager, Development Services</b>
<b>Author Name:</b>	<b>Paul Compe Planning Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**REPORT PURPOSE**

For Council to determine an application for planning approval (PA2046) to locate a sea-container on lot 44, [HN 24] Harriett Way, Nickol as an objection of a substantive nature has been received. Under Council's Delegation of Authority Number 12: Town Planning Approvals, where "an objection of a substantive nature is received the application will be referred to Council for determination".

**Background**

Suburb: Nickol  
Applicant: Brandt Bamford  
Owner: Shannon Burges  
Zoning: Urban Development (R20)

While the property has a double carport as well as a double garage, which is normally used for protected storage, the applicant wishes to use the double garage to store two motor vehicles in the event of a cyclone. The purpose of the proposed sea-container is to provide for the storage of household items that would not be able to be accommodated in the double garage or the house in the event of a cyclone.

Notice of the proposal was mailed to the owners of the properties in the immediate area who were considered to be potentially detrimentally affected. One (1) objection was received.

**Issues*****Policy Provisions***

The key objectives of Local Planning Policy DP 7 'Residential Frontage' that relate to this proposal are *"To encourage the primary street setback area to be open, enabling a clear view from the street and vice versa"* and *"To protect the amenity of the streetscapes."*

The primary street setback is defined in the policy as *"the area between a dwelling or residential building and the primary street."*

The performance criteria of Clause 6.10.1 of the Residential Design Codes of Western Australia 2008 (R Codes) also stipulates that *"Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties."*

However, DP-7 states that some development applications such as sea containers can be allowed in certain instances *“Outbuildings, sea containers and ground-mounted satellite dishes are discouraged within the primary street setback area unless it can be demonstrated that no alternative location exists, and that the proposed development will not have an adverse impact on the streetscape.”*

### **Applicants' Submission**

The applicant states that the proposed sea-container is not proposed to be located in either of the two backyard areas as these areas are used for recreation.

The applicant states that they are unable to fence the sea container as such fencing would restrict access to the main entry to the dwelling. The sea container is proposed to be ordered in a dark blue finish to complement the dwelling, with a garden established forward of the sea container for screening purposes.

### **Grounds of Objection**

The following objection to the proposal was received by email on April 9, 2009:

*“It does not seem appropriate to put a sea container at the front of the property in full view of other residents on a long term basis? Why is it not possible for the owner to put a shed in the back yard even if it takes up space used for recreation?”*

*I am not in favour of the proposal as submitted and without further clarification it would be detrimental to my property to have a sea container at (the) front of the property, surely it is against the councils regulations to allow it?”*

### **Acceptable Development Solution**

The proposal as submitted would adversely impact on the streetscape and therefore the amenity of the area. However if the following additional works were undertaken the impact on the streetscape could be sufficiently minimised to an extent whereby the development could be supported:

1. Install a fence to match the existing side fence between the side fence and the front left-hand carport support column.
2. Install an in-fill panel between the front left-hand and middle carport support columns.
3. Install the sea-container with a cast in-situ plate footing.
4. Landscape a 2m deep area between the side fence and the edge of the driveway in front of the fence recommended to be installed between the side fence and the front left-hand carport support column.

### **Options**

Council has the following options available:

1. To approve the application subject to the sea container being screened from the street with fencing, in-fill panels and landscaping.
2. To refuse the application on the ground that the proposed location of the sea-container would detrimentally impact on the streetscape and the amenity of the area.
3. To approve the application as submitted, with or without conditions to be determined by Council.

### **Policy Implications**

Policy number DA 7 titled Residential Frontage is relevant to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

The approval of the sea-container proposed to be located on Lot 44 Harriet Way, Nickol is recommended subject to a requirement to install additional works to ameliorate the impact of the proposal on the streetscape.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

Res No : 14640

MOVED : Cr Rothe

SECONDED : Cr Cechner

**That Council approve planning application PA2046 for a sea container on Lot 44, 24 Harriet Way, Nickol subject to:**

- 1. The sea container being screened from public view with appropriate fencing, in-fill panelling, cast in-situ footings and landscaping being provided as deemed appropriate by the Manager of Planning Services.**
- 2. The sea container being setback from property boundaries in accordance with the Residential Design Codes of Western Australia 2008.**
- 3. Other standard planning conditions as determined by the Manager of Planning Services.**

---

**MOTION LOST**

FOR : Cr Rothe, , Cr Cechner, Cr Lewis,

AGAINST : Cr Snell, Cr Bailey, Cr Vertigan, Cr Hipworth, Cr Lockwood, Cr Lally & Cr White-Hartig

**REASON FOR DECISION**

**Council voted against the staff recommendation as it did not consider it appropriate to site a sea container in the proposed location.**



**ATTACHMENT 1 – AGENDA ITEM 11.1.3 PROPOSED SEA CONTAINER HARRIET WAY, NICKOL**

## Written Submission &amp; Site Plan

23<sup>rd</sup> March 2009

To Whom It May Concern:

To follow is some extra information to accompany our application to place a shipping container on our property located at 24 Harriet Way (Lot 44) Karratha. The shipping container is proposed to be used as storage as we currently use our garage as we do not have a shed on site.

We would like to place the container to the side of our house. It has come to our attention that this is against council policy as this area can be viewed from the street front. However as per the attached photos it can be seen our backyard has only one area which would fit a container/shed which is used as a grass area for our son and our dog. Without this area there would be no space in the backyard for them to utilise and play. As you can also see in the attached photos we are not able to fence the area where the container is proposed to go as it is the main entrance to our house, I also feel it would look worse being fenced than unfenced as it would appear very awkward should we put a fence in that position.

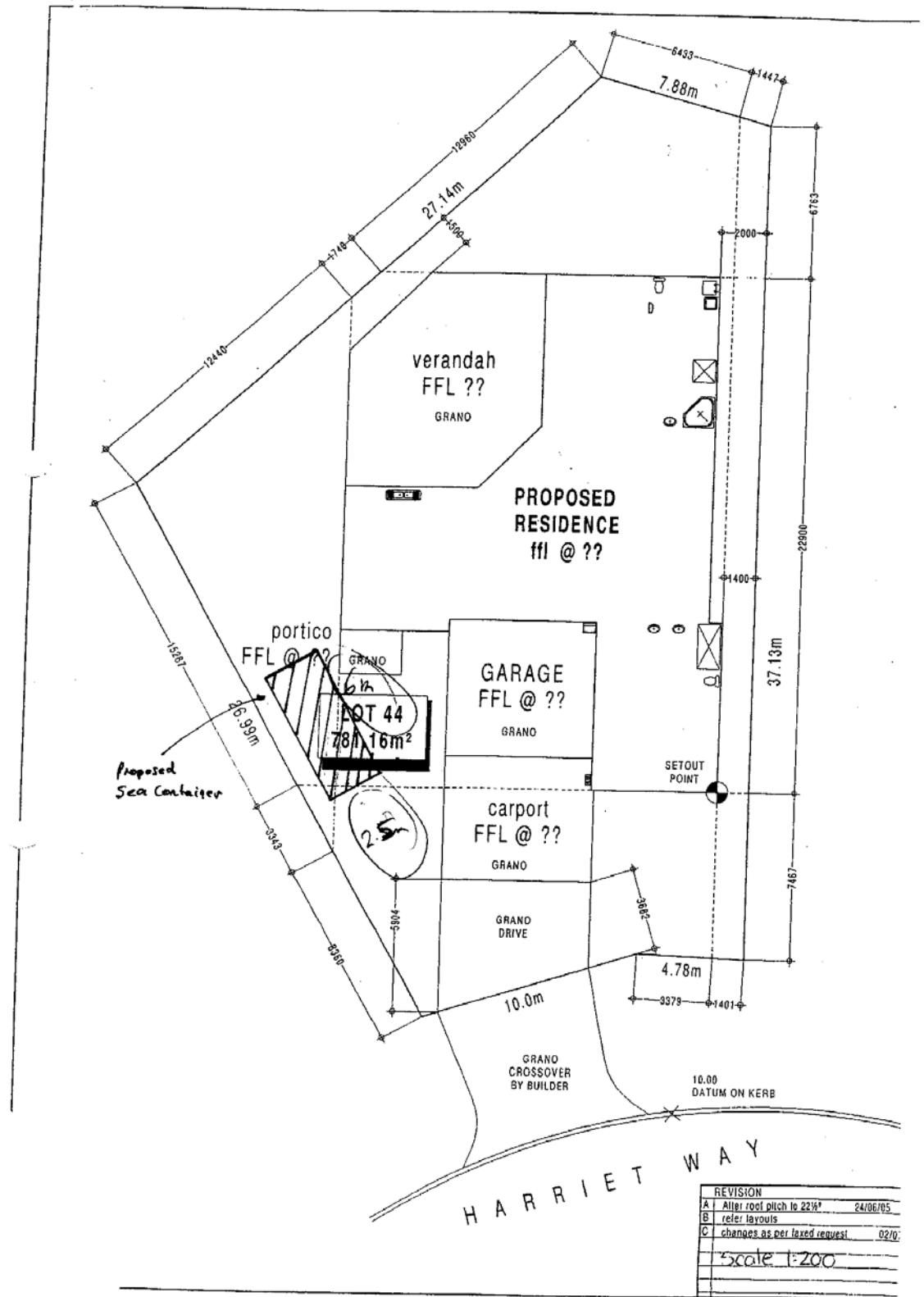
The shipping container we have picked is a brand new dark blue container, the same colour as the house to improve it's appearance. We also plan to remove all the blue metal which is where the container is proposed to be placed put a garden on the street side of the container to hide it from the streets view.

We are requiring this container for storage as already mentioned we currently use our garage as our shed. This is a problem as in the event of a cyclone we are forced to squeeze all our outdoor furniture and gardening equipment into the garage which leaves no space for our cars, which would benefit from being protected during a cyclone. Our shipping container is going to take place of the garage so our cars will then be able to once again fit into the garage.

We understand the concerns of the council wanting to ensure the town is aesthetically pleasing, as this is our own property this is also what we are striving to do.

If you require any further information please feel free to contact us at any time.

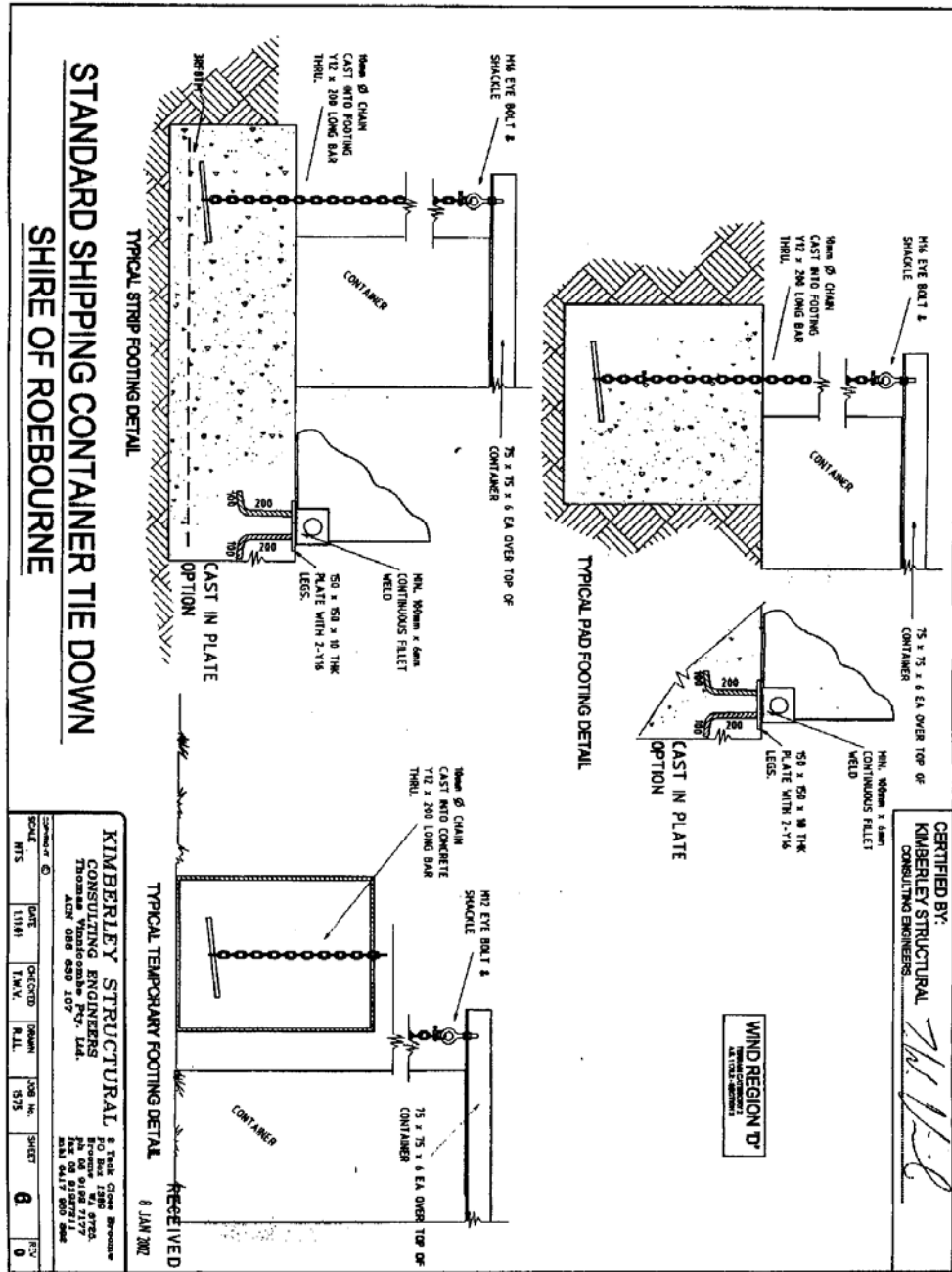
Regards  
Brandt and Shannon Bamford



REVISION	
A	Alter roof pitch to 22½° 24/06/05
B	refer layouts
C	changes as per faxed request 02/07
Scale 1:200	



Shire of Roebourne Standard Sea Container Tie Down Specifications – Sept 05



**KIMBERLEY STRUCTURAL CONSULTING ENGINEERS**  
 Thomas Throsselmann Pty. Ltd.  
 ACN 080 630 107  
 PO Box 1280 Broome  
 WA 6752  
 Ph 08 9188 2177  
 Fax 08 9188 2178  
 Email info@kimberley.com.au

DATE	11/01/02	DESIGNED	THOMAS	JOB NO.	575	SHEET	6	REV	0
SCALE	1:1	DRAWN	THOMAS						

CERTIFIED BY:  
**KIMBERLEY STRUCTURAL CONSULTING ENGINEERS**  
*[Signature]*

**From:** James Musgrave [mailto:jvmusgrave@hotmail.com]  
**Sent:** Thursday, 9 April 2009 11:07 AM  
**To:** Joel Gajic  
**Subject:** RE: seacontainer plans

Hi Joel,

Given that I have only just received the notification and it appears to be the property opposite mine without any photo being attached, as referred to in the letter by the owner of 24 Harriet Way, I have no way of knowing what the impact will be in terms of an eyesore, etc.

It does not seem appropriate to put a sea container at the front of the property in full view of other residents on a long term basis? Why is it not possible for the owner to put a shed in the back yard even if it takes up space used for recreation?

I am not in favour of the proposal as submitted and without further clarification it would be detrimental to my property to have a seacontainer at the front of the property, surely it is against the councils regulations to allow it?

Regards,

Thelma

**11.1.4 PROPOSED SEA CONTAINER STANBRIDGE WAY, MILLARS WELL**

**File No:** TA/1/7

**Attachment(s)** Applicants submission, Public submission.

**Responsible Officer:** Bob Sharkey,  
Executive Manager, Development Services

**Author Name:** Paul Compe  
Planning Officer

**Disclosure of Interest:** NIL

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**REPORT PURPOSE**

For Council to determine an application for planning consent (PA 2040) to locate a sea container on Lot 2231, 2 Stanbridge Way, Millars Well as an objection of a substantive nature has been received. Under Council's Delegated Authority Register No.12: Town Planning Approvals where "an objection of a substantive nature being received the application will be referred to Council for determination".

**Background**

Suburb: Millars Well  
Applicant: Leonie Evans  
Owner: (as above)  
Zoning: Residential R20

On 20 February 2009 the Shire contacted the applicant requesting the removal of the sea container from the road reserve adjacent to the property or alternatively to lodge applications for planning and building approval to location to sea-container on the applicant's property.

Notice of the proposal was mailed to the owners of the properties in the immediate area who were considered to be potentially detrimentally affected. Two letters were received in response to the proposal; one (1) letter of formal objection and one (1) letter of non-objection were received.

**Issues*****Policy Provisions***

The key objectives of Local Planning Policy DP 7 'Residential Frontage' that relate to this proposal are "*To encourage the primary street setback area to be open, enabling a clear view from the street and vice versa*" and to "*To protect the amenity of the streetscapes.*"

The primary street setback is defined in the policy as "*the area between a dwelling or residential building and the primary street.*"

The performance criteria of Clause 6.10.1 of the Residential Design Codes of Western Australia 2008 (R Codes) also stipulates that "*Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.*"

However, DP-7 states that some development applications such as sea containers can be allowed in certain instances "*Outbuildings, sea containers and ground-mounted satellite*

*dishes are discouraged within the primary street setback area unless it can be demonstrated that no alternative location exists, and that the proposed development will not have an adverse impact on the streetscape.”*

### **Grounds of Objection**

The following objection to the proposal was received by email on March 27, 2009.

- “1. *The area is predominantly a residential area in which the placement of sea containers doesn’t belong (build a shed).*
2. *A sea container in this area would be unsightly.*
3. *By allowing this sea container a precedent is possibly set for other people to seek and gain permission.”*

### **Acceptable Development Solution**

The proposal as submitted would adversely impact on the streetscape and therefore the amenity of the area. However if the sea-container was located behind the primary street frontage (such that it is located behind the dwelling), installed with cast in-situ plate footings and fenced from view from the street the impact on the streetscape could be sufficiently minimised to an extent whereby the development could be supported.

### **Options**

Council has the following options available:

4. To approve the proposed location of the sea-container subject to it being located behind the existing dwelling and screened from the street.
5. To refuse the application on the ground that the proposed location of the sea-container would detrimentally impact on the streetscape and the amenity of the area.
6. To approve the application as submitted, with or without conditions to be determined by Council.

### **Policy Implications**

Policy number DA 7 titled Residential Frontage is relevant to this matter.

### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

### **Financial Implications**

There are no financial implications resulting from this report.

## Conclusion

The approval of the sea-container proposed to be located on No 2 Stanbridge Way, Millars Well is recommended subject to the requirement that the sea-container is located behind the primary street frontage, installed with cast in-situ plate footings and fenced from view from the street to ameliorate the impact of the proposal on the streetscape.

## Voting Requirements

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Simple.

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## RECOMMENDATION/COUNCIL RESOLUTION

Res No : 14641  
MOVED : Cr Lockwood  
SECONDED : Cr Cechner

That Council determine to approve planning application PA2040 for a sea container at Lot 2231, 2 Stanbridge Way, Millars Well subject to:

1. The sea container being located behind the “primary street frontage” installed with cast in-situ plate footings and fenced from public view.
2. The sea container being setback from the secondary street and other property boundaries in accordance with the Residential Design Codes of Western Australia 2008.
3. Other standard planning conditions as determined by the Manager of Planning Services.

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## MOTION LOST

FOR : Cr Rothe & Cr Cechner,

AGAINST : Cr Snell, Cr Bailey, Cr Vertigan, Cr Hipworth, Cr Lewis, Cr Lockwood, Cr Lally & Cr White-Hartig

## REASON FOR DECISION

Council voted against the staff recommendation as it did not consider it appropriate to site a sea container in the proposed location.

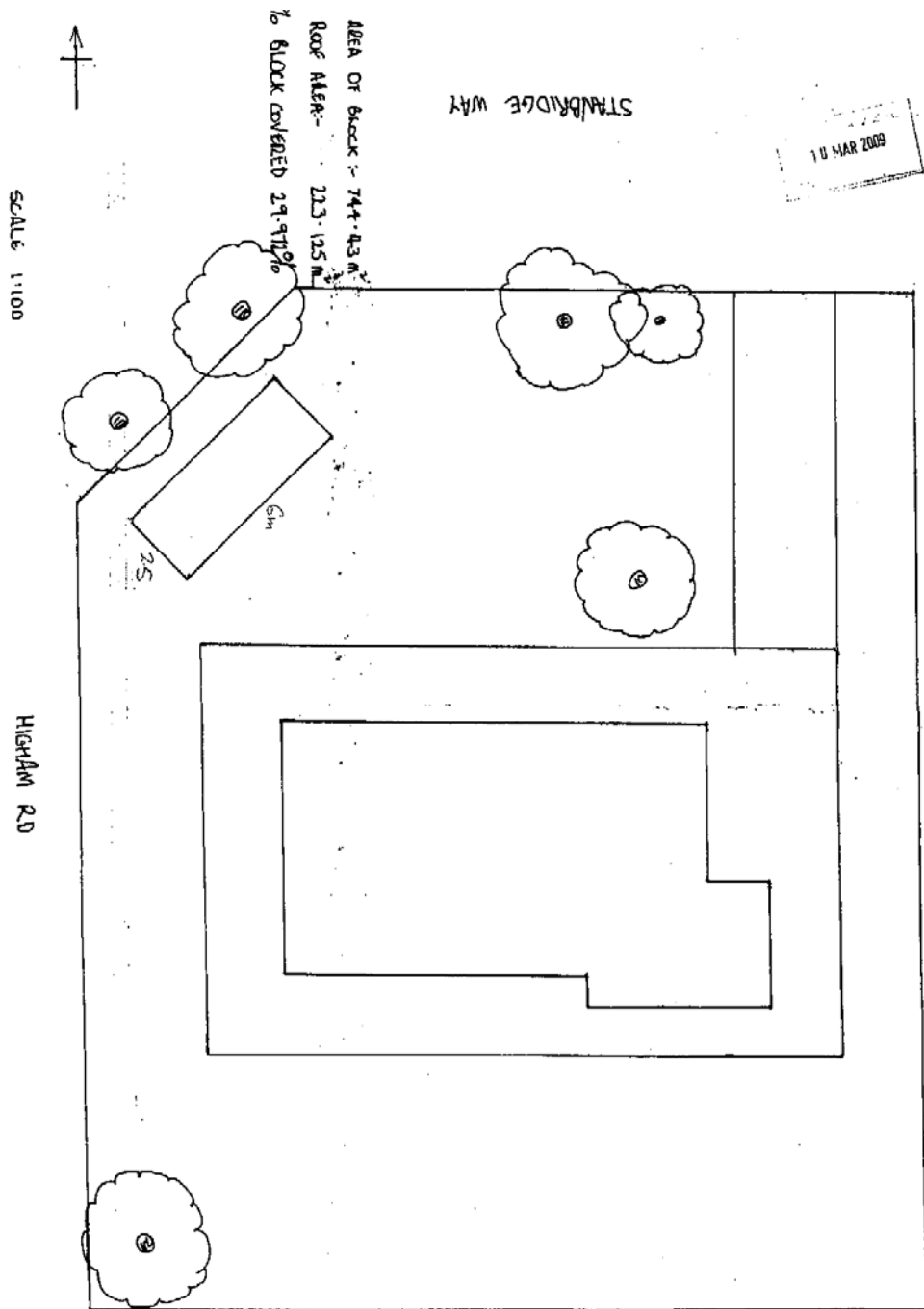
Mr Damien Milk tabled photos of sea containers that are already established within the Shire, and wished to speak concerning this motion, but did not realise that he needed to raise his query at Public Question time.

Cr Snell responded that if he required the motion to be rescinded that Mr Milk put his request in writing so that Council could look at the request at the next Ordinary Council Meeting.



### 11.1.4 PROPOSED SEA CONTAINER STANBRIDGE WAY, MILLARS WELL

Applicants submission, Public submission.



**Paul Compe**

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**From:** Simon Luscombe [Simon.Luscombe@housing.wa.gov.au]  
**Sent:** Monday, 6 April 2009 3:50 PM  
**To:** Paul Compe  
**Subject:** Your Ref: TA/1/7 PA2040 (078341)

Dear Paul,

Please be advised that the Department of Housing has no objection to the application for a sea container at 2 Stanbridge Way Millars Well.

Regards

Simon Luscombe  
Senior Planner  
Department of Housing  
Direct Line: 9222 4835

**From:** Shauna Grivell [mailto:shauna.grivell@raywhite.karratha.com]  
**Sent:** Friday, 3 April 2009 4:55 PM  
**To:** Patrick McClure  
**Subject:** FW: Planning Consent

Kind Regards  
**RAY WHITE KARRATHA**  
*Shauna Grivell*  
 Commercial/Industrial & Strata Assistant  
 Ph: (08) 9185 2444  
 Fx: (08) 9144 1052  
[shauna.grivell@raywhite.karratha.com](mailto:shauna.grivell@raywhite.karratha.com)

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**From:** Lenmac Services [mailto:lenmac2@bigpond.com]  
**Sent:** Friday, 27 March 2009 12:36 PM  
**To:** Shauna Grivell  
**Subject:** Re: Planning Consent

Sun Court Strata/Body Corporate  
 C/- Ray White Karratha

As per correspondence received with regards to the placing of a sea container at 2 Standbridge Way, Millars Well, I would object to the Application for the following reasons-

- 1) the area is a predominantly a residential area in which the placement of sea containers doesn't belong. ( build a suitable shed)
- 2) a sea container in this area would be unsightly.
- 3) by allowing this sea container a precedent is possibly being set for other people to seek and gain permission.

Regards  
 Mike McGivern ( owner unit3/2 Sun Court Millars Well Karratha )

## 12 ITEMS FOR INFORMATION ONLY

### 12.1 CEO & EXECUTIVE SERVICES

#### 12.1.1 INFORMATION ONLY ITEMS - May 2009

**Responsible Officer:** Allan Moles  
Chief Executive Officer

**Author Name:** Ronnie Burse  
PA to CEO

**Disclosure of Interest:** Nil

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#### REPORT PURPOSE

To advise Council of the information items for May 2009.

#### Background

None

#### Issues

None

#### Options

None

#### Policy Implications

There are no relevant policy implications pertaining to this matter.

#### Legislative Implications

There are no relevant legislative implications pertaining to this matter.

#### Financial Implications

There are no financial implications resulting from this report.

#### Conclusion

None

#### Voting Requirements

Simple.

---

#### RECOMMENDATION/COUNCIL RESOLUTION

**Res No** : 14642  
**MOVED** : Cr Vertigan  
**SECONDED** : Cr White-Hartig

That Council note the following information items:

- ◆ 12.1.2 Shire President's Mail
  - ◆ 12.1.3 Register of Documents Stamped with the Shire's Common Seal
-

- ◆ 12.1.4 Councillor Representatives on Organisations
- ◆ 12.1.5 Tabled Correspondence
- ◆ 12.2.1 Budget Amendments for period ending-20 April 2009
- ◆ 12.2.2 Non-Statutory Donations for period ending-5 May 2009
- ◆ 12.3.1 Building Statistics – April 2009
- ◆ 12.3.2 Planning Decisions Issued – 9 April to 7 May 2009

**CARRIED**

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FOR : Cr Snell Cr Rothe, Cr Bailey, Cr Cechner, Cr Hipworth, Cr Lally Cr Lewis, Cr Lockwood,  
Cr Vertigan, & Cr White-Hartig

AGAINST : NIL

**12.1.2 SHIRE PRESIDENT’S MAIL**

**Responsible Officer:** Allan Moles  
 Chief Executive Officer

**Author Name:** Ronnie Bursey  
 PA to CEO

**Disclosure of Interest:** Nil

**REPORT**

Incoming correspondence for the Shire President

Date	From	Subject Details
09/04/2009	The Australian Rural & Outback Awards	Nominations now open for 2009 Australian Rural & Outback Awards

**12.1.3 REGISTER OF DOCUMENTS STAMPED WITH THE SHIRE OF ROEBOURNE  
COMMON SEAL**

**Responsible Officer:** Allan Moles  
Chief Executive Officer

**Author Name:** Ronnie Bursey  
PA to CEO

**Disclosure of Interest:** Nil

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**REPORT PURPOSE**

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

DATE	DOCUMENT
24 Apr 2009	Indigenous Land Use Agreement between Minister for Lands and The Ngarluma Aboriginal Corporation and the Shire of Roebourne x 3 copies

**12.1.4 COUNCILLOR REPRESENTATIVES ON ORGANISATIONS**

**Responsible Officer:** Allan Moles  
**Chief Executive Officer**

**Author Name:** Ronnie Bursey  
**PA to CEO**

**Disclosure of Interest:** Nil

**REPORT**

Below is the listing of Councillor Portfolios and Representatives on Organisations within the Shire of Roebourne, both internal and external groups.

**External Committees:**

EXTERNAL COMMITTEE	DIVISION & STAFF MEMBER [if applic]	COUNCILLOR
Aged Persons Units Management Committee [quarterly]	Community Services Senior Community Development Officer [Ellen Ngomamiti]	Cr Cechner
Burrup Rock Art Committee	CEO's Office- CEO [Allan Moles]	Cr Lally
Coastal Community Environmental Forum [bi-annually]	Development Services Exec Manager, Development Services [Bob Sharkey]	Cr Lockwood
FeNaCING Festival Committee [Lions Club] [as needs basis]	Community Services Community Development Officer Events and Services	Cr Rothe
Karratha Visitor Centre Committee	Community Services -	Cr Hipworth
Karratha Youth Housing Project Committee	Community Services -	Cr Lockwood
Nor West Jockey Club Committee	Community Services -	Cr Snell
Pilbara Community Reference Group - Gorgon Joint Venture	Development Services -	Cr White-Hartig
Pilbara Development Commission	CEO's Office	Cr Snell
Pilbara Iron Cape Lambert Community Advisory Group [bi-monthly]	Community Services	Cr White-Hartig
Pilbara Iron Dampier Community Advisory Group - [bi-monthly]	Community Services	Cr's Lally & Vertigan
Pilbara & Kimberley Care Inc	Community Services -	Cr Rothe
Pilbara Regional Council	CEO Office - CEO [Allan Moles]	Cr's Snell & Hipworth- Cr's Vertigan & Lockwood (proxies)



EXTERNAL COMMITTEE	DIVISION & STAFF MEMBER [if applic]	COUNCILLOR
Pilbara Regional Road Group	Technical Services CEO [Allan Moles] Technical Committee - Executive Manager, Technical Services [Troy Davis]	Cr Snell & Cr Hipworth
Roebourne District Tourist Association	Community Services -	Cr Bailey
Walkington Theatre Management Committee [qtrly]	Community Services Manager Community Development [Don Webster]	Cr Cechner [proxy Cr Vertigan]
Welcome Lotteries House Committee	Community Services -	Cr Lockwood
West Pilbara Communities for Children Consortium	Community Services -	Cr Lockwood
Woodside Liaison Group Meeting	CEO Allan Moles -	Cr Snell

**Internal Committees:**

INTERNAL COMMITTEE	DIVISION & STAFF MEMBER [if applic]	COUNCILLOR
Audit Committee	Corporate Services Exec Manager, Corporate Services [Mark Jones] & Manager, Financial Services [Lynette Reeves]	Cr's Snell, Wieland, Rothe & Lally
Childcare Reference Group	Community Services To be reviewed	Cr's Lockwood & Vertigan
Community Safety & Crime Prevention Reference Group [monthly]	Community Services Manager Community Development [Don Webster]	Cr Wieland [proxy Cr Lockwood]
Community Sponsorships Reference Group [Annual Community Sponsorships, Walkington Award, Sports & Cultural Scheme] [quarterly]	Community Services Exec Manager, Community Services [Simon Kot] Manager Community Development [Don Webster] Recreation Facilities Coordinator [Jenni Brown] Senior Community Development Officer [Ellen Ngomamiti]	Cr's Cechner, Rothe, Lally & Bailey
Cossack Steering Group	Community Services & Development Services Exec Manager, Community Services [Simon Kot] & Exec Manager, Development Services [Bob Sharkey]	Cr's Hipworth & Bailey
<i>Creative Community: Creative Action</i> Community Cultural Reference Group	Community Services To be reviewed	Cr's Wieland, Lockwood & Hipworth
Dampier Normalisation Reference Group	CEO Office A Moles	Cr's Lally, Vertigan & Rothe
Indigenous Advisory Group <i>Review whether this is still required</i>	Community Services	Cr's Lockwood and Bailey
Communities Against Rubbishing Our Environment Group	Community Services Ranger Services Co-ordinator [Lisa Manser]	Cr's Wieland, Vertigan & Lockwood
Off-Road Vehicles Reference Group	Community Services Ranger Services Coordinator [Lisa Manser]	Cr Wieland

INTERNAL COMMITTEE	DIVISION & STAFF MEMBER [if applic]	COUNCILLOR
Plant Advisory Group [as needs basis]	<p style="text-align: center;"><b>Technical Services</b> Exec Manager, Technical Services Troy Davis</p>	Cr's Rothe, Lewis & Wieland
Recreation Facilities Reference Group	<p style="text-align: center;"><b>Community Services</b> Exec Manager, Community Services [Simon Kot] Recreation Facilities Co-ordinator [Jenni Brown]</p>	Cr's Lally, Lewis, Wieland, Bailey & Rothe
Shire of Roebourne Housing Reference Group	<p style="text-align: center;"><b>CEO's Office</b> CEO [Allan Moles], Exec Manager Development Services [Bob Sharkey] &amp; Exec Manager, Technical Services [Troy Davis]</p>	Cr's Lewis, Hipworth & Rothe
Joint Visitor Centre Meetings	<p style="text-align: center;"><b>Community Services</b> Exec Manager, Community Services [Simon Kot]</p>	
Wickham Normalisation Reference Group [as needs basis]	<p style="text-align: center;"><b>CEO's Office</b> CEO [Allan Moles]</p>	Cr's Rothe, Lewis & White-Hartig

**12.2 CORPORATE SERVICES**

**12.2.1 BUDGET AMENDMENTS FOR THE PERIOD ENDING 20 APRIL 2009**

**File No:** MAY 09  
**Responsible Officer:** Lynette Reeves  
 Manager Financial Services  
**Author Name:** Vicki Clarke  
 Expenditure Accountant  
**Disclosure of Interest:** Nil

**REPORT**

To provide Council with a report on adopted amendments to the original budget and the anticipated effect of those amendments on the surplus/deficit position at the end of the year.

***Shire Of Roebourne***

**Budget Amendments**

**For The Period Ending 20 April 2009**

Date Of Meeting	Res Number	Account Number	Description	Expenditure Increase / (Decrease)	Income Increase / (Decrease)	New Surplus /(Deficit)
				\$	\$	\$
			Original Budget Closing Estimate			(79,100)
			Adjustment of Opening Surplus/(Deficit) after Audit			315,151
21-Jul-08	14414	125260	Write Off Debt Aquacarotene Ltd	26,690		209,361
18-Aug-08	14446	112057	Tender G06-07/08 Roebourne Oval Lighting	45,000		164,361
15-Sep-08	14455	101136	Write off bad debts	2,061		162,300
		144045	Write off bad debts	1,303		160,997
		125260	Write off bad debts	105		160,892
20-Oct-08	14473	144044	Tsf from 144500-change model for Brushcutter	396		160,496
		144500	Tsf to 144044	(396)		160,892
		122502	Tarping for P905 & P903	7,150		153,742
		11580	Tsf from Walkington Theatre reserve		20,000	173,742
17-Nov-08	14500	40020	Jordan Perkusich-donation towards travel costs for overseas cricket tour	500		173,242
	14501	131059	Australia Day Celebrations	6,000		167,242
15-Dec-08	14526	110094	Write off bad debts	571		166,671
	14526	140505	Write off bad debts	675		165,996
	14526	112412	Write off bad debts	1,756		164,240
	14526	101136	Write off bad debts	486		163,754
	14526	110016	Write off bad debts	25,432		138,322
Date Of Meeting	Res Number	Account Number	Description	Expenditure Increase / (Decrease)	Income Increase / (Decrease)	New Surplus /(Deficit)

	14537	106530	Pt Samson Toilets	175,000		(36,678)
5-Mar-09	14579		Loan for purchase of Cinema Complex		3,500,000	3,463,322
	14579		Purchase of Cinema Complex	3,500,000		(36,678)
<b>Date Of Meeting</b>	<b>Res Number</b>	<b>Account Number</b>	<b>Description</b>	<b>Expenditure Increase / (Decrease)</b>	<b>Income Increase / (Decrease)</b>	<b>New Surplus / (Deficit)</b>
16-Mar-09	14581	80510	SS 932006 - Wickham Day Care-patio	(5,500)		(31,178)
	14581	80511	SS 932006 - Wickham Day Care-aircon	26,670		(57,848)
	14581	80037	SS 632011 - Wickham Day Care-repairs water damage etc	40,511		(98,359)
	14583	Various	Write off bad debts	1,831		(100,190)
	14587	115499	SS306205 - National Youth Week	14,025		(114,215)
20-Apr-09	14601	Various	Budget Review	(4,938,506)	(3,995,337)	828,954
			<b>Totals</b>	<b>(1,068,240)</b>	<b>(475,337)</b>	
			<b>Current Budget Position is a</b>	<b>surplus of</b>	<b>828,954</b>	

**12.2.1 NON STATUTORY DONATIONS FOR PERIOD ENDING 5 MAY 2009**

**File No:** MAY 09

**Responsible Officer:** Lynette Reeves  
Manager Financial Services

**Author Name:** Vicki Clarke  
Expenditure Accountant

**Disclosure of Interest:** Nil

**REPORT**

To provide Council with a summary of Non Statutory Donations made during the specified period.

**Shire Of Roebourne**  
**Non Statutory Donations**  
**For The Period Ending 5 May 2009**

	Original Budget \$	Amended Budget \$	Actual \$
Various community groups-rubbish collection fees			
Karratha Youth Housing Project	360	360	
St Vincent de Paul	1,401	1,401	
Karratha Art & Learning Centre	14,973	14,973	14,973.00
Hampton Harbour Boat & Sailing Club	4,500	4,500	4,500.00
Roebourne Sobering-Up Shelter	5,500	5,500	
Salvation Army-Red Shield Appeal	2,500	2,500	
St John Ambulance Sub Centre Roebourne	9,000	9,000	8,196.18
Lions Club of Karratha and Dampier	6,000	6,000	
West Pilbara Volunteer Search Rescue	1,000	1,000	
Karratha Kart Club	10,000	10,000	
Nor West Jockey Club	4,000	4,000	
Karratha Emergency Relief Assoc	2,000	2,000	2,000.00
Youthcare West Pilbara	2,000	2,000	2,000.00
Wickham Youth Group	5,000	5,000	
Dampier Squash Club	5,000	5,000	
Lotteries House Insurance	4,600	4,600	2,424.57
Point Samson Community Assoc	5,000	5,000	5,000.00
Business Excellence Awards	1,500	1,500	1,500.00
J Perkusich Travel Costs		500	500.00
	<b>84,334.00</b>	<b>84,834.00</b>	<b>41,093.75</b>

**12.3 DEVELOPMENT SERVICES**

**12.3.1 BUILDING STATISTICS APRIL 2009**

**File No:** EC/1/7

**Responsible Officer:** R B Sharkey  
Executive Manager Development Services

**Author Name:** Liz Yates  
Development Assessment Officer

**Disclosure of Interest:** Nil

**REPORT**

Building Licences Approved	No. Sole Occupancy Units	Apr-2008	No. Sole Occupancy Units	Apr-2009
New Residences		25		17
Group Dwellings	6	2		
Transient Workforce Accommodation			70	1
Commercial/Industrial Developments		10		3
Misc (inc. additions and outbuildings)		47		11
Swimming Pools / Spas		14		2
<b>Total</b>		<b>98</b>		<b>34</b>
<b>Value</b>		<b>\$18,244,365</b>		<b>\$21,070,762</b>

Building Licences Approved (cumulative)	No. Sole Occupancy Units	1 July 2007 to 30 April 2008	No. Sole Occupancy Units	1 July 2008 to 30 April 2009
New Residences		187		230
Group Dwellings	64	13	16	2
Transient Workforce Accommodation	2365	11	2302	11
Commercial/Industrial Developments		45		68
Misc (inc. additions and outbuildings)		343		340
Swimming Pools / Spas		110		79
<b>Total</b>		<b>709</b>		<b>730</b>
<b>Value</b>		<b>\$149,231,680</b>		<b>\$381,597,128</b>

**12.3.2 PLANNING DECISIONS – 10 APRIL to 7 MAY 2009**

**File No:** TA/1/1

**Responsible Officer:** R B Sharkey  
Executive Manager Development Services

**Author Name:** Joel Gajic  
Manager Planning Services

**Disclosure of Interest:** Nil

**REPORT**

APPL. #	OWNER	APPLICANT	ADDRESS	DEVELOPMENT
2038	PETER WEBSTER	PETER WEBSTER	57 GASCOYNE CRESCENT DAMPIER	ANCILLARY ACCOMMODATION AND CARPORT AND ANCILLARY WORKS
2042	RAPLEY WILKINSON PROPERTY PTY LTD	RAPLEY WILKINSON PROPERTY PTY LTD	LOT 505 ON DP55244 RIDGE ELBOW, NICKOL	FOURTEEN GROUPED DWELLINGS AND ANCILLARY WORKS
2043	RAPLEY WILKINSON PROPERTY PTY LTD	RAPLEY WILKINSON PROPERTY PTY LTD	LOT 502 ON DP57878 WOODSWALLOW BEND NICKOL	FOURTEEN GROUPED DWELLINGS AND ANCILLARY WORKS
2044	TRIBRIDGE HOLDINGS PTY LTD	TRIBRIDGE HOLDINGS PTY LTD	LOT 1102 MOOLIGUNN ROAD KIE	TRANSPORTABLE BUILDING [DRIVERS REST FACILITY] INCIDENTAL TO A TRANSPORT DEPOT
2048	MINISTER FOR LANDS / CITIC PACIFIC MINING MANAGEMENT	MCCONNELL DOWELL CONSTRUCTIONS	PART 531 AND PART 263 NORTH WEST COASTAL HIGHWAY, MARDIE	TRANSIENT WORKFORCE ACCOMMODATION FACILITY [60 FIVE-PERSON ACCOMMODATION UNITS, KITCHEN/DINER, WET MESS/TV ROOM, MAIN OFFICE, 3 SECONDARY OFFICES, 2 LAUNDRIES, ABLUTION BLOCK, ICE ROOM, BIN COMPOUND, AND INCIDENTAL STRUCTURES], LAY DOWN YARD [OFFICE, ABLUTION BLOCK, LUNCH ROOM, 2 STORE ROOMS, SEA CONTAINERS, AND TEMPORARY STRUCTURES FOR CONSTRUCTION PURPOSES], AND ANCILLARY WORKS.
2050	STATE OF WA	ROBERT & KELLY GOODA	LOT 700 – 2 RAMIREZ COURT WICKHAM	HOME OCCUPATION – FAMILY DAY CARE

**SUBDIVISION CONDITIONAL APPROVALS ISSUED BY WAPC**

SUBDIVISION NUMBER	PLAN OR DIAGRAM	DATE OF DECISION	OWNER	LOCATION	DECISION DETAILS
133777	175600	07-04-09	UNITING CHURCH IN AUSTRALIA PROPERTY TRUST	LOT 72 PADBURY WAY, BULGARRA	TWO LOT SUBDIVISION
1624-08	DP 174830	15-04-09	GREENVALLEY ASSET PTY LTD	LOT 1090 KARRATHA ROAD, STOVE HILL	VACANT STRATA APPLICATION FOR 140 SERVICED APARTMENTS
136245	DP 59331	05-05-09	DEPT FOR PLANNING OF INFRASTRUCTURE [LANDCORP]	DAMPIER ROAD, BAYNTON	195 RESIDENTIAL LOTS IN ADDITION TO RESERVES FOR DRAINAGE, ROADS AND EASEMENTS

13 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

14 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

**QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

**Cr Bailey** *Roebourne Telecentre outstanding account?*

Balance outstanding is subject to a payment arrangement as per attached resolution.

**Cr Rothe** *When can we expect forms for Councillors regarding Budget Requests?*

Councillors can email any budget requests to the CEO's Personal Assistant.

**Cr Bailey** *What progress has been made regarding building developments at the Roebourne 50 cent Hall?*

The initial scope for the Roebourne Community Hall Upgrade was to

- Upgrade air-conditioning unit
- Upgrade kitchen
- General aesthetics, including ceiling repairs and damaged to benches in change rooms caused by water damage
- Install a disabled toilet/change room facilities

Initial budget being \$324,000. Additionally the Shire has received another \$56,000 through the RLCIP grants. An additional \$135,000 has been applied for. The Shire of Roebourne should be notified by the end of June 2009 as to the success or otherwise of this application.

The project team referred the air-conditioning upgrade to a specialist air-conditioning contractor. Initial indications were to install new air-conditioning units would cost approx \$250,000.

The project team then referred the building requirements to the Shire's panel of providers (GHD selected) to complete a report on all upgrade works against the following areas: Building Code Compliance, Functionality Requirements and Aesthetic Requirements, including reviewing the Air Conditioning estimations.

The report from GHD was received late on Friday 15th May 2008 with completed Building and Mechanical Reports. An electrical report is still to be undertaken and will be completed this Thursday/Friday.

Mechanical (Air-Con):

Recommendation is that a full replacement is appropriate, with the cost estimated at \$250,000.

Other options have been given, including:

1. Replacement of condensing unit - \$120,000
2. DX Plant (Note: Not proven in this Pilbara environment, therefore no guarantees on effectiveness - \$185,000)

Building (Internal works only. Not inclusive of car parks, septic works, fascia or pergola works):

Costing has been submitted against 3 areas:

Code Compliance, including roof works - \$1,473,482.95

Functionality requirements: \$686,595.45

Aesthetics: \$113,629.20

TOTAL COST ESTIMATE: - \$2,273,707.50



GHD estimate to build the facility new: \$3,291,645.00

The project team have only received this information and have not yet fully assessed the report. The report is inclusive of indicative works and does not include any detailed documentation of future scope. The facility does also not meet current FESA requirements and this will also need to be taken into consideration.

**Cr Vertigan** *What progress has been made regarding the Hampton Oval Pavilion?*

Scope of works being finalised and quotations to be received.

**Cr White-Hartig** *Point Samson ablutions - when will they be completed?*

Scheduled for 5 June 2009

**Cr White-Hartig** *Point Samson Community Hall - advised of issue regarding cleanup to the adjacent area.*

This is part of the toilet block upgrade and remediation works should be completed by the end of May.

**Cr White-Hartig** *Point Samson Centenary Park - advised of issue of concrete cracking.*

As part of the construction program, regular inspections of completed works have been undertaken. The Contractor has been advised of some works required to fix some issues with the concrete paths which include some cracking.

**Cr Rothe** *Is our dozer operational, if not when will it be repaired?*

No. Currently sourcing pricing for repairs. Unit is scheduled to be disposed of in 09/10 so trying to optimise repair cost to sale value.

**Cr Rothe** *Where are we at with tenders for Air Conditioning Maintenance Contract and Electrical Maintenance Contract?*

Facilities Maintenance Tender advertised last week, closes 3 June 2009

**Cr Rothe** *When can we expect the Effluent System report?*

Council report expected to be available in June.

**Cr Rothe** *When can we expect the Airport Master Plan?*

Report expected within days.

**Cr Rothe** *When can we expect a decision on the KIE Drainage Works?*

Council has indicated that this is a lower priority and will be addressed when time permits.

**Cr Rothe** *When will the Tender documents for airport electrical upgrades be available?*

Awaiting Airport Master Plan to ensure all requirements are captured.

**Cr Rothe** *When will the disposal of the surplus waste bins be finalised?*

In the process of bringing the bins in to audit then tender. Process of collecting and auditing is resource dependent. Should be completed within a month.

**Cr Rothe** *How many responses have we had regarding parks "adoption"?*

No further responses have been received.

**Cr Wieland** *Requested relocation of a sea container in Tambrey Estate as it is blocking a footpath.*

Action will be taken to have the sea-container removed or relocated.

**Cr Wieland** *Gawthorne Rd Motel – Required planning conditions (ie rendering) not yet undertaken. Does Council have any recourse?*

The developer will be put on notice to complete the works. A \$5,000 development bond is still being held by the Shire.

**Cr White-Hartig** *Can the Contractors Quarters in Roebourne be screened from public view?*

Perimeter landscaping is part of the planning approval. Planting anticipated in the near future.

**Cr Rothe** *When can we expect a response to the letter regarding the Java Van?*

Letter of complaint received from Mr J Harris will be subject to a report to next Council Meeting.

15 URGENT BUSINESS APPROVED BY THE PERSON  
PRESIDING OR BY DECISION

Nil.

16 CLOSURE & DATE OF NEXT MEETING

The meeting closed at 9.00pm and the next Ordinary Council meeting is the 15 June 2009.